

Southwick-Tolland-Granville Regional School District School Committee

Regular Meeting

DATE: Tuesday, September 5, 2023

TIME: 6:00 P.M. Regular Session

NOTE 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 inperson meeting shall continue to proceed.

Please click the link below to join the webinar:

https://us02web.zoom.us/j/81955450338?pwd=SlhONTAxYXZWeFhqSmtvWVUvdDVNdz09

Passcode: h9zSn2

Or One tap mobile :

+13017158592,,81955450338#,,,,*812860# US (Washington DC)

+13052241968,,81955450338#,,,,*812860# US

Or Telephone:

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

+1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 646 931 3860 US +1 929 205 6099 US (New York) +1 669 900 6833 US (San Jose) +1 689 278 1000 US +1 719 359 4580 US +1 253 205 0468 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 669 444 9171 US

Webinar ID: 819 5545 0338

Passcode: 812860

International numbers available: https://us02web.zoom.us/u/kdnhrpkZdI

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 (6:00 p.m.) – BEGIN PUBLIC SESSION & Zoom Webinar

- A. Attendance
- B. Opening Ceremony
- C. Consent Agenda Minutes of 8/21/23 Workshop; Approval of Home Education Plans HS-2324- 32 to HS-2324- 49; Approval of Fundraiser
- D. Warrants
- E. Correspondence

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

Student Cell Phone Use Pilot Grant – Serena Shorter, Principal, Southwick Regional School and Charles Jasak, Assistant Principal, Southwick Regional School

V. POLICIES

23/24 Subcommittee Meeting Schedule

VI. ACTION ITEMS

- A. Approve Consent Agenda
- B. Approve Acceptance of Student Cell Phone Use Pilot Grant and Expenditures
- C. Accept District Strategic Plan

VII. REPORTS

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

VIII. SUB COMMITTEES AND LIAISONS

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

IX. PUBLIC COMMENT – excluding personnel issues

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X. COMMITTEE DISCUSSION

- A. Old Business
- B. New Business

Southwick SC Candidate Interviews and Joint School Committee (Southwick members) / Southwick Select Board Meeting: September 11, 2023

XI. ADJOURNMENT



Southwick-Tolland-Granville Regional School District School Committee

Workshop Meeting

DATE: Monday, August 21, 2023

9:00 A.M.

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

86 Powder Mill Road

Southwick, MA 01077

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.) – BEGIN WORKSHOP

A. Attendance

The meeting was called to order by Mr. Stevenson at 9:09 a.m.

Motion by Petschke, seconded by Emmelmann 5/0/0

School Committee	$\overline{\mathbf{A}}$	Robert Stevenson, Southwick, Chairman
(Participants):	\checkmark	Pamela Petschke, Granville, Vice Chairperson
		Ryan Korobkov, Southwick, Secretary
	\checkmark	Theodore Locke, Tolland
		Southwick representative, TBD
	\checkmark	Erika Emmelmann, Southwick
	\checkmark	Desiree Melloni, Southwick
Administration	\checkmark	Jennifer Willard, Superintendent
(Participants):	\checkmark	Joseph Turmel, Director of Finance and Operations
	\checkmark	Jenny Sullivan, Asst. Superintendent of Curriculum and Instruction
	\checkmark	Robin Gunn, Director of Special Services
	\checkmark	Garland Green, Director of Technology
	\checkmark	Serena Shorter, Principal, Southwick Regional School
	\checkmark	Sean Rood, Assistant Principal, Southwick Regional School
	\checkmark	Charles Jasak, Assistant Principal, Southwick Regional School
	\checkmark	Erin Carrier, Principal, Powder Mill School
	\checkmark	Emma Rood, Assistant Principal, Powder Mill School
	\checkmark	Michael Pescitelli, Principal, Woodland School
	\checkmark	Erin Mountain, Recording Secretary
Student Representatives:		Lucas Caron
News Media:		None
Observers/ Attendees:		None

- B. Opening Ceremony
 - None
- C. Consent Agenda Minutes of 6/6/23; 23/24 Home Education Proposals HS-2324-01 through HS-2324-31
- D. Warrants Circulating
- E. Correspondence None

II. EDUCATIONAL PRESENTATION

- Updates, Introductions/Ice Breakers – Robert Stevenson, Chair

Mr. Stevenson shared that Southwick member Patrick Jubb resigned and he explained the process for appointing a new Southwick representative on the School Committee. Letters of interest will be accepted until 12:00 p.m. on August 25, 2023. Interviews of candidates will take place on September 11, 2023 at a joint meeting of the School Committee (Southwick members only) and Southwick Select Board, at 6:00 p.m., at the Town Hall.

Mr. Stevenson mentioned various athletics-related Buildings and Grounds projects, such as a turf field, the baseball field, lacrosse field, and tennis courts, all of which will go before the voters. He highlighted the improvements the district has made in the area of communication, and noted the importance of enhancing and continually improving communications with parents, especially in light of to the draft Health Education and PE Curriculum Frameworks being developed by the State, including the School Committee's role is in this initiative/rollout.

Mr. Stevenson introduced the new administrators: Serena Shorter is principal of Southwick Regional School, Michael Pescitelli is principal of Woodland School, and Charles Jasak and Sean Rood are assistant principals at Southwick Regional School. He said he is very excited about this school year and the new administrators on the team; he feels it is wonderful to move people up internally and grow/promote from within.

Mr. Stevenson asked the School Committee members, Central Office members, and administrators to introduce themselves and share one personal or professional goal for the year.

 District Strategic Plan – Jennifer Willard, Superintendent, and Jenny Sullivan, Assistant Superintendent of Curriculum and Instruction

Superintendent Willard shared the following highlights of the 2023-2027 District Strategic Plan:

- Superintendent Willard explained that the Vision, Mission, Theory of Action, and Strategic Objectives remained the same. Regarding the Core Values, Scholarship was re-positioned at the top and the other Core Values are below, serving as the foundation. She explained that the other four Core Values are the pillars that hold up Scholarship, because when those four things are happening, then Scholarship can happen (she mentioned that parents suggested this alignment/visual). Our new re-positioning of the Core Values sends the message that we are here to help our students learn.
- Superintendent Willard outlined key points of the high impact initiatives under three of the four Strategic Objectives: Diversity, Equity, Inclusion & Belonging (DEIB); Guaranteed Viable Curriculum; and Engaged Learning. She asked Director of Technology Garland Green to explain the high impact initiatives under Instructional Technology.
- DEIB the work with the Anti-Defamation League (ADL) is the same as last year. Ms. Petschke said that because we developed specialized programs, it would be good for the School Committee to meet the staff of these programs and get an end-of-year update. Ms. Carrier reported that she made a program guide for Social Emotional Learning (SEL); she and Ms. Gunn could share this with the School Committee. Mr. Stevenson asked how parents are able to find out information about these specialized SEL programs. Ms. Gunn indicates that parents of high needs students are reaching out to Special Services on their own to ask about program options and features. Superintendent Willard noted that we would find a way to accommodate a student in district if there is a particular program that the student needs. Superintendent Willard shared that relationships and belonging are themes for this school year, including in her Welcome address on Opening Day.
- Guaranteed and Viable Curriculum Much of this information is the same as before. We will continue to support the development of MTSS frameworks for English language development, literacy, math, and social emotional and behavioral health. Specialized programs will be designed for students with special needs who need unique instructional strategies to access the curriculum. Two curriculums will be tested and a decision will be made in the spring or next fall.
- Engaged Learning Teachers will continue to be supported in the effective implementation of highquality instructional materials for cognitively guided problem-based math instruction (new way of teaching math). Faculty will receive instruction from Dr. Sullivan and Ms. Gunn on August 30 on the District Curriculum Accommodation Plan (DCAP), and they will also cover MTSS (Multi-Tiered System of Supports) and 504s/IEPs. Literacy gamification will be piloted at the middle grades; students love it and are very engaged in this learning method.

Instructional Technology – Mr. Green highlighted the main objectives of this area. He stressed that the IT Department is working to bring technology across the district and expand literacies, including what are core literacies and what will this look like for the district. He spoke about learning management systems and the need for teachers and students to be able to manage the process of learning – carefully. He referenced customizing learning, data privacy, and the plan to develop a district-wide richmedia presence, which will be combined with the integration of library and media functions (LibTech).

Mr. Stevenson asked where we stand with the infrastructure, and whether we are on track with the timeline that was developed. Mr. Green noted that we are working with a company and we can outsource part of the management of this project, and he indicated that we are working on a plan to have the access points completed as scheduled. Superintendent Willard explained that there has been a lot of transition in the IT Department this summer, with the passing of the network technician at the beginning of the summer, and the resignation of the Systems Coordinator and the IT Specialist on August 25. She ensured that we will build the best IT team that we can and will find people to do the work. Mr. Stevenson requested that Mr. Green give an update at a School Committee meeting this fall.

Regarding the Strategic Plan, Ms. Petschke would like this document to be condensed to two pages, and she would like a reader-friendly "in real words" version to be created and posted on the website along with the version shared with School Committee today. Mr. Stevenson asked if administrators are on board with the District Strategic Plan, and Superintendent Willard answered yes. Superintendent Willard noted that the District Strategic Plan will be voted on by the School Committee at their next meeting, and schools develop their Site Strategic Plans based on the approved District Strategic Plan.

- Draft Health Frameworks Jenny Sullivan, Assistant Superintendent of Curriculum and Instruction
 - Dr. Sullivan presented a PowerPoint with an overview of the Comprehensive Health and Physical Education Framework. She explained that this is the first revision to health standards since 1999, and so much has changed since then in the lives of students (she showed a slide featuring the top 10 child health concerns in 2012 vs. 2020).
 - The DESE Draft Revised Framework is open for feedback/public comment until August 28. Our district is in the learn and prepare phase going into this school year, and there are four phases. We will convene a CHPE Curriculum Council that will be composed of teachers, administrators, students. We will be transparent from the beginning to end so everyone has an opportunity to be heard. She explained that we will build in opportunities to share materials and notes with people who have an interest. The new coaches will begin the school year by unpacking the standards with the health and PE teachers to determine what we need students to know and be able to do. The CHPE frameworks will be divided into grade spans: Pre-K to 2, grades 3-5, grades 6-8, and grades 9-12. Within each grade span, the standards are grouped by practice. Dr. Sullivan that a lot of professional development will take place within the Curriculum Council all school year.
 - Dr. Sullivan outlined the key developments and shifts in the new draft frameworks, which include a stronger emphasis on practices, a more explicit representation and integration of physical education, a clear articulation of social and emotional competencies, updates to reflect current and ever-changing technology, social media, and other influences on health and well-being, and a more deliberate integration of skills for personal safety, maintaining personal boundaries, and child sexual abuse prevention through a trauma-informed lens.
 - The process for evaluating and selecting a high-quality Comprehensive Health and PE Curriculum includes four phases: learn and prepare, investigate and select, launch, and implement and monitor. Our process this school year will involve planning, establishing the Curriculum Council, calibrating district priorities through a local lens, and researching the market landscape for products/high-quality instructional materials that are already available, which we will align to the district priorities and vision.
 - Dr. Sullivan noted that we have a policy that allows parents to opt out of the sex education component of the health curriculum. Mr. Stevenson reiterated that we have to communicate this to parents besides just a letter in the backpack, and he would like the letter to go out at the beginning of the year. School Committee members expressed that the district should examine communication methods from

the district and schools for things that have a potential to be an issue, such as this topic, as well as for items that have important dates and deadlines (such as feedback on the Health and PE Frameworks). It was noted that the district and schools should text parents/guardians to let them know an email went out and to check their email. Mr. Stevenson asked for copies of the opt out letters that will be sent home to parents/guardians.

III. ACTION ITEMS

A. Approve Consent Agenda

Move to approve Consent Agenda items as listed above.	
There were no questions or comments.	
Motion by Petschke, seconded by Emmelmann	5/0/0
Motion passes.	

B. School Choice Seats

Move to approve nine (9) additional school choice seats in kindergarten for the 23/24 school year.

Superintendent Willard explained that the district anticipated 99 students in kindergarten, so three School Choice seats were opened. We are currently only at 77 kindergarten enrollments with several students on a waiting list.

Motion by Petschke, seconded by Emmelmann 5/0/0 Motion passes.

IV. REPORTS

- A. Superintendent None
- B. Director of Finance and Operations None

V. COMMITTEE DISCUSSION

- A. Old Business None
- B. New Business
- Staff Opening Day Superintendent Willard noted that Opening Day is August 28 and her welcome address is at 1:30 p.m. This year, Dr. Adolph Brown will speak about belonging and unpacking students' backpacks, as students come in with two backpacks the one we see, and the one we don't know about. She noted that the tour of schools is at 11:00 on August 28, followed by the picnic lunch at SRS, and then her welcome address, followed by Dr. Brown. Superintendent Willard will record her presentation. The first day for grades 1-12 is August 31; Pre-K begins on September 5, and kindergarten begins on September 6.
- School Committee Meeting Dates for 23/24 The School Committee meeting schedule for the 2023/2024 school year was reviewed. The months of February and April will have only one meeting, like last year. The meeting schedule accounted for the Public Budget Hearing which is slated to take place on March 19, 2024. Mr. Stevenson noted that a roundtable meeting with the Finance subcommittee and Select Board members will be held in the fall (November/December) for a pre-budget meeting to see what the budget will look like.
- ADL Training Administrators and School Committee members will attend a training by the Anti-Defamation League via Zoom this afternoon.

VI. ADJOURNMENT

At 11:59 a.m., a motion was made to adjourn the meeting. With the members Rob Stevenson, Pamela Petschke, Theodore Locke, Erika Emmelmann, and Desiree Melloni all present and voting individually, the motion passes. (Stevenson – yes; Petschke – yes; Emmelmann – yes; Locke – yes; Melloni- yes)

Respectfully Submitted,

Ryan Korobkov, Secretary

VII. STAFFING

JIAITING			
<u>Appointments</u>			
Shorter, Serena	Principal	SRS	7/1/2023
Jasak, Charles	Assistant Principal	SRS	7/1/2023
Rood, Sean	Assistant Principal	SRS	7/1/2023
Pescitelli, Michael	Principal	Woodland	7/1/2023
Richmond, Stephanie	Instructional Coach	SRS	7/18/2023
Auclair, Amy	Gr. 1 Teacher	Woodland	8/28/2023
Baltera, Quendolyn	Gr. 7/8 Social Studies Teacher	SRS	8/28/2023
Briggs, Gina	Special Ed. Teacher	Powder Mill	8/28/2023
Giroux, Jensen	Gr. 2 Teacher	Woodland	8/28/2023
Cabana, Derek	PT Food Services	District	8/28/2023
Guiel, Vincent	Special Ed. Teacher	SRS	8/28/2023
Hull, Ana	Reading Specialist	Powder Mill	8/28/2023
Jacob, Julia	Family Consumer Science	SRS	8/28/2023
Kapinos, Jacob	Math Teacher	SRS	8/28/2023
Massenberg, Danielle	Special Ed. Teacher	Woodland	8/28/2023
Tatro, Jennifer	Paraprofessional	SRS	8/28/2023
Tseka, Ciera	Building Sub	SRS	8/28/2023
Waskiewicz, Julie	Reading Specialist	Woodland	8/28/2023
Day, Ethan	Paraprofessional	Powder Mill	8/29/2023
Raymond, Rebecca	Paraprofessional	Woodland	8/30/2023
Cesarini, Michaella	Paraprofessional	Powder Mill	8/31/2023
Ingham, Kaylish	Paraprofessional	SRS	8/31/2023
Resignations			
Bourbonnais, Heather	Special Ed. Teacher	Woodland	6/27/2023
Hall, Amber	Instructional Coach/Literacy	District	6/30/2023
Mulligan, Elizabeth	Paraprofessional	SRS	6/30/2023
Iacolino, Cassandra	Teacher	Woodland	7/24/2023
Satkowski, Nadine	Food Service	SRS	7/26/2023
Bailey, Katie	Special Ed. Teacher	Powder Mill	8/10/2023
Reneris, Nicole	Food Service	District	8/10/2023
Brogden, Kristin	Paraprofessional	Woodland	8/15/2023
Cavanaugh, Shannon	BCBA	District	8/16/2023
Nobbs, Bridget	Paraprofessional	Woodland	8/24/2023
Simao, David	English Teacher	SRS	8/24/2023
Lynch, Kimberly	Paraprofessional	Woodland	8/25/2023
Maple, Jared	Network Tech/IT	District	8/25/2023
Petell, Allegra	Health Teacher	SRS	8/27/2023
Lemieux, Danielle	PT Food Service	District	8/28/2023
Rutola, Tua	PT Food Service	District	8/28/2023
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Retirements

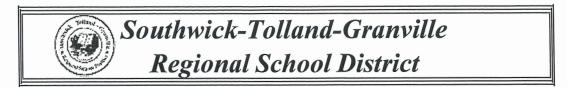
VIII. LIST OF DOCUMENTS VIEWED OR DISCUSSED DURING THIS MEETING

- Agenda for the August 21, 2023 Workshop
- Minutes of the June 6, 2023 Meeting
- Home Education Proposals: HS-2324-01 through HS-2324-31
- District Strategic Plan
- PowerPoint Slides DESE Draft Health Frameworks
- Opening Week Schedule
- School Committee Meeting Dates 2023/2024

2023/2024 Home Education Proposals

SOUTHWICK-TOLLAND-GRANVILLE REGIONAL SCHOOL DISTRICT

ID#	23/24 Grade Level	Town	Date Received
HS-2324-32	3	Southwick	8/16/2023
HS-2324-33	5	Southwick	8/16/2023
HS-2324-34	7	Southwick	8/16/2023
HS-2324-35	9	Southwick	8/16/2023
HS-2324-36	10	Southwick	8/16/2023
HS-2324-37	11	Southwick	8/16/2023
HS-2324-38	12	Southwick	8/16/2023
HS-2324-39	4	Southwick	8/16/2023
HS-2324-40	6	Southwick	8/16/2023
HS-2324-41	8	Southwick	8/16/2023
HS-2324-42	2	Granville	8/17/2023
HS-2324-43	1	Granville	8/17/2023
HS-2324-44	6	Southwick	8/21/2023
HS-2324-45	8	Southwick	8/22/2023
HS-2324-46	5	Southwick	8/23/2023
HS-2324-47	10	Southwick	8/25/2023
HS-2324-48	9	Southwick	8/29/2023
HS-2324-49	11	Southwick	8/30/2023



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 FICIOL HOCKEN	Name of Advisor(s): <u>SUDNEY</u> Uptak Jacki Date of Fundraising Activity: <u>711323</u>
Date of Application: 01023	Date of Fundraising Activity: 711323
Fundraising Activity: Dining to Don	
Location of Fundraiser: <u>APPUBCES</u> -1	Nestfield MA 01085
Purpose / Beneficiary of Fundraiser: TOUSE M	noney towards new equipment

SUCHEY SUPT (Applicant Printed Na		Applicant Signature
Multub A Mut		Athletic Director's Signature (if sports related)
Date <u>2/16/23</u>		Date
mudulle	u al	School Committee:
Superintendent's Signature		Date Approved
When the fundraiser is <u>co</u> Gross Profit:	mpleted, please submit the f	following information to the <u>building principal</u> :
Less Expenses:	\$	
Net Profit:	\$	
Account Deposited to:		_ Date Deposited:
Account Deposited to.		

SOUTHWICK-TOLLAND-GRANVILLE REGIONAL SCHOOL DISTRICT

Tolland Crimos * Restonal School Other

86 Powder Mill Road, Southwick, MA 01077 Phone (413) 569-5391 FAX (413) 569-1711

www.stgrsd.org

Jennifer C. Willard Superintendent of Schools Jenny L. Sullivan Assistant Superintendent of Curriculum and Instruction **Joseph P. Turmel** Director of Finance and Operations Robin L. Gunn Director of Student Services

MEETING POSTING

September 1, 2023 2:00 p.m.

TO: Southwick Town Clerk Tolland Town Clerk Granville Town Clerk

The Policy Subcommittee of the STGRSD School Committee will meet as follows:

LOCATION (In-Person unless otherwise noted)

Superintendent's Conference Room - 86 Powder Mill Road, Southwick, MA 01077

Date	Time	Location
Tuesday, November 21, 2023	4:00 p.m.	Superintendent's Conference Room
Tuesday, December 19, 2023 4:00 p.1		Superintendent's Conference Room
Tuesday, January 23, 2024	4:00 p.m.	Superintendent's Conference Room
Tuesday, February 13, 2024	4:00 p.m.	Superintendent's Conference Room

AGENDA:

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1. Policy Update

Jennifer C Willard, Superintendent

2023/2024 STGRSD Enrollment [8/31/23]

(# School Choice Slots Approved) (* # School Choice Enrolled)														
Grade	РК	К (12)	1	2 (3)	3 (5)	4 (5)	5	6 (5)	7 (5)	8 (5)	9 (5)	10 (5)	11 (5)	12
WS PMS SRS	32	85 (*9)	96	92 (*1)	88 (*1)	97 (*1)	102	94 (*1)	111 (*3)	117 (*2)	95 (*3)	108	94	98

TOTAL Enrollment K-12 = 1,277

TOTAL Enrollment PK-12 = 1,309