GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE SPECIAL MEETING
DRAFT MINUTES: Monday, November 18, 2019
Greenfield High School, 21 Barr Avenue, Greenfield MA

Present: Katie Caron (KC); Susan Eckstrom (SE); Jordana Harper, Superintendent (JH); Susan Hollins (SH) (arrived 6:15); Glenn Johnson (GJ); Adrienne Nunez (AN); William Martin (WM);
Absent: Cameron Ward (CW)
Also present: Mike Kuchieski, Athletic Director; Stephen Nembirkow, Business Manager; Ed Voudren, Transportation Coordinator; other school staff, citizens, and the press.

I. Call to Order
With a quorum present [KC, SE, GJ, AN, WM], Chair Nunez opened the meeting at 6:06 p.m.

II. Approval of Minutes
SE moved to approve the draft minutes of November 13, 2019. 2nd KC. Motion passed unanimously.

III. Public Comment
Carolyn McDaniel, parent, thanked School Committee, Superintendent, school leaders and teachers for providing excellent education at GHS.

IV. Reports
A. Chairperson
AW reviewed items in packet: School Committee calendars; Planning & Construction Committee Annual Report.
Delay in Superintendent: Evaluation to allow more time to combine responses. To be discussed at December 11 meeting. Change of dates made in collaboration with Superintendent.

B. Superintendent (no formal report for special meeting)
JH read letter from a veteran thanking Newton School students for cards and decorations on Veterans Day.

V. Business
A. Transportation Cost Savings Proposal

AN announced intent to move into Executive Session in accordance with MGL c 30A, §21, (10): To discuss trade secrets or confidential, competitively sensitive or other proprietary information (transporation).

Gj moved to enter Executive Session. SE 2nd. Yes: KC, SH, SE, Gj, AN, WM. Motion passed. Entered Executive Session at 6:17 p.m.

Returned to public session at 6:29 p.m.

Steve Nembirkow and Ed Voudren presented two-part proposal: to purchase a used 42-passenger bus to transport Four Rivers students and athletic teams; to lease 7 vans to transport special education students.

Discussion:
- Urgent need to replace old vans. 4 Uplander vans will not pass next inspection.
• Additional vans would expand GPS’ in-house special ed transportation (currently paying $10K/month for private transportation) and potentially bring income from transporting other districts’ special education students. Other districts interested; GPS staff have not pursued discussions until GPS has secured additional van capacity.
• Proposal to add 3 drivers, 3 monitors. City pays cost of benefits.
• Consider creating ncn-profit collaborative for regional transportation.
• Projected savings $500-$600 per trip for athletics games using GPS vehicles.
• Currently transporting 8 Gill-Montague students in otherwise empty seats.
• Has Kuzmeskus contract been approved by City Council?
• GPS charges other districts our per-pupil transport cost.
• $ figures in memo not clear, in part because state special ed transportation reimbursement not included.
• Providing transportation to other districts’ students was started slowly as pilot, working well.
• Good level of safety – monitors, cameras, reliable vehicles, trained drivers.

SH moved that the Policy Subcommittee consider fees for shared transportation. GJ 2nd. Motion passed unanimously.

SH moved to authorize the purchase of a used 42-passenger yellow bus as presented for approximate cost of $55,000. SE 2nd. Motion passed unanimously.

SH moved to approve the lease of 3 Odyssey vans at $21,240 per year and 4 Odyssey vans to replace our Uplanders at $28,320 per year. AN 2nd. Motion passed unanimously.

SH moved that cost of purchase and lease of additional vehicles voted tonight be posted to the transportation revolving fund by year’s end. WM 2nd. Motion passed unanimously.

B. Budget Update and Information
Nembirkow explained current budget reports, which are being updated to reflect finalized budget passed Oct. 31. $2.8million in revolving funds applied to $19million budget. List of transfers provided.

C. Regionalization Exploration Proposal
JH presented interest in exploring regionalization. Has been considered in past; renewed opportunity now, potentially including Pioneer, Gill-Montague.

GJ moved that the Superintendent do preliminary exploration of joining discussions, exploring possibilities, and reporting back to the School Committee related to regionalization. 2nd SE.
Discussion:
Concerns about regionalism, loss of local control of schools.
Support for shared regional services without full regionalization.
Greenfield’s city school system cannot regionalize with towns.
GJ called the question. SE 2nd. Motion to end debate passed 4-2. 
Motion passed 5-1 (Nc: SH).

D. Capital Requests
JH and Nembirkow presented list of Capital Projects.
• $60K state safety grant paid for new keys, swipes, cameras, repair of doors. Capital request is reduced by this amount.
• Need for paved walkway from AEL parking lot. Not included due to lack of estimate.
• ADA compliance at Four Corners: underway using grant or unrestricted program funds. Include in Capital Request as backup.

AN moved to approve the capital request with the following modifications: removal of the third item, Cameras; the addition of including estimate for a walkway from the parking area at AEL; and to prioritize items listed as corresponding to student safety, including fencing. GJ 2nd. Motion passed 5-0-1 (WM abstain).

E. Policy: 1st Reading Complete Section B (starting with BEC)
SE moved to table the policy discussion to further date. SH 2nd. Motion to table passed 5-1 (No: GJ).

F. December Meetings
Meetings to be held Dec. 11 and 16. Public notice requirements do not allow second meeting to respond to first meeting’s actions. Recommendation to instead set as one long agenda, one packet, then continue meeting on second date.

IV. Executive Session
AN announced intent to move into Executive Session in accordance with MGL c 30A, §21, (10): To discuss trade secrets or confidential, competitively sensitive or other proprietary information (Greenfield Middle School Parking).

GJ moved to enter Executive Session. KC 2nd. Yes: KC, SH, SE, GJ, AN, WM. Motion passed unanimously. Entered Executive Session at 9:02 p.m.

Returned to public session at 9:20 p.m.

VI. Adjournment
AN moved to adjourn. SH 2nd. Meeting adjourned at 9:21 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary

Meeting Documents
1. Notice and Agenda November 18, 2019
2. Draft minutes: November 13, 2019
5. Letter from Paul Newell to Ed Voudren, “Chevy Uplander Vans” (no date)
6. Letter from Christine Maguire, Pioneer Valley Regional School District, to Steve Nembirkow (no date)
7. Financial reports: Memo from Steve Nembirkow to School Committee, “FY20 YTD Statement,” November 7, 2019; Balances as of November 6; Year-to-Date Budget Reports as of November 6.
8. School Committee 2019 Calendar, 2017-2018 Calendar
10. Policies, Section B
11. FY21 Capital Plan Master Requests, November 14, 2019
GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING
DRAFT MINUTES: Wednesday, December 11, 2019
John Zon Community Center, 35 Pleasant Street, Greenfield MA

Present: Katie Caron (KC); Susan Eckstrom (SE); Jordana Harper, Superintendent (JH); Susan Hollins (SH); Glenn Johnson (GJ); Adrienne Nunez (AN); William Martin (WM);
Absent: Cameron Ward (CW)
Also present: GMS staff, including Lynn Dole, Principal; Mike Browning, Associate Principal; Teachers Kara McCollan and Brian Tucker, and GMS students K.G., P.C., J.B.; Stephen Nembirkow, Business Manager; Atty. Peter Smith; other school staff and citizens.

I. Call to Order
With a quorum present [KC, SE, SH, GJ, AN, WM], Chair Nunez opened the meeting at 6:38 p.m.

II. Approval of Minutes
SH moved to approve minutes of September 9, 2019. KC 2nd.
Changes: III. A. “Will include using an additional $400K....”
“Increased cost for insurance/retirement....”
Motion to approve amended minutes passed unanimously.

SH moved to approve minutes of September 11, 2019. KC 2nd. Motion passed unanimously.

SE moved to approve minutes of September 16, 2019. SH 2nd. Motion passed unanimously.

AN moved to approve minutes of November 18, 2019. KC 2nd.
WM moved to table. KC 2nd. Intent is to confirm from GCTV recording procurement of vans.

III. Public Comment
Paul DeMarco, Massachuestts Teachers Association, expressed support for Town Council to fully fund Unit C contract from city reserves.

Vern Sund, Greenfield City Councilor, supported good contract for Unit C by end of year.

KC moved to next consider first two Business agenda items. GJ 2nd. Motion passed unanimously.

V. New Business

A. Boston Science Museum Field Trip Request
WM moved to approve Boston Museum Science trip as requested. KC 2nd.
Brian Tucker, MS teacher, and Mike Browning, Associate Principal, presented details and benefits of the overnight trip. 7th graders in two groups, with student:chaperone ratio 5:1. Supported by Expanded Learning Time grant, PTO. Motion passed unanimously.

B. Greenfield Middle School Turnaround Plan Update
Lynn Dole, GMS Principal, reviewed background of GMS identified by state as needing targeted assistance and resulting work with state education coaches, community, and turnaround team of 16 GMS administrators and teachers. Improvement data includes increase in teacher attendance. Teacher Cara McCollan described turnaround in approach to teaching, including co-teaching pilot, team teaching, professional development, and overall invigoration of teaching staff.
GMS students described positive experiences including special learning opportunities; math curriculum; improvements in safe, responsible, respectful school climate; choices; Advisory; assigned seats at lunch; student-initiated clubs.

Discussion:
- Praise for new principal throughout community
- Co-teaching example: Math teacher and special ed teacher work with one class in same classroom; replaces math pull-out program; data supports having differentiated instruction in regular classroom benefits all students. Required many hours to develop schedule enabling co-teaching.
- Social-emotional learning: State provides educator consultant to work with GMS support staff, direct PD in social-emotional academy, and coaching. Frequent meetings for administrators; counseling staff and teachers; student support team. Second Step curriculum (anti-bullying) to begin school-wide in January. Advisory begins, ends each day.
- SH recommends “How Education Pays Off” as part of state’s guidelines on financial literacy.
- Outcomes: Outside observation team in February. Student focus groups. MAP testing. Focus on writing skills based on MCAS writing prompt. Both qualitative and quantitative measurements.

