



# Southwick-Tolland-Granville Regional School District School Committee

## Regular Meeting

DATE: Wednesday, September 7, 2022

TIME: 5:30 P.M. Regular Session

**LOCATION: In-Person at Superintendent's Conference Room**

86 Powder Mill Road

Southwick, MA 01077

### \*NOTE TIME AND LOCATION

Community members who do not wish to attend in-person are also able to watch the meeting on LiveStream via ZOOM Webinar. However, public comment will not be allowed via Zoom. In the event of disruption of the LiveStream, the in-person meeting shall continue to proceed.

When: Sep 7, 2022 05:30 PM Eastern Time (US and Canada)

Topic: 9/7/2022 School Committee Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83366515844?pwd=T0hXSVCrNjRjaFMzZ0xRd3hMbWFTQT09>

Passcode: GaASt9

Or One tap mobile :

US: +13092053325,,83366515844#,,,,\*372592# or +13126266799,,83366515844#,,,,\*372592#

Or Telephone:

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

US: +1 309 205 3325 or +1 312 626 6799 or +1 646 931 3860 or +1 929 205 6099 or +1 301 715 8592 or +1 669 444 9171 or +1 669 900 6833 or +1 719 359 4580 or +1 253 215 8782 or +1 346 248 7799 or +1 386 347 5053 or +1 564 217 2000

Webinar ID: 833 6651 5844

Passcode: 372592

International numbers available: <https://us02web.zoom.us/j/kes9aEDksH>

### AGENDA

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 (5:30 p.m.) – BEGIN PUBLIC SESSION & Zoom Webinar**

- A. Attendance
- B. Opening Ceremony
- C. Secretary's Report
- D. Warrants
- E. Correspondence
- None

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

Anyone wishing to make a public comment must appear in-person at the meeting.

In-person speakers will be allowed three (3) minutes to present their material and must begin by stating their name and address. The total time limit for public comment is fifteen (15) minutes. The presiding chairperson may permit extension of this time limit, in extenuating circumstances.

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.

#### **III. STUDENT ADVISORY REPORT**

**IV. EDUCATIONAL PRESENTATION**

District Strategic Plan – Jennifer Willard, Superintendent of Schools

**V. POLICIES**

**VI. ACTION ITEMS**

- A. Approve Fundraisers for 22/23 School Year
- B. Approve Out of State Field Trip
- C. Approve Home Education Plans
- D. Retirement Resolutions
- E. Accept District Strategic Plan

**VII. REPORTS**

- A. Superintendent
  - Enrollment Numbers
  - Opening of School
  - Unfilled Positions
- B. Director of Finance and Operations

**VIII. SUB COMMITTEES AND LIAISONS**

Negotiations: Locke, Jubb  
Finance: Locke, Stevenson  
L.P.V.E.C. Bd. Collaborative: Emmelmann  
L.P.V.E.C. Bd. Corporation: Stevenson  
Policy: Petschke, Stevenson, Jubb  
Buildings and Grounds Liaison: Locke, Emmelmann  
Instructional Leadership Team (ILT) Liaison: Petschke, Korobkov  
Wellness Liaison: Locke, Korobkov  
SPED Liaison: Petschke, Korobkov  
Technology Liaison: Petschke  
Southwick Capital Committee Liaison: Jubb  
Southwick Master Plan Liaison: Jubb  
Athletics Liaison: Stevenson  
Legislative Liaison: Rotating attendance at MASC

**IX. PUBLIC COMMENT – excluding personnel issues**

Anyone wishing to make a public comment must appear in-person at the meeting.

In-person speakers will be allowed three (3) minutes to present their material and must begin by stating their name and address. The total time limit for public comment is fifteen (15) minutes. The presiding chairperson may permit extension of this time limit, in extenuating circumstances.

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.

**X. COMMITTEE DISCUSSION**

- A. Old Business
- B. New Business

**XI. ADJOURNMENT**



# Southwick-Tolland-Granville Regional School District School Committee

## Regular Meeting

DATE: Wednesday, August 24, 2022

TIME: 9:00 A.M. School Committee Workshop and Meeting

**LOCATION: In-Person at Granville Town Hall**

707 Main Road, Granville, MA 01034

**\*NOTE TIME AND LOCATION**

### 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 (9:00 a.m.)** At 9:08 a.m., a motion was made to open the meeting

Motion by Petschke, seconded by Korobkov 6/0/0

A. Attendance

- |                          |                                     |   |
|--------------------------|-------------------------------------|---|
| School Committee         | <input checked="" type="checkbox"/> | Robert Stevenson, Southwick, Chairman                   |
| (Participants):          | <input checked="" type="checkbox"/> | Pamela Petschke, Granville, Vice Chairperson            |
|                          | <input checked="" type="checkbox"/> | Ryan Korobkov, Southwick, Secretary                     |
|                          | <input checked="" type="checkbox"/> | Theodore Locke, Tolland                                 |
|                          | <input type="checkbox"/>            | Patrick Jubb, Southwick                                 |
|                          | <input checked="" type="checkbox"/> | Erika Emmelmann, Southwick                              |
|                          | <input checked="" type="checkbox"/> | Desiree Melloni, 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, exit at 11:30 a.m. |
| Student Representatives: | <input type="checkbox"/>            | None  |
| News Media:              | <input checked="" type="checkbox"/> | Westfield News  |
| Observers (Attendees):   | <input checked="" type="checkbox"/> | <u>Approximately 5</u>                                  |

B. Opening Ceremony

None

II. **EDUCATIONAL PRESENTATION**

A. Ice Breaker, Robert Stevenson

Mr. Stevenson led the group in an ice breaker where everyone was giving a small bag of m&m candies and a list of questions corresponding to m&m colors. Everyone was encouraged to share two items from the list of questions. Items shared included: bucket list location to travel to, favorite travel destination, favorite television program as a child, what did you want to be when you grew up.

B. School Committee Meetings, Robert Stevenson

Mr. Stevenson explained that he attended a MASC training over the summer and he shared some learnings. Some of the items referenced included: having a school committee timeline for the year to guide the committee on decisions, discussion of the use of a consent agenda and handling public comment. During the discussion on public comment, the committee discussed the question of what items are in the purview of the school committee, specifically curriculum.

C. 22/23 District Strategic Plan, Jennifer Willard, Superintendent

Superintendent Willard explained that the 22/23 District Strategic Plan will be focused on fostering a sense of belonging. Ms. Willard and Ms. Fahey Carrier reviewed the document they created "Fostering a Sense of Belonging" including a survey for students. Ms. Willard stated that part of the work would be focused on

working on the impact of words vs. the intent of words. She also highlighted work that is scheduled with the Anti-Defamation League (ADL) and also the district policy manual updates that will take place.

Ms. Willard reviewed the goals around a guaranteed and viable curriculum and referred to a shift in science teaching to phenomenon-based story line. Dr. Sullivan explained that teachers have already received begun receiving training on this new teaching method and the teachers are enthusiastic about the shift. Training will continue through the fall and winter and teachers will pilot the new curriculum in the spring.

Dr. Sullivan explained that the Massachusetts Department of Elementary and Secondary Education (DESE) is currently in the process of selecting new ELA core curriculum for grades 7-12. STGRSD's Instruction Coach, Amber Hall, has been selected to serve on the DESE board to evaluate the new curriculum. Selection will take place in a few years.

For technology, Ms. Willard explained that the new Director of Technology will create a vision for STGRSD.

Ms. Willard shared a version of the District Strategic Plan that she created that uses everyday language to describe the educational terminology and jargon currently found in the plan.

Ms. Willard also shared guidance from DESE for Massachusetts public schools in creating a safe and supportive environment for transgender students. Ms. Willard reviewed the law with the committee and discussed gender neutral bathrooms at Southwick Regional School and Powder Mill School.

### III. ACTION ITEMS

#### A. Secretary's Report

Move to accept the 6/21/2022 meeting minutes

There were no questions or comments

Motion by Petschke, seconded by Korobkov

Motion passed 6/0/0

#### B. Warrants

Circulating

#### C. Approve Increase in School Meal Pricing for 22/23 School Year

Move to approve an increase in school meal pricing beginning with the 22/23 school year as follows:

Second Lunch Price at \$4.25

Second Breakfast price: \$2.50

Ms. McLaughlin recommends amending motion to replace the term "Second" lunch to "paid lunch"

Motion by Petschke to change language to strike "Second" and replace with "paid". Seconded by Korobkov

There was no additional discussion

Motion passed 6/0/0

Mr. Stevenson gave a summary of the recent finance subcommittee meeting where meal pricing was discussed. He explained that the new price is close to the school meal reimbursement received by Fed and State combined.

Motion by Petschke, seconded by Korobkov

Motion passed 6/0/0

- D. Approve Home Education Plans for 22/23  
Move to approve Home Education Proposals HS-2223-02 through HS-2223-30.  
 There were no questions or comments.  
 Motion by Petschke, seconded by Korobkov Motion passed 6/0/0
- E. Approve School Choice  
Move to approve one school choice seat in grade 12 for the 22/23 school year.  
 There were no questions or comments.  
 Motion by Petschke, seconded by Korobkov Motion passed 6/0/0
- F. Approve Allocation of Funds to Regional Transportation Account  
Approve the allocation of \$131,236.85 to the Regional Transportation Reimbursement Revolving Account for fiscal year 2022. Said amount being the reimbursement funds received by the Southwick-Tolland-Granville Regional School District from the Commonwealth of Massachusetts in excess of the budgeted fiscal year 2022 Regional Transportation Reimbursement revenue of \$847,757.00

Ms. Presnal explained that the committee acts on this annually based on the legislatures allowance for regional school districts. The State allows excess reimbursement to be placed in to a revolving account for transportation expenses.

There were no questions or comments.  
 Motion by Petschke, seconded by Korobkov Motion passed 6/0/0

- G. Approve Class of 2023 Parking Spot Painting for 22/23  
Move to approve the Southwick Regional School Class of 2023 Parking Spot Painting event for the 22/23 school year.

Mr. Stevenson explained that he would like the proposal to come forward earlier or recommend approving it as an annual function so students do not have to receive annual approvals. Ms. Petschke recommends keeping it an annual approval, but asks that it come forward earlier, prior to the start of the event.

Motion by Petschke, seconded by Korobkov Motion passed 6/0/0

- H. Approve Rate Adjustment for Summer IT Intern  
Move to approve a rate adjustment for Summer IT Intern. The rate to be \$15.00 per hour effective June 1, 2022

Mr. Presnal and Mr. Stevenson explained that there was a verbal agreement with the intern that the rate would be \$15.00 but school committee approval is needed to execute the increase.

Motion by Petschke, seconded by Korobkov Motion passed 6/0/0

#### IV. COMMITTEE DISCUSSION

##### A. Old Business

None

##### B. New Business

- Staff Opening Day – Will be held on August 29, 2022. Please email Ms. McLaughlin if you will attend.
- School Committee Meeting Dates for 22/23

There was discussion of having meetings in Tolland and Granville for the 22/23 year. Granville meeting will be held in November and Tolland Meeting in the spring.

**V. ADJOURNMENT**

At 12:06 p.m., a motion was made to adjourn the meeting.

With the members Robert Stevenson, Pamela Petschke, Theodore Locke, Erika Emmelmann, Ryan Korobkov and Desiree Melloni all voting individually, the motion passes.

Motion by Petschke, seconded by Korobkov 6/0/0

(Stevenson – yes; Petschke – yes; Korobkov – yes; Emmelmann – yes; Locke – yes; Melloni- yes)

Respectfully Submitted,

Ryan Korobkov, Secretary

**VI. STAFFING**

Appointments

Resignations

Retirements

**VII. LIST OF DOCUMENTS VIEWED OR DISCUSSED DURING THIS MEETING**

- Agenda for the August 24, 2022 Meeting
- Minutes for the June 21, 2022 Meeting
- Ice breaker list of questions
- Southwick-Tolland-Granville Regional School District Strategic Plan 2021-2024
- Southwick-Tolland-Granville Regional School District Strategic Plan- In Real Words 2021-2024
- Fostering a Sense of Belonging
- Massachusetts Department of Elementary and Secondary Education Guidance for Massachusetts Public Schools  
Creating a Safe and Supportive School Environment
- STGRSD Home Education Proposals: HS-2223-02 to HS-2223-30
- Class of 2023 Senior Parking Spot Painting
- Schedule of upcoming dates
- STGRSD School Committee 22/23 Meeting Schedule
- STGRSD 22/23 District Calendar

**Southwick-Tolland-Granville Regional School District  
Strategic Plan  
2021-2024**

**Vision (future)**

The Southwick-Tolland-Granville Regional School District (STGRSD) will prepare students to persevere, adapt and thrive in an ever-changing world as both independent thinkers and scholars.

*Preparing students to persevere, adapt and thrive in an ever-changing world*

**Mission (now)**

The Southwick-Tolland-Granville Regional School community fosters a culture where all students learn the skills and dispositions to adapt and thrive in an ever-changing world. The STGRSD community, including students, parents and staff, is compassionate, respectful, and responsible. We act with the highest integrity and take initiative for continuously learning throughout our lives.

**Core Values**

- *Compassion:* We practice empathy for others, develop the capacity to forgive, and promote a peaceful, caring and safe community.
- *Integrity:* We demonstrate strong moral character through honesty, fairness, and working diligently to fulfill commitments.
- *Respect:* We believe in the inherent dignity of all people, celebrate individuality, value diversity and honor ourselves and others through our words and actions.
- *Responsibility:* We take ownership of our behavior and learning, have the courage to think and act independently, demonstrate problem-solving skills, and strive to always be reliable and trustworthy.
- *Scholarship:* We believe in seeking knowledge for knowledge’s sake. We strive to learn new things every day. We reflect on the sources of our academic successes and failures and persevere when learning becomes difficult.

**Theory of Action**

If the administrative team promotes a common vision of high-quality, student-centered instruction and support teachers in implementation of this vision... Then teachers will foster meaningful student engagement, depth of knowledge and social emotional growth with a common understanding of best practices... So that students will take responsibility for their learning, evaluate progress toward personal goals and have the intellectual, social, and emotional skills to be productive members of community.

**Strategic Objectives**

<b>Diversity Equity Inclusion and Belonging</b>	<b>Guaranteed and Viable Curriculum</b>	<b>Instructional Technology</b>	<b>Engaged Learning</b>
As a student’s sense of belonging is critical to academic success, the District will foster a sense of belonging and partnership among students, staff and families where all members of the school community feel socially connected, supported, and respected.	Teachers will work collaboratively to provide all students the opportunity to learn a rigorous curriculum built around common standards with differentiated resources and instruction, clear learning expectations for each grade or course, and tangible exemplars of student proficiency for each learning expectation.	The District will continue to use technology in the classroom setting to build upon skills developed due to the COVID-19 pandemic such as collaborating, communicating, informational literacy, critical thinking, media literacy, online etiquette, and self- directed learning.	With teachers as coaches, all students will have opportunities every day to engage in high-quality, student-centered learning experiences that have a clear purpose, challenge them to interact with the curriculum in a deep and thoughtful manner, and engage them in authentic tasks that require creativity and flexible thinking.

<b>High Impact Initiatives to Support District Strategic Objectives</b>			
<b>Diversity Equity Inclusion and Belonging</b>	<b>Guaranteed and Viable Curriculum</b>	<b>Instructional Technology</b>	<b>Engaged Learning</b>
<p>Work with the Department of Elementary and Secondary Education to set a vision and create an action plan which includes concrete actionable steps that address students' sense of belonging.</p> <p>Update policies, with the support of MASC, based on Education Reform Law of 1993. The District will use an equity lens when updating its policies.</p> <p>Begin work with the ADL to support the District in its implementation of the action plan.</p>	<p>Administer common formative and summative benchmark assessments that reflect mastery and depth of standards in the core content areas following the timelines in the district assessment calendar.</p> <p>Using district approved screeners (literacy, social emotional, math, behavior, etc.) and benchmark assessments, provide tiered instruction for all students using the entrance and/or exit criteria outlined in the MTSS frameworks for literacy, math, and social emotional and behavioral health.</p> <p>Support the shift to a literacy model that focuses on both high-quality instructional materials and the science of reading, which emphasizes phonics in the early grades and comprehension through the development of background knowledge and vocabulary in upper grades with additional support of the SIPPS reading intervention program.</p> <p>Pilot phenomenon-based story line science curriculum in grades 6-8.</p> <p>Begin the evaluation and selection process for a core 7-12 English Language Arts curriculum.</p>	<p>Using the TRUST model, educate students on personal and social responsibility when using technology.</p> <p>Provide students with opportunities to participate in online assessments to give teachers ready access to performance data in time to inform and scaffold instruction as needed (accelerated learning).</p> <p>Provide ongoing professional development on the use of data derived from online assessments to inform and enhance instruction.</p> <p>Acclimate the new Technology Director to our District in order to create a robust vision for instructional technology.</p>	<p>Articulate and focus on fully engaging students through the use of social emotional supports and culturally responsive practice with a continued focus on Universal Design for Learning (UDL), cognitively guided math instruction, and phenomenon-based science instruction.</p> <p>Instructional Coaches to provide job-embedded professional learning to teachers on incorporating best practices for student cognitive engagement in implementing high-quality instructional materials and supporting teachers with planning for accelerated learning.</p> <p>Instructional coaches will support teachers as we focus on educational equity where all students will receive consistent access to grade level work with targeted scaffolds to make it accessible.</p> <p>Design and implement professional development focused on literacy content and pedagogy K-12, phenomenon-based science K-12, trauma informed schools K-12, and content specific instruction 7-12.</p>
<b>High Impact Initiatives to Support Site Strategic Objectives</b>			
<b>Diversity Equity Inclusion and Belonging</b>	<b>Guaranteed and Viable Curriculum</b>	<b>Instructional Technology</b>	<b>Engaged Learning</b>



**Southwick-Tolland-Granville  
Regional School District**

**Fundraiser Application and Approval Form**

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.

*Application must be approved two (2) weeks in advance of activity or must be rescheduled.*

Name of Organization: PAWS PTO      Name of Advisor(s): TIFFANY JACQUIER

Date of Application: AUGUST 22, 2022      Date of Fundraising Activity: SEE ATTACHED

Fundraising Activity: SEE ATTACHED      Location of Fundraiser: SEE ATTACHED

Purpose / Beneficiary of Fundraiser: SEE ATTACHED

Tiffany Jacquier

Applicant Printed Name

*Tiffany LT Jacquier*

Applicant Signature

*E. Caris*

Principal's Signature

Athletic Director's Signature (if sports related)

Date

*8/22/22*

Date

*Jennifer Tolland*

Superintendent's Signature

School Committee:

