



## Southwick-Tolland-Granville Regional School District School Committee

### Regular Meeting

DATE: Tuesday, April 7, 2020

TIME: 5:30 P.M. Executive Session

6:00 P.M. Regular Session

LOCATION:

#### **ZOOM WEBINAR CALL IN FOR 6:00 P.M. REGULAR SESSION:**

When: Apr 7, 2020 06:00 PM Eastern Time (US and Canada)

Topic: 4/7/2020 STGRSD School Committee Meeting

Please visit the link below to join the webinar:

<https://zoom.us/j/512061303>

Or iPhone one-tap :

US: +19292056099,,512061303# or +13126266799,,512061303#

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Dial(for higher quality, dial a number based on your current location):

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Webinar ID: 512 061 303

International numbers available: <https://zoom.us/j/512061303>

**\*NOTE WEBINAR\***

### **MINUTES**

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Agenda times are estimates.

#### **I. EXECUTIVE SESSION (5:30 p.m.)**

At 5:34 p.m. a motion was made to go into Executive session and reconvene in open session.

With the members Jeffrey Houle, Pamela Petschke, Chelsea Berry, Theodore Locke, Jessica Boldyga, Jonathan Schantz and Maria Seddon present and all voting individually and unanimously, the motion passes.

Motion by Petschke, seconded by Berry 7/0/0

- ☐ 1. Move to go into Executive Session to discuss the reputation, character, physical condition or mental health rather than the professional competence of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties; and to reconvene in Open Session.
- ☐ 2. Move to go into Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel; and to reconvene in Open Session.

- ☒ 3. Move to go into Executive Session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public and the chair so declares; and to reconvene in Open Session.
- ☐ 4. Move to go into Executive Session to discuss the deployment of security personnel or devices or strategies with respect thereto; and to reconvene in Open Session.
- ☐ 5. Move to go into Executive Session to investigate charges of criminal misconduct or to consider the filing of criminal complaints; and to reconvene in Open Session.
- ☐ 6. Move to go into Executive Session to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body; and to reconvene in Open Session.
- ☐ 7. Move to go into Executive Session to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements; and to reconvene in Open Session.
- ☐ 8. Move to go into Executive Session to consider or interview applicants for employment or appointment by a preliminary screening committee if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to consider and interview applicants who have passed a prior preliminary screening; and to reconvene in Open Session.
- ☐ 9. Move to go into Executive Session to meet or confer with a mediator, as defined in section 23C of chapter 233, with respect to any litigation or decision on any public business within its jurisdiction involving another party, group or entity; and to reconvene in Open Session.
- ☐ 10. Move to go into Executive Session to discuss trade secrets or confidential, competitively-sensitive or other proprietary information; and to reconvene in Open Session.

UFCW Negotiations; Unit A Negotiations; Clerical Negotiations; Cafeteria Negotiations;  
Paraprofessional Negotiations; Custodial Negotiations

At 6:05 p.m. a motion was made to adjourn Executive session and return to open session.  
With the members Jeffrey Houle, Pamela Petschke, Chelsea Berry, Theodore Locke, Jessica Boldyga,  
Jonathan Schantz and Maria Seddon all voting individually and unanimously, the motion passes.

Motion by Berry, seconded by Petschke

7/0/0

## II. ROUTINE (6:00 p.m.) – BEGIN ZOOM WEBINAR ABOVE

### A. Attendance

- B. The meeting was called to order by Mr. Houle at 6:19 p.m. He thanked everyone for their patience while dealing with technical difficulties. Mr. Houle stated that the meeting is being recorded and will be posted on the District YouTube page, with a link from the website. Mr. Houle also reminded attendees about the process for public comment.

