

**GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING
MINUTES**

Wednesday, September 11, 2013

GCTV, Greenfield MA

Approved 10-9-13

Present: Margaret Betts (MB); Maryelen Calderwood (MC); Daryl Essensa (DE); Donna Gleason (DG); John Lunt (JL); William Martin (WM); Lily Richards (LR), student representative; Francia Wisnewski (FW). **Absent:** None.

Also present: Susan Hollins, Superintendent (SH); Tom Bevacqua, GEA president; Paul DeMarco, MTA; Liz Gilman, GPS Business Manager; Lane Kelly, Greenfield Finance Director; Mike Kuchieski, athletic director; Peter Smith, school attorney; Ann Valentine, Vice-President GEA; Donna Woodcock, GHS principal; 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 6:35 p.m.

II. Approval of minutes

MC moved to approve minutes of August 14. Corrections: JL listed as both absent and present; he was absent. Passed unanimously. **2nd FW. Motion passed unanimously.**

III. Public comment

Donna Woodcock, GHS principal, and Mike Kuchieski, athletic director, spoke to medical services for sports teams. Have contract with Baystate hospital; sports physician and sports trainer are paid with gate receipts. Shared policies re: concussions. MC raised question of School Cte's role in contracting for medical services.

Paul DeMarco, MTA, spoke to concerns re: Academy of Early Learning's Innovation School application. Teachers not yet paid for ELT, summer, special classes; thanked Mayor for help in resolving problem.

Chris Shores is audiorecording meeting.

IV. Reports

A. Student Representative's Report

GHS student Lily Richards reported on summer WMASC leadership-training lock-in; start-of-school open house; recognition for AP students; summer Education-to-Go and anthropology programs; homecoming activities in early October.

B. Chair's Report

WM noted improved civility and communication among School Cte members. WM appointed Daryl Essensa as School Cte representative on School Building Cte.

C. Superintendent's Report

SH described start-of-school work, including increased student enrollment; calling all elementary parents in first 2 wks of school; checking students' emergency data; ensuring consistent special ed services; some staff (non-teaching) positions vacant; orienting 30+ new teachers under new mentoring program; orientation for new administrators; new Walk to School program; improved substitute planning; new on-line lesson planning; police walkthroughs with administrators; review

of all family forms; new grants administrator; plans for Sept 27 in-service day; professional development days planned for all staff (not just teachers).

MB made a motion to go into executive session. MC 2nd. Concern: potential criticism of school employee. **YES: WM, MB, DE, JL, MC, DE. FW. Motion passed unanimously.** Cte moved into executive session 7:20, and returned to public session at 7:32 p.m.

D. Subcommittees

1. Contract, Finance & Budget Subcte

JL reported that subcte is meeting re: negotiations with GEA. Priority to get employees paid correctly. Next Tues 6-7 pm subcte meets to discuss finance/budget: monitor current budget; format for standard reports; set timeline to develop new budget. JL requested clarity of goals-setting which need to be reflected in budget.

2. Innovation and Curriculum Subcte

DE reported on Aug 28 mtg, focus on Academy of Early Learning (AEL); discussed contract and scheduling issues with Liz Bednarski. Next mtg Sept. 25: review policies; Common Core.

Academy of Early Learning

MC moved to table indefinitely discussion of Innovation School status for the Academy of Early Learning until such time as discussions can resume. MB 2nd.

Discussion: timeline for Innovation School application/approval is open, no deadline. Planning grants small; however, start-up grants can be large, especially if AEL were first Innovation preschool; importance of setting follow-up process. Concerns for families expecting AEL to be open Fridays. Concerns re: contract. JL noted 2 issues: process for Innovation School; contract. Goal of Innovation School to give more control over academic day to teachers.

MC requested report on Four Corners Innovation School.

Paul DeMarco, MTA: union rep did not serve on planning cte, as required; School Cte is to vote before, not after Innovation status. Ann Valentine, GEA, explained AEL teachers' schedule. School Cte had voted to change to 4½-day week; union should have been notified in advance as change in working conditions.

MC moved the question. FW 2nd. Yes: FW, MC, MB. NO: WM, JL, DE. Abstain: DG. Motion failed 3-3-1.

Atty. Smith: contract and schedule at preschool are not compatible. Work with GEA to fix that. Follow the process. Special education has essential role.

MC and JL withdrew original motion.

MC made a motion that the School Cte direct Atty Smith to work with Paul DeMarco, GEA representative, regarding issues relative to AEL and Innovation School and to recommend a schedule going forward to the Cte. JL 2nd. Motion passed unanimously.

3. Health, Safety, Security & Facilities Subcte

MC announced October mtg agenda: presentation by Donna Woodcock re: Smart Schools, Safe Schools grant; review of current emergency procedures; East Longmeadow's MOU.

4. Policy, HR & Planning Subcte

FW reported on goal-setting for year; emergency protocols.

V. Business Topics

A. Budget/Finance Review

- JL requested standardized set of reports to provide clear picture for School Cte. JL to work with Supt and business office to prepare budget reports that show trends and problems. What kind of indicators to reflect our goals? Members not on budget subcte to let JL know what information they would like to see in reports.
- MC suggested warrants be signed not in aggregate but as line items. To be discussed in budget subcte.
- FW raised several questions, including charter schools, school choice; will submit questions in writing to JL.
- MC raised concerns re: attorney fees; Policy Cte directed to review this policy and report next month.

C. Superintendent Evaluation

- Prior to mtg, School Cte completed MASC's module on superintendent evaluation.
- Atty. Smith to clarify open mtg law re: evaluation.
- WM directed Policy, Personnel, Planning Subcte to study evaluation process, report at the next meeting on proposed timeline and recommendation of evaluation tool.
- WM asked SH to begin self-evaluation (DESE rubric)
- Prepare for potential Supt. search. SH contract expires June 30. SH or School Cte can notify March 31. SH encouraged strategic use of time (e.g., early start on budget), transition planning.

WM closed public comment at 9:00 p.m.

D. School Cte Annual Calendar

Cte reviewed summary calendar of Cte, Subcte mtgs. Request to add Master Plan mtgs.

E. Collaborative Representative

WM appointed MB as representative to Collaborative for Educational Services and DE as alternate.

VI. Executive Session

MC made a motion to go into executive discussion to hear a grievance. MB 2nd. Roll call vote, YES: WM, MB, DE, JL, MC, DG, FW. Motion passed unanimously. Cte. moved into executive session at 9:05pm.

JL moved to return to public session. DE 2nd. Motion passed unanimously. Cte. returned to public session at 10:40 p.m.

VII. Adjournment

MB moved to adjourn. JL 2nd. Motion passed unanimously. Meeting adjourned at 10:40 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary