

**GATEWAY REGIONAL DISTRICT SCHOOL COMMITTEE**

The Gateway Regional School District will provide and exemplary education that challenges all students in an instructional setting appropriate to their needs.

**REGULAR MEETING MINUTES**

**WEDNESDAY, OCTOBER 10, 2018**

**Middle School 112/114**

**7:00 P.M.**

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

**I. OPENING OF MEETING**

BLANDFORD  
Michele Crane  
Terri Garfield

CHESTER  
Jason Forgue  
Martha Otterbeck

HUNTINGTON  
Darlene McVeigh  
Melissa Nazzaro

MIDDLEFIELD  
Sarah Foley

MONTGOMERY  
Madelyn Austin

RUSSELL  
Tara Balboni  
Sarah Page  
Lyndsey Papillon

SECRETARY  
Stacy Stewart

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

ADMINISTRATIVE COUNCIL  
Megan Coburn, Chs,Lit Principal  
Jason Finnie, Middle/High Principal  
Kurt Garivaltis, Pupil Services Director  
Deanna LeBlanc, High/Middle Assistant Principal  
Wendy Long, District Grant Writer  
Darlene Rehor, Elementary Assistant Principal

STUDENT REPRESENTATIVES

OTHERS: Peter Spotts, Deb Kuhn, Susan Rhoads, Ann Prichard, Bill Millin, Melissa McCaul, Chris Tamburrino

- Mrs. Crane opened the meeting at 7:00 p.m.
- Peter Spotts is recording the meeting.
- Mrs. Crane introduced our new member from Chester, Jason Forgue. The committee introduced themselves.

**7:05 p.m. II. PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA (3 Minute Limit) - None**

---

**III. STUDENT COUNCIL INPUT**

- Robert Austin said juniors and sophomores took the PSAT’s in preparation for the SAT’s. Senior night for cross-country is coming up. The girls cross country team had a victory against Palmer yesterday. Student council has come up with a stamp book idea for certain activities. Whoever has the most stamps at the end get s a prize.

---

## IV. PRESENTATIONS/REPORTS/RECOGNITIONS

### A. Literacy Update

- Mr. Garivaltis introduced Laurie Cousseau, our literacy consultant. She is the person who did the audit last year and is doing some training this year. She is here to talk about her summative findings, what she is doing now, and what we hope for the next three to five years. He read her bio.
- Laurie gave a PowerPoint presentation. She covered the findings at the elementary and secondary level.
- Mr. Forgue asked her for an explanation of looping back.
- Laurie said it is part of scope and sequence. When you do an informal evaluation you might find they are missing something like short vowels. The hope is that the scope and sequence designed will incorporate going back to review it.
- Mr. Forgue said being a smaller school how does turnover affect this plan.
- Mr. Garivaltis said the idea is for it to be sustainable. We will have people that are qualified to train the trainer so we don't have to reach outside. Otherwise it wouldn't be a sustainable model.
- Laurie said with a holistic structure in place it will be more integrated.
- Dr. Hopson said it isn't so much the staff turnover as it is the school committee and administrative turnover. If you have an administrator or school committee that doesn't want to pay the last \$90,000, that is where it falls apart.
- Mrs. McVeigh asked what is included in the annual budget amounts. Is it training, supplies, etc.
- Mr. Garivaltis said it is all of the above. It is training, supplies, materials, and conversations with other school districts. They are not exact figures. It is an estimate.
- Laurie said if you go with a company they will come in with a preset package. That will be expensive and not apply to everything you need.
- Mrs. Papillon said you said the phonics instruction piece was missing – will this be replacing the really good things already happening in our classrooms already.
- Laurie said no. It will not replace it. It will strengthen it. There might be small class (mini lessons), and then small break out work.
- Mrs. Papillon said so what the district already has can still be used.
- Mrs. Coburn said they looked at what we are already doing well and honed in on what needed to be done. Comprehension instruction is already strong and rich. It was great for the teachers because they weren't asked to do something different.
- Mrs. Nazzaro asked where are we right now.
- Mr. Garivaltis said year one.
- Mrs. Nazzaro said so none of the implementation has happened.
- Laurie said right now we are doing K-2.
- Mrs. Coburn said right now they are targeting elementary K-2 teachers, sped, and speech. They all had participated in training over the summer to wrap their heads around what they were going to do for the beginning of school.
- Mrs. Nazzaro said it is October and she can see and hear a difference in her Kindergartener.
- Mr. Garivaltis thinks her 40 page summative is on the website. If not, we will get it to school committee.

### B. Preschool Update

- Mr. Garivaltis said there was a PowerPoint presentation shared with everyone.
- The public wanted a full day preschool so a new program was created here and Chester was shifted from half day to full day. The preschool is full. This year we will be at 95% of our capacity. The program here is full and Chester has one more slot to fill. We talked about developing a Chapter 74 vocational program at the secondary level. Mr. Garivaltis and Mr. Finnie are meeting with the Assistant Superintendent and Principal of Taconic in Pittsfield to get a look at what it is going to involve. We have an application to complete and a letter of intent to submit before November to get this rolling for next fall.
- Mrs. Foley asked if all the preschool students enrolled live in the hill towns.
- Mr. Garivaltis said yes
- Mrs. Foley asked if we have created a way to see if there is interest in the program.
- Mr. Garivaltis said we haven't yet, but we will.
- Mrs. Crane asked how are things going with the preschool here.
- Mr. Garivaltis said it is going great. There were some small wrinkles getting the kids in the building without interacting with the older student too much. The playground looks great. We also have twenty new parents coming into the building on a daily basis.
- Mr. Forgue said you said there is a waitlist. Are they hill town or choice in.

- Mrs. Rhoads, preschool teacher said we don't accept school choice for preschool.
- Mrs. McVeigh asked if all of the students were afforded the opportunity to go to full day.
- Mr. Garivaltis said only the students who were appropriate were afforded the opportunity.
- Mrs. McVeigh asked what if a parent wants their child with an IEP to go full day.
- Mr. Garivaltis said it is decided by the team.
- Mrs. Rhoads said the preference was given to 4 year olds across the district.
- Mrs. Foley said if those numbers hold true we will have a population increase.
- Mr. Garivaltis said we hope so, but we won't know if they would have gone elsewhere or not.

## 7:35 p.m.V. UNFINISHED BUSINESS/ACTION ITEMS

### A. First Semester Field Trips

- a. D.C. Trip – April 10-12, 2019
- b. Costa Rica Trip – April 14-22, 2019

*Mrs. McVeigh made a motion seconded by Mrs. Nazzaro to approve the first semester field trips.*

- Mrs. Austin asked who is eligible for the Costa Rica trip. Her son took Spanish as high a level as he could. Would he be eligible?
- Mr. Finnie said the higher level Spanish and science class. He would think any students who attended the information meeting.
- Mrs. Otterbeck said her daughter went when she was a senior. She took Spanish and biology.

*Mrs. McVeigh made a motion seconded by Mrs. Nazzaro to approve the first semester field trips.*

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

Yeas: Madelyn, Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Lyndsey, Martha, Michele

### B. Foundation Reform Resolutions

- Dr. Hopson said he and Mr. Welch did a little work on this and Mrs. McVeigh has some information to input as well.
- Mrs. McVeigh said it was an open letter from Gill-Montague. This group is working with the legislature. In the current formula the poorer towns have reached their cap, but the wealthier towns don't reach their cap. She has the open letter and it will also go to the Huntington select board. If we incorporate this into our letter, it won't be just a slap stating they're doing this wrong.
- Dr. Hopson said the GTA, MASS, and MASC are all working on slightly different formats.
- Mrs. McVeigh said if we are supporting different initiatives we are supporting other committees.

## VI. NEW BUSINESS/ACTION ITEMS

### A. Recommendation to adopt Section 21-22 of MGL 32B, thereby notifying union and bargaining groups of the intent to make benefit changes to the district's health insurance plans.

- Dr. Hopson said we went through this process last year. We did everything right but others did not. They want us to do it again so all the Hampshire country trust members can move forward. This just allows us to move forward in negotiating changes.
- Mrs. McVeigh said we talked about adopting these particular sections. The changes are unilateral there are no negotiations. Section 19 allows for negotiating.
- Dr. Hopson said we have been negotiating this on an as needed basis. If Hampshire County moves forward with this and you can't, then you can no longer be part of their group
- Ms. Kuhn said we would get dropped and we would have to go to the GIC or something else.

### B. Recommendation to Waive Article Thirty-Five of the Teachers' Contract for a Teacher Retiring this Year.

- Dr. Hopson said you are actually waiving this individual didn't put in the request in a timely manner. She couldn't due to negotiations. This was new to the contract.
- This will be voted on at the next meeting.

**C. Policies – Minutes (Enc.)**

- a. IC – School Year/School Calendar – IC becomes ICA
  - b. ID – School Day
  - c. IE – Organization of Instruction
  - d. IGB – Support Services programs
  - e. IHA – Basic Instructional Programs
  - f. IHAE – School District Wellness Program – IHAE becomes ADF
  - g. IHAI – Occupational Education
  - h. IHAM – Health Education – IHAM – 1 becomes IHAM
  - i. IHAMA – Parental Notification Relative to Sex Education
  - j. IHB – Special Instructional Programs and Accommodations
  - k. IHBEA – English Language Learners
  - l. IHBH – Alternative School Programs
  - m. IJ – Instructional Materials – IJ replaces IJJ and IJK
  - n. IJLA – Library Resources – IJLA replaces IIAC
  - o. Vote change the reference of “No Child Left Behind” to reflect the new law “Every Student Succeeds Act” in all policies affected.
- Mrs. Crane said the policy subcommittee has been going over changes to our policy book that have been approved by MASC. There are so many because they are small changes. If it completely changed policy we would discuss it more.
  - Dr. Hopson said the amended policies are in there as well. The amendments were very specific to Gateway with our alignment.
  - Mrs. Crane said there was a set of minutes from the subcommittee meeting as well.

**VII. CONSENT ITEMS 9/26/18 (Enc.)**

*Mrs. Otterbeck made a motion seconded by Mrs. Balboni to approve the minutes of 9/26/18.*

*Motion Carried (VOTE) Yeas 8 Nays Abstain 3 Absent (Roll Call Vote)*

Yeas: Madelyn, Tara, Melissa, Sarah P., Darlene, Lyndsey, Martha, Michele

Abstain: Sarah F., Jason, Terri

**VIII. COMMUNICATIONS****A. School Committee – None****B. Chairperson**

- Mrs. Crane thinks we should change what we do with the yearbook. She asked if it is alright if we explore other options? Mrs. Long has an intern that is willing to come up with some ideas. Maybe a picture of the grounds of the school with our names.

**C. Superintendent - None**

Central Office Update (Enc.)

**D. Business Manager**

- Ms. Fisk introduced Rhonda Cohen who is enrolled at Worcester State. She is shadowing Ms. Fisk

**E. Administration**

- Mrs. Long said homecoming is this weekend. It is open to everyone. The complete schedule is on the ap.
- Mr. Finnie reminded everyone about the NEASC visit on October 28; roughly between 2:15 to 3:15 p.m.

**F. Town - None****IX. COMMITTEE REPORTING****A. Superintendent’s Evaluation**

- Superintendent’s evaluation met tonight. Next meeting is January 9, 2019

**B. Legislative Liaison - None**

**C. Policy Subcommittee** – Next Meeting 10/24/18, 11/14/18

**D. Building Liaisons**

- Mrs. Crane said she and Mr. Welch are setting up a meeting with facilities
- Mrs. Otterbeck met with Ms. Fisk about finance.

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

**Future Agenda Items**

**XI. INFORMATION**

**Information**

Schools closed for holiday  
 Parents, staff raise over \$200 for Foundation  
 Chester benefits from “Stuff the Bus” campaign  
 5K Dam Run returns to Homecoming Weekend  
 College Planning Workshop for Gateway seniors September 27  
 Superintendent’s Corner September 22, 2018  
 First phase of GPAC improvements unveiled to public Oct. 12  
 PSATs on October 10  
 October School Committee meetings  
 Superintendent’s Corner September 28, 2018  
 Foundation awards over \$5,000 to teachers  
 New school counselors take over the helm  
 ‘Homecoming Weekend’ schedule announced

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

**Warrant**

AP#1024 \$165,661.54

PR#007 \$370,902.26

**8:35-9 p.m. XII. EXECUTIVE SESSION - None or earlier**

**XIII. ADJOURNMENT.**

*Mrs. Foley made a motion seconded by Mrs. Otterbeck to adjourn at t 8:01 p.m.*

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

Yeas: Madelyn, Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Lyndsey, Martha, Michele

Respectfully Submitted,  
 Stacy L Stewart  
 School Committee Secretary