

GATEWAY REGIONAL DISTRICT SCHOOL COMMITTEE**REGULAR MEETING MINUTES****WEDNESDAY, JANUARY 9, 2013****Gateway Library
7:30 P.M.****(A PORTION OF THIS MEETING MAY BE HELD IN EXECUTIVE SESSION)****I. OPENING OF MEETING**BLANDFORDMichele Crane
Jim KronholmCHESTERBeth Brett
Shirley WinerHUNTINGTONRon Damon
William Hathaway
Laurie WebbMIDDLEFIELDCharles Henshaw
Sarah FoleyMONTGOMERY

Anne Marie Buikus

RUSSELLEllen Hirtle
Ruth KennedyWORTHINGTONSue Levreault
Gretchen EliasonSECRETARY

Stacy Stewart

CENTRAL ADMINISTRATIONDr. David B. Hopson, Superintendent
Stephanie Fisk, Business & FinanceADMINISTRATIVE COUNCILElizabeth Bienia, Chs, Lit, MS Assistant Principal
Joanne Blocker, Director of Academics
Angela Burke, Technology Director
Megan Coburn, Chs, Lit, MS Principal
Jason Finnie, High, Jr. High School Principal
Wendy Long, District Grant Writer
Celeste Malvezzi, High/Jr. High Assistant Principal
Alice Taverna, Pupil Services DirectorSTUDENT REPRESENTATIVES

OTHERS: _____

7:35 p.m. **II. PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA - None****III. STUDENT COUNCIL INPUT - None****IV. CONSENT ITEMS 12/12/12***Mrs. Crane made a motion seconded by Mrs. Kennedy to approve the minutes of 12/12/12 with corrections.**Motion Carried (VOTE) Yeas 12 Nays Abstain 2 Absent***V. PRESENTATIONS/REPORTS/RECOGNITIONS****A. FY12 Auditor's Report – Stan Kulas (Enc.)**

- Mr. Kulas asked everyone to look at Exhibit 4-1 Balance sheet – This shows assets and liabilities. The difference between the two should exceed liability. There is \$1,534,000 in the fund balance. If you subtract \$650,000 which is assigned to reduce subsequent year's assessments you are left with \$803,000 for E & D. You can have up to 5 % of next year's budget in E & D. Gateway currently has 4.88%. E & D is for unexpended expenses.
- Page 6-5 – Revolving funds. The fund balance is on the far right. If you look at Circuit breaker we have one dollar to spare. Food Services has a surplus of \$62,705. Littleville wraparound daycare has a surplus of \$170,000. This exhibit sheet shows a strong healthy position for your finances.

- Schedule of federal awards: Mr. Kulas is a mandated reporter for the federal government. He checks to see that we've received and spent our grants. There is a surplus of \$105,000. We have a surplus because federal funds end in August and our fiscal year ends in July.
- 7-5 Cluster of special education grant – we were in compliance with all the rules associated with those grants.
- Page 9-2: There are only two recommendations and they deal with support documentation. The first is regarding attending conferences. The district has a policy what requires proof that they were actually there. This is in addition to the paperwork they fill out to go. We had to ask the teachers to provide this documentation to have on file but they were able to provide it.
- The other there is a new governmental accounting standard GASB #68 – requires getting actuarial reports for pensions. Right now we have to get that for health care. We are part of the county retirement system. Implementation is required for fiscal 15. .
- Status of fiscal 11 student activity receipts – requires the student activity coordinator to initial cash deposits.
- Mrs. Eliason asked if there were limitations on what the revolving funds on page 6-5, 6 can be used for.
- Mr. Kulas said yes, for example you could use the athletic revolving fund for physical education
- Mrs. Eliason asked about Littleville wraparound and Circuit Breaker.
- Mr. Kulas said Littleville wraparound should be used for the benefit of the program and Circuit Breaker for special education.
- Mrs. Eliason said according to 4-1, at the end of the 2012 we had 1.4 million in general fund money we hadn't spent. That is not including the revolving funds.
- Mr. Kulas said no, it does not include revolving funds.
- Mrs. Eliason said \$650,000 was used to offset this school year, and \$800 is what is left. Could she have information on which accounts were under expended to allow the money to be left?
- Ms. Fisk said yes.

