

**GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING
MINUTES: Wednesday, June 8, 2016**
GCTV Studios, 393 Main Street, Greenfield MA
Approved 07.13.2016

Present: Timothy Farrell (TF); Jordana Harper, Superintendent (JH); Susan Hollins (SH); William Martin (WM); Adrienne Nunez (AN); Nathaniel Tripp (NT); Cameron Ward (CW) (left 8:08); Francia Wisnewski (FW). **Absent:** none

Also present: Peter Conway, GHS track coach; Susan Eckstrom, Chair of the Special Education Parent Advisory Council; other school staff, citizens, and the press.

I. Call to Order

With a quorum present (TF, SH, AN, NT, CW, FW), Chair Farrell opened the meeting at 6:35 p.m.

II. Approval of Draft Minutes

WM moved to approve draft minutes of May 11, and May 24, 2016. 2nd AN. Motion passed.

III. Public Comment

Coach Peter Conway thanked Committee for naming track in his honor, acknowledged work of Vern Sund. New track and new school a tribute to town.

IV. Reports

A. Superintendent

JH highlighted her written report, including:

- Gardening project by Four Corners and GHS students
- "My Turn" article by GHS sophomore Ravin Graves re: substance abuse prevention
- GPS Food Service Director Madison Walker has joined leadership team of MA Farm to School project
- Congratulations to Class of 2016

Discussion: Kudos to JH on excellent speech at graduation. Request for details on where Central Office archival records are kept.

V. Business

A. Susan Eckstrom, Chair of the Special Education Parent Advisory Council

Eckstrom provided overview of purpose and recent work of Greenfield's SEPAC. Goals to meet students' needs, work collaboratively, keep all students within district. District has 221 special education students; 10 parents on Council. Discussion: Gratitude to Eckstrom and parents serving. Link to SEPAC on gpsk12.org.

B. Special School Committee Meeting June 15 for Director of Pupil Services Interviews

TF announced meeting 6/15, 6:00 pm at GHS. Members to confirm availability. Strong candidates; more than 15 applicants.

C. July Meetings

TF announced that although prior yrs skipped July mtg, Cte must meet in July. Request for additional working meeting re: goals for 2016-2017. Members to confirm availability for regular July 13 mtg.

IV. Reports (continued)

D. Subcommittees

1. Budget, Finance & Negotiations

AN reported on discussions to reduce transportation costs. No “radical changes” for FY17. FY18 will see transportation changes due to proposed building reconfiguration (MSA, Green River).

2. Health, Safety & Facilities

FW summarized recent work:

- Met with GHS Principal Woodcock re: SBIRT, substance abuse screening of 9th graders by school nurse. How to communicate w/ families; funding, staffing; expanding screening population.
- Transportation: no changes for next FY, Kuzmeskus contract. Policy EE-AA for walkers/riders. Lack of transportation: effect on truancy. Considering for next year: fee-transport for students living close to schools; improved walking routes; effect of school reconfiguration. Policy needed for choice-in students.

Discussion:

- SH: Budget Subcte considering bus-rider tracking system.
- WM: Why has transportation \$ increased 35-40%? Confirmed that buses do not pick up out-of-district students.
- Part-time transportation coordinator: full-time? 11 buses taken out of service; no purchases planned; additional routes. Request to review bus contract. \$1.4 million transportation budget overseen by business mgr. Purchase new medium-size bus, \$70K, for next year.
- Ad hoc committee on transportation: Members to consider goals, membership, for action at next mtg.
- School Resource Officer to be discussed at next Subcte mtg. Feedback to FW.

V. Business (continued)

D. Policies for Reading, Adoption, and Vote

SUMMARY of action:

- a. BBA – Self-Evaluation of School Committee..... approved
- b. DA – Fiscal Management Goal..... approved
- c. DB – Budget..... approved
- d. DBJ – Budget Transfer Authority approved

- e. BEDB – Agenda Format approved
- f. BDG – School Attorney..... approved; Policy Cte to work on further revision
- g. BDB – Budget Planning..... approved
- h. BDG – Budget Adoption..... approved
- i. DD - Funding Proposals and Applications..... approved
- j. DGA – Approval of School Budget Payroll..... tabled
- k. DH – Bonded Employees and Officers..... approved
- l. DI – Fiscal Accounting and Report..... approved
- m. DBG-R..... first reading

WM moved to accept policies BBA (Self-Evaluation of School Committee), DA (Fiscal Management Goal), DB (Budget), DBJ (Budget Transfer Authority). CW 2nd. Motion passed unanimously.

SH reviewed changes to policies BEDB, BDG, BDB, BDG, DD, DGA, DH, DI.

SH moved to accept BEDB Agenda Format, as revised. AN 2nd. Motion passed unanimously.

SH moved to accept BDG School Attorney, as revised. FW 2nd.

Discussion: "Legal services will be reviewed when the annual budget is reviewed" does not bar review at other times of year. Request for Policy Cte to continue revision to delineate duties, e.g., "provide timely information for annual city audits and any other necessary documentation required." **Motion to accept BDG passed unanimously.**

SH moved to accept BDB Budget Planning, as revised. FW 2nd. Motion passed unanimously.

SH moved to accept BDG Budget Adoption, as revised. WM 2nd. Motion passed unanimously.

SH moved to accept DD Funding Proposals and Applications, as revised. WM 2nd. Motion passed unanimously.

SH moved to accept DGA Approval of School Budget Payroll, as revised. CW 2nd.

Discussion re: "...the school committee will designate one of its members to sign payroll warrants." Why designate someone other than Chair? If Chair not available, would Vice-Chair sign? Payroll every 2 wks, can move forward w/out School Cte signature. Need attorney opinion to ensure policy follows law? **AN moved to table DGA. FW 2nd. Motion to table passed.**

SH moved to approve DH Bonded Employees and Officers, as revised. WM 2nd. Correction: In 2nd sentence, "covered" is included, not strike-through. **Motion passed unanimously.**

SH moved to approve DI Fiscal Accounting and Report, as revised. WM 2nd. Motion passed unanimously.

Regulation DBG-R – SH provided first reading. Under (a), change "draft budget" to "Superintendent's budget."

VI. Other Business

A. Finance Report

Howie Barber reviewed reports on current status of funds, preparations with city for end of fiscal year.

Discussion:

- Budget reflects 100% wages. No encumbrances for new hires.
- Prof Legal Svcs School Committee = \$48K. Payments to two lawyers.
- Crossing guards \$28K. Most guards work 1 hr AM, 1 hr PM; paid incrementally for time worked.
- Impact of new overtime pay regulation on school budget. Barber will confer with city HR.
- No formal paid agreement, no designated school physician. Issue referred to Health, Safety & Facilities Subcte.
- Concerns re: Town Council's decision to have town DPW handle school trash. Doubled cost for DPW vs. current trash system. Beyond Council's authority? DPW unable to handle dumpsters, compost. Need for better communication.

B. Reduction in Force

Affects 6 Unit A members. Teachers, GEA notified. Done in accordance with contract. Last year, able to recall most teachers.

VII. Executive Session

AN made a motion to go into executive session to discuss contract negotiations with non-union personnel. SH 2nd. Roll call vote – Yes: TF, SH, WM, AN, NT, FW. Moved into executive session at 8:26 p.m.

SH moved to return to public session. 2nd WM. Roll call vote – Yes: TF, SH, WM, AN, NT, FW. Motion passed unanimously. Public session resumed at 9:26 p.m.

VIII. Adjournment

WM moved to adjourn. NT 2nd. Motion passed unanimously. Meeting adjourned at 9:26 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary