

**GREENFIELD PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING  
MINUTES: Wednesday, February 11, 2015  
GCTV Studios, 393 Main Street, Greenfield MA  
Approved 03.11.15**

**Present:** Margaret Betts (MB) (arrived 6:57); Maryelen Calderwood (MC); Jeff Comenitz (JC); Donna Gleason (DG); Jordana Harper, Superintendent (JH); William Martin (WM); Adrienne Nunez (AN). Student representative Lily Richards.

**Absent:** Francia Wisnewski (FW).

**Also present:** Tom Bevacqua, GEA chair; Lane Kelly, Greenfield Finance Director (LK); David Lockwood, CEO of Management Solutions, Inc.; Peter Smith, School Attorney (PS); other school staff, citizens and the press.

### **I. Call to Order**

With a quorum present (MC, JC, DG, WM, AN), Chair Calderwood called the meeting to order at 6:35 p.m.

### **II. Approval of Draft Minutes**

WM moved to approve the minutes of November 12 and December 10, 2014. DG 2nd. Motion passed unanimously.

### **III. Public Comment**

Tom Bevacqua, GEA chair, urged School Cte to ratify the GEA contract.

### **IV. Reports**

#### **A. Student Representative**

Lily Richards reported on upcoming events at GHS, including student council state conference; prom dress donations; Read Across America; theater and music events; trivia night.

#### **B. Chairperson**

MC praised Supt's work, communication.

As Level 5 district, Holyoke Public Schools may face state takeover. Holyoke community rallying to support schools.

#### **C. Superintendent**

JH noted excellent work by staff and students in all schools.

Snow cancellations, delays are carefully considered. Appreciate DPW's work.

Facilities:

- Concerns re: roof snow load, leaks. Newton and Federal Street need roof repairs.
- Frail state of boiler at Davis Street presses need to move central office, develop emergency relocation plan. MC: School Cte supports relocation of Davis St offices.
- Hired half-time human resources officer.

#### **D. Subcommittees**

##### **1. Policy**

JC reported on Policy work:

- Discussion to reconfigure grade divisions among school buildings (move 4th grade?). Ad hoc subcte: MB (chair), AN, DG, to seek input from community and staff, make recommendations to School Cte.

- Revision of Community Use of School Facilities Policy (KF, KF-R) and KG-RC2 (fees). WM explained rental revenue goes to School Cte (for building upkeep) not general fund. First reading of revised policy likely at next School Cte mtg.

## **2. Budget**

DG noted useful budget training with Mark Abrams. Subcte has met with each school's leadership, Central Office staff. Next mtg: Feb. 17.

Contracts: GEA contract to be considered tonight. Custodial contract in process. Executive secretary contract discussion delayed due to snow.

MC: State foundation budget review underway.

## **3. Health & Safety**

AN reported that Jan and Feb mtgs cancelled due to snow. Mtg rescheduled 2/18; agenda includes update on composting grant.

## **V. Business Topics**

### **A. Davis Street Relocation Plan**

**WM moved that the School Cte. authorize the relocation of 41 Davis Street offices to 324 Main St. DG 2nd.**

Discussion:

- Main Street property is only response to RFP. LK described space, rent, challenges (parking, maintenance shop; location of IT/servers).
- Rent likely \$9-10K/month, includes utilities. Davis St utilities average \$55-65K/yr.
- Likely timeline: move non-essential items April vacation; personnel move after July 1.
- Mayor to request \$40K from Town Council for move.
- Who pays rent: Town or School? Town has been paying Davis St. utilities.
- Moving technology hub: Town or School expense? Option: move technology to Middle School as more permanent location. No fiber-optic connection available on Main St.
- MC, JH: Request more detailed plan.
- May need special mtg of School Cte.
- LK to present plan to Supt. March 2.

**Motion withdrawn (WM, DG).**

**MB made a motion that, as it is the intention of the School Committee to proceed with the school dept. move from Davis Street to 324 Main Street once there is a detailed plan in place, we request that the Mayor request funding for said move from Town Council at the next Town Council meeting, and request that the Mayor, along with any authorized bodies, continue rental negotiations, and have the Town present the detailed plan to the Superintendent by March 2. AN 2nd.** Discussion: Goal of vote at School Cte March mtg. If 4th grade moves to elementary schools, Middle School space as possible Central Office. **Motion passed 4-0-2** (abstain: DG, WM).

MB made a motion to shift agenda, to move Student Council Trip to Hyannis above Interim Business Manager Recommendation. DG 2nd. Motion passed unanimously.

**MB moved to table two items – MASC Self-Evaluation and Presentation by Member Comenitz – until the March 11 School Cte Mtg. DG 2nd. Motion passed unanimously.**

#### **F. Angela Mass – Student Council Trip to Hyannis, MA**

Angela Mass, Student Council advisor, described proposed trip with 13 GHS students, 2 chaperones, March 11-13. **WM moved to authorize trip to Student Council conference. MB 2nd. Motion passed unanimously.**

#### **B. Interim Business Manager Recommendation**

JH reported that national search for business manager has not been successful. RFP for interim service netted 2 bids: Town of Greenfield and Management Solutions. Review by screening cte: DG, JC, JH, William Bazyk. Law requires recommendation based on competitive evaluation criteria. Screening cte. recommends Management Solutions.

**MB moved that the School Committee appoint the Management Solutions company to provide interim services to the School Dept. until a permanent business manager can be appointed by the Committee.** 2nd. Bid fees: \$1,000/month Town; Management Solutions \$8,500/month. Commitment only month-by-month. Search for permanent business mgr continues. Conversion to MUNIS (financial accounting software) underway. Questions to David Lockwood, CEO of Management Solutions, Inc. **Motion passed unanimously.**

#### **D. District Governance Program** (training modules)

**AN made a motion to choose Sat. March 21 as first day of district governance program. WM 2nd. Motion passed unanimously.**

#### **E. School Committee Appointments**

1. MC announced appointment, with accord of Cte, of AN to GHS NEASC accreditation committee.
2. MB has conflict-of-interest with her service as School Cte representative to Collaboration for Educational Services: MB is paid by CES for after-school program. JC will replace. MB will inform CES of change.

#### **VI. Executive Session**

DG made a motion to go into executive session for purposes of collective bargaining. AN 2nd. Roll call vote: Yes: MB, MC, JC, DG, WM, AN. Motion passed unanimously. Moved into executive session at 9:10 p.m.

WM moved to return to public session. 2nd DG. Yes: MB, MC, JC, DG, WM, AN. Motion passed unanimously. Public session resumed at 9:37 p.m.

**WM moved to ratify GEA agreement between GEA and Greenfield Public Schools for contract year July 1, 2014 through June 30, 2015. DG 2nd. Motion passed 5-0-1 (MC abstain).**

#### **VII. Adjournment**

MB moved to adjourn. 2nd DG. Motion passed unanimously. Meeting adjourned at 9:40 p.m.

Respectfully submitted,  
Susan Farber  
Recording Secretary