

**GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING
MINUTES: Wednesday, June 12, 2019**
John Zon Community Center, 35 Pleasant Street, Greenfield MA
Approved 07.10.19

Present: Katie Caron (KC) (arrived 7:42); Susan Eckstrom (SE); Jordana Harper, Superintendent (JH); Susan Hollins (SH); Glenn Johnson (GJ); William Martin (WM); Adrienne Nunez (AN)

Absent: Cameron Ward (CW)

Also present:

Sarah Ahern, resident; Stephen Nembirkow, Business Manager; Edward Voudren, Transportation Coordinator; school staff, students, and citizens.

I. Call to Order

With a quorum present (SE, SH, GJ, WM, AN), Chair Nunez opened the meeting at 6:38 p.m.

II. Approval of Minutes

SH moved to approve minutes of May 8, 2019. SE 2nd. Revisions:

- p. 3: SH: Use city stabilization funds (special education, contract, general), certified free cash, proceeds from sale of town-owned land, Chap. 70, anticipated increase in charter school reimbursement.
- p. 3: AN accepted ~~potential~~ appointment of GJ and KC to represent School Committee on Sick Leave Bank Committee.

Motion to approve minutes, as amended, passed unanimously.

III. Public Comment

None

IV. Reports

A. Student Representatives

GHS students G.L and H.P. reported on sports, academics and club activities at GHS, including All-School Award Assembly, final exams, and Relay for Life community service.

GMS Title I Reading Specialists described "Read Think Share" mentoring program between GMS students and Amherst College student mentors. R.M. (5th grade student) described students' experiences: "The best time of the day when you get to pick up a book and read".

Summer Reading Program includes lending library, read-alouds, activities. Book donations welcome.

B. Chair

- AN was proud to represent School Committee at GHS graduation, GMS Trout Release. Thanks to other Committee members who also attended.
- Meeting at John Zon Community Center is cost-neutral; a fee only if overtime pay for set-up.
- Timeline for Green River School building proposes fall 2021 opening.

SH recommends investigating district-sponsored Horace Mann Charter School, which brings \$500K 3-year start-up grant from state.

C. Superintendent

JH reported on:

- End of school year: busy, exciting time, including Field Day celebrations

- 19 field trips, used in-house transportation
- Last day at AEL tomorrow; next Tuesday last day at other schools
- Summer reading program, Summer Meals Program (Youth Eat Free)
- Superintendent's Health Education Task Force discussing curriculum for students with disabilities, middle school health curriculum
- Behavioral Health Task Force, led by Pupil Services Director, grant-funded
- Financial reports

D. Subcommittees

No subcommittees met; no reports.

E. Committee Representatives

1. Collaborative for Educational Services (SE)

Discussing Collaborative's budget

2. Town Planning and Construction Committee (SH)

Committee met together with city task force studying First National Bank building

V. Business

A. Proclamation in support of LGBTQIA Pride and Civil Rights

AN read proposed proclamation provided by Sarah Ahern.

SE moved to support the resolution. GJ 2nd.

Discussion:

Spectrum Club at GHS, Gay-Straight Alliance at GMS. Diversity of families.

SH: Concern that this would lead to many requests for proclamations. Prefers action to benefit students. Suggests School Cte. review DESE's Safe Schools Program for LGBTQ students.

School Cte does not have authority to issue proclamations. Change to "resolution."

Revisions to spell out acronym, change "proclamation" to "resolution."

We, the Greenfield School Committee, hereby issue this Resolution in support of Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex, Asexual/Allies (LGBTQIA) Pride and Civil Rights month....

WM does not support resolution without action included.

Motion passed 4-1 (No: WM).

SH made a motion that over the summer the School Committee review the 2015 Department of Education guidelines on "Safe Schools for LGBTQ Students."

GJ objected as violation of Open Meeting Law, recommends moving to future agenda.

WM 2nd. Motion passed 4-0-1 (Abstain: GJ).

JH will email DESE guidelines to members; will report on related work of Behavioral Task Force, Health Education Task Force.

B. Special Education Transportation Purchase

Emergency Van Request from Steve Nembirkow, late addition to agenda as urgent.

- Continued concern for "older than old" bus fleet. Recently large bus lost its brakes; experienced driver brought to safe stop.
- Request to purchase 3 Honda minivans, with anticipated \$65K income from transporting students from neighboring districts. Purchase, not lease.
- Vans have 7 years' maintenance coverage through Honda = additional savings

SE moved to approve request for purchase of three Honda Minivans, with the other district transportation fees and vehicle leasing costs posted to the school transportation revolving fund. GJ 2nd.

- Purchase costs and income from transporting other students go in school transportation revolving budget. Van costs covered by income from other districts. No impact on school budget.
- Vans needed for summer special ed programs and special ed students in year-round programs.
- Substantial fuel savings (bus 3-6 mpg vs. minivan 22-31 mpg)
- No need to hire additional drivers; may need to hire 2 or 3 bus monitors.
- Transportation account shows \$235K end-of-year surplus; Nembirkow to transfer surplus to other accounts in deficit.
- Gill-Montague 6-7 students, Pioneer 2-3 students; will be transported along with Greenfield students. Other districts save \$, as Greenfield fee less than their current arrangement \$80-\$90/student/day.
- WM: City vehicles aging; DPW vehicle with a million miles.

GJ called the question. SH 2nd. Motion to end debate passed unanimously.

Motion passed unanimously.

C. Role of Subcommittees

- AN asked for support to clarify subcommittees' role to support work of full Committee and deliberate on topics requested by Committee.
- KC: This is MASC's clarification requested by Policy Subcommittee.
- Conflicting concerns that Budget Subcommittee oversteps, requires excessive work from Supt and administrators; and that, as a standing subcommittee, it has a duty to understand and oversee \$32million funding.

SE moved to support the definition of the role of the subcommittee as a body that supports the work of the full Committee and acts upon charges of the full Committee. KC 2nd.

- Concern that subcommittees independently work on non-priority topics. MASC "floored" to learn this.
- KC: Not only Budget. "I put things onto the [Health, Safety, Facilities] agenda that I was interested in. I made a mistake."
- Disagreement re: "no charge, no subcommittee meeting"
- Need process for members to initiate topics for subcommittee consideration.

GJ called the question. SH 2nd. Motion to end debate passed 5-1.

Motion passed unanimously.

D. Subcommittee Assignments and Recommendation to Dissolve Budget Subcommittee and Operate at a Whole Committee

AN recommended new member GJ join Policy Subcommittee.

WM moved to support assignment of GJ to Policy Subcommittee. SE 2nd. Motion passed unanimously.

AN moved that the School Committee dissolve the Budget Subcommittee for the rest of the calendar year and move forward as a committee of the whole in regards to budget and finance topics. SE 2nd.

- Goal for all members to learn about budget.

- Additional, separate, special meetings, workshop format; short-term until new Committee convenes in January.

SE called the question. GJ 2nd. Motion to end debate 5-1 (No: SH).

Motion passed unanimously.

WM moved that we instruct the Superintendent and Business Manager to provide financial information 5 days before a scheduled meeting discussing budget and finance. SH 2nd.

- Reports not push-button printouts; requires staff work.
- Nembirkow recommends quarterly or monthly analysis reports, agendas set far in advance.
- Budget Subcommittee's annual schedule of topics aligned with School Committee calendar

GJ called the question. AN 2nd. Motion to end debate passed unanimously.

Motion failed 2-4.

E. Rules of Procedure

AN recommended adoption of City Council's Rule of Debate, including:

- No member shall speak more than twice to the same question
- No member shall have or hold the floor for more than five consecutive minutes (AN recommends 3 minutes)

WM moved School Committee to accept Council's rules of debate, Section 565-5, and wherever Councilor is mentioned replace by School Committee member and for B(2) change the limit to 3 consecutive minutes of debate in place of 5 minutes. KC 2nd.

- Concern re: limiting discussions, not allowed to speak more than twice, esp. re: budget.
- Chair can suspend rules limiting debate when full deliberation needed.

SE called the question. WM 2nd. Motion to end debate passed unanimously.

Motion passed unanimously.

F. Subcommittee Minutes and Use of School Committee Secretary

Tabled from last meeting.

GJ moved to adopt a new practice of accepting Subcommittee draft minutes at the full Committee meeting, with any revisions to minutes made on the floor. SE 2nd.

- Would allow improved public access to subcommittee minutes via Committee minutes
- Opinion from Atty. Quinn: Subcommittee is responsible for its minutes.
- Disagreement whether subcommittee minutes to be summary or detailed.

GJ called question. AN 2nd. Motion to end debate passed unanimously.

Motion passed 5-1 (No: SH)

G. Policies for First and Second Reading

AN moved to table items 11 (First Reading of Section D Policies) and 12 (Second Reading of Section A Policies). SH 2nd.

Members to read policies thoroughly before next meeting.

Priority to pass Section D financial policies before budget season begins.

Paying MASC \$10K for guidance on comprehensive policy review.

GJ called the question. SE 2nd. Motion to end debate passed unanimously.

Motion to table passed 5-1 (No: KC).

H. Memo from Attorney Smith and M.A.S.S. Regarding Two-Thirds Vote

Legal opinion on calculating two-thirds for City Council vote. AN asked Atty. Smith; JD asked Massachusetts Association of School Superintendents; both said two-thirds of members present and voting (not all the members).

Recent Council budget vote worked under “all the members” two-thirds to pass. Concern that this affected outcome of school budget approval.

I. Draft Letter to Council

No letter needed. AN has reached out informally to Council President that we have different legal opinion on two-thirds, will forward these two legal opinions as informational.

J. Draft Letter to Attorney Quinn

AN presented draft letter.

SH moved the School Committee send a correspondence to Attorney Quinn about the differing legal opinion and to include the two additional opinions from Atty. Smith and Atty. Long in the correspondence. SE 2nd.

SH revision suggestions:

Remove paragraph 1; in place: “On behalf of the GSC, I want to share the two opposing legal opinions.” Para. 3: Omit “and understands the way....impact our District.” Replace last para: “We are concerned about the difference of legal opinions because the opinion from your office was averse to the interests of the School Committee. We would appreciate your reply.”

Concerns re: attorney conflict of interest and that School Cte not notified of Atty. Quinn’s two-thirds letter.

City Charter to be reviewed in 2020; two-thirds majority should be clarified.

Motion passed unanimously.

WM moved the agenda.

K. OML Complaint Follow-Up, Including Update on OML Training

Paul Jablon, who filed Open Meeting Law complaint, did not accept Committee’s response. Case assigned to attorney at Attorney General’s office.

AN will forward AG’s email to members. No action needed at this time.

OML training in Northampton on Sept. 7.

M. Review of Legal Services

AN moved to request that GJ propose a process to review legal services to bring back to the Committee at the July meeting. SE 2nd.

Recommend GJ review Committee minutes of interview with attorneys Quinn, Smith, and contracts.

Motion passed unanimously.

N. Referral to Counsel

CW requested to have office hours with students. Concerns related to liability, policy, contractual issues. AN recommends not pursuing.

GJ moved to table this agenda item indefinitely. SE 2nd. Motion to table passed 4-1-1.

O. Referral to Subcommittees

Atty. Smith recommends review, updating of bullying policy.

WM moved to refer review of bullying policy to Policy Subcommittee. GJ 2nd. Motion passed unanimously.

VII. Executive Session

AN made a motion to move into Executive Session in accordance with MGL c 30A, §21, (2) To conduct strategy sessions in preparation for negotiations with non-union personnel; (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, and (10) To discuss trade secrets or confidential, competitively-sensitive or other proprietary information provided (Superintendent's contract, related request, Unit A and Transportation Contract).

SE 2nd. Roll call vote: Yes – WM, SH, KC, AN, SE, GJ. Entered Executive Session at 10:23 p.m.

WM and SH left the meeting.

KC moved to leave Executive Session. SE 2nd. Roll call vote: Yes – KC, AN, SE, GJ. Returned to public session at 11:07 p.m.

IX. Adjournment

AN moved to adjourn. SE 2nd. Motion passed unanimously. Meeting adjourned at 11:07 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary

Meeting Documents

1. Notice of Meeting, Agenda, Timed Agenda: June 12, 2019
2. Draft minutes: May 8, 2019
3. Superintendent's Report documents
 - a. School newsletters
 - b. Social media from Superintendent
 - c. Budget Reports, June 7, 2019
4. Memo (email) from Sarah Ahern to Adrienne Nunez, "Pride month proclamation," June 10, 2019
5. "Draft Minutes Process" and "Role of Subcommittee" from Adrienne Nunez
6. Memo from Atty. Peter Smith to Adrienne Nunez, "Two-thirds vote," June 3, 2019
7. Letter (email) from Atty. Michael Long to Thomas Scott, MASS, and Jordana Harper, "Interpretation of Two-Thirds Vote Requirement, M.G.L. c. 44, 32," June 10, 2019
8. Letter to Atty. Gordon Quinn from Adrienne Nunez, June 5, 2019
9. Emails re: OML training between Adrienne Nunez and Mira Netsky (MA Office of Attorney General), May 31, 2019
10. Chapter 565. Town Council, Rule 5: Debate
11. Section D – Fiscal Policies – Revisions & Rationale
12. Section D Policies:
 - a. DA Fiscal Management Goals
 - b. DB Budget
 - c. DBC Budget Deadlines and Schedules
 - d. DBD Budget Planning
 - e. DBG Budget Adoption

- f. DBJ Budget Transfer Authority
 - g. DD Funding Proposals and Applications
 - h. DGA Approval of School Budget Payroll
 - i. DH Bonded Employees and Officers
 - j. DI Fiscal Accounting and Reporting
 - k. DIE Audits
 - l. DJ Purchasing
 - m. DJA Purchasing Authority
 - n. DJB Capital Improvement Planning
 - o. DJE Procurement Requirements
 - p. DJG Vendor Relations
 - q. DK Payment Procedures
 - r. DKC Expense Reimbursements
13. Section A Policies: Foundations and Basic Commitments
- a. AA School District Legal Status
 - b. AB The People and Their School District
 - c. AC Nondiscrimination
 - d. ACA Nondiscrimination on the Basis of Sex or Gender Identity
 - e. ACAB Sexual Harassment
 - f. ACE Nondiscrimination on the Basis of Disability
 - g. AD Vision and Mission
 - h. ADC Tobacco Products on School Premises Prohibited
 - i. ADDA Background Checks
 - j. ADDA-R DCJIS Model CORI Policy
 - k. ADDA-E Fingerprint Based CHRI Checks
 - l. ADF School District Wellness Program
 - m. AE Commitment to Accomplishment