School Committee:	<input checked="" type="checkbox"/> Jeffrey Houle, Southwick
	<input checked="" type="checkbox"/> Pamela Petschke, Granville
	<input checked="" type="checkbox"/> Theodore Locke, Tolland
	<input checked="" type="checkbox"/> Jessica Boldyga, Southwick
	<input checked="" type="checkbox"/> Chelsea Berry, Southwick
	<input checked="" type="checkbox"/> Jonathan Schantz, Southwick
	<input checked="" type="checkbox"/> Maria Seddon, Southwick
Administration:	<input checked="" type="checkbox"/> Jennifer Willard, Superintendent
	<input checked="" type="checkbox"/> Stephen Presnal, Director of Finance and Operations
	<input checked="" type="checkbox"/> Amy McLaughlin, Recording Secretary
Student Representatives:	<input type="checkbox"/> Gabrielle Houle and Amelia Coviello
News Media:	<input type="checkbox"/> unknown
Observers:	<input checked="" type="checkbox"/> <u>Approximately 11</u>

### C. Opening Ceremony

None

### D. Secretary's Report

3/24/2020 Meeting Minutes Accepted

Mr. Houle asked Committee members if they had questions or comments. There were none.

With the members Jeff Houle, Pamela Petschke, Theodore Locke, Chelsea Berry, Jonathan Schantz, Jessica Boldyga and Maria Seddon all voting individually and unanimously, the motion passes

Motion by Petschke, seconded by Berry 7/0/0

### E. Warrants

Sent to Committee members via email.

### F. Correspondence

None

## III. PUBLIC COMMENT – excluding personnel issues

Members of the public viewing online may make comments electronically through the livestream platform (via chat) or public comments may be emailed during the meeting to [superintendent@stgrsd.org](mailto:superintendent@stgrsd.org)

Comments will be read aloud at the meeting if the commenting individuals provide their name and address. Public comments, including electronic comments, are not part of a question/answer session, nor will the board respond directly.

A public comment was received via the Question and Answer:

John Jones, Granville, MA. Mr. Jones stated that he heard that, prior to COVID-19 the school sytem was only within a few point of being taken over by the State. Is this true, if so, is there a way to expedite that to improve our rating?

A public comment was reveived via the chat feature:

Domenica Nooney, Southwick, MA stated that the agenda was no posted correctly and asked if there was another place it could be located. Ms. Berry provided a link to the agenda.

#### **IV. STUDENT ADVISORY REPORT – None**

#### **V. EDUCATIONAL PRESENTATION**

##### **A. Lead Teacher Job Description, Superintendent Willard**

Ms. Willard stated that after she and Ms. Sullivan met with all of the teachers in the District, one of the needs expressed by staff was a support for the Woodland School social emotional needs. This is a job description for a lead teacher would be in the Unit A contract. It would be a lead teacher to support classroom teachers with student behaviors, to free up the adjustment counselors to focus on the curriculum that would help all students. This is position is for someone trained in deescalating and to help support teachers and the principal.

Mr. Houle asked Committee members if they had questions or comments..

Ms. Petschke ask when will the position be posted. Ms. Willard responded that it would be posted after it is approved. It will be an action item on the next School Committee agenda.

There were no additional questions or comments.

##### **B. 20/21 School Year Projected Enrollment and School Choice, Superintendent Willard**

Ms. Willard explained that the intent of school choice is to fill seats under the current staffing. This year, there were difficult choices with class sizes getting close to their maximum and so some elementary grades will not have any seats offered.

Mr. Houle asked Committee members if they had questions or comments..

Ms. Petschke ask why the 7<sup>th</sup> and 8<sup>th</sup> grades will each be able to take 5 students next year, but grade 6, with similar class size, will not be able to take any. Ms. Willard explained that because of the difference in the way that 7<sup>th</sup> and 8<sup>th</sup> grade are configured, the class sizes would not be as impacted as the 6<sup>th</sup> grade. .

Mr. Schantz asked if students already enrolled in school choice have a seat for the following year. Ms. Willard confirmed that they do.

There were no additional questions or comments..

#### **VI. POLICIES**

None

#### **VII. ACTION ITEMS**

##### **A. Approve changed in athletic fees for the 2020/2021 school year**

Move to accept the Southwick Regional School Athletic Department Proposed Participation Fees beginning with the 2020/2021 Fall Sports Season:

<u>Ice Hockey:</u>	<u>\$450.00 (Family (Household) Cap at \$1200 for Winter Season)</u>
<u>Downhill Skiing:</u>	<u>\$150.00</u>
<u>Cheerleading:</u>	<u>\$50.00</u>
<u>All other Sports:</u>	<u>\$100.00</u>

Mr. Houle asked Committee members if they had questions or comments..

