

GATEWAY REGIONAL DISTRICT SCHOOL COMMITTEE

REGULAR MEETING MINUTES

WEDNESDAY, MAY 9, 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
Martha Otterbeck
Diane Dunn

HUNTINGTON
Ron Damon
Aaron Welch
Melissa Nazzaro

MIDDLEFIELD
Sarah Foley

MONTGOMERY
Madelyn Austin

RUSSELL
Tara Balboni
Paula Hepburn
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: Susan Rhoads, Darlene McVeigh, Kayla Brady, Jenna Kakimoto, Sheila Green

- Mrs. Crane opened the meeting at 7:02 p.m.

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

- Mrs. McVeigh asked Dr. Hopson for an update on full-day preschool.
- Dr. Hopson said there were 20 who attended the parent information night. A good portion of those who attended have already registered. We opened it up to the potential of staff bringing their kids in. The real key is figuring out the cost. We will offer a full day preschool with paid wrap around available. We have to wait and see how many are screened and sign up.
- Mr. Welch asked would paid wrap around be available for the half day program.
- Dr. Hopson said morning preschool could go to morning wrap around.
- Mrs. Rhoads said there is a 20 minute gap between wrap around and preschool in the morning and 10 minutes in the afternoon. She said they had already decided to do a parent information night before the full day option was available to promote. Everyone except for 1 had preference for full day. We also have returning students.
- Mrs. McVeigh asked what would trigger having the other half day programs move to full day.
- Dr. Hopson said if we had enough to fill two full days we would do one full here and one at Littleville.
- Mrs. McVeigh asked what about the ones who need full day.
- Dr. Hopson said the one's that require a full day due to an IEP already go a full day.
- Mr. Welch said if it is an option, they need to know.
- Dr. Hopson said there is a gap; we may have to figure out the 20 minutes in morning and 10 in the afternoon.

- Mrs. Brady has a preschooler in the half day program; a lot of staff are interested. They are also interested in using the before and after school wrap around.

III. STUDENT COUNCIL INPUT - None

IV. PRESENTATIONS/REPORTS/RECOGNITION

A. FY '17 Audit

- John and Pat here to do the audit.
- John was the supervisor that ran the day to day. Government auditing standards set thresholds of the industry standards. The general fund is about 16 million. On page 10 of financial audits is the statement of deposition. This balance sheet has the top three; assets, liabilities, and net position. On the right near the bottom the bracketed 12 million represents the long-term liabilities. These are things that are to be paid over a length of time. Net OPEB obligation and pension are 4.9 million. Because of those large liabilities, the 9 million pushes that negative. Gateway's liabilities aren't so large it has pushed it to the negative. There are new regulations for OPEB coming out. Currently we are only reporting a portion. The total is more like 16 million. FY '18 standards are changing and reporting the total will push it to a negative. They gave us kudos for having an OPEB trust.
- Page 12 includes a balance sheet on a fund basis. First column is general fund, then school choice (special revenue fund) and third non-major governmental funds is pretty much everything else. Last page or two is a detailed list of what makes up non-major governmental funds. General fund column the fund balance is \$370,000 reserve (E & D) then unassigned \$811,000 what gets certified annually (slightly over 5 %) requires the district to return funds to towns.
- On page 16, the budget on the top is revenue and the bottom is expenditures; original and final budget, and the difference between final and actual. Going over budget is extremely common. \$12,000 over budget is very low. Not a lot of extra money floating around. School choice and charter reimbursements were larger than budgeted, miscellaneous, and Worthington. Under spent the budget by 3%; a \$488,000 variance. There is no real one driving factor, it's just conservative budgeting. There is no management letter. There were five or six suggestions last year. Several were informational, OPEB and two were suggestions they made for the district to improve upon. Both were taken care of by Ms. Fisk and her staff. There was nothing that warranted a write-up. This is fairly uncommon. There is pretty sound control in the business office and adequate staffing
- Mrs. Crane said the audit is on the website. She thanked them for coming.
- Mrs. Winer asked if the notes could be listed with the audit.

7:45 V. UNFINISHED BUSINESS/ACTION ITEM

A. School Committee Self Evaluation

- Mrs. Crane said the document is done and the self-evaluation for the committee will start on May 23rd.

B. Third Quarter Transfers (Enc.)

- Ms. Fisk said the majority of changes are to salary, subs, degree changes, the van etc.

Mrs. Nazzaro made a motion seconded by Mrs. Foley to approve the third quarter transfers.

Motion Carried (VOTE) Yeas 12 Nays Abstain Absent 1 (Roll Call Vote)

Yeas: Madelyn, Tara, Ron, Diane, Sarah, Terri, Paula, Melissa, Aaron, Shirley, Michele

Absent: Martha

Mrs. Dunn left the meeting.

C. Recommendation to extend the regional transportation contract option year (2018-19) to Lecrenski Bros., Inc.

Mrs. Winer made a motion seconded by Mrs. Balboni to extend the regional transportation option year (2018-19) to Lecrenski Bros., Inc.

Motion Carried (VOTE) Yeas 11 Nays Abstain Absent 2 (Roll Call Vote)

Yeas: Madelyn, Tara, Ron, Sarah, Terri, Paula, Melissa, Aaron, Shirley, Michele

Absent: Diane, Martha

D. Policies

- a. ECA – Buildings and Grounds Security
- b. EDC – Authorized Use of School Owned Materials
- c. FA – Facilities Development Goals
- d. FF – Naming New Facilities
- e. FFA – Memorials
- f. GBA – Equal Employment Opportunity
- g. GBEA – Staff Ethics/Conflict of Interest
- h. GBEB – Staff Conduct
- i. GBED – Tobacco Use on School Property by Staff Members Prohibited
- j. GBGE – Domestic Violence Leave Policy
- k. GBGB – Staff Personal Security and Safety

Mr. Welch made a motion seconded by Mrs. Papillon to approve policies a-k.

Motion Carried (VOTE) Yeas 11 Nays Abstain Absent 2 (Roll Call Vote)

Yeas: Madelyn, Tara, Ron, Sarah, Terri, Paula, Melissa, Aaron, Shirley, Michele

Absent: Diane, Martha

E. Extending Facilitated Discussions

Mr. Damon made a motion seconded by Mrs. Nazzaro to approve continuation of Facilitated Discussions.

Motion Carried (VOTE) Yeas 11 Nays Abstain Absent 2 (Roll Call Vote)

Yeas: Madelyn, Tara, Ron, Sarah, Terri, Paula, Melissa, Aaron, Shirley, Michele

Absent: Diane, Martha

F. Appointment of an Ad hoc Committee (Facilitated Discussion Group) to Review Changes to the Regional Agreement

- Mrs. Crane said this would be an appointment of the facilitated discussion group as an ad hoc committee to work on changes to the regional agreement. If we are all talking the towns may be more willing to change as a group.
- Dr. Hopson and Ms. Fisk would ask for quotes. MARS is probably willing to do it.

Mrs. Dunn is back.

Mrs. Otterbeck arrived.

- Mr. Welch asked if there will be specific people on the group.
- Mrs. Crane said the group will bring a recommendation to the school committee.
- Dr. Hopson said you are officially appointing the facilitated discussion group to discuss the regional agreement.
- Mr. Welch said you wouldn't know if you have a quorum.
- Mrs. Crane said we will be the ones to actually vote on it and send it to the towns.
- Mrs. Nazzaro said you can charge the facilitated discussion group to bring back recommended changes to the Regional Agreement.
- Mrs. McVeigh said the towns are paying for the facilitated discussions so should this be an additional meeting. We could sit in on these meetings, but it is not the job of the towns, it is the school committee's job.
- Dr. Hopson said all we did was bring to school committee what came out of the last facilitates meeting.
- Mrs. Nazzaro was worried about the Roberts rules. We are part of the conversation.
- Mrs. Crane was envisioning, the group wanted to spend some of the time what towns would find acceptable and then the ideas would be more focused.
- Dr. Hopson said we would be looking at the options that are already there. MARS is working on a model agreement so that it isn't going to tie up a lot of time. There needs to be sufficient time to talk about other ideas.

- Mrs. Austin was under the impression we are changing the regional agreement temporary, but DESE wants us to focus on changing the regional agreement permanently.

Mrs. Nazzaro made a motion seconded by Mr. Damon to request the facilitated discussion group have an agenda item to review changes to the regional agreement and submit them to the school committee.

Motion Carried (VOTE) Yeas 13 Nays Abstain Absent (Roll Call Vote)

Yeas: Madelyn, Tara, Ron, Diane, Sarah, Terri, Paula, Melissa, Lyndsey, Martha, Aaron, Shirley, Michele

- Mr. Damon said any changes to the regional agreement will be submitted to six towns and all six towns need to pass it. We need to make sure everything is looked at otherwise we create dissension.
- Mrs. McVeigh asked when you anticipate these changes would go to the towns. Next fiscal year, FY 20 or 21.
- Dr. Hopson said we will see how much progress we make. The most discussion will be around 1 man 1 vote. As a school committee and towns we can make changes but DESE won't approve them until we take care of 1 man 1 vote.
- Mrs. McVeigh said the new commissioner is more than willing to help school districts rather than police them.
- Mr. Welch said that was his impression he got when he met him a few weeks age. If we do this next fiscal year and it doesn't go through we can try again.
- Dr. Hopson and Mrs. McVeigh agreed we would have to be done by December/January in order to get it on next year's warrants.

8:00 - VI. NEW BUSINESS/ACTION ITEMS

8:30 p.m.

A. Superintendent's Evaluation Process

- Mrs. Crane wants everyone to be finished by the next meeting. We have paper copies available. The link is in the central office update. Also included is all the backup information.
- Mrs. Dunn would suggest Dr. Hopson put all the links together in one email.
- Mrs. Nazzaro asked how much time you need to review documents.
- Mrs. Foley said it is all information you've seen before, there is nothing new.
- Mrs. Crane also let everyone know this is public information.
- Dr. Hopson said the leadership team went over their goals, and on the last meeting in June he will update the committee goals. The new goals will come out of that.

VII. CONSENT ITEMS 4/25/18 (Enc.)

Mrs. Foley made a motion seconded by Mrs. Garfield to approve the minutes of 4/25/18.

Motion Carried (VOTE) Yeas 9 Nays Abstain 4 Absent (Roll Call Vote)

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

Abstain: Tara, Paula, Martha, Aaron

VIII. COMMUNICATIONS

A. School Committee

- Mrs. Balboni has a list for the committee members to sign up to bring food/drinks/desserts for the retirement function happening before school committee on May 23rd.

B. Chairperson - None

C. Superintendent

Central Office Update (Enc.)

- Dr. Hopson said he was elected on the at large board of directors for MARS for the next 3 years.

D. Business Manager – None**E. Administration**

- Mrs. Long said the high school concert will feature an original composition by one of our students, Dawson Atkin. It features the male singers who won the choir showdown and the women’s ensemble that sang the national anthem at the thunderbirds game. Dawson was accepted to Hartford College. Friday and Saturday is the play “Phantom Toll Booth”. The cost is \$5 for adults and students are free. Tuesday is the last blood drive. It’s the last change for senior red cross members to qualify for scholarships. The preschool screening deadline May 16.
- Mrs. Balboni asked when the 8th grade ceremony is scheduled.
- Ms. Fisk said the morning of June 14.

F. Town

- Dr. Hopson said this process seems to be working well. It’s nice to walk out of a town meeting with town officials talking about the next town meeting.

IX. COMMITTEE REPORTING**A. Superintendent’s Evaluation**

- Next meeting is June 6

B. Legislative Liaison - None**C. Policy Subcommittee**

- Next meeting is June 20

D. Building Liaisons

- Mrs. Winer and Mrs. Crane met with Mr. Garivaltis. They talked about Literacy efforts for special needs and the whole population. They also talked about the Literacy evaluation.
- Mrs. Winer said it was helpful to talk a about Literacy all the way up, not just K-3. The person that came in and evaluated us showed us we need to follow up on supports all the way through the high school. She really liked the district and thought we were doing great things. She asked for a definition.
- Mrs. Green said Literacy is looking the ability to read and write proficiently. In Preschool they are learning sound and rhyming and then they move to being able to put your thoughts to words. At middle school the kids that needed the support are really struggling.

Mr. Damon made a motion seconded by Mrs. Dunn to into executive session now at 8:07 p.m. for the purpose of Union Negotiations – Teachers and Litigation: Kennedy, et al. v. Commonwealth of Massachusetts, et al. - No.:HSCV2014-00210 not to return to open session.

Motion Carried (VOTE) Yeas 13 Nays Abstain Absent (Roll Call Vote)

Yeas: Madelyn, Tara, Ron, Diane, Sarah, Terri, Paula, Melissa, Lyndsey, Martha, Aaron, Shirley, Michele

X. OTHER BUSINESS/ITEMS FOR NEXT AGENDA**Future Agenda Items**

Approval of Student Activity Accounts - June

XI. INFORMATION**Information**

Preschool Parent Information Night on May 8
 Eleven juniors inducted into National Honor Society at Gateway
 Third term honor roll for high school (revised)
 Superintendent’s Corner April 12, 2018

Gateway Sports Banquet Ticket Deadline!
 Preschool students study health and safety
 A great time for Gateway students at 'Best Buddies Prom'
 Local poet leads students in creative expression
 High School Spring Concert May 10
 May School Committee Meetings
 Preschool Screening and registration for the fall
 Superintendent' Corner April 26, 2018
 "Cinderella's Glass Slipper" at Gateway Middle School
 Calendar of Gateway senior events announced

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

Warrants

AP# 1080 \$225,045.70

PR# 022 \$329,544.18

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

Mr. Damon made a motion seconded by Mrs. Dunn to into executive session now at 8:07 p.m. for the purpose of Union Negotiations – Teachers and Litigation: Kennedy, et al. v. Commonwealth of Massachusetts, et al. - No.:HSCV2014-00210 not to return to open session.

Motion Carried (VOTE) Yeas 13 Nays Abstain Absent (Roll Call Vote)

Yeas: Madelyn, Tara, Ron, Diane, Sarah, Terri, Paula, Melissa, Lyndsey, Martha, Aaron, Shirley, Michele

A. Union Negotiations - Teachers

B. Litigation: Kennedy, et al. v. Commonwealth of Massachusetts, et al. - No.:HSCV2014-00210

XIII. ADJOURNMENT

Mr. Damon made a motion seconded by Mrs. Hepburn to adjourn at 8:37 p.m.

Motion Carried (VOTE) Yeas 13 Nays Abstain Absent (Roll Call Vote)

Yeas: Madelyn, Tara, Ron, Diane, Sarah, Terri, Paula, Melissa, Lyndsey, Martha, Aaron, Shirley, Michele

Respectfully Submitted,
 Stacy L Stewart,
 School Committee Secretary