



# Mt. Greylock Regional School District

## School Committee Open Session Minutes

**Date:** June 13, 2019

**Start:** 6:01 PM

**Adjourn:** 8:50 PM

**Location:**

MGRS Meeting Room A109

1781 Cold Spring Road Williamstown, MA 01267

**In Attendance:**

<b>Committee Members:</b>	<b>Also Present:</b>
R. DiLego C. Conry D. Caplinger A. Terranova S. Miller  <b><u>Absent:</u></b> J. Bergeron A. Carter	K. Grady, Superintendent C. Desjardins, TMS E. Belastock, Dir of Academic Technology T. Sears, Dir of Buildings & Grounds R. Wnuk, Dir of Operations M. MacDonald, Principal of MGRS J. Brookner, Principal of WES

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<b>Item</b>	<b>Comments</b>	<b>Motion</b>	<b>Second</b>	<b>Vote</b>
<b>Call to Order</b>	R. DiLego called the meeting to order at 6:01 PM. R. DiLego announced that Rick Paris, resident of Lanesborough, had emailed her prior to the start of tonight's meeting to inform her that he would be video recording the meeting.			
<b>Approval of Minutes</b>	May 9, 2019 - Postponed May 23, 2019 - Postponed May 29, 2019 – MOTION to approve	S. Miller	D. Caplinger	5-0-0
<b>Circulate Warrants</b>	Warrants were circulated for review and signatures.			
<b>Superintendent Evaluation</b>	R. DiLego outlined the process for this year's Superintendent's evaluation which is a bit different from the standard evaluation as the Region is brand new and is developing many of the areas/benchmarks that are usually used in developing the Superintendent Evaluation. All acting committee members gave feedback to Dan Caplinger and he presented those results. The committee further discussed the evaluation during this cycle and the process moving forward for next year's evaluation.			
<b>School Committee Member Letter of Resignation</b>	R. DiLego read a letter of resignation submitted by Joe Bergeron. The committee expressed their gratitude to Joe Bergeron for his service and wished him and his family well as they make arrangements to move. The committee discussed the process as outlined in the regional agreement for appointing a new member to the committee. Applicants interested in filling the seat are urged to submit information to the District office as soon as possible and preferably seven days prior to the meeting at which a new member will be appointed.			



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<p><b>Principal Updates</b></p>	<p>Lanesborough Elementary: K. Grady presented end-of-year updates for Lanesborough Elementary School.</p> <p>Mount Greylock: Principal M. MacDonald presented end-of-year updates for MGRS.</p> <p>Williamstown Elementary: Principal J. Brookner presented end-of-year updates for WES.</p>			
<p><b>Director of Operations and Director of Academic Technology Update:</b></p>	<p>Moved up to occur after <b>School Committee Member Letter of Resignation</b>. E. Belastock gave an update on computer-based MCAS practice testing that has been taking place. Chromebooks were used in grades 3-12 during the 2018-2019 academic year. There has been a large number of cracked chrome book screens as students have been putting the machines in their backpacks against their text books. As a result, the students have been testing a variety of different chrome book cases. The majority of students favored a particular more simple case which will be ordered and rolled out in the fall. Software alignment and merger of licenses is taking place across the District. Interviews are taking place for a Technology and Audio Visual Specialist to support the Director of Operations at Mount Greylock. Going forward there will be: more educational tech collaboration between the schools, Family tech nights to engage parents/guardians in the academic technology that we are using in the District, Summer Ed Tech professional development for faculty and staff, and collaboration with the District Attorney’s office regarding social media use by students. Additionally, E. Belastock gave an update regarding the District’s technology committee which is currently looking for more members. Discussion: The committee discussed safety and protocols being used to protect the privacy of students, particularly younger students who are being given access to Google Apps for Education.</p>			
<p><b>Superintendent Update</b></p>	<p>K. Grady presented an updated job description for the Director of Academic Technology position. 1 edit, not included, “responsible for ensuring equitable and appropriate access to technology and assistive technology based on diverse needs and learning styles of all students.” <b>MOTION</b> to accept the updated job description for the Director of Academic Technology as amended by the Superintendent. K. Grady spoke to wrapping up the end-of-year including heading up the evaluation process for staff at LES. Summer work will be taking place at MGRS and as a result some staff members will be moving offices over the summer. Landscaping will be taking place to correct some of the areas on campus where the plants have died.</p>	<p>D. Caplinger</p>	<p>S. Miller</p>	<p>5-0-0</p>



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	<p>The Berkshire County House of Corrections will be coming in to perform work over the summer. Discussion of other custodial summer priorities and scheduled coverage. K. Grady updated the committee on educational summer programming that will be taking place at each of the elementary schools as well as some programming at the Boys and Girls Club and Camp Russell. All staffing needs have been met for the summer program. Work continues on strategic planning, including working on parent/guardian engagement and how to get community members more involved in the strategic planning process.</p>			
<p><b>Building and Grounds Update</b></p>	<p>K. Grady introduced Tim Sears as the District's new Director of Buildings &amp; Grounds. T. Sears gave an update on the work he has been doing within his first ~2 weeks with the District. That includes consolidation of District-wide service contracts. Over the summer, the gym floors will be re-done at all three schools and all schools will be moving to all green products. T. Sears also spoke to some training gaps he has found within the District and he is working to address those. T. Sears also spoke to the need to address a District-wide storage problem.</p> <p>R. Wnuk presented a proposed project to update lighting to LED at Williamstown Elementary School. The committee discussed cost-savings and payback. WES would be the last school in the District to transition from fluorescent lighting to LED. <b>MOTION</b> to accept the project proposal as presented by the Dir of Operations at the cost of \$136,920. Discussion of looking into where the funding would</p>	<p>A. Terranova</p>	<p>S. Miller</p>	<p>5-0-0</p>



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	<p>come from and whether it would be possible to fund this project through an interest free loan program where the cost of the upgrade would be added to the electric bill until such time that the energy savings from the upgrade paid it off over time. D. Caplinger suggested amending the motion to approve the distribution of up to \$117,616 to be spent out of the FY19 budget which deducts the amount of anticipated cost savings from the cost of the upgrade. The amendment was accepted.</p>			
<p><b>Building Use / Rental Fee Schedule</b></p>	<p>The committee reviewed a proposed Building Use / Rental Fee Schedule. Currently the rates listed are higher than they have historically been. Discussion regarding rates in correlation to wear and tear and upkeep of the facilities including the gymnasium floor. R. DiLegio noted that they fee schedule listed is from a sample form that was worked on by J. Bergeron and J. Nopper. Discussion regarding potential fees for cafeteria staff, custodial staff, or A/V Tech staff and/or use of related equipment. The committee and Superintendent further reviewed and discussed the language within the fee schedule. K. Grady will review usage fees with the Administrative team and will bring forward an updated version to the committee in July for a vote.</p>			
<p><b>Email Discussion</b></p>	<p>R. DiLegio reviewed a suggestion with the committee from Legal Counsel that each member begin using a school-based account in order to achieve a smoother archival process for all committee-related emails. All emails should include the District Office Manager as she is the Keeper of Records. S. Miller suggested creating an address that would go to all committee members as well as each school-based email. D. Caplinger suggested that if a community member emails you personally that you should forward that message to your school account and reply from there.</p>			
<p><b>Business Manager Update</b></p>	<p>R. DiLegio stated that a contract has not yet been signed. However, we are hopeful to have a signed contract soon.</p>			
<p><b>Finance Subcommittee Report</b></p>	<p>D. Caplinger stated that work is in progress to close out the fiscal year. In general, the District looks to be in good shape. Discussion of line item transfers that were previously reviewed by the Finance Subcommittee. <b>Motion</b> to approve the list of line item transfers related to this fiscal year 19 budget as presented. Discussion regarding grants funding.</p>	<p>D. Caplinger</p>	<p>A. Terranova</p>	<p>5-0-0</p>
<p><b>Capital Gift Phase I Subcommittee Update</b></p>	<p>D. Caplinger gave an update regarding Phase I subcommittee's latest efforts to find a suitable existing property to house the District office. D. Caplinger commented on the</p>			



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	<p>difference between the list price of those properties vs. the actual price that it would take for those properties to be brought to code in order to suffice as the District Office space. D. Caplinger thanked T. Sears and C. Conry for their input in this particular area.</p>			
<b>Capital Gift Phase II Subcommittee Update</b>	<p>Discussion regarding updates from the Phase II subcommittee. The committee discussed the need for increased communication due to all of the moving pieces on the MGRS campus: As a result of the building project, hydro-seeding has taken place in an area that will eventually be torn up as a part of the Phase II updates planned for the campus. D. Caplinger reported on community feedback presented on health and safety concerns regarding the artificial turf field as opposed to a natural turf field. D. Caplinger stated he feels the subcommittee has done due diligence in weighing the advantages and disadvantages of an artificial vs. a natural turf field.</p>			
<b>Policy Liaison Update</b>	<p>Discussion regarding a recent Policy update mailing from MASC. K. Grady stated she would make sure a copy was sent to S. Miller and asked him to be sure to subscribe to the MASC mailing lists to ensure he receives those updates going forward. Discussion regarding updating procedures to coincide with the updated policies.</p>			
<b>Summer Retreat Discussion</b>	<p>The school committee needs to pick a date and set an agenda for their annual summer retreat. Tentatively: August 2<sup>nd</sup> from 12-4:30</p>			
<b>Adjourn</b>	<p>Motion to adjourn to Executive Session with no intent to return to open session per MGL Chapter 30A Section 21(a)(3) to discuss strategy with respect to litigation (LES Principal) an open meeting would have a detrimental effect on the litigating position of the District, and MGL Chapter 30A Section 21(a)(2) to conduct strategy in preparation for contract negotiations with non-Union personnel (Superintendent and Administrators) and contract negotiations with non-union personnel (Superintendent) and the Chair so declares.</p> <p>Miller – AYE, Caplinger – AYE, DiLego – AYE, Conry – AYE. Terranova stepped away from the meeting room and did not vote.</p> <p>The committee entered Executive Session at 8:50 PM</p>	S. Miller	D. Caplinger	

Respectfully Submitted,  
Jonathan Nopper  
Mount Greylock Minutes Recorder