

**GREENFIELD PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING  
MINUTES**

**Wednesday, August 14, 2013**

GCTV, Greenfield MA

Approved 9-11-13

**Present:** Margaret Betts (MB); Maryelen Calderwood (MC); Daryl Essensa (DE); Donna Gleason (DG); John Lunt (JL); William Martin (WM); Francia Wisnewski (FW). **Absent:** John Lunt (JL). **Also present:** Susan Hollins, Superintendent (SH); Kevin Brown, Franklin County Deputy Sheriff; Lt. Andrew Bzdel, Mass. State Police; Lt. Todd Dodge, Greenfield Police; Paul DeMarco, Mass. Teachers Association; Liz Gilman, GPS Business Manager; Lane Kelly, Greenfield Finance Director; other school staff, citizens, and the press.

**I. Call to Order**

With a quorum present (MB, MC, DE, DG, WM, FW), Chair Martin called the meeting to order at 6:35 p.m.

**II. Public comment**

Paul DeMarco, MTA, thanked Cte for work done so far on contract negotiations and pointed to issues for continued discussion and collaboration.

**III. Acceptance of minutes**

**MC moved to approve minutes of July 25. 2nd FW. Motion passed unanimously.**

**IV. School Safety**

Presentation by Kevin Brown, Franklin County Deputy Sheriff; Lt. Andrew Bzdel, Mass. State Police; Lt. Todd Dodge, Greenfield Police.

Lt. Bzdel overviewed state police services for schools, including training staff, running drills, doing site surveys, supporting planning with local police. Four areas:

- enhanced lockdown drills (with training for regional town/county officers to provide consistency)
- active shooter police response
- security mindset (e.g., locks on classroom doors)
- develop programs for students to report concerns without stigma (student school shooters commonly have told others beforehand)

Discussion: cost of retrofitting buildings; recommended frequency of training (90 minutes PD; 2-3 lockdown drills/year); new high school provides greater site security; precautions for chemical spill, weather emergency, other safety situations; drug-use prevention including canine patrol; school resource officer; state police services are free, scalable; communicating with families; rapid response time; invitation to attend other school's trainings to preview.

**V. Reports**

**A. Chair**

WM reported on GEA settlement agreement; continued discussion of educator evaluations; finalizing ELT grant; agenda requests; encourages members to attend board education/conferences; virtual school MOU has been signed.

## **B. Superintendent**

SH reported on preparations for start of school, including special orientation for first-year teachers; 1,730 students currently enrolled, likely to increase; still hiring (3 unexpected late resignations); writing grants. Discussion: Cte's request for choice-in/choice-out numbers, including K choice-out.

## **C. Subcommittees**

### **Health, Safety, Security and Facilities Subcte.**

MC requested to re-name Facilities & Environment the "Health, Safety, Security and Facilities Subcommittee"; subcte. met, created statement of purpose. Subcte. will meet every 2nd Tuesday, 5:00-6:00 pm, Davis St; public welcome.

Discussion: WM directed Policy, HR & Planning Subcte to review critical incidents policy and protocol, including notice to School Cte.

**MC moved that the Supt. review emergency protocols currently used by administrators and staff with all new administrators and, following consultation with appropriate town emergency depts. and the office of the mayor, make recommendations for changes/additions to the full Cte. This review, as well as any recommendations, will occur and the results of which will be submitted to the Cte no later than 3 days prior to the October School Cte mtg. DG 2nd. Motion passed unanimously.**

## **D. Other**

### **1. Schedule for School Cte meetings:**

Clarification that SC meets 2nd Wednesday of the month.

### **2. Supt. evaluation**

Law has changed; MB will review law, write summary. Consensus to do MASE training module on supt. evaluation. DE will schedule training 5:00/5:30 Sept. 11 (prior to regular Sept. mtg.).

## **VI. Old Business**

### **A. Assignments/Protocol**

WM recommended other subctes. define mission, as Health, Safety, Security & Facilities Subcte. has done. Clarified that teacher contract negotiations is responsibility of Contract, Finance & Budget Subcte.

To formalize subcte. appointments, as required by Policy BDE:

**MC made a motion to create a Health, Safety, Security & Facilities Subcte. MB 2nd. Motion passed unanimously.** WM named MC as chair; Cte. concurred.

**MC made a motion to create Contract, Finance & Budget Subcte. MB 2nd. Motion passed unanimously.** WM named JL as chair; Cte. concurred.

**FW made a motion to create Innovation & Curriculum Subcte. MC 2nd. Motion passed unanimously.** WM named DE as chair; Cte. concurred.

**MC made a motion to created Policy, HR & Planning Subcte. MB 2nd. Motion passed unanimously.** WM named FW as chair; Cte. concurred.

Discussion:

- Noted that Policy BDE doesn't list the standing ctes. WM sent to Policy Cte for completion.

- WM emphasized that subctes can discuss topics on the agenda and nothing else; subcte. is not a committee of the whole body.
- Request to send to all members notice of all subcte meetings. Supt. office will do so.
- DE announced that Innovation & Curriculum Subcte. will meet Aug. 28, 6:00-7:00, Davis St.

## **VII. New Business**

### **A. Nursing and Appointments**

SH reviewed documents related to school nursing (state law; dept. of health, board of nursing). WM directed Health, Safety, Security & Facilities Subcte. to review.

Discussion:

- \$5,000 contract for school physician to provide sports physicals; role of school to provide health services; providing sports physicals is common practice.
- Potential collaboration for districts to share medical and other specialized staff; Supt has pursued with Gill-Montague, city.
- Request for list of schools and, for each, nurse & salary.
- Other districts use CNAs, health aides, LPNs. Wide variation in providing school medical services.

**MC moved to approve hiring of Melissa Bednarski, R.N., to be nurse at Newton School. MB 2nd. Motion passed unanimously.**

**MC moved to approve hiring of Pamela Owen, R.N., to be nurse at Discovery School at Four Corners. DG 2nd. Motion passed unanimously.**

## **VIII. Adjournment**

**MC moved to adjourn. FW 2nd. Motion passed unanimously.** Meeting adjourned at 8:46 p.m.

Respectfully submitted,  
Susan Farber  
Recording Secretary