Ms. Petschke asked how the cap for Ice Hockey was arrived at. Mr. Presnal stated that Mr. Sanschagrin most likely looked at what other Districts were doing.

There were no additional questions or comments..

With the members Jeff Houle, Pamela Petschke, Theodore Locke, Chelsea Berry, Jonathan Schantz, Jessica Boldyga and Maria Seddon all voting individually and unanimously, the motion passes

Motion by Petschke, seconded by Berry 7/0/0

B. Approve participation in the METCO program for the 2020/2021 school year

Move to approve the Southwick-Tolland-Granville Regional School District's participation in the METCO program for the 2020/2021 school year.

Mr. Houle asked Committee members if they had questions or comments.

Ms. Berry asked if the District was looking at increasing the METCO participation this year.

Chairman Houle permitted Jenny Sullivan, Director of Curriculum and Instruction to be unmuted. Ms. Sullivan stated that plans for the METCO grant have not be addressed because of COVID but anticipate that conversation will be reengaged in the upcoming weeks.

There were no additional questions or comments.

With the members Jeff Houle, Pamela Petschke, Theodore Locke, Chelsea Berry, Jonathan Schantz, Jessica Boldyga and Maria Seddon all voting individually and unanimously, the motion passes

Motion by Petschke, seconded by Berry 7/0/0

C. Accept donations

Move to accept the generous donations in memory of Candace Most from: Gerri Bliven in the amount of \$20.00, Boothby Therapy Services LLC in the amount of \$100.00, Mark and Denise Fletcher in the amount of \$100.00, Dennis Most in the amount of \$25.00, Hitachi Kokusai Electric Comark LLC in the amount of \$50.00 and Comark Social Club in the amount of \$50.00.

Mr. Houle asked Committee members if they had questions or comments.

Ms. Berry stated that Candace Most was someone in her childhood that stood out as friendly and sweet and characteristic of what makes STGRSD a great community. She expressed her thanks for the donations.

There were no additional questions or comments.

With the members Jeff Houle, Pamela Petschke, Theodore Locke, Chelsea Berry, Jonathan Schantz, Jessica Boldyga and Maria Seddon all voting individually and unanimously, the motion passes

Motion by Petschke, seconded by Berry 7/0/0

Move to accept the generous donation from the Brown Family in the amount of \$3,000.00 for the procurement of gaming workstations for the Southwick Regional School eSports league.  
Pp/cp. 7/0/0

Mr. Houle asked Committee members if they had questions or comments.

Ms. Petschke thanked the Brown family for their letter which gave her a new perspective on eSports and also for their generous donation.

There were no additional questions or comments.

With the members Jeff Houle, Pamela Petschke, Theodore Locke, Chelsea Berry, Jonathan Schantz, Jessica Boldyga and Maria Seddon all voting individually and unanimously, the motion passes  
Motion by Petschke, seconded by Berry 7/0/0

D. Approve revisions to the STGRSD 19/20 Calendar  
Move to approve the 2019/2020 District Calendar, Rev 1.4.

Ms. Willard explained that the changes to the calendar included the Quarter 3 end date and the removal of Kindergarten screening days. She also explained that the questions of taking April vacation or continuing remote learning was presented to the teacher who were interested in continuing. A survey of parents was overwhelming to keep April vacation on the calendar.

Mr. Houle asked Committee members if they had questions or comments.

Ms. Petschke asked about the survey responses of the parents and for clarification on the response rate. Ms. McLaughlin stated that over 2000 responses were received. Ms. Petschke asked what the last day of school would be and if teacher and students would be expected to work that week. Ms. Willard responded that the last day of school would be June 19, 2020 and teachers and students are not expected to continue working that week.

Mr. Locke mentioned the Italy trip, but Ms. Willard clarified that the calendar to be revised is the 19/20 calendar.

