

**GREENFIELD PUBLIC SCHOOLS**  
**SCHOOL COMMITTEE MEETING**

**MINUTES**

**October 8, 2009**

**6:00 p.m. GCTV**

Approved November 12, 2009

**Members Present:** Chair Doris Doyle; Committee Members: Dalton Athey, Maryelen Calderwood, Marcia Day, John Lunt, Mayor William Martin, Keith McCormic.

**Also Present:** Superintendent Hollins, Attorney Hayes, Lane Kelly, Director of Municipal Finance; Presenters Nancee Bershof & Wisty Rorabacher, and members of the press and public.

**I. Call to order:** With a quorum present, Chairperson Doyle called the meeting to order at 6:05 p.m.

**II. Approval of Minutes:** Passed to next meeting.

**III. Reports**

**Chair:** Turned over to Superintendent

**Superintendent:**

- Reviewed financial situation. All line items of the budget have been entered/set up. Need to be vigilant in monitoring budget.
- Overall, school year got off to a strong start. Academy of Early Learning up and running; Four Corners opened; seating and lights installed in small theater at the high school.
- 8<sup>th</sup> graders sent Supt. a thank you note for allowing the Antioch College team-building program.
- Broadway event was very successful; almost full capacity both nights
- Administration will be going over every state test result (down to grade three) to analyze results per group and child
- ELT has several issues; overall not enough \$\$ for number of personnel who wish to participate.
- District is in the 5<sup>th</sup> year of a 5-year transportation contract. District received new proposal and will review. Superintendent met with company president.
- Civil Rights audit rescheduled for October. Will include Special Ed & ELL.
- Conversation with School Building Authority (SBA), SC Chair, Superintendent, Mayor re: feasibility study. Committee must sign initial guideline compliance form,
- Financial report will be distributed (Supt. did not bring them with her). Will be a lean year but anticipating an ability to end year on budget. M Calderwood requested the financial report.
- ESCO project meetings will take place soon as reports are being finalized.
- Consolidating accounting services with city. Plan is moving along with certain electrical and technical revisions to Davis under way.

## **Committee Reports.**

**Policy Subcommittee, Marcia Day Chair:** Subcommittee is reviewing policies. Have developed a checklist to review each, and will use a tracking system for any changes proposed. The two categories of policy sets reviewed are Governance and Facilities. Need to clarify the role and responsibilities of city and school department vis-à-vis school building renovations and maintenance. Next meetings will be 10/13 and 10/27 at Davis Building. K. McCormic suggested WIKI for tracking changes.

**Hampshire Education Collaborative: Maryelen Calderwood representing.** The next meeting is Wednesday and she will try to attend.

**Strategic Planning Subcommittee, J. Lunt Chair:** Subcommittee has met; need to have one more to layout general categories; then will bring to main committee to sign off; each general category will be vetted

1. Finance
2. Sustainability
3. Curriculum development
4. Education Reform

Next meeting to be determined within the next day or two

**Superintendent Evaluation Subcommittee, J. Lunt Chair:** Committee will convene soon; will bring recommendation to full committee.

## **IV. Public Comment (6.35 p.m.)**

Two members of the public commented on the renaming of the Middle School. Tami Mosher suggested using local public figure as opposed to state public figure. Tim Mosher echoed these sentiments. He said not to be hasty and discussed Governor Washburn & Clayton Davenport.

## **V. New Business**

### **A. High School Clinic**

- City's Public Health Nurse and School Nurses have discussed and worked out plan for flu vaccination clinics. Funds have been received.
- Highest priority is younger children; vaccination to happen in schools and at predetermined sites; confirmed that no other medical conditions will be addressed. Dr. Bill Doyle spoke and explained that the goal was setting up clinics during and after school hours using school or other nurses.

### **B. Overnight Music Trip**

- Music Director Calcari was joined by parent Maureen Butynski. They shared itinerary/highlights for a proposed music department trip to Disney World (April 16-April 23, 2010) where the band/chorus will perform in the 25<sup>th</sup> Anniversary of Magic Music Day. They requested permission for the trip.

- Considerable discussion about trip particulars; cost, itinerary, chaperones, security, supervision, liability, waivers, compliance with state guidelines and parental permission forms. Committee members also expressed their thanks and gratitude to Music Department and Parent Association for their tireless efforts. “It’s a great Program.” Will have a security guard from 11:00 p.m. to 6:00 a.m. Issues raised which Mr. Calcari said would be addressed: 1) liability waivers for chaperones, 2) an insurance rider for the trip, 3) assignment of care forms (K McC).

Mayor Martin moved; 2<sup>nd</sup> Athey: **To approve GHS Music Department’s trip to Disney World in Florida from April 16 to April 23, 2010, as approved this evening, traveling by motor coach of Kuzmeskus Bus Company.** Unanimously approved.

**C. Volunteer Program (7:20 p.m)**

- Nancee Bershof and Wisty Rorabacher presented their “Whole School” volunteer program. New position - Volunteer Coordinator is key player; individual school needs will provide direction of the program whether it be help on the playground, in the library, in the computer lab, with buildings and grounds, etc. Reviewed budget and benefits; volunteer database and recordkeeping.
- Committee members questioned possibility of conflicts with unions; M. Calderwood suggested getting a legal opinion
- Committee members thanked Nancee and Wisty for their presentation.

**D. School Building Authority and High School**

- GHS is in the pipeline for capital renovation funding. Superintendent and Mayor received letter outlining the three initial steps that need to be done before process can start:
  1. Provide \$\$ for the feasibility study
  2. Submit report of routing & capital maintenance program
  3. Committee must sign initial compliance certification

K. McCormic motioned to allow Superintendent, Mayor and SC Chair to sign initial compliance certification; seconded by J. Lunt. Debate ensued about the merits of allowing those representatives to sign on behalf of the SC without each of the members being able to review the document.

M. Calderwood moved to table initial motion until document received; seconded by D. Athey. Discussion continued about how to proceed and finding the balance between exercising caution and inaction.

Called the question: Motion to table; D. Athey, M. Calderwood, Mayor Martin in favor. K. McCormic, M. Day, J. Lunt opposed. Motion to table fails. J. Lunt withdrew his second of the original motion and commented that the committee needed to balance moving forward expeditiously and being prudent. No objections.

**Old Business – Warrant Process**

- Short discussion about getting SC members to sign bill warrant so they can be paid in a timely manner. Consensus to have warrants signed at each SC meeting (every other Thursday)

**VI.** Motion by Athey; 2<sup>nd</sup> Calderwood: **To enter non-public session (8:30 p.m.) for matters related to negotiation.** Unanimous by roll call vote. The committee will not be returning to public session.

Motion by Athey; 2<sup>nd</sup> Lunt: That the Chairperson sign the labor department settlement document in our behalf. Passed.

Motion by Athey; 2<sup>nd</sup> Mayor Martin: That the school committee authorize Attorney Hayes to represent the school committee on the matter of UE274. Passed. Unanimous.

Motion by Athey; 2<sup>nd</sup> Mayor Martin: **To adjourn executive session** (9:11 p.m.)

**VII.** Adjournment. Motion by Lunt; 2<sup>nd</sup> McCormic: To adjourn. Passed.  
Meeting adjourned at 9:12 p.m.

Audrey LaBonte  
Recording Secretary