



Southwick-Tolland-Granville Regional School District School Committee

Regular Meeting

DATE: Tuesday, May 21, 2020

TIME: 5:00 P.M. Regular Session

Executive Session to Follow

LOCATION:

When: May 21, 2020 05:00 PM Eastern Time (US and Canada)

Topic: 5/21/2020 School Committee Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89795847555?pwd=d3h3cVR0ZVdoM0ZZYnc2bWE5bzhPQT09>

Password: 1d01Q2

Or iPhone one-tap :

US: +13017158592,,89795847555#,,1#,542032# or +13126266799,,89795847555#,,1#,542032#

Or Telephone:

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

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or
+1 669 900 6833

Webinar ID: 897 9584 7555

Password: 542032

International numbers available: <https://us02web.zoom.us/j/89795847555>

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. ROUTINE (5:00 p.m.) – BEGIN ZOOM WEBINAR ABOVE

A. The meeting was called to order by Mr. Houle at 5:07 p.m.

The following were in attendance.

School Committee	<input checked="" type="checkbox"/>	Jeffrey Houle, Southwick
(Participants):	<input checked="" type="checkbox"/>	Pamela Petschke, Granville (joined at 5:22 p.m.)
	<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
(Participants):	<input checked="" type="checkbox"/>	Stephen Presnal, Director of Finance and Operations
	<input checked="" type="checkbox"/>	Amy McLaughlin, Recording Secretary
Student Representatives:	<input checked="" type="checkbox"/>	Gabrielle Houle
News Media:	<input type="checkbox"/>	unknown
Observers (Attendees):	<input checked="" type="checkbox"/>	<u>Approximately 9</u>

B. Opening Ceremony

Mr. Houle reminded the Committee and audience members that the meeting is being recorded. He also reminded the Committee and audience members of the Public Comment procedures for the virtual meeting format.

C. Secretary's Report

5/5/2020 Meeting Minutes Accepted

There were no questions or comments.

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

Motion by Berry, seconded by Locke 6/0/0

D. Warrants

Mr. Houle stated that the warrants had been emailed to Committee members for signatures.

E. Correspondence

LPVEC Memo Dated May 12, 2020

Superintendent Willard reported that a memo had been received from the Lower Pioneer Valley Educational Collaborative (LPVEC) regarding continued payment of their transportation department drivers and monitors through the end of the school year.

LPVEC email regarding Superintendent search at LPVEC

Ms. Willard reported that she received an email on May 21, 2020 stating that that Roland Joyal was moved forward as the Superintendent at LPVEC. Ms. Willard thanked the interview and search committee for their work.

II. PUBLIC COMMENT – excluding personnel issues

In order that all citizens who wish to be heard before the committee have a chance and to insure the ability of the committee to conduct the district's business in an orderly manner, members of the public viewing online may make comments by sending their comment, along with their name and address, in an email, in advance of, or during, the meeting to superintendent@stgrsd.org. Comments will be read aloud at the meeting during Public Comment. Any comments received after the first comment period will be read in the second Public Comment period.

Improper conduct and remarks will not be allowed. Comments may offer such objective criticisms of the school operations and programs as concern them, but in public session, the committee will not hear personal complaints of school personnel nor against any member of the school community. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.

None

III. STUDENT ADVISORY REPORT

Gabrielle Houle was in attendance and she reported:

AP testing is completed. Prior to the AP testing, the SRS admin came by student houses with treats and personalized notes and left them outside. This made the students feel great and she expressed the students' appreciation for the gesture.

The SRS eSports team was able to continue their competitions during the closure and SRS competed in the league championship

Friday, May 22, 2020 will be the SRS is Virtual Talent Show. Everyone is encouraged to tune in on YouTube.

May 29, 2020 is senior-sign out day. As part of sign-out caps and gowns will be picked up, school owned items will be dropped off and the final Emerald Shield voting will take place. At 4:00 p.m. on Friday, May 29, 2020 there will be a senior drive around escorted by the Southwick PD. The drive around rout will be posted for the public.

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

There were no questions or comments.

IV. EDUCATIONAL PRESENTATION

Woodland School Handbook Changes, Kimberley Saso, Woodland School Principal

Mrs. Saso briefly highlighted the edits to the Woodland School Handbook for the 2020/2021 school year.

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

Ms. Berry asked if there were new drop of procedures as indicated in the diagram in the handbook. Mrs. Saso responded that the diagram and procedures have not changed, but most parents do park and walk their children to the building.

There were no other questions.

Powder Mill School Handbook Changes, Erin Fahey Carrier, Powder Mill School Principal

Mrs. Carrier explained that during the 2019/2020 school year, a committee, chaired by teacher Heather Lloyd reviewed the handbook and, as a result, there are more edits to the handbook than typically seen. She briefly highlighted the changes.

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

There were no questions or comments.

Southwick Regional School Handbook Changes, Joseph Turmel, Southwick Regional School Principal

Mr. Turmel explained that there are minimal edits to the SRS Handbook for the 2020/2021 school year and those changes are primarily in name, calendar and policy updates.

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

There were no questions or comments.

V. POLICIES

2nd Reading EFDA Unpaid Meals Charge

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

There were no questions or comments.

3rd Reading JLCEC Automated External Defibrillator Policy

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

There were no questions or comments.

VI. ACTION ITEMS

A. Waive three readings EFDA Unpaid Meal Charge Policy

Move to waive the three readings of the policy EFDA Unpaid Meal Charge Policy.

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

There were no 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 EFDA Unpaid Meal Charge Policy

Move to accept the policy EFDA Unpaid Meal Charge Policy.

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

There were no 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. Rescind EBB-1 SCHOOL-BASED PUBLIC ACCESS DEFIBRILLATION PROGRAM

Move to rescind the policy EBB-1 School-Based Public Access Defibrillation Program.

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

There were no 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 new AED policy JLCEC - AUTOMATED EXTERNAL DEFIBRILLATOR POLICY

Move to accept the policy JLCEC Automated External Defibrillator Policy.

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

There were no 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

E. Approve 2019/2020 calendar revisions

Move to approve the 2019/2020 District Calendar, Rev 1.5

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

Ms. Petschke asked for clarification on the year and the changes. Ms. Willard stated the year is 2019/2020 school year and the only change is to make Graduation date as "TBD".

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

F. Accept the Agreement Between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Association for the period August 25, 2019 – August 24, 2022

Move to accept the Agreement between the Southwick-Tolland-Granville Regional School Committee and the Southwick-Tolland-Granville Education Association, Inc. for the period August 25, 2019 – August 24, 2022.

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

There were no questions but Mr. Houle did ask the Committee members to sign the signature pages and return to Mrs. McLaughlin.

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

VII. REPORTS

A. Superintendent

Special Education Director Interview Dates

Superintendent Willard reported that for the Special Education Director position, there are currently four candidates. The next step is the scheduling of interviews and the District would like to confirm dates with Committee members. Ms. Petschke asked if all the members would participate and Ms. Willard clarified that two members are part of the paper search and another two are part of the interview process. Mr. Houle and Ms. Berry confirm that they are on the interview committee and they can both participate on May 27 and June 3. Ms. Willard stated the interviews will be via zoom and everyone will get invites from Ms. Larkham.

Return of Teacher Materials

Ms. Willard reported that teachers would begin to have access to their classrooms this week to gather instructional materials and belongings. She stated that the plan for accessing the building was developed by the principals along with the Supervisor of Buildings and Grounds. Student pick-up of belongings will take place later in June.

Reopening Offices

District and school offices will open on Tuesday, May 26, 2020. The Supervisor of Buildings and Grounds is working on the COVID plan. Offices will be open from 9:00 a.m. – 1:00 p.m. and will only see visitors by appointment. Central Office will be open Monday – Friday and School Offices on Tuesday, Wednesday and Thursday.

Graduation

Ms. Willard reported that guidance had been received from the Commissioner on graduation. She will review the information with Mr. Turmel and families will be informed as decisions are made.

Ms. Boldyga Thanked Superintendent Willard for sending out the email of end of year information to families and recognized the principals for the work they had been doing.

Staffing

Ms. Willard reported that some staff members had been notified of non-renewals and reductions in force.

B. Director of Finance and Operations

FY21 Budget

Mr. Presnal reported that he had met with the Finance subcommittee earlier in the day.

He explained that the State continues to indicate funding cuts for FY21. The latest projections show that there will be a \$6 bill shortfall, which exceeds initial estimates by approximately \$2 billion.

In an effort to prepare for all potential budget scenarios, the District continues to explore contingency plans should there be a dramatic reduction in funding in FY21. The District is cautiously optimistically about Annual Town meetings and budget approvals in June.

School Breakfast and Lunch Prices

Mr. Presnal notified the Committee that there will be a recommendation on breakfast and lunch pricing at the next meeting. A price adjustment is needed to meet paid lunch equity guidelines.

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

There were no questions or comments

VIII. SUB COMMITTEES AND LIAISONS

Subcommittee Assignments

Negotiations: Locke, Berry, Schantz – No report

Finance: Boldyga, Locke, Houle – Ms. Boldyga reported that the subcommittee meet and discussed breakfast and lunch charges. She state that current breakfast pricing is low and it is unclear when an increase was last

implemented. She stated that the subcommittee also reviewed the budget for FY21 and due to questions in funding, which at this point in time is completely uncertain. The District is working to account for revenues and input from the State and Towns. Currently there are so many unknowns and that adds additional challenges to the job of educating students during the COVID closure.

L.P.V.E.C. Bd. Governors: Petschke – Ms. Petschke reported that LPVEC held the final interviews for the Superintendent's position and there were three final candidates. The position was offered to Roland Joyal, Current Assistant Superintendent in Chicopee and he accepted. The next regularly scheduled LPVEC meeting is May 27, 2020.

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

Policy: Schantz, Berry, Seddon – Mr. Schantz reported: Ms. Sullivan brought forth the Bullying Policy with minor tweaks. After review by the subcommittee, that policy is going to the legal team. The subcommittee also reviewed the Unpaid Meals policy which was voted earlier in the meeting.

Buildings and Grounds: Houle – Mr. Houle reported that he met with Mr. Presnal and Mr. Wicander and discussed capital projects for FY21 and COVID cleaning and workforce return.

Transportation: Locke, Boldyga – no report

Liaison Assignments – no reports

(ILT): Petschke, Boldyga, Berry

Wellness Liaison: Locke

SPED Liaison: Petschke

Technology: Petschke, Schantz

Southwick Capital Committee: Berry

Southwick 250th : Berry

Legislative Liaison: Rotating attendance at MASC

IX. PUBLIC COMMENT – excluding personnel issues

In order that all citizens who wish to be heard before the committee have a chance and to insure the ability of the committee to conduct the district's business in an orderly manner, members of the public viewing online may make comments by sending their comment, along with their name and address, in an email, in advance of, or during, the meeting to superintendent@stgrsd.org. Comments will be read aloud at the meeting during Public Comment. Any comments received after the first comment period will be read in the second Public Comment period.

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Ted Locke, Tolland, MA – Stated that a sailfish just went by, which means the lake is open.

X. COMMITTEE DISCUSSION

A. Old Business

Superintendent Evaluation

Mr. Houle reported that he had everyone's feedback and he will compile and report out at the next meeting.

B. New Business

XI. EXECUTIVE SESSION (5:00 p.m.)

At 5:47 p.m. a motion was made to go into Executive session and not reconvene in open session.

With the members Jeffrey Houle, Pamela Petschke, Chelsea Berry, Theodore Locke, Jessica Boldyga, Maria Seddon and Jonathan Schantz 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

At 6:50 p.m. a motion was made to adjourn Executive 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

XII. ADJOURNMENT

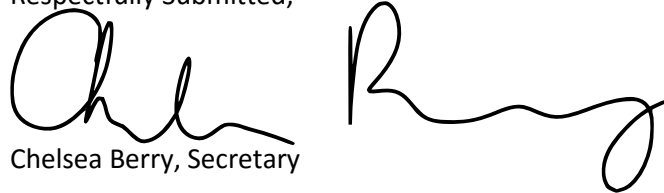
At 6:50 p.m. a motion was made to adjourn the meeting.

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 6:50 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Chelsea Berry', written over a horizontal line.

Chelsea Berry, Secretary

XIII. STAFFING

Appointments

Resignations

Retirements

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

- Agenda for the May 21, 2020
- Minutes for May 5, 2020 meeting
- 2nd reading EFDA Meals Charge
- 3rd reading JLCEC Automated External Defibrillator Policy
- Memorandum of Agreement between the Southwick-Tolland-Granville Regional School District and the Southwick-Tolland-Granville Education Association