IV. Reports

A. Superintendent [JH] reviewed materials in packet:
- Superintendent’s award to high-achieving student given to G.L.
- Federal Street School annual delivery of wreaths around town
- Coach John Hickey named MA Basketball Coaches Association Coach of the Year
- Governor Baker announced $50K grant for Greenfield Public Schools
- Upcoming events, including Dec. 13 GMS Student Achievement Awards and GHS pep rally; Dec. 20 GHS community service day, early release for vacation; school re-opens Jan. 2
- After substitute pay increase, saw significant increase in applications: 20 new substitutes including certified teachers, retired teachers.
- School newsletters and social media

V. New Business (continued)

B. Subcommittee Referral: Consideration of Nursing Audit to Health Safety & Facilities
WM moved that referral to Board of Health and another facility manager review the nursing areas within the different schools to make sure they’re compliant and acceptable clinical areas. SH 2nd. Motion withdrawn.
WM moved to refer to [Health, Safety & Facilities] Subcommittee to review nursing facilities in the school system. SH 2nd. Motion passed unanimously.

D. School Committee Member Attendance & Stipends
AN moved that for 2019 year we will count only our 2nd Wednesday meeting as a regular meeting as it corresponds to the stipends. SH 2nd. Motion passed unanimously.

E. Green River School: Updated proposal review & Council update
SE moved to table until our next meeting [Dec. 16]. SE 2nd. Motion passed unanimously.

F. Policy: Section B complete first reading
AN moved to accept the rest of policy section B starting with BEC and ending with BK as a first reading as presented. GJ 2nd.
Members to send questions directly to KC as Chair of Policy Subcommittee.
Discussion:

**BEDB: Final paragraph**
Concern re: subcommittee chair's authority to set agenda. Purpose to coordinate staff workload, adherence to priorities.
Clarify "item" vs. "topic"
Cf. Policy on Subcommittees

**BEDB-E - Agenda Format**
Suggestion to add Agenda Requests.
Include Roll Call to establish quorum.

**BEE**
If individual requests public hearing on disciplinary matter, does this allow option of hiring impartial hearing officer?

**BGC**
School Committee adopts, rescinds, reaffirms.
Deletions:
- Posting in 3 locations is standard practice for all meetings
- Including dates on each policy took too much staff time; spreadsheet is efficient replacement

**BHC**
No revisions.
Recommendation for School Committee members review this policy for their own education

**BIA**
Annual calendar of School Committee tasks: deleted because it wouldn't yet be created; suggestion to keep but add "when available"
Noted that most materials for new members are on website, available to public.

Gendered pronouns (his/her) replaced throughout with they/their.

**Motion passed unanimously.**

**G. FY20 YTD Budget Update**
Steve Nembirkow presented highlights of budget, current work to identify and correct MUNIS error in encumbrances, resulting in discrepancy perhaps up to $1.4 million.
Discussion:
- Revolving Funds report useful
- Anticipated $162K revenue from other-district students attending GPS special programs
- Transportation encumbrances changing as result of GPS purchase of own vehicles
- Use of revolving funds to compensate for budget shortfall
- Increase in circuit breaker $ not a "bonus"; reflects last year's increase in expensive special ed placements for GPS students; expenses likely continue this year.
- Important to bank circuit breaker $ for next year's expenses
- Concern to solve MUNIS problem to allow accurate budget report

**H. Mayoral Financial Order for Unit C Contract**

**SE moved to strike this topic from our agenda. GJ 2nd.**
Discussion:
Mayor's proposal conflicts with School Committee's request for full funding.
What is source of proposal: meetings with others or Mayor’s own idea?
Concern re: precedent and legality for City Council to direct details of GPS budget, e.g., preschool tuition.
GJ: Called the question. Motion to end debate passed 3-2-1.
Motion passed 3-2-1 (Yes: AN, SE, GJ. No: SH, WM. Abstain: KC).

VI. Executive Session
AN announced intent to move into Executive Session in accordance with MGL c 30A, §21, (3), (7) & (10): (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares (Unit C, potential litigation); (7) To comply with, or act under the authority of any general or special law or federal grant-in-aid requirements (Open Meeting Law, G.L. c. 30A §§22(f)(g), Executive Session Minutes October 9, 2013 through March 12, 2018, and (10): To discuss trade secrets or confidential, competitively sensitive or other information prepared (Greenfield Middle School Parking).

Because Unit C was struck from agenda in previous vote, discussion of Unit C was struck from the motion.

SH moved to enter Executive Session. SE 2nd. Yes – KC, SE, SH, GJ, AN. No – WM. Motion passed 5-1. Entered Executive Session at 9:33 p.m.

Returned to public session at 10:42 p.m.

VII. Other Business
A. Greenfield Middle School Parking
KC moved to affirm contract between the Roman Catholic Bishop of Springfield and the City of Greenfield, as written, and to add an affirmation line to be signed by the School Committee Chair. SH 2nd. Motion passed unanimously.