Ms. Schantz asked about the percentages of the survey results and Ms. McLaughlin read the results. There was discussion about the survey and if the survey tracked the email addresses that responded. Ms. McLaughlin stated that the survey did not.

There were no additional questions or comments.

With the members Jeff Houle, Pamela Petschke, Theodore Locke, Chelsea Berry, Jonathan Schantz, Jessica Boldyga and Maria Seddon all voting individually and unanimously, the motion passes  
Motion by Petschke, seconded by Berry 7/0/0

## **VIII. REPORTS**

### **A. Superintendent**

#### **Remote Learning Plans**

Ms. Willard reported that there had been no update from Commissioner Riley but that the District had been working on report learning plans and they were released to families at the end of last week (4/1/2020).

Ms. Willard stated that the State and the District has cautioned teachers that new material must have supports for all students. Under the Remote Learning Plan, teachers will be sending out material one day per week, except math and each teacher has set office time for 2 hrs each day during which students and families can contact them. She stated that all of the remote learning plans on the website.

Ms. Willard also reported that the second round of devices was issued and a total of 230 student devices and 45 teacher devices were distributed. She expressed her thanks to the IT department for all of their hard work.

Mr. Houle asked Committee members if they had questions or comments.

Ms. Petschke asked if the student grading system will be changed to a pass/fail. Ms. Willard confirmed that it would.

Ms. Berry stated that she liked the simplified plans and the teacher snippets being sent home at the beginning of the week. She expressed concern for children and families experiencing hardships and asked about the responsibility at home. Ms. Willard stated that the responsibility of the parents depended on the grade level and independence level of the students. She stated that staff is working hard to identify and reaching out to families who may need extra support and that families in 7-12 can check plus portals. Ms. Sullivan stated that if a student is possibly failing, then there is a process in place to review the access that they had and if it was equitable and make accommodations when appropriate.

Mr. Locke asked what the participation rate is in Tolland. Ms. Willard stated that she would confirm with staff and let him know.

There were no additional questions or comments.

### **B. Director of Finance and Operations**

#### **Continuity of payments**

Ms. Presnal reported that continuity of payments of employees is an informative piece that the Committee should be aware of. In accordance with guidance of the Commissioner, the District is currently doing what is possible to ensure continuity of payments to employees and to programs and schools that the District has arrangements with. Mr. Presnal stated that the guidance was issued during the current shutdown, but if school is closed for a longer period of time, the District would need to evaluate the practice.

#### **Transportation outsourcing**

Mr. Presnal reported that with the COVID outbreak, both he and LPVEC have been working on other duties but they are in contact making arrangements to come together on next steps. He anticipates more information at the next meeting.

Mr. Houle asked Committee members if they had questions or comments.

Ms. Berry asked if food service and transportation were part of the continuity of payments. Mr. Presnal reported that yes, food and custodial had been working on a rotating basis and currently transportation has the least amount of engagement.

There were no additional questions or comments.

#### **IX. SUB COMMITTEES AND LIAISONS**

Negotiations: Locke, Berry, Schantz – no update. Ms. Berry asked if Negotiations can be done virtually. Ms. Willard responded that they really cannot.

Finance: Boldyga, Locke, Houle - Ms. Boldyga reported that the subcommittee met and discussed the OPEB liability which has increased but talked through payments and how contributions can be increased as other liability declines. The subcommittee also reviewed the Continuity of payments to employees and vendors. Ms. Boldyga ask Mr. Presnal if he had an update on the Granville Finance Committee letter. Mr. Presnal responded that he'd been in touch with Mr. Streeter and had a draft of a letter. Ms. Boldyga stated that the Moto X was also discussed.

L.P.V.E.C. Bd. Governors: Petschke – no meeting

L.P.V.E.C. Bd. Directors: Houle – no meeting

Policy: Schantz, Berry, Seddon – the next meeting is scheduled for next week – Ms. Berry asked if the District's Technology policies are in line with remote learning.

Buildings and Grounds: Houle – no meeting

Transportation: Locke, Boldyga – no meeting

(ILT): Petschke, Boldyga, Berry– no meeting

Wellness Liaison: Locke– no meeting

SPED Liaison: Petschke– no meeting

Technology: Petschke, Schantz– no meeting

Southwick Capital Committee: Berry– no meeting

Southwick 250<sup>th</sup> : Berry– no meeting

Legislative Liaison: Rotating Attendance at MASC– no meeting

#### **X. PUBLIC COMMENT – excluding personnel issues**

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Comments will be read aloud at the meeting if the commenting individuals provide their name and address. Public comments, including electronic comments, are not part of a question/answer session, nor will the board respond directly.

Public Comments Submitted via Question and Answer

Domenica Nooney, Southwick, MA – Can you give a status on the SOA from DESE?

Domenica Nooney, Southwick, MA – Why would we increase METCO but decrease school choice?

Domenica Nooney, Southwick, MA – For remote learning, do you have plan for if parent/guardian gets sick to maintain education for those families? Was it in the 14 page document, if so what page?

Domenica Nooney, Southwick, MA – Does your remote learning plan have a transition back to school plan, if so what page?

Domenica Nooney, Southwick, MA – Can't you put out a pubic bid to run the parking lot and then vote?



John Jones Granville, MA – Just looking for a recap, our District is already behind standards of the State and surrounding districts and has decided that if school does not resume this spring, that students will be advanced to the next grade level based on participation alone with no metric or means of testing appropriate grade level knowledge. Not are we concerned with potentially how much this will set us behind but rather in the same meeting decided to keep our week of vacation from participation for a week in April.

Public Comment Submitted via Chat

VeronicaLynn Stratton, Granville, MA - I just wanted to thank everyone for all their hard work and support for the children.

Michelle Parrow, Southwick, MA - Will the new position to address the significant social/emotional needs of our students also address bullying? Why do we borrow policies from other districts? Are we unable to create our own? Also since there are no more school choice spots, does that mean we will no longer be taking students who are expelled from other districts?

Email Submission

Nicole Berndt, Granville, MA – She is having difficulty hearing Mr. Houle.

## **XI. COMMITTEE DISCUSSION**

### **A. Old Business**

Mr. Locke reported that he had just received an email from the Tolland Town Secretary and the Annual Town Meeting in Tolland has been moved to Monday, June 1, 2020 and that is a firm date.

Ms. Petschke stated that she is unsettled about the April vacation vote and questioned if the survey issued was a reliable source of data. She stated that she understands that the parents want the kids to be in front of the teachers but, she requested a new vote that would continue learning through the April break if school is closed for the remainder of the year. Ms. Willard responded that she does not anticipate receiving that information from the State prior to April break. Ms. Willard stated that she can see all sides of the argument and sympathizes with everyone. Ms. Berry stated that she is also conflicted with the vote. Ms. Willard offered to put out another survey. Mr. Houle reminded the Committee that another meeting of the board is not scheduled prior to the break and that the board did vote on the calendar.

### **B. New Business**

Superintendent Evaluation.

Mr. Houle informed the Committee that they would receive the Superintendent Evaluation Survey from Ms. McLaughlin in the next couple of weeks and asked them to please be timely in completing the survey so that the results could be compiled.

Committee Meeting Date in April

The Committee scheduled another meeting on Tuesday, April 21, 2020

## **XII. ADJOURNMENT**

At 7:29 p.m., a motion was made to adjourn the meeting.

With the members Jeff Houle, Pamela Petschke, Theodore Locke, Chelsea Berry, Jonathan Schantz, Maria Seddon and Jessica Boldyga all voting individually and unanimously, the motion passes

Motion by Petschke, seconded by Berry 7/0/0  
Meeting adjourned at 7:29 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Chelsea Berry', written in a cursive style.

Chelsea Berry, Secretary

**XIII. STAFFING**

Appointments  
Resignations  
Retirements

**I. LIST OF DOCUMENTS VIEWED OR DISCUSSED DURING THIS MEETING:**

- Agenda for the April 7, 2020
- Minutes for March 24, 2020 meeting
- Lead Teacher Job Description
- School Choice Date for 2020/2021 School Year
- 2019/2020 District Calendar Rev 1.4