

**GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING
MINUTES: Wednesday, November 12, 2014
GCTV Studios, 393 Main Street, Greenfield MA
Approved 02.11.15**

Present: Margaret Betts (MB); Jeff Comenitz (JC); Donna Gleason (DG); Jordana Harper, Superintendent (JH); William Martin (WM); Adrienne Nunez (AN); Francina Wisnewski (FW). Student representatives Sam Kennedy, Lily Richards.
Absent: Maryelen Calderwood (MC).

Also present: William Bazyk, Director of Student Services & Special Education; Tara Cloutier, GHS Spanish teacher; Elizabeth Gilman, GPS Business Manager; Peter Smith, School Attorney; other school staff, citizens and the press.

I. Call to Order

With a quorum present (MB, JC, DG, WM, AN, FW), Vice-Chair Wisnewski called the meeting to order at 6:30 p.m.

II. Approval of Minutes

WM moved to accept minutes of Oct. 8, 2014. DG 2nd. Motion passed unanimously.

III. Public Comment

None

DG made a motion to move V. 1. GHS Trip to Puerto Rico after Student Representative report. on the agenda. WM 2nd. Motion passed unanimously.

IV. Reports

A. Student Representative

Kennedy reported on activities at GHS, including NHS induction; open house 11/15; Trivia Night; Spanish class trip to Boston.

V. Business Topics: 1. GHS Trip to Puerto Rico

Tara Cloutier provided an update of the proposed trip. Current registration is 12 students, 3 adult chaperones. Concern that student athletes reluctant to enroll: for missing game during school vacation, student banned from next two games.

WM made a motion that an athlete, on any team for any sport, shall not be negatively affected by attending a School Committee sanctioned event, to be compliant with MIAA rules and regulations. JC 2nd. Motion passed unanimously.

AN moved to approve the GHS Puerto Rico trip with 12 students and 3 adults, with the cost of the one adult chaperone to be shared among the 3 chaperones. DG 2nd. Motion passed unanimously.

IV. Reports – continued

B. Chair

No report; chair absent.

C. Superintendent

JH provided an overview of her report, including Educator Evaluation Implementation Team; Emergency Management Planning; PD for principals.

School highlights:

- GHS Open House; NEASC self-study; safety training
- GMS One School, One Book (*Wonder*); Nov. 21 celebration
- Math-Science Academy: climate change study; fundraising for Heifer International; interest/visit from other districts
- Federal Street: Harvest Supper
- Elementary schools: Veterans Day celebrations; Safe Routes to School (walking program); PD includes literacy training
- Newton: Principal Melody Goodwin presented at Title I conference

Attendance increase August to October; 100+ homeless students, 91 School Choice students

Request for members to review JH's draft goals, for future discussion and vote

WM recommended this year's Election Day schedule (schools closed for students; PD for staff) be considered for next year.

D. Subcommittees

1. Budget

DG reported continued progress on drafting budget, to be presented to School Cte after January.

EG explained why \$45K Race to the Top funds were returned to DESE: unable to complete full grant (\$400K over 4 yrs) due to delay in negotiations re: evaluations and staff vacancies.

Request for details of Race \$ district did spend. Does delay in evaluations affect our eligibility for future funding? Budget Cte will review and work w/ EG to provide details.

2. Negotiations

DG reported mtg with secretaries to begin discussion; 5th mtg w/ custodians, good progress.

3. Health & Safety

AN reported subcte has discussed locks at GMS; student/staff ID tags; potential swipe entry for all schools; decision not to expand subcte's responsibilities to include district communication; moving Davis Street office to new facilities.

4. Policy

FW reported on subcte's work on updating Student-Parent Handbook. Atty. Smith has reviewed what must be included by law, offered model school handbook. Plan to create interim district-wide handbook now. Goal to adopt full handbooks by end of 2014, individualized for Greenfield, with versions for each school level (elementary, middle, high). Provide translations to home languages. Request for master electronic version of draft for all Cte members to read and comment.

JC moved to adopt in substance the basic handbook, as presented by Atty. Smith. WM 2nd. Motion passed unanimously.

WM moved to direct Superintendent to appoint cte to review and create handbooks and give monthly report. AN 2nd. Discussion: Cte to include administrators, teachers, guidance counselors, representing PreK-12; GHS student council to be included. **Motion passed unanimously.**

V. Business Topics

2. Student Growth Percentile

JC made a motion to move to last item on agenda (before executive session). DG 2nd. Motion passed unanimously.

3. MASC self-evaluation

WM moved to put on MASC self-evaluation on agenda for January mtg. DG 2nd. Motion passed unanimously.

4. District Governance Project

JH described MASC's District Governance Program, training modules tailored to district needs, recommended for districts w/ new supt. Discussion: With new election schedule, entire School Cte up for election next year; better to wait? Time commitment? No additional cost to district as MASC member.

MB moved to set a date to take part in the workshop "Building the Foundation." WM 2nd. Motion passed unanimously. FW/Supt to coordinate finalizing date.

5. Relocation of Davis Street Staff

JH provided update on relocation. Mayor and Supt have begun search for site, planning for move. Goal: adequately sized space downtown with parking. Davis Street building issues include old boiler, heating cost.

AN made a motion in order to support district, the supt and other administrative staff in a smooth and cooperative move from the current Davis Street location to new temporary physical space, a comprehensive plan shall be submitted by the Mayor for review by all parties no later than January 31, 2015. This plan shall include suggested timelines and the name or names of individuals the town will assign to coordinate all aspects of the transition. DG 2nd. Motion passed unanimously.

6. Parent Communication Survey

JH shared survey to determine best way to communicate with families, including utility of social media; part of safety planning to create alternative to "robo-calls."

MB moved to authorize Superintendent to freely communicate with parents on an as-needed basis. DG 2nd. Discussion: Affirm desire for Supt to have autonomy and to work with families. Reach out to all interested citizens? No cost for survey; done by volunteer. **Motion passed unanimously.**

7. Substitute Teachers

JH reviewed report, including building needs; reviewing rate of pay; most effective way to post jobs; policies (e.g., fingerprinting).

2. Student Growth Percentile

JC made a motion that this topic be moved to next mtg. That presentation will include accessing the DOE website in order to look at resources that are available to Cte, parents, public, for understanding student growth percentile, measure being used in state; that presentation may also include other documents/slides, as needed. WM 2nd. Motion passed unanimously.

8. Four Rivers Charter School Annual Report

No action needed. First time report has been provided to School Cte. As School Cte has financial oversight, request for EG to review. Request for Atty. Smith to provide summary of charter school's requirements, including reporting, account limits.

VI. Executive Session

JC made a motion to go into executive session for purposes of non-union personnel review. MB 2nd. Roll call vote: Yes: MB, JC, DG, WM, AN, FW. Motion passed unanimously. Moved into executive session at 8:20 p.m.

MB moved to return to public session. 2nd AN. Yes: MB, JC, DG, WM, AN, FW. Motion passed unanimously. Public session resumed at 8:55 p.m.

VII. Adjournment

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

Respectfully submitted,
Susan Farber
Recording Secretary