Date Approved

**When the fundraiser is completed, please submit the following information to the building principal:**

Gross Profit:                      \$ \_\_\_\_\_

Less Expenses:                      \$ \_\_\_\_\_

Net Profit:                              \$ \_\_\_\_\_

Account Deposited to: \_\_\_\_\_

Date Deposited: \_\_\_\_\_

Signature of Applicant

Signature of Building Principal

# PAWS PTO FUNDRAISERS 2022-2023 SCHOOL YEAR

FUNDRAISING ACTIVITY	DATE OF ACTIVITY	NAME OF ADVISOR(S)	LOCATION OF FUNDRAISER	PURPOSE OF FUNDRAISER
Amazon Smiles	All year	Tiffany Jaquier	online	To fundraise for the general fund
Box Tops	All year	Christine Greco	online	To fundraise for the general fund
Apparel	All year	Tiffany Jaquier	online	To fundraise for the general fund
Meadow Farms	September - October	Brenna Comee	Packets in school, ship to home	To fundraise for the general fund
Scholastic Book Fair	September & June	Christine Greco	Powder Mill & Woodland	To purchase scholastic periodicals for classrooms
Turkey Trot	November	Tiffany Jaquier	STGRSD Track	To fundraise for the general fund
Holiday Bazaar	December	Christine Greco	Powder Mill & Woodland	To fundraise for the general fund
Barnes & Noble	February	Tiffany Jaquier	Barnes & Noble Holyoke	To provide books for classroom libraries
Square 1 Art	March - May	Tiffany Jaquier	Powder Mill & Woodland	To fundraise for the general fund
Golf Tournament	May	Brenna Comee/Chris Garvey	Edgewood Country Club	To fundraise for the general fund



# Southwick-Tolland-Granville Regional School District

## Fundraiser Application and Approval Form

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.  
*Application must be approved two (2) weeks in advance of activity or must be rescheduled.*

Name of Organization: Spanish Club Name of Advisor(s): Pam Mahoney

Date of Application: 8/31/2022 Date of Fundraising Activity: Nov 2022

Fundraising Activity: Day of the Dead lollipops grams

Location of Fundraiser: sold during lunch

Purpose / Beneficiary of Fundraiser: participants of trip to Peru

Pamela Mahoney

Applicant Printed Name

Applicant Signature

Principal's Signature

Athletic Director's Signature (if sports related)

Date

Date

Superintendent's Signature

School Committee:

Date Approved

When the fundraiser is **completed**, please submit the following information to the **building principal**:

Gross Profit: \$ \_\_\_\_\_

Less Expenses: \$ \_\_\_\_\_

Net Profit: \$ \_\_\_\_\_

Account Deposited to: \_\_\_\_\_

Date Deposited: \_\_\_\_\_

Signature of Applicant

Signature of Building Principal



# Southwick-Tolland-Granville Regional School District

## Fundraiser Application and Approval Form

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.

*Application must be approved two (2) weeks in advance of activity or must be rescheduled.*

Name of Organization: Spanish Club Name of Advisor(s): Pam Mahoney

Date of Application: 8/15/2022 Date of Fundraising Activity: February 2023

Fundraising Activity: Coffee Bean sale <https://www.givingbean.com/>

Location of Fundraiser: n/a

Purpose / Beneficiary of Fundraiser: participants of trip to Peru

Pamela Mahoney

Applicant Printed Name

Applicant Signature

Principal's Signature

Athletic Director's Signature (if sports related)

Date

Date

Superintendent's Signature

School Committee:

Date Approved

**When the fundraiser is completed, please submit the following information to the building principal:**

Gross Profit: \$ \_\_\_\_\_

Less Expenses: \$ \_\_\_\_\_

Net Profit: \$ \_\_\_\_\_

Account Deposited to: \_\_\_\_\_

Date Deposited: \_\_\_\_\_

Signature of Applicant

Signature of Building Principal



# Southwick-Tolland-Granville Regional School District

## Fundraiser Application and Approval Form

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.

*Application must be approved two (2) weeks in advance of activity or must be rescheduled.*

Name of Organization: Spanish Club Name of Advisor(s): Pam Mahoney

Date of Application: 8/31/2022 Date of Fundraising Activity: Nov-Dec 2022

Fundraising Activity: Popcorn Sale

Location of Fundraiser: n/a

Purpose / Beneficiary of Fundraiser: participants of trip to Peru

Pamela Mahoney

Applicant Printed Name

Applicant Signature

Principal's Signature

Athletic Director's Signature (if sports related)

Date

Date

Superintendent's Signature

School Committee:

Date Approved

When the fundraiser is **completed**, please submit the following information to the **building principal**:

Gross Profit: \$ \_\_\_\_\_

Less Expenses: \$ \_\_\_\_\_

Net Profit: \$ \_\_\_\_\_

Account Deposited to: \_\_\_\_\_

Date Deposited: \_\_\_\_\_

Signature of Applicant

Signature of Building Principal



# Southwick-Tolland-Granville Regional School District

## Fundraiser Application and Approval Form

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.  
*Application must be approved two (2) weeks in advance of activity or must be rescheduled.*

Name of Organization: Spanish Club Name of Advisor(s): Pam Mahoney

Date of Application: 8/31/2022 Date of Fundraising Activity: October

Fundraising Activity: restaurant night

Location of Fundraiser: Summer House or equivalent

Purpose / Beneficiary of Fundraiser: participants of trip to Peru

Pamela Mahoney

Applicant Printed Name

Applicant Signature

Principal's Signature

Athletic Director's Signature (if sports related)

Date

Date

Superintendent's Signature

School Committee:

Date Approved

**When the fundraiser is completed, please submit the following information to the building principal:**

Gross Profit: \$ \_\_\_\_\_

Less Expenses: \$ \_\_\_\_\_

Net Profit: \$ \_\_\_\_\_

Account Deposited to: \_\_\_\_\_

Date Deposited: \_\_\_\_\_

Signature of Applicant

Signature of Building Principal



# Southwick-Tolland-Granville Regional School District

## Fundraiser Application and Approval Form

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.

*Application must be approved two (2) weeks in advance of activity or must be rescheduled.*

Name of Organization: Spanish Club Name of Advisor(s): Pam Mahoney

Date of Application: 8/31/2022 Date of Fundraising Activity: Flower Bulb Sale

Fundraising Activity: selling flower bulbs

Location of Fundraiser: n/a

Purpose / Beneficiary of Fundraiser: participants of trip to Peru

Pamela Mahoney

Applicant Printed Name

Applicant Signature

Principal's Signature

Date

Athletic Director's Signature (if sports related)

Date

Superintendent's Signature

School Committee:

Date Approved

**When the fundraiser is completed, please submit the following information to the building principal:**

Gross Profit: \$ \_\_\_\_\_

Less Expenses: \$ \_\_\_\_\_

Net Profit: \$ \_\_\_\_\_

Account Deposited to: \_\_\_\_\_

Date Deposited: \_\_\_\_\_

Signature of Applicant

Signature of Building Principal



# Southwick-Tolland-Granville Regional School District

## Fundraiser Application and Approval Form

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.

*Application must be approved two (2) weeks in advance of activity or must be rescheduled.*

Name of Organization: SRS BFA (Business Education Alliance) Name of Advisor(s): Maryanne Margiotta  
 Date of Application: 8/30/22 Date of Fundraising Activity: Fall semester 2022  
Spring semester 2023  
 Fundraising Activity: Sale of candy bars to support BEA Scholarship fund for graduating seniors (DLE students)  
 Location of Fundraiser: \_\_\_\_\_  
 Purpose / Beneficiary of Fundraiser: graduating DLE students

Maryanne Margiotta  
 Applicant Printed Name

Maryanne Margiotta  
 Applicant Signature

Principal's Signature \_\_\_\_\_

Athletic Director's Signature (if sports related) \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Superintendent's Signature \_\_\_\_\_

School Committee: \_\_\_\_\_

Date Approved \_\_\_\_\_

<b>When the fundraiser is <u>completed</u>, please submit the following information to the <u>building principal</u>:</b>	
Gross Profit:	\$ _____
Less Expenses:	\$ _____
Net Profit:	\$ _____
Account Deposited to:	_____
	Date Deposited: _____
_____ Signature of Applicant	_____ Signature of Building Principal





# Southwick-Tolland-Granville Regional School District

## Fundraiser Application and Approval Form

No fundraising of any kind may be held without the specific consent of the building principal, Superintendent and the School Committee. Fundraising activities may not begin until approval is obtained.

*Application must be approved two (2) weeks in advance of activity or must be rescheduled.*

Name of Organization: SRS BEA (Business Education Alliance) Name of Advisor(s): Maryanne Margiotta

Date of Application: 8/30/22 Date of Fundraising Activity: April 12, 2023

Fundraising Activity: Raffle - BEA Scholarship (items donated by community members, mentors, etc.)

Location of Fundraiser: SRS auditorium

Purpose / Beneficiary of Fundraiser: raise funds for BEA Scholarship fund for graduating DLE seniors

Maryanne Margiotta  
Applicant Printed Name

Maryanne Margiotta  
Applicant Signature

Principal's Signature \_\_\_\_\_

Athletic Director's Signature (if sports related) \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Superintendent's Signature \_\_\_\_\_

School Committee:  
Date Approved \_\_\_\_\_

**When the fundraiser is completed, please submit the following information to the building principal:**

Gross Profit: \$ \_\_\_\_\_

Less Expenses: \$ \_\_\_\_\_

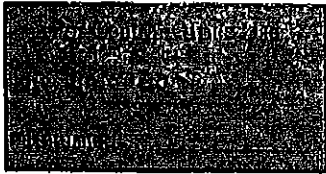
Net Profit: \$ \_\_\_\_\_

Account Deposited to: \_\_\_\_\_

Date Deposited: \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Signature of Building Principal \_\_\_\_\_



# FIELD TRIP REQUEST FORM

Trip Date: Wed. 11/2/22

Request Date: 8/30/22

## DIRECTIVES AND REGULATIONS:

1. The Building Administrator must submit this form to the Office of the Superintendent **AT LEAST TWO WEEKS PRIOR TO THE WEEK OF THE PROPOSED TRIP** so that bus/driver availability can be verified.
2. All trips must meet the requirements of purpose, supervision, and policies of each school.
3. The Trip Coordinator is responsible for providing directions to the driver.

### Trip Coordinator to Complete This Section:

Destination: ACM Aerospace Alley Future Workforce Opportunities Fair

Complete Address: CT Convention Center, 100 Columbus Ave., Hartford, CT

Phone Number: contact: Jessica Taylor (860) 282-4239

School: Circle One: WS PMS  SRS Group/Class: \_\_\_\_\_

Trip Coordinator (s): Maryanne Margiotta

School Departure Time: 7:30 am School Arrival Time: by 2 PM

Type of Transportation: Circle One: Van Mini Bus  Bus Charter Bus Other: \_\_\_\_\_

Cost of Trip to Students: 0 Number of Chaperones: 1-2 (depends on approx. number of students to attend)

Trip List Attached: Check One: YES  NO  Number of Students: 250

Meals: Check One:  Student Provide/Bring from Home  Provided on-Trip/Eat Out will stop at fast food restaurant on way home  
 School Provide Bagged Lunch  School Café During Regular Lunch Period

Teacher/Advisor: Maryanne Margiotta

### School Office to Complete This Section:

Trip Charged To:  District Budget  Student Activity Account

Nurse Needed:  YES  NO Signature: \_\_\_\_\_

Administrator:  Approve  Reject: Reason: \_\_\_\_\_

Signature: \_\_\_\_\_

### Superintendent's Office to Complete This Section:

Transportation: Bus Available: Y N Per Karen/Linda Date: \_\_\_\_\_

Nutrition: Notified: Y N Date: \_\_\_\_\_

Superintendent:  Approve  Reject: Reason: \_\_\_\_\_

Signature: \_\_\_\_\_

**2022/2023 Home Education Proposals**

**SOUTHWICK-TOLLAND-GRANVILLE  
REGIONAL SCHOOL DISTRICT**

<b>ID#</b>	<b>22/23 Grade Level</b>	<b>Town</b>	<b>Date Received</b>
HS-2223-32	8	Southwick	8/29/2022
HS-2223-33	5	Southwick	8/29/2022
HS-2223-34	7	Southwick	8/29/2022
HS-2223-35	11	Southwick	8/29/2022
HS-2223-36	7	Southwick	8/29/2022
HS-2223-37	9	Southwick	8/29/2022
HS-2223-38	12	Southwick	8/29/2022
HS-2223-39	2	Southwick	8/29/2022