VIII. Adjournment
AN moved to adjourn. KC 2nd. Motion passed unanimously. Meeting adjourned at 10:43 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary

Meeting Documents

1. Notice, Agenda, Timed Agenda: December 11, 2019
2. Draft minutes: September 9, September 11, September 16, November 18, 2019
3. Superintendent’s Report:
   b. GPS Film Festival announcement
   c. Book to Movie Club 19-20
   d. School newsletters
   e. Superintendent’s Social Media Posts
   f. Greenfield Recorder articles:
      i. “Greenfield students celebrate togetherness through Turkey Trots”
      ii. “Academy of Early Learning holds first Mini March”
4. Museum of Science Field Trips information, Field Trip Request: GMS 7th grade
5. Greenfield Middle School Updates on Turnaround Progress
6. School Committee Attendance & Stipends
8. Policies, Section B:
   a. BA School Committee Operational Goals
   b. BAA Evaluation of School Committee Operational Procedures
   c. BB School Committee Legal Status
   d. BBA School Committee Powers and Duties
   e. BBAA School Committee Member Authority
   f. BBBA/BBBB School Committee Member Qualifications/Oath of Office
   g. BBBC School Committee Voluntary Resignation
   h. BBBE Unexpired Term Fulfillment
   i. BCA School Committee Member Ethics
   j. BDA School Committee Organizational Meeting
   k. BDB School Committee Officers
   l. BDC Appointed Committee Officials
   m. BDD School Committee-Superintendent Relationship
   n. BDE Subcommittees of the School Committee
   o. BDF Advisory Committees to the School Committee
   p. BDFA School Councils
   q. BDFA-E-1 School Improvement Plans
   r. BDFA-E-2 Submission & Approval of the School Improvement Plan
   s. BDFA-E-3 Conduct of School Council Business
   t. BDG School Attorney
   u. BE School Committee Meetings
   v. BEC Executive Sessions
   w. BEDA Notification of School Committee Meetings
   x. BEDB Agenda Format
   y. BEDB-E Agenda Format
   z. BEDD Rules of Order
   aa. BEDF Voting Method
   bb. BEDG Minutes
   cc. BEDH Public Comment at School Committee Meetings
   dd. BEDH-E Guidelines for Public Comment
   ee. BEE Special Procedures for Conducting Hearings
   ff. BG School Committee Policy Development
   gg. BGB Policy Adoption
   hh. BGC Policy Revision and Review
   ii. BGD School Committee Review of Regulations
   jj. RGB Policy Dissemination
   kk. BGF Suspension Policies
   ll. BHC School Committee-Staff Communication
   mm. BHE Use of Electronic Messaging by School Committee Members
   nn. BIA New School Committee Member Orientation
   oo. BIBA School Committee Conferences, Conventions, and Workshops
   pp. BID School Committee Member Compensation and Expenses
   qq. BJ School Committee Legislative Program
   rr. BK School Committee Memberships
GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE SPECIAL MEETING
DRAFT MINUTES: Monday, December 16, 2019
John Zon Community Center, 35 Pleasant Street, Greenfield MA

Present: Katie Caron (KC) (arrived 6:10); Susan Eckstrom (SE); Jordana Harper, Superintendent (JH); Susan Hollins (SH); Glenn Johnson (GJ); Adrienne Nunez (AN); William Martin (WM); Cameron Ward (CW)

Absent: None

Also present:
SEPAC members Autumn Mercier, Mary Traver, Crystal Zimmer; Matt Holloway, Director of Pupil Services; Stephen Nembirkow, Business Manager; Atty. Peter Smith; other school staff and citizens.

I. Call to Order
With a quorum present [SE, SH, GJ, AN, WM, CW], Chair Nunez opened the meeting at 5:04 p.m.

II. Executive Session
AN announced intent to move into Executive Session in accordance with MGL c 30A, §21 (7)
To comply with or act under the authority of any general or special law or federal grant-in-aid requirements (Open Meeting Law, G.L. c. 30A, §§22(f)(g). (Executive Session Minutes October 9, 2013 through November 18, 2019).

GJ moved to enter Executive Session. SE 2nd. Yes: SE, SH, GJ, AN, WM, CW. Motion passed unanimously. Entered Executive Session at 5:06 p.m.

Returned to public session at 6:10 p.m.
KC joined the meeting 6:10 p.m.

IV. Public Comment
None

III. Approval of Minutes
GJ moved to approve minutes of September 23, 2019. 2nd SE. Motion passed 6-0-1 (WM abstain).

V. Reports
A. Superintendent
JH announced that Jake Toomey, Four Corners Principal, is leaving for a position outside GPS. Will be seeking parent/teacher representatives for selection committee.

VI. New Business

A. Special Education Parent Advisory Council (SEPAC) Update
SEPAC members Autumn Mercier, Mary Traver, Crystal Zimmer presented report of activities and goals, as outlined in written report. Noted good relationship with Holloway. Thanked School Committee for school-bus cameras and support for IAs. Looking to be valuable as Advisory Committee to the School Committee.
B. English Learner Parent Advisory Council (ELPAC) Update
GJ moved to approve establishment of Greenfield ELPAC with purposes consistent with MGL 71A §6A. KC 2nd.
Matt Holloway provided background of ELPAC’s purpose. English learners approx. 5% of GPS student population. Initial parent meeting held Nov. 20.
Motion passed unanimously.

C. Special Education Out-of-District (OOD) Placements Update
Matt Holloway presented update, including:
- FY19 = 37 students in OOD. Currently 37 in full-year OOD private schools, 4 DCF students in process, 3 students in short-term placements.
- Primary reasons: emotional impairment, trauma, attention disorders that escalate
- Announced today, Circuit breaker to include transportation costs, starting at 20% reimbursement. Calculation will be complex with GPS providing own special ed transportation.
- Lack of space limits some GPS special programs
- Request for Holloway to send budget figures to School Committee

D. Update on DESE Audit
Audit pending, in process. Includes Jay Sullivan (DESE), City Finance Director and staff. Discussion includes school department’s direct and indirect costs, ideal cost-sharing of Chap. 70 funds.

E. Executive Session
AN announced intent to move into Executive Session in accordance with MGL c 30A, §21, (1)
To discuss the reputation, character, physical condition or mental health, rather than 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 (Director of Pupil Services, Principal of Newton School)

AN moved to enter Executive Session. SE 2nd. Yes: KC, SE, SH, GJ, AN, WM, CW. Motion passed unanimously. Entered Executive Session at 6:57 p.m.

Returned to public session at 8:40 p.m.

F. Public Session Release: Executive Session Minutes
AN moved to release the following Executive Session minutes to the public, having been reviewed and redacted by legal counsel, and because they no longer warrant non-disclosure under the Open Meeting Law:
- 2013 – Oct. 9, Nov. 6, Nov. 13, Dec. 11
- 2015 – Feb. 11, Feb. 23, March 11, March 17, April 8, May 13, May 28, June 10, June 20, June 25, July 6, Sept. 9, Dec. 9, Dec. 30
- 2017 – Jan. 11, April 18, May 30, June 14, Oct. 11
- 2018 – Feb. 14, Feb. 28, March 12
SE 2nd. Motion passed unanimously.

G. FY21 Budget Development Goals & Direction
JH recommended budget goals be aligned to Superintendent’s goals, desired student outcomes, and continuing work re: school/city cost-sharing.
CW moved to make a recommendation to the next School Committee to form a Budget Subcommittee. SH 2nd. Motion passed unanimously.

Budget goals discussion:
- Preserve students’ options, including sports, clubs, electives, arts, music
- Budget discussions to be positive: “what we’re going to do rather than what we’re going to cut”
- Goal: Superintendent’s draft budget by end of January to allow time to discuss
- Budgets are moral and realistic documents
- Participatory budgeting process?

H. Green River School Update
Supt. continues to work on plan with community partners/liaisons. Using Green River building required for MSBA reimbursement. Heating system is Council’s responsibility. Look to open in Fall 2020. Barriers to using Green River as elementary school: small size, lacks economy of scale, no room for more than one class of any grade; redistricting would disrupt families’ current connections to neighborhood schools.

I. Financing for Purchase of Vans
- Agenda request from WM late afternoon today re: Nembirkow and Voudren pursuing financing, purchase of vans for special ed transport.
- Must purchase go through City Procurement Office and city treasurer sign loan, or are vans under special education exemption?
- WM bringing as emergency agenda item to clarify he is not responsible for violations. City Council must approve contracts beyond 3 yrs. Concern that current GPS contracts may be in violation, procurement process not followed.
- No ill intent. Seek solution.

GJ moved that, in light of the Mayor’s concerns about the issues raised tonight, the Administration ensure that they are following the regulations properly and work with the Mayor’s office to communicate about the issue. SE 2nd.
School Committee minutes to be used to guide review. Supt. awaiting written procedures from City Procurement Office.
Motion passed unanimously.

VII. Closing Remarks
Members noted year’s last meeting, expressed gratitude for service of outgoing members, especially Chair Nunez and Mayor Martin.

VIII. Adjournment
AN moved to adjourn. KC 2nd. Meeting adjourned at 9:29 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary

Meeting Documents
1. Agenda December 16, 2019
2. Draft minutes: September 23, 2019
GREENFIELD PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING  
DRAFT MINUTES: Wednesday, January 8, 2020  
John Zon Community Center, 35 Pleasant Street, Greenfield MA

**Present:** Katie Caron (KC); Susan Eckstrom (SE); Jordana Harper (JH); Glenn Johnson (GJ); Susan Hollins (SH); Amy Proietti (AP); Jean Wall (JW); Roxann Wedegartner (RW)  
**Absent:** None  
**Also present:** Paul DeMarco, Massachusetts Teachers Association; school staff, citizens, and the press

I. Call to Order  
With a quorum present [KC, SE, GJ, SH, AP, JW, RW], Vice-Chair Katie Caron opened the meeting at 6:34 p.m.

