

**GATEWAY REGIONAL DISTRICT SCHOOL COMMITTEE**

**REGULAR MEETING MINUTES**

**WEDNESDAY, APRIL 25, 2018**

**Middle School 112/114**

**7:00 P.M.**

All visitors attending the school committee meeting should sign in at the security booth.

**(A PORTION OF THIS MEETING MAY BE HELD IN EXECUTIVE SESSION)**

**I. OPENING OF MEETING**

BLANDFORD  
Michele Crane  
Terri Garfield

CHESTER  
Shirley Winer  
Diane Dunn

HUNTINGTON  
Ron Damon  
Melissa Nazzaro

MIDDLEFIELD  
Sarah Foley

MONTGOMERY  
Madelyn Austin

RUSSELL  
Lyndsey Papillon

SECRETARY  
Stacy Stewart

CENTRAL ADMINISTRATION  
Dr. David B. Hopson, Superintendent  
Stephanie Fisk, Business & Finance

ADMINISTRATIVE COUNCIL  
Wendy Long, District Grant Writer

STUDENT REPRESENTATIVES

OTHERS: Amy Porter, Barbara Huntoon, Darlene McVeigh, Peter Spotts, Ruth Kennedy, Derrick Mason, Melissa McCaul, Jason Forgue, Kate Forgue, Brian Otterbeck, Ruth Harper, Kristina Cortis, Mike LaFleur

- Mrs. Crane opened the meeting at 7:08 p.m.
- Peter Spotts is recording the meeting.

**7:05 p.m. II. PUBLIC INPUT (3 Minute Limit)**

- Mr. Forgue asked where the money is coming from for the renovations to the announcer’s booth on the soccer field.
- Ms. Fisk said extraordinary maintenance and school use revolving.
- Mr. Forgue asked why we went with a company outside the district.
- Mr. Quinn said he called a few contractors and no one else wanted to come out.
- Mr. Forgue asked why there is the pile of debris out there. Are they going to leave it?
- Mr. Quinn said no, they are coming to get it.
- Mrs. Kennedy said on May 15 at 6:30 p.m. in the senior center, Russell will hold a joint session regarding the amendment and other issues. Everyone is invited and hopefully school committee will attend.
- Mrs. McVeigh said the information that she got from Mr. Garivaltis has 15 students on IEP’s and 27 peer students. She asked why the pier students are included in the census.
- Ms. Fisk said now the department of education reimburses Chapter 70 for all students not just IEP students.
- Mrs. Stewart concurred.
- Dr. Hopson said the only other way would be to charge tuition.
- Mrs. McVeigh said shouldn’t you take the peer models out and calculate the town assessments.
- Ms. Fisk said you would take the Chapter 70 from the towns as well. You are getting chapter 70 by your total.

- Mrs. McVeigh said our minimum contribution is impacted.
- Ms. Fisk said you can take the whole amount or reduce each assessment.

### III. STUDENT COUNCIL INPUT - None

### IV. PRESENTATIONS/REPORTS/RECOGNITION - None

#### 7:45 V. UNFINISHED BUSINESS/ACTION ITEM

##### A. GYAA

- Ms. Fisk said included in packet was the current policy, the information she collected, and the school dude information. She said some schools charge, some schools don't charge, some don't charge for the field, some don't charge for the gym. Most charge about \$25.00 per hour.
- Mrs. Foley asked how the schools that don't charge recoup the costs.
- Ms. Fisk doesn't know. Only a couple of schools don't charge, but the people who responded wanted the information because they were looking at charging.
- Mr. Forgue asked how many of these towns set up the field for the organization.
- Ms. Fisk said she doesn't know, the information was strictly by policy.
- Mrs. Papillon said our use policy states \$500 per season for a field. Her daughter is on the under 10 softball team, all three use the field. She asked how much they pay.
- Mr. Forgue said it is \$330 per field with a \$500 max.
- Mrs. Papillon said so you pay \$500 for all fields.
- Mrs. Foley asked if the max was for the organization or field.
- Ms. Fisk read class E. The maximum charge for regular use of HS gym = \$500, MS gym = \$500, Elementary gyms = \$640 per season up to 12 weeks. The maximum charge for regular use of two fields – high/middle school complex - \$500, use of 4 fields at high/middle school complex = \$1,000, use of elementary fields = \$700 per season up to 12 weeks.
- Mrs. Papillon asked if this is more basketball and soccer than little league.
- Mr. Forgue said little league plays other places. They used to use the upper ball field for the juniors.
- Mrs. Crane asked what Mr. Forgue is requesting.
- Mr. Forgue said the towns that we participate with do the maintenance, set up, etc., what is the marginal cost. The fields still need to be cut. The group sets it up. It has been done for years. What costs are they recouping. Now they are paying \$3,200.00 for something they don't use.
- Ms. Fisk said you are not the only one who uses the building. One weekend the Mennonites paid \$7,000 to use the building. There will be microphone updates coming. The Booster club uses it and has paid for the Memorial Day tournament in the past.
- Mr. Forgue asked what costs specific to them using it are they recouping.
- Ms. Fisk said extra wear and tear, staffing, security, accounts payable. We wouldn't necessarily need security here for our events. We would only have to have security for our events.
- Mr. Forgue understands there are lights and electricity costs, but when it comes to baseball and soccer, he has asked for years what the plan is. There is \$60,000 in that account. What are you going to do with it.
- Ms. Fisk said we are doing field renovations and it is not popular. When we renovate, we probably won't have a soccer field on the baseball field. When soccer ends they are going to renovate the field.
- Dr. Hopson said it isn't any different then charging our students user fees. If we don't charge, the total amount for school use of \$150,000 would have to be added to the budget. How can we let GYAA use the fields for free but charge our students for sports. He asked if they pay for refs, association fees, etc.
- Mr. Forgue said all we are paying for is field use.
- Dr. Hopson said you are paying for staff, the program, and maintenance. He would charge GYAA \$25.00 per hour for the time actually used if Mr. Forgue would figure it out.
- Mr. Forgue said he would pay the \$25.00 per hour for actual use.
- Dave, 10,000 for the softball, 10,000 for the baseball field, basketball court, etc. We are probably charging less than other schools. When you look at what the recommendations are, it ends up being about \$25 per hour.

Mrs. Dunn arrived.

- Dr. Hopson said if we do the services you and pay \$25 per hour. Mr. Forgue would have to give us the hours being used.
- Mr. Forgue said we they are booted for the high school students.
- Dr. Hopson said even under a \$25 per hour rate you will be moved for the high school.

- Mrs. Nazzaro said we have a fund that has accumulating. How do we plan to get those fields into condition to bring in other participation.
- Dr. Hopson said once we renovate that softball field they won't be able to play soccer on that field. We won't have 10 softball fields anymore. That is the problem with transitioning from softball to soccer. How do we keep the field up and maintain them properly.
- Mrs. Winer said we don't have enough territory to have that many fields.
- Mrs. Foley asked what is fee to play GYAA.
- Mr. Forgue said pioneer valley soccer is \$120, of that \$15 goes to use fees.
- Mrs. Crane said we were asked to look over the building use fees and policy. If we take no action tonight we stay where we are.
- Mr. LaFleur asked if anyone has an analysis of what Gateway is saving the school. If the high school girls and boys played at the same time, you'd have a problem. When is the last time you paid for lighting. Volunteers did the whole field. The gymnasium when he got here we didn't have a basketball program. We started with no fees and then two years later there were fees. He thinks we can do better and GYAA deserves a break.
- Dr. Hopson said if you look back 20 years ago it was much different. We have made an effort to cut electrical use substantially. The only way to truly find that cost factor, you would have to take it over. Mr. Forgue said he was okay paying \$25 per hour for use. \$6,500 a year is not that bad. We could take it off of GYAA and put it on the towns. Not everyone has kids in the school so should they have to pay too.
- Mrs. McCaul said \$6,500 might not be an outrageous amount. We lost the Memorial Day Tournament, which was a major fundraiser, now with the soccer fields not being available it be tougher.
- Mrs. Papillon asked if we could put a couple of soccer fields up on the upper ball field.
- Ms. Fisk said we are not a sports complex. If we are going to put soccer fields on a baseball field you are going to be playing on mounds. We don't have the space. We technically have 3 soccer fields. It is difficult when you upgrade fields. They are shut down for a year.
- Mrs. Cortis said from the GYAA side we like our schools, but our population is shrinking. There are not as many sign ups and the fees are going up. They are feeling a crunch. That is where people are coming from. She asked if it has to be all or nothing. Is there a way to just pay for basketball and not soccer. There is a hardship right now. We are just trying to make everyone happy right now.
- Mrs. Nazzaro said in keeping with GYAA, etc., who else falls under class E. Where did the Mennonites fall.
- Ms Fisk said they were class F.
- Mrs. Nazzaro said is it possible to make a one-year change.
- Dr. Hopson said it doesn't make sense, you will never increase it again. We've made changes over the years for GYAA. It is not fair for our student athletes to be the only ones to make a substantial payment.
- Mrs. Nazzaro said maybe a reduction of the class F.
- Ms. Fisk calculated out the minimum for soccer fields or a \$25 an hour. It pretty much came out the same. There are areas such as the spring where we don't have soccer. Some of these places the cities take care of the field.
- Mrs. Foley asked if the schools that charge nothing are they taken care of by the city.
- Ms. Fisk said Pittsfield is probably one of them. Westfield would do theirs.
- Mrs. Kennedy asked if Ms. Fisk would share the analysis she did.
- Ms. Fisk said it is in the paperwork and it is done by percentage.
- Dr. Hopson said we could do it, but is not sure that using the average is any different.
- Mr. Forgue asked if it would take more time or less time than what she already created.
- Ms. Fisk said the cost analysis is done by a company that does it for a living.
- Mr. Forgue asked how did you input the custodian or maintenance or utilities.
- Dr. Hopson said she applied that to our actual utility fees. This organization, came out with the \$25 per hour. He said Mr. Forgue would have to come up with the estimates.
- Mr. Forgue said he would only use the \$25 per hour for tournaments.

## **B. School Committee Self Evaluation**

- Mrs. Crane spoke with Pat Corriera about our goals and she was impressed. She hasn't had time to finish the document. Do we want to have a separate meeting with her about our self evaluation or do we want to hand it out and then have her come meet with us.
- Mrs. Winer said she doesn't see why we need to have her here before.
- Mrs. Crane asked her to put together the document.

- Dr. Hopson said it is a standard survey. She adjusts it according to our goals. It would make sense to take the survey, calculate it, and then have her come and review everything.

## **VI. NEW BUSINESS/ACTION ITEMS**

### **A. Recommendation to extend the regional transportation contract option year (2018-19) to Leccrenski Bros., Inc.**

- Ms. Fisk said this is the first option year. It will go up 1.7%. She will need a vote at the next meeting.
- Mrs. Nazzaro said there was a built-in increase.
- Ms. Fisk said yes. CPI
- Mrs. McVeigh asked if that was for FY '19.
- Ms. Fisk said yes, it is budgeted already.

### **B. Policies – Minutes (Enc.)**

- ECA – Buildings and Grounds Security
  - EDC – Authorized Use of School Owned Materials
  - FA – Facilities Development Goals
  - FF – Naming New Facilities
  - FFA – Memorials
  - GBA – Equal Employment Opportunity
  - GBEA – Staff Ethics/Conflict of Interest
  - GBEB – Staff Conduct
  - GBED – Tobacco Use on School Property by Staff Members Prohibited
  - GBGE – Domestic Violence Leave Policy
  - GBGB – Staff Personal Security and Safety
- This is the first reading. To be voted on at the next meeting.

### **C. Extending Facilitated Discussions**

### **D. Appointment of an Adhoc Committee (Facilitated Discussion Group) to Review Changes to the Regional Agreement**

- Dr. Hopson thinks everyone was pretty happy with the way they have gone. That group could be the group that looks at potential changes to the regional agreement. School committee can make that an ad hoc group. We talked about keeping it open for grant information. We would set aside time for regional agreement.
- Dr. Hopson said we need to vote to continue to pay for facilitated discussion.

*Mrs. Foley made a motion seconded by Mrs. Garfield to go into executive session at or before 8:30 p.m. for the purpose of Security Updates and Strategy and Union Negotiations – Teachers not to return to open session.*

*Motion Carried (VOTE) Yeas 9 Nays Abstain Absent (Roll Call Vote)*

Yeas: Madelyn, Ron, Diane, Sarah, Terri, Melissa, Lyndsey, Shirley, Michele

## **VII. CONSENT ITEMS 3/28/18 (Enc.)**

*Mrs. Foley made a motion seconded by Garfield to approve the minutes of 3/28/18*

*Motion Carried (VOTE) Yeas 6 Nays Abstain 3 Absent (Roll Call Vote)*

Yeas: Madelyn, Diane, Sarah, Melissa, Shirley, Michele

Abstain: Ron, Terri, Lyndsey

## **VIII. COMMUNICATIONS**

### **A. School Committee - None**

### **B. Chairperson**

- Mrs. Crane said the retirement ceremony will be May 23 from 6-7. Mrs. Balboni is going to coordinate the food.
- The next MARS meeting is June 14.

### **C. Superintendent**

Central Office Update (Enc.)

- Dr. Hopson has preschool news. We will hold the full- day model here at the MS/HS complex. We are looking at a 3-5 year phase to make it a vocational program. Full day will be 8:45 a.m. to 3:20 p.m. Paid wrap around will be available from 7:00 a.m. to 8:45 a.m. and 3:20 p.m. to 6:00 p.m. We will be limiting special education students to 4 or 5 with the idea to get more students in. If we have more students we will hold a lottery.
- Mrs. McVeigh said so if you are limiting it to 15 slots and there were 40, you would a lottery. Would you do them separately?
- Dr. Hopson said yes. Also, if we had that many students we may consider holding another full-day program in Littleville. We have preschool screening coming up. We wanted to be able to give out the information.
- Mrs. McVeigh asked if the programs at Chester and Littleville will turn into five-day, full-day programs.
- Dr. Hopson said potentially if there is a need for it.
- Mrs. McVeigh said as a parent why wouldn't you want your child in a full-day program.
- Dr. Hopson said if we go to a five-day, full-day program here, we need to give the teacher time for prep etc.
- Mrs. Huntoon asked what is the current enrollment in preschool and how are you disseminating the information.
- Mrs. McVeigh said according to Kurt's numbers 15 IEP students and 27 Peers/
- Mrs. Long said information will go out to those who attend the screening. There will be an information night on May 8. You have to register for screening for any of the slots.
- Mrs. Kennedy said you were talking about using Russell, it that out now.
- Dr. Hopson said yes.
- Mrs. Kennedy asked what are you going to do with the kids coming back.
- Dr. Hopson there are two rooms in the middle school.
- Mrs. Kennedy said so Russell is out.
- Dr. Hopson said yes, for all the reasons Mr. Garivaltis stated; safety and security, special education support, OT/PT secretarial support, etc.
- Mrs. McVeigh said for FY 19 it is coming out of school choice revolving
- Ms. Fisk said not necessarily school choice revolving.

**D. Business Manager**

Third Quarter Report  
End-of-Year Report Audit

- Ms. Fisk said the 3<sup>rd</sup> Quarter report was in packet.
- End of the year audit report came out. No findings, just waiting for the student activities.

**E. Administration** - None

**F. Town** - None

**IX. COMMITTEE REPORTING**

**A. Superintendent's Evaluation**

- Survey is coming for school committee to fill out.

**B. Legislative Liaison** - None

**C. Policy Subcommittee**

- Next meeting on June 20

**D. Building Liaisons**

- Mrs. Crane and Winer are meeting with Mr. Garivaltis

**X. OTHER BUSINESS/ITEMS FOR NEXT AGENDA**

**Future Agenda Items**

FY '17 Audit – May 9

Third Quarter Transfers – May

Approval of Student Activity Accounts - June

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**XI. INFORMATION**
**Information**

Annual 'Cabaret' on April 3  
 Project 351 citizens announce local service project  
 Gateway freshman named to Jr. District  
 Gateway Red Cross service project for Samaritan Inn  
 College Planning Workshop at Gateway  
 Join MUN for their annual International Dinner!  
 Celebrate the beginning of flight with Wright!  
 Superintendent's Corner March 23, 2018  
 Schools to close for spring break  
 Gateway juniors to join National Honors Society  
 Gators jump into spring sports  
 Superintendent's Corner March 29, 2018  
 Gateway musicians shine in competition!  
 GEF receives windfall! Used to fund special projects and start endowment  
 Westfield YMCA class offered at Gateway Wellness Center  
 Superintendent's Corner April 6, 2018  
 Gateway early-release April 24  
 April School Committee Meeting  
 Save the Date for Gateway Sports Banquet  
 Fun with Math at Littleville Elementary School!  
 Preschoolers learn about healthy teeth

The warrant signing committee had reviewed the following warrants, found them to be in order, and approved them.

**Warrants**

AP# 1071 \$205,528.61	PR# 020 \$354,591.98
AP# 1076 \$40,577.65	PR# 021 \$352,846.73
AP# 1079 \$59.72	

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**8:35-9 p.m. XII. EXECUTIVE SESSION  
 or earlier**

- A. Security Updates and Strategy
- B. Union Negotiations - Teachers
- C. Litigation: Kennedy, et al. v. Commonwealth of Massachusetts, et al. - No.:HSCV2014-00210

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**XIII. ADJOURNMENT**

*Mrs. Foley made a motion seconded by Mrs. Garfield to adjourn at 8:51 p.m.*

*Motion Carried (VOTE) Yeas 8 Nays Abstain Absent (Roll Call Vote)*

Yeas: Madelyn, Diane, Sarah, Terri, Melissa, Lyndsey, Shirley, Michele

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Respectfully Submitted,  
 Stacy L Stewart  
 School Committee Secretary