

**GATEWAY REGIONAL DISTRICT SCHOOL COMMITTEE**

**REGULAR MEETING MINUTES**

**WEDNESDAY, DECEMBER 14, 2016**

**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-7:36 p.m.

HUNTINGTON

MIDDLEFIELD  
Sarah Foley

MONTGOMERY

RUSSELL  
Tara Balboni  
Heather Morgan  
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  
Anna Pless

OTHERS: \_\_\_\_\_

- Mrs. Crane opened the meeting at 7:03 p.m.
- Reporter is recording the meeting.

**7:03 p.m. II. PUBLIC INPUT (3 Minute Limit) - None**

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**III. STUDENT COUNCIL INPUT**

- Anna Pless said the senior class is holding a holiday card sale as an in school fundraiser. Cards are made by Dayna Britland and Mrs. Rivera. The holiday concert is tomorrow at 7 p.m. Next week is spirit week. Monday is red and green, Tuesday, is whiteout, Wednesday is comfy Pj, Thursday is ugly sweater day and Friday is Gateway gear - leading up to reindeer games. Winter sports started. We have wrestling, cheering, basketball, and skiing. The cast to "Into The Woods" was chosen. There is an in school concert on the day of reindeer games.

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**IV. PRESENTATIONS/REPORTS/RECOGNITIONS**

**A. GTA Update**

- An update was read by Amy Thornton and Sheila Green (Mrs. Crane shared this with the committee)
- Mrs. Crane thanked them.
- Mrs. Crane said that several GTA members as well as Mrs. Garfield attended the hearing for the proposed charter school in Westfield. There were many parents and students there in favor of it. Mrs. Crane shared a

letter she wrote opposing the charter school, so that others would have an example if they chose to do so as well.

### **B. School Based Health Center**

- Elisa Lake and Brenda Jaeger from the School Based Health Center gave a brief update. The center supports the needs of children and their families. The Health Center was established in 1950 in Worthington then in Huntington in late 80's and then the School Based Health Center and Hilltown Community Center located across from the fire station. They were one of first navigators to help people sign up for health care and safety planning for domestic violence through their advocates. They serve about 8,000 patients. They have all kinds of regulations due to federal support and they can't turn anyone away. Providers receive free malpractice insurance and loan repayments. They are community focused and run. 34% of families are registered in gator grins dental services. Students also have access to behavior health services.
- Brenda Jaeger introduced herself. She is the new Nurse Practitioner. She said 59 % of the district is signed up for the health clinic if needed. They hope to continue collaboration between school based and the school district.
- Mrs. Winer asked if there are any expansion plans.
- Elisa said they are opening in Amherst. They will be in the same building as the boys and girls club.

### **B. Overnight Band Trip to Pennsylvania – (This was taken out of order)**

- Mrs. Guertein said she actually has two trips. The first is a 7<sup>th</sup> and 8<sup>th</sup> grade trip to s NYC Matinee Broadway production. This is a day trip. Last year they were able to tour grand central park and the year before Carnegie Hall. Sometimes they take a Broadway class. This trip would be in April. If there is room they will open it up to the high school.
- The second is a high school band overnight to Philadelphia. The last time they went to Washington, DC and the Holocaust museum. It is more than just a band trip. They were able to see a friend of hers who was in the president's marine band. This trip will leave April 28<sup>th</sup> and return on Sunday night at 10 or 11 p.m.

*Mrs. Winer made a motion seconded by Mrs. Foley to waive the two meeting rule to vote on these field trips.*

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

Yeas: Tara, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

Absent: Diane

*Mrs. Otterbeck made a motion seconded by Mrs. Foley to approve both the overnight band trip to Pennsylvania and the band day trip to New York City.*

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

Yeas: Tara, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

Absent: Diane

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

### **A. Policies: EBC, IJND, IJNDBA**

*Mrs. Otterbeck made a motion seconded by Mrs. Garfield to approve policies EBC, IJND, and IJNDBA.*

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

Yeas: Tara, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

Absent: Diane

### **B. School Committee Goals**

- Mrs. Crane briefly reviewed the goals.
- Mrs. Winer asked how we will keep track of them.
- Mrs. Crane said it is her and Dr. Hopson's job to keep track and make sure we are hitting some of these.
- She will resend the document for Shirley.

- Mrs. Foley asked how we make sure we meet these goals.
- Dr. Hopson said the goals have names next to them; some of them are easy to track. Some of them are harder. Communications is one of them and a way to track that is to have Mrs. Long give a report – you can make it part of the process to begin a self evaluation process.
- Mrs. Crane asked if it would it be appropriate to report in January and June.
- Mrs. Crane said she and Dr. Hopson could go through them in January and have someone report back. Is two times a year enough?
- Dr. Hopson said a lot of this is what the district has been doing all along. These are just to support what we are doing in the district.

*Mrs. Foley made a motion seconded by Mrs. Papillon to approve school committee goals.*

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

**C. Recommendation to Approve Student Activity Accounts**

- Ms. Fisk said these will be at end of the year with other annual votes.

*Mrs. Garfield made a motion seconded by Mrs. Otterbeck to approve Student Activity Accounts.*

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

**D. Recommendation to approve a maximum balance of \$25,000 in the Student Activity Checking Account.**

*Mrs. Garfield made a motion seconded by Mrs. Balboni to approve a maximum balance of \$25,000 in the Student Activity Checking Account*

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

**E. Recommendation to appoint Stacy Stewart as the Public Information Officer under the Updated Open Meeting Law.**

- Dr. Hopson said these are for any requests that come up under public information requests..

*Mrs. Otterbeck made a motion seconded by Mrs. Papillon to approve Stacy Stewart as the Public Information Officer.*

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

**8:00 - VI. NEW BUSINESS/ACTION ITEMS**

**8:30 p.m.**

**A. Policies: JJF: Student Activity Accounts, DN: Disposal of School Property, JLC: Student Health Services and Requirements (link in central office update)**

- Move to Old Business

**B. Overnight Band Trip to Pennsylvania – this was discussed under presentations**

**C. Small/Rural Schools' Caucus (links in central office update)**

- Dr. Hopson said you would vote all three; organization, resolution and whole plan. There are a large number of superintendents who represent small rural schools. It will show there are more than just a half a

dozen schools. We have a working relationship with Stan Rosenberg, President of the Senate and Steve Kulik who has pull in the House.

- Mrs. Crane and Mrs. Long went to one of the meetings and it was very nice to see the collaboration.
- Mrs. Winer said there is no emphasis on rural schools.
- Move to old business for next meeting.

## VII. CONSENT ITEMS 11/9/16 (Enc.)

*Mrs. Balboni made a motion seconded by Mrs. Papillon to approve the minutes of 11/9/16 with corrections.*

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Shirley, Michele

Abstain: Martha

## VIII. COMMUNICATIONS

### A. School Committee

- Mrs. Otterbeck said there was a lot of chatter about the blizzard bags.
- Dr. Hopson said the minimum due date is 5 school days after. MS and HS were given the opportunity to extend. We will put together some frequently asked questions. If we have 2 or three days in a row, only the first day will count. It is a lot for teachers to prepare.

### B. Chairperson

- a. Charter School – Westfield – was discussed under GTA Update.
  - Mrs. Crane is still looking for money for the yearbook ad.

### C. Superintendent

Central Office Update (Enc.)

- We need an executive session at or before 8:10 p.m. to discuss administrative negotiations and to return to open session.

*Mrs. Winer made a motion seconded by Mrs. Otterbeck to go into executive session at or before 8:10 p.m. to discuss administrative negotiations to return to open session.*

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

### D. Business Manager

- Ms. Fisk said the transportation report is in your folders as of today. If you have questions, please contact her. There is a recommendation to own our own buses. You are now the owner of a yellow bus. The main purpose is for special education work-study students. We might be able to bus an out of district placement too.. Ms. Fisk said it cost \$1,500. She will try to negotiate to get a second one.

### E. Administration

- Mrs. Long said the 25<sup>th</sup> annual senior citizen brunch and concert went off without a hitch. Mrs. Otterbeck's daughter Chloe was the lead student volunteer. People loved it. You should go to the band concert tomorrow night the band is very strong.

## IX. COMMITTEE REPORTING

### A. Superintendent's Evaluation

- Meeting January 11, 2017.

### B. Legislative Liaison

- Mrs. Papillon sent her notes from the conference. She had a brief conversation with Ms. Fisk about budgeting for a second person next year. She would go again with someone else next year. She can only go to two of the four days. Reading recovery is part of what is being cut again, and that is what she does in Agawam.

**C. Policy Subcommittee**

- Meeting January 22, 2017.

**D. Building Liaisons – None**

Went into executive session at 8:09 p.m.

Returned to open session at 8:28 p.m.

Mrs. Otterbeck made a motion seconded by Mrs. Papillon to give administration a 1.5% increase in compensation.

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

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

Jaeger finds great fit at Gateway SBHC  
 Father/son duo bring back medieval history to Gateway  
 Annual Craft Fair at Littleville  
 Superintendent's Corner November 4, 2016  
 Save the date Annual Holiday Brunch and Concert  
 "Blizzard Bags" approved by School Committee; Onto DESE  
 Celtics tickets now on sale!  
 Gateway College Week November 21-23  
 '25' is magic number at this year's Sr. Citizen Brunch/Concert!  
 Gateway Thanksgiving Break  
 November brings annual penny social, craft fair  
 Winter sports tryouts start November 28  
 Superintendent's Corner November 14, 2016  
 Foundation seeks support on #GivingTuesday  
 Gateway launching local history project  
 Local restaurant rewards student achievement  
 Student Council holds successful food drive  
 First term honor roll for high school  
 Superintendent's Corner November 18, 2016  
 Sr. Citizen Brunch/Concert to feature holiday music  
 Used MacBooks for sale at Gateway  
 Gateway unveils their new APP!  
 College Week a success at Gateway  
 Gateway holds first MCA Celebration during College Week  
 Grandfriends' Day growing at Gateway elementary schools  
 Middle school first term 'Effort Awards'  
 Superintendent's Corner November 28, 2016  
 Knapik visits Gateway School-Based Health Center  
 Holiday concerts at Gateway  
 December School Committee meeting  
 Superintendent's Corner December 5, 2016  
 Education Foundation raises \$2360 on Giving Tuesday

**Warrant**

AP#1034 \$223,410.64

PR# 10 \$349,063.62

AP#1038 \$88,774.37  
AP#1042 \$60.49

PR# 11 \$357,423.13  
PR# 12 \$347,968.18

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

*Mrs. Winer made a motion seconded by Mrs. Otterbeck to go into executive session at or before 8:10 p.m. to discuss administrative negotiations to return to open session.*

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

**A. Administrative Negotiations**

**B. 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. Otterbeck to adjourn at 8:29 p.m.*

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

Yeas: Tara, Diane, Sarah, Terri, Heather, Lyndsey, Martha, Shirley, Michele

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Respectfully Submitted,  
Stacy L Stewart  
School Committee Secretary