AP moved to suspend the rules of order to allow reorganization to proceed. SE 2nd.

IV. New Business  
A. Reorganization of School Committee, Election of Officers

Chair  
GJ nominated Susan Eckstrom. RW 2nd.  
KC nominated Amy Proietti. RW 2nd.  
SH nominated Roxann Wedegartner, who declined.  

Vice-Chair  
RW nominated Susan Eckstrom. JW 2nd.  
AP nominated Katie Caron. GJ 2nd.  

Secretary  
SE nominated Glenn Johnson. KC 2nd. No additional nominations. Motion passed. Johnson elected Secretary.

II. Public Comment  
Paul DeMarco, MTA, reminded Committee of incomplete Unit C contract. Some staff working for less than minimum wage.

III. Reports  
A. Superintendent – JH  
- Welcomed new Committee members  
- No school Jan. 20 (Martin Luther King Day), Jan. 24 (in-service day)  
- 2020-2021 school calendar to be presented at next mtg for approval  
- Noted the death of Richard Hawkins, beloved school custodian

B. Subcommittees  
1. Health, Safety, & Facilities – KC  
City Council requested updated proposal for Green River School before approving heating system. Implementation of Green River program stalled due to lack of heating.
2. Policy Subcommittee - KC
Meeting tentatively set for Jan. 13, awaiting new subcommittee assignments from Chair.

3. Negotiations – SE
- Need new School Committee representative for Unit A negotiations to replace Adrienne Nemz. Any member can serve.
- Unit C contract is in limbo, awaiting City Council funding.

C. School Committee Representatives
1. Collaborative for Education – SE
   No report

2. City Planning & Construction Committee – SH
   Request to distribute Committee’s annual report to all School Committee members.

IV. New Business (continued)

B. Update on Four Corners Principal Search
JH launched principal search on short timeline. Position posted, search committee assembled quickly. Interviews held Monday. Strong applicants, but concern that mid-year timing restricts applicant pool. Decision to appoint AEL teacher Caissie Putnam as Interim Principal while search continues.
   KC is School Committee representative on search committee.
   Suggestion to share Four Corners’ Innovation Plan with Committee members.

C. Inform new members of progress on Superintendent Evaluation
GJ provided update:
- Outgoing Chair Adrienne Nemz assigned GJ to follow up on evaluation.
- Evaluation to be done in open, public deliberation.
- Individual members filled out evaluation forms; problems with compiling data; GJ may need assistance to complete.
- To be clarified: are individual responses public?
- Include on February agenda
- DESE rolling out new system to be used next evaluation cycle

D. Typical Budget Timeline
JH provided general overview. Budget process goes very fast after new members sworn in. Need to post Superintendent’s budget in six weeks, followed by public hearing, deliberation. Timeline set by City Charter. Recommends reconvening Budget Subcommittee. Work on Superintendent’s budget is underway.

Discussion:
- Current budget shows items over 100% spent. Do we have enough $ to finish the school year?
- We spend more than state minimum requirement but less than neighboring districts. Comparison data from other districts useful.
- Agreement to move quickly to create Budget Subcommittee.
- Agreement to hold special meeting Monday, Jan. 13, 6:30pm, to address subcommittees.
- Members to send subcommittee assignment requests to Chair ASAP.
- Reference policy on Subcommittees and policy on Advisory Committees
Subcommittees:
Policy & Program
Health, Safety & Facilities
Personnel & Negotiations
Budget & Finance

Representatives:
Collaborative for Educational Services
City Planning & Construction Committee
City Library Building Committee

E. Proposed Tuition Adjustments at Academy of Early Learning for 2020-2021
Postponed until February meeting, due to illness of Business Manager.
Hasn’t been rate change in 3 years. Small increase likely. Early decision will allow families to plan ahead.

V. Other Business

A. Committee Agendas
- Reminder to include caveat that additional, unforeseen topics may be discussed.
- Request to include “Topics for Next Meeting” as regular agenda item. Members may suggest; Chair’s purview to set agenda and priorities.
- Suggestion for Chair to review annual calendar of agenda topics, developed by previous Committee.
- Request to routinely include on agenda: “Executive session may be called.”

B. Open Meeting Law & Emails
Reminder not to inadvertently deliberate on-line. Four is quorum.

VIII. Adjournment
SE moved to adjourn. 2nd GJ. Motion passed unanimously. Meeting adjourned at 7:50 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary

Meeting Documents
Financial Reports (January 6, 2020)
School newsletters
Policy BDA: School Committee Organizational Meeting
Policy BDB: School Committee Officers
GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE SPECIAL MEETING
DRAFT MINUTES: Monday, January 13, 2020
City Hall Conference Room, 14 Court Square, Greenfield MA

Present: Katie Caron (KC); Susan Eckstrom (SE); Jordana Harper (JH); Susan Hollins (SH) (attending remotely; reason: traveling out of state); Glenn Johnson (GJ); Amy Proietti (AP); Jean Wall (JW); Roxann Wedegartner (RW)

Absent: None

Also present:
Michael Kuchieski, Athletic Director; citizens, and the press.

I. Call to Order
With a quorum present (KC, SE, SH, GJ, AP, JW, RW), Chair Proietti opened the meeting at 6:34 p.m.

II. Public Comment
None

SE moved to reverse order of A and B to accommodate Coach Kuchieski's schedule. KC 2nd. Yes: KC, SE, SH, GJ, AP, JW, RW. Motion passed unanimously.

III. Business

B. Co-op Football Options
Michael Kuchieski, Athletic Director, described reasons for potential co-op football team for Greenfield, Mohawk, Turners Falls.
- Dwindling size of Greenfield team: 17-18 players, including 6 freshmen; only 14 players on 7th & 8th-grade team. Small varsity team creates safety issue, e.g., needing to play 14-year-old against 18-year-old. Younger players dropping out because of safety concerns.
- 3-school football coop with potentially 36 players = “healthy number.” Would allow JV team, thus improved safety & more interest from younger students.
- Ideally, coop is temporary. Goal is for schools to build individual programs back up.
- General movement toward regionalization of schools. Other sports might also become coops.
- Looking for GPS decision by Feb. 1 to meet MIAA timeline to have coop established at least 6 months before first practice.

Discussion:
- Parents more cautious because of head injuries.
- Could Turners Falls host coop swim team? Only if fewer TF swimmers than MIAA’s minimum.
- Model of Franklin County Hockey Association.
- Late addition to agenda, thus informational discussion, no vote tonight. Look for vote at special meeting in late January to meet Feb. 1 deadline.
- Revenue potential? Ticket sales could increase if more parents come to games.

A. Assignment of School Committee Members to Subcommittees
Discussion:
- RW distributed City budget schedule. Urged strong communication with City and for Budget Subcommittee to begin work ASAP.
Reminder that 2 subcommittee members discussing subcommittee business constitutes a quorum = open meeting law violation. Subcommittees limited to 3 members to avoid having quorum of the full Committee.

Reminder of policy: Committee members who attend subcommittee meetings they are not members of are attending as member of the public, cannot participate in deliberation. Mayor, as ex-officio member, can attend and deliberate at any subcommittee meeting.

Supt. will distribute relevant policies. Some new policies may be in process toward formal acceptance.

Each subcommittee to decide who serves as subcommittee chair.

Reminder that subcommittee agenda topics will come from School Committee or School Committee Chair.

Proposed assignments modified as follows:

- position of Collaborative for Educational Services is currently vacant;
- who serves as representative to City Planning & Construction to be clarified; and
- change the Library Building Committee representative (non-voting) to Susan Eckstrom because Jean Wall has already been appointed by Mayor as a voting member of that Committee

**KC moved to accept subcommittee assignments as modified. RW 2nd. Yes: KC, SE, SH, GJ, AP, JW, RW. Motion passed unanimously.**

Subcommittees:
- Budget & Finance
  - Eckstrom, Proietti, Wall
- Policy & Program
  - Johnson, Caron, Wedegartner
- Health, Safety & Facilities
  - Caron, Hollins, Johnson
- Personnel & Negotiations
  - Eckstrom, Caron, Proietti

Representatives:
- Collaborative for Educational Services (vacant)
- City Planning & Construction Committee (to be clarified)
- City Library Building Committee
  - Eckstrom

**IV. Executive Session**

AP announced intent to move into Executive Session in accordance with MGL c 30A, §21 (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares (Custodial & Cafeteria).

KC moved to enter Executive Session. RW 2nd. Yes: KC, SE, SH, GJ, AP, JW, RW. Motion passed unanimously. Entered Executive Session at 7:19 p.m.

Returned to public session at 7:27 p.m.

**V. Adjournment**

KC moved to adjourn. 2nd GJ. Yes: KC, SE, SH, GJ, AP, JW, RW. Meeting adjourned at 7:28 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary
Meeting Documents
1. Agenda: Jan. 13, 2020
2. Subcommittee Assignments (draft)
4. Letter from Jordana Harper to Discovery School at Four Corners, Jan. 10, 2020 (announcement of Caissie Putnam as Interim Principal)
School Finance Summary

1. **Foundation Enrollment** – The October 1 enrollment count from the previous year used to calculate school funding.
2. **Foundation Budget** – The total cost to provide a constitutionally required education based on enrollment, low income, special education and English language learner populations. This amount equals or is closely related to the Net School Spending amount.
3. **Chapter 70** – Direct funcs from the state for direct and indirect education expenses.
4. **Net School Spending** – Total costs for education that includes direct school appropriation and indirect city costs for education.

<table>
<thead>
<tr>
<th>Gov. Budget 1/22</th>
<th>FY21</th>
<th>FY20</th>
<th>FY19</th>
<th>FY18</th>
<th>FY17</th>
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5. **School Choice**
   a. **Revenue** – Funds paid by sending districts for their students who choose to attend the Greenfield Public Schools. Revenues are deposited into the district’s revolving account for general education use.
   b. **Expense** – Funds paid by the Greenfield Public Schools/City of Greenfield for its students to attend school in other districts.

6. **Charter School**
   a. Expense paid by Greenfield Public Schools/City of Greenfield for its students to attend charter schools.

7. **Revolving Accounts** – Statutorily approved accounts that are not zeroed out at the end of the fiscal year where revenues and fees are deposited for use by the activity for which the fee is generated.

8. **All Funds Budget** – Total school budget that includes the direct cost appropriation plus revolving funds and grant funds.

9. **Level Funded Budget** – Budget where the city direct cost appropriation is equal to the prior year.

10. **Level Service Budget** – Direct educational cost budget that includes cost increases to maintain all services and programs from the prior year.

11. **Grants** – Direct funds from the Federal and State Government that are used for a specifically approved educational purpose.

12. **Circuit Breaker** – Reimbursement from the state for costs associated with out of district special education placements. The reimbursement rate is approximately 75% of costs above four times the per pupil foundation amount.
Budget & Finance Subcommittee

Schedule of upcoming meetings as posted on website:

Time: 8:15 to 9:45 a.m.

Location: Central Office – Conference Room, 195 Federal Street, Suite 100

<table>
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<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>February 13, 2020</td>
<td>Posting for 2/13/20 budget meeting</td>
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<td>February 11, 2020</td>
<td>Posting for 2/11/20 budget meeting</td>
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<td>February 6, 2020</td>
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<td>February 4, 2020</td>
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<td>January 30, 2020</td>
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<td>January 28, 2020</td>
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## FY2021 Preliminary Cherry Sheet Estimates
### Greenfield

#### Estimated Receipts

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<th>PROGRAM</th>
<th>FY2020 Cherry Sheet Estimate</th>
<th>FY2021 Governor's Budget Proposal</th>
<th>FY2021 House Budget Proposal</th>
<th>FY2021 Senate Budget Proposal</th>
<th>FY2021 Conference Committee</th>
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<td>Chapter 70</td>
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<td><strong>Offset Receipts:</strong></td>
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<td>Regional Public Libraries</td>
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<td>Veterans Benefits</td>
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<td>Exempt: VBS and Elderly</td>
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<td>Public Libraries</td>
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<td>18,617,402</td>
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Questions or Assistance Please Email The Municipal Databank at: databank@dor.state.ma.us
Co-Op Football:

After discussions with the Athletic Director of Greenfield High School, Mike Kuchieski, and after hearing from parents of students who currently play football at GHS and even those who have children who hope to one day play football at GHS, Coach K and myself advocate for the School Committee to support the creation of Co-Op Football at Greenfield High School. Greenfield High School would be the host team co-oping with Turners Falls High School, along with possibly Pioneer Valley Regional and Mohawk Trail Regional High School.

This decision is not one that anyone has taken lightly but one that schools in the area realize must happen in order to keep football alive and well in Franklin County.

One parent of a current GHS football player states, “I am a huge fan of having a collaborative football program with the surrounding towns. A lot of smaller towns in Western Massachusetts and around the country already do this, so it’s not a new idea. With more numbers, we can have a junior varsity team and possibly even a freshman team, to help develop the younger kids and get them ready for varsity football and beyond.”

Another parent of a current GHS football player states, “What can we do as coaches, educators and leaders of our school to give our young athletes their best chance of success? The number one issue I see in today's program is player involvement, we have a general lack of numbers. This isn't only a Greenfield problem, it exits all over this country. This leads to what I believe is a common deterrent when it comes to player involvement. Young Freshman and Sophomores are being asked to play up to the varsity level. This creates a safety issue which has a trickle
down effect, parents discourage their kids from playing due to safety concerns and sometimes the young 8th or 9th grade athletes are just nervous about playing at that level, therefore hold off and eventually lose interest. A co-op will help us have the numbers where we can allow these younger athletes to develop and give them an opportunity to take the field on Friday nights when they are ready! We can look to our hockey program as an example of success, They are the talk of the town and off to an outstanding start this season, due in large part to our involvement in a cooperative program with other local school systems. Being the county seat and the hub for other local towns it only makes sense that we are out front on this issue. Whether we like it or not, co-ops for small rural communities are becoming the norm.”

But there are similar comments and concerns from Greenfield parents who have children in the middle and elementary schools who one day hope to play football for GHS.

One such parent states, “All of my children are active and athletic and I am confident they will be participating in GHS athletics. I support the move to a co-operative program for a number of reasons, but the two biggest are safety of the athletes and longevity of the program... I fear that if we don’t embrace this concept that we will lose high school football in our community in the near future. As a community and a school system we do not want that to happen.”

In terms of athletic involvement in high school sports, the numbers are down across the state and continue to decline. We advocate for this co-op so that our younger athletes can learn the skills of the game, but play at the junior varsity level safely. Then in building up the team numbers, these athletes would have the opportunity to then progress to the varsity level. The co-op would be ensuring the safety of our students and making the game enjoyable again as
they would not be thrown in at the varsity level too soon and keep the safety and interest of the athletes in football for years to come.

Thank you for your consideration.

Karin Patenaude

Principal

Greenfield High School