

**GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING
MINUTES**

Wednesday, December 4, 2013

GCTV Studios, Greenfield MA

Approved 12.11.13

Present: Margaret Betts (MB); Maryelen Calderwood (MC); Daryl Essensa (DE); Donna Gleason (DG); John Lunt (JL); William Martin (WM); Franca Wisnewski (FW). **Absent:** none.

Also present: Susan Hollins, Superintendent (SH) (arrived 6:56 p.m.); Peter Smith, school attorney; Elizabeth Gilman (EG), GPS Business Administrator; Pat Correira, Field Director, Mass. Association of School Committees; other school staff, citizens, and the press.

I. Call to Order

With a quorum present (MB, MC, DE, DG, JL, WM, FW), Chair Martin called the meeting to order at 6:34 p.m. Chris Shores from *Recorder* is audiorecording meeting.

II. Approval of Draft Minutes

MC, moved, JL 2nd, to approve the draft minutes of Oct. 9, Nov. 6, and Nov. 13, 2013. Motion passed unanimously.

III. Public Comment

None

IV. Business Topics

A. Superintendent Search

JL moved to authorize chair to accept contract with MASC on behalf of the Cte. DG 2nd.

Discussion: Payment to MASC only when a supt is hired. SH has confirmed set-aside of \$20K for search costs. MASC will accept no-fee if search is unsuccessful. **Motion passed unanimously.**

MC moved to accept appointment of DE and FW as co-chairs of Supt Search Cte. DG 2nd. Motion passed unanimously.

WM presented proposed membership of Supt Search Cte:

Kevin Courtney
Daryl Essensa
Hillary Hoffman
Kriste Joy
Russ Kaubris
John Lunt
Lukas Martin
Bob Pura
Anne Valentine
Roxann Wedegartner
Franca Wisnewski

MC moved to accept chair's appointment of Supt Search Cte. DG 2nd. Motion passed unanimously.

WM introduced Pat Correira, MASC Field Director, who reviewed search timeline and process.

MB moved to accept and adopt Supt Search Timeline. MC 2nd. Discussion: Add Greenfield community focus group. Timeline is guide, not rule; changes should be made before publication, Jan. 29. Reference-checking process. MC made friendly amendment, FW 2nd, to allow School Cte to adjust Timeline if they see fit. Amendment passed unanimously. **Motion, to accept and adopt Supt Search Timeline and to allow School Cte to adjust the Timeline if they see fit, passed unanimously.**

MC moved that Search Cte check references on any candidate that is moving forward to the School Cte in the search. JL 2nd. Motion passed unanimously.

FW moved to hold a community focus group on Jan. 8. MC 2nd. 5:30-6:30 prior to School Cte. mtg. **Motion passed unanimously.**

JL made a motion that School Cte take time between now and Dec. 11 to review current brochures and brochures available on MASC website and to direct chair to get info from supt about historical practices in Greenfield. MC 2nd. Motion passed unanimously. Working meeting with MASC Wednesday, Dec. 11, 5:30-6:30 p.m. MASC to provide summary of supt. searches of last 12 months, including district, advertised salary/benefits, education and other requirements.

Discussion: Internal candidates. Survey. Advertising (free sites plus *Education Week* \$1800-2200 cost), press release, GPS website. Travel expenses for finalists.

B. Contiguous District Proposal (Mohawk Trail)

MC made a motion to reject contiguous district proposal. MB 2nd. Motion passed unanimously.

JL made a motion that the Budget Cte. study possible venues of collaboration for cost-saving. MC 2nd. Discussion: Franklin County School Cte Caucus. SH reported that Gill-Montague has requested collaboration. **Motion passed unanimously.**

C. Finance, Budget, and Contract

1. Revenues and Reserves

SH and EG reviewed report on Revenues (Significant Grants, Revolving Funds). Discussion: invest more in grant-writing? Expenditures for project coordination. Request for list of every employee and pay. Audits. Currently in process: site review.

2. Budget Management and Committee Expectations

JL reported that proposed budget for next year will be available at least one month before budget vote. Welcomes input and questions from others not on subcte. What additional reports would be valuable to Cte members? Request for notification of budget sub-cte mtgs, minutes.

3. Enrollment

SH reviewed 2013-2014 Student Enrollment report. Discussion: Chap. 70 implications of keeping district at capacity. Reduction of choice-out reflected in changes in graduating class sizes. Choice-out to private schools: effect of recession, closing of 2 religious schools. State's school choice report in January.

4. Unfinished contracts, evaluations, and current budget status

Atty Smith reported: ELT is awaiting ratification vote. Evaluation: still one detail to be confirmed. Paraprofessional contracts should be ready for review by School Cte at next mtg.

Negotiations with GEA beginning again; current contract runs through June 2014.

VI. Adjournment

MB moved to adjourn. FW 2nd. Motion passed unanimously. Meeting adjourned at 8:55 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary