

**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**

**WEDNESDAY, AUGUST 21, 2019**

**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 Fogue  
Shirley Winer

HUNTINGTON  
Darlene McVeigh  
Melissa Nazzaro

MIDDLEFIELD  
Sarah Foley

MONTGOMERY

RUSSELL  
Tara Balboni  
Sarah Page

SECRETARY  
Stacy Stewart

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

ADMINISTRATIVE COUNCIL

STUDENT REPRESENTATIVES

OTHERS: Peter Spotts, Derrick Mason

- Mrs. Crane opened the meeting at 7:06 p.m.
- Peter Spotts is recording the meeting.
- Mr. Fogue is phoned in for this meeting.

**7:06 p.m. II. PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA (3 Minute Limit) - None**

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**III. STUDENT COUNCIL INPUT**

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**IV. REORGANIZATION OF SCHOOL COMMITTEE**

**A. Chairperson**

Mrs. Garfield nominated Mrs. Crane as Chair seconded by Mrs. Balboni.

*Mrs. Balboni made a motion seconded by Mrs. Nazzaro to have the secretary cast one ballot for Mrs. Crane as Chair.*

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Shirley, Michele

**B. Vice-Chairperson**

**REORGANIZATION OF SCHOOL COMMITTEE (Continued)**

*Mrs. Balboni nominated Mrs. Otterbeck as Vice-Chair seconded by Mrs. Nazzaro.*

*Mrs. Balboni made a motion seconded by Mrs. Nazzaro to have the secretary cast one ballot for Mrs. Otterbeck as Vice-Chair.*

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Shirley, Michele

- C. Secretary (Stacy Stewart)**
- D. District Treasurer (Deborah Kuhn)**
- F. Counsel for the Committee (Dupere Law Office)**
- G. Negotiator for the Committee (Dupere Law Office)**

**Mrs. Nazzaro nominated Stacy Stewart as secretary, Deborah Kuhn as treasurer, and Dupere Law Office as Counsel and Negotiator for the Committee.**

*Mrs. Balboni made a motion seconded by Mr. Welch to have the secretary cast one ballot for Stacy Stewart as secretary, Deborah Kuhn as treasurer, and Dupere Law Office as Counsel and Negotiator for the Committee.*

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Shirley, Michele

**E. Legislative Contact**

- Will check with Aaron to see if he wants to continue.

**H. Sick Bank Committee** (2 members) – Michele, Aaron Welch, Alternates: Tara, Darlene

**I. Negotiations Committee** – Michele, Melissa, Madelyn, Jason, Alternate: Shirley

**J. Superintendent's Evaluation Committee** – Michele, Tara, Terri, Sarah P., Shirley

**K. Policy Committee** – Michele, Lyndsey, Terri, Sarah F., Aaron

**L. Warrant Signing Committee** – Michele, Darlene, Melissa, Tara, Aaron, Jason, Alternate: Shirley

**M. Collaborative for Educational Services (CES) Representative**

- There was discussion about when, where and how often they meet. The Collaborative for Education meets the 4<sup>th</sup> Wednesday of each month so some of them will interfere with school committee.
- Bring it up again at the next meeting. People should think about it.

**V. PRESENTATIONS/REPORTS/RECOGNITIONS**

**A. Superintendent's Goals**

- The evaluation subcommittee approved those goals tonight. They are linked in the central office update.
- Dr. Hopson said some are similar. One new one is the replacement of the superintendent. He will be visiting other small rural schools to see what they are doing, and continue working with facilitated discussion to see how we can be sustainable over time.
- Mrs. McVeigh said we really need to start focusing on the superintendent replacement.
- Mrs. Crane said there was some discussion around having the subcommittee get the ball rolling.
- Dr. Hopson said you need to decide between now and January if you will hire an outside firm or handle it internally. If it is external, it will need to be built into the budget. Survey will go out to the committees to see what people want in the position, then post in the fall.

- Mrs. Balboni said certain consultants are really expensive and go nationwide.
- Dr. Hopson said yes some are \$8-12,000 up to \$50,000 in larger schools.
- Mrs. McVeigh said MASC has assisted school committee in the past. She said we always say it is so far away and there are a lot of steps in the middle and before you know it time is up.
- Mrs. Crane said the evaluation subcommittee will meet again in October looking at rubrics and start rolling the ball forward for the search.
- Mrs. McVeigh said we need a diverse group of people to help in this process.
- Mrs. Crane said we need to reach out to the community to see what they want and make sure they understand the process.
- Move goals for a vote at the next time and start with superintendent replacement.

## **7:35 - VI. UNFINISHED BUSINESS/ACTION ITEMS**

### **A. Continue Meeting in Facilitated Discussions with MARS**

*Mr. Forgue made a motion seconded by Mrs. McVeigh to continue Facilitated Discussions with MARS.*

- Mr. Forgue asked if there has been any discussion with the Russell select board.
- Mrs. Balboni said are you asking about participation or funding.
- Derrick Mason said at the last select board meeting, they gave the impression before they did anything, they wanted to meet with the people from Montgomery.
- Mrs. McVeigh said she stopped at a Montgomery select board meeting. Their selectman said it wasn't an appropriate scope of work. Mrs. McVeigh thinks MARS put together a very decent document with their roll, the participants, and the town rolls are. She doesn't know what else they are looking for.
- Derrick Mason said as far as he knows they have not set any date for their meeting and he suggested that they invite him and Ruth since they have been in attendance at the MARS meetings.
- Mrs. Winer said we have been learning about and collaborating with the towns.
- Mrs. McVeigh said there has been nothing done with the regional agreement.
- Dr. Hopson said school committee needs to decide if we want to move forward. We can re-address the cost later.
- Mrs. Balboni wants to do it, but do we do it if two of the towns are not willing to participate.
- Dr. Hopson said there are still members from those towns in attendance.
- Mrs. Page said do the school committee members still continue to attend.
- Mrs. Nazzaro said if you can't get the select board members to represent, then the next best is the voting members, parents, school committee etc.

*Mr. Forgue made a motion seconded by Mrs. McVeigh to continue Facilitated Discussions with MARS.*

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Shirley, Michele

### **B. Public Communications Discussion**

- Mrs. Crane said we need to better communicate with the public and engage the community. How do we move this forward.
- Dr. Hopson said Montgomery didn't feel they had information in a timely manner. Derrick and Ruth from Russell have been here. How do we get more information out to the public. The other towns are fine. Is there something we can do for Russell and Montgomery.
- Mrs. Balboni said the distribution list needs to be updated after elections.
- Mrs. McVeigh said there has been a lot of face to face.
- Derrick Mason said if the school committee and community members and supporters showed up at a meeting or two they can force the issues.
- Mrs. Page said the community outside of this room and MARS doesn't seem to know what is going on.
- Mrs. Balboni feels like it is an extra job before elections and meetings.
- Mrs. Nazzaro said it is like an extra job.
- Ms. Fisk said Mrs. LeClair has some ideas on how to get things out.
- Mr. Forgue said Mrs. LeClair was going to use the communications council to work on that and look at all the things that are going on.

- Mrs. Nazzaro asked how we brainstorm if we can't have more than a quorum or can't use school committee funds.
- Dr. Hopson suggested having 4 or 5 people come to meetings.
- Mr. Forgue suggested Emery Park on a Saturdays. Parents from all communities are there.
- Dr. Hopson said we could have a fact sheet.
- Mr. Forgue will make sure the fact sheets are put out at the snack shack.
- Mrs. Crane will communicate with Jeanne LeClair.

### **C. FY '19 Superintendent's Evaluation Summary**

- Dr. Hopson went over the summary per Ms. McVeigh's request.
- Mrs. McVeigh asked if it is published.
- Dr. Hopson said the summary goes on the website. The responses are also public.

*Mrs. Balboni made a motion seconded by Mrs. Garfield to approve the FY '19 Superintendent's Evaluation Summary.*

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Shirley, Michele

Peter Spotts is leaving

### **D. Class of 2021 Senior Disney Trip**

*Mr. Forgue made a motion seconded by Mrs. Nazzaro to approve the Class of 2012 Senior Disney World Trip.*

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Shirley, Michele

## **8:00 - VII. NEW BUSINESS/ACTION ITEMS**

**8:30 p.m.**

### **A. Change in Meeting Schedule – February 12 to February 5**

- Dr. Hopson and Ms. Fisk will be AASA.
- Move to Old Business for next meeting.

### **B. Travel to National Forum for the Advancement of Rural Education**

- Part of the superintendent's goals.
- Move to Old Business for next meeting.

*Mrs. Balboni made a motion seconded by Mrs. Winer to go into executive session at or before 8:15 for the purpose of executive session minutes' approval, not to return to open session.*

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Shirley, Michele

## **VIII. CONSENT ITEMS 6/12/19 (Enc.)**

*Mrs. Foley made a motion seconded by Mrs. McVeigh to approve the minutes of 6/12/19.*

*Motion Carried (VOTE) Yeas 8 Nays Abstain 1 Absent (Roll Call Vote)*

Yeas: Tara, Sarah F., Terri, Melissa, Sarah P., Shirley, Michele

Abstain: Jason

## **IX. COMMUNICATIONS**

### **A. School Committee**

**B. Chairperson**

- Mrs. Crane will represent the committee at the staff opening day.

**C. Superintendent**

Central Office Update (Enc.)

- Dr. Hopson said the high/middle school has a new Assistant principal. She is from Fitchburg and is planning on moving here. Deanna LeBlanc is the new curriculum director.

**D. Business Manager**

- Ms. Fisk will have some transfers when the final minim contribution numbers come through since budget was approved at statutory method.

**E. Administration - None****F. Town - None****X. COMMITTEE REPORTING**

- A. Superintendent's Evaluation – Next Meeting October 9, 2019
- B. Legislative Liaison
- C. Policy Subcommittee
- D. Building Liaisons

Went into executive session at 8:11 p.m.

**XI. OTHER BUSINESS/ITEMS FOR NEXT AGENDA****Future Agenda Items****XII. INFORMATION****Information**

Holmes, Austin and Rock take top Gateway Awards  
 Class of 2019: Awards & Scholarships  
 Surprise send-off for Chris Craig  
 Eighth Grade Transitional and Awards Ceremony June 12, 2019  
 Superintendent's Corner June 14, 2019

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

**Warrant**

AP#1097 \$166,220.19	PR#26 \$422,209.71
AP#1100 \$17.10	PR#26.1 \$384.80
AP#1099 \$51,126.05	PR#26.2 \$978,740.21
AP#1103 \$78,092.81	PR#001 \$95,710.88
AP#1000 \$55,654.10	PR#002 \$98,967.24
AP#1003 \$593,326.00	PR#003 \$101,647.39
AP#1104 \$32,222.92	PR#004 \$91,520.20
AP#1005 \$247,870.64	
AP#1008 \$29,870.22	
AP#1011 \$42,547.89	

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

*Mrs. Balboni made a motion seconded by Mrs. Winer to go into executive session at or before 8:15 for the purpose of executive session minutes' approval, not to return to open session.*

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Shirley, Michele

A. Executive Session Minutes 6/6/18, 6/20/18, 6/12/19(Enc.)

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**XIX. ADJOURNMENT**

**Mrs. Foley made a motion seconded by Mrs. Balboni to adjourn at 8:15 p.m.**

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

Yeas: Tara, Sarah F., Jason, Terri, Melissa, Sarah P., Darlene, Shirley, Michele

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Respectfully Submitted,  
Stacy L Stewart  
School Committee Secretary