B. Littleville/Middle School Update – Megan Coburn

- Mrs. Coburn talked a little about the Math pilot GoMath, being implemented K-6. One teacher per grade level is piloting it. Teachers are seeing success and others are using materials. Starting 2nd round of MAP testing – will be interesting to compare the classrooms who are piloting GoMath verses those who are not.
- Curriculum mapping is going well, continuing with Lucy Caulkins reading program. Students are coming in with a more solid foundation and they are building upon what they've learned. Mini-courses have started for the second round – woodworking, yo-yoing, team -building activities, and board games. They are held afterschool
- Mrs. Eliason asked which days are you in which schools?
- Mrs. Coburn said so far she has not been up to Chester. Ms. Bienia is there all the time, the middle school and Littleville have been more demanding.

C. Budget Presentation-Elementary/Middle, High/Jr. High.

- Dr. Hopson hoped everyone had a chance to read the central office update. He put the schedule in there as it is pretty tight.
- Mrs. Coburn said GoMath is a program designed for the common core standards. This is an academic area we really need improvement. The cost is between \$15,000 and \$17,000 per year.
- Mrs. Levreault said so it is not a workbook. Joanne some of it is workbooks, online, smart board, and assessments are in line with the new PARCC.
- Mrs. Eliason asked if this would replace other curriculum or items in place, like Study Island.
- Mrs. Blocker said no, but it would replace Scott Forsmen.
- Mrs. Levreault asked, how do the kids show their work with it online
- Mrs. Blocker said teachers can print it off. There is also a check and balance. About a 3rd of the way through, there is a flag if the student gets certain questions wrong.
- Mrs. Coburn gave an example of two classrooms – one that is using GoMath and one that is not. The students using it scored between 80 and 90 and the students not scored 50 to 60 on a unit test.
- Mrs. Kennedy asked if homework goes home with this program.
- Mrs. Coburn said yes.
- Mrs. Winer asked about the behavior program and moving from the elementary to middle school how is that working.
- Mrs. Coburn since we started it, we have more students than anticipated. It is working well in terms of transitioning from elementary to middle school.
- Mrs. Winer asked if students graduate from that program.
- Mrs. Coburn said yes it has been successful. There is a gradual release. The goal is to maintain the whole child.

Jr. High/High

- Mr. Finnie said Common core and college career readiness standards, higher order thinking skills, and 21st Century learning skills are what NEASC will revolve around. We are creating content standards and how we share the responsibility across the curriculum to prepare for college career readiness.
- Jr. High Needs – 7th grade math textbooks, non –fiction and fiction supplemental selections in 7th and 8th, Jr. High guidance placement testing and college career (training and tracking).
- High School
- AP – Chemistry text, supplemental non-fiction and fiction selections for Spanish and 10th grade ELA; new advance Mathematics (precalculus) text.
- Guidance – career cruiser software to help tract student interests.
- Mrs. Winer asked if any of the needed text books are available online or should they be.
- Mr. Finnie said we have piloted iPads in some classes, but we are focusing on purchasing texts with online access.
- Mrs. Winer asked, how the classes piloting online are doing.
- Mrs. Finnie said they are doing well.
- Mrs. Kennedy asked if all of this based on going to college
- Mr. Finnie said no.
- Major needs – 8th grade & HS AP are US history primary source readers and supplemental resources. Instructional equipment and supplies for Science, Art (wood & metal technology), and Contemporary Band and choir selections.

VI. COMMUNICATIONS**A. Student Representative - None****B. School Committee**

- Mrs. Eliason thanked Dr. Hopson for the communication after the Newtown incident.
- She also asked is we got a response to our response regarding the winter bus stop. She thought the invitation seemed discouraging.

C. Chairperson

Mr. Damon made a motion seconded by Mrs. Kennedy to go into executive session at or before 9:30 p.m. for the purpose of non-union administrative negotiations not to return to open session.

Motion Carried (VOTE) Yeas 14 Nays Abstain Absent (Roll Call Vote)

Yeas: Ruth, Jim, Michele, Ellen, Sue, Gretchen, Charlie, Ron, Shirley, Sarah, Anne-Marie, Bill, Laurie, Beth

D. Superintendent – Central Office Update (Enc.)

- On Agenda

E. Business Manager

- On Agenda

F. Administration

- Mrs. Burke offered Google docs training – Tuesday January 22 at 6:30 in the high school computer lab-room 154. If you want to bring your own computer, you can, if not there will be computers available.
- Mr. Finnie recognized Coach Steve Estelle soccer coach of the year division III.
- Mrs. Long said the Annual volunteer dinner is scheduled for Thursday, March 7th. It is being piggy backed with the school based health center's event "focus on adolescent brain development." There will be an expert speaker focusing on concussions and the impact of drug and alcohol use on the adolescent brain.

VII. AD HOC COMMITTEE REPORTING**A. Superintendent's Evaluation – Mid-cycle Review Process**

- Met tonight – developing questions for the administrative interviews. They will be sending out another survey in April. Mrs. Hirtle is hoping for a better response.

B. Finance Subcommittee

- Meeting before next meeting – budget and review of financial policies.

C. Policy Subcommittee

VIII. OLD BUSINESS/ACTION ITEMS

A. Regional Agreement Amendments

- At this point we have only voted to move forward one man one vote.
- Mrs. Eliason said Worthington has retained new legal counsel and things are underway.
- Dick Wagner, former school committee member and chair, and current select board chair of Worthington introduced himself. He said he only has a redlined regional agreement, he is not naive, and understands the proposals come with terms and a cost and specific language to split out costs to the communities. He would urge school committee to do so in a segregated way and not just a vote up or down either way. We have changes that go back to 1987 and were not addressed until the closing of the buildings.
- Dr. Hopson all towns need to be clear to the terms of the agreement.
- Mr. Wagner said the current document he has with all the red lines is not an actionable amendment. – They pay \$300,000 extra in assessments under new Ed reform and they have a closed school.
- Dr. Hopson said school committee has the red lined copy. School committee needs to discuss recommendations such as whether to collect or not collect MSBA, Blandford finance's suggestion for unfunded liabilities for health insurance. Also after tonight you need to discuss unfunded liabilities for retirement programs.
- Mr. Wagner said the current agreement says the committee would draw up an amendment to the agreement setting forth the terms by which such town may withdrawal from the district, that the town seeking to withdraw shall remain liable for any unpaid operating costs which have been certified by the district treasurer to the treasurer of the withdrawing town, including the full amount so certified for the year in which such withdrawal takes effect and such town shall remain liable to the district for its share of indebtedness as though the town had not withdrawn from the district.
- Dr. Hopson would argue to not let Worthington out until all the other amendments are taken care of.
- Mr. Wagner said he would expect nothing less than for Gateway to get those in.
- Mrs. Brett asked if we could have those changes again.
- Dr. Hopson is in support of what Dick says –
- Mr. Wagner is only raising the fact that Worthington pays \$300,000 more because he is aware that it is going to be a difficult task to get six towns to let them out.
- Dr. Hopson asked, what is the timeframe for Worthington?
- Mr. Wagner said if we could have this resolved by the adoption of the budget there would be plenty of time for the annual town meeting.

IX. NEW BUSINESS/ACTION ITEMS

A. School Safety

- Dr. Hopson went over some statistics that were discussed at his last superintendent's meeting – in 2009 there were 11 deaths by homicide in schools. There were 1.4 deaths by homicide in school for every 10 million students in schools. Suicides are four times greater outside of schools. We have to have bullying training, etc. We are changing procedures.
- Dr. Hopson is asking school committee to vote to approve an additional security person for the afternoon hours out of this year's budget. He met with local state police and local police, and an example of one of our issues is that in Chester there is no way to see the parking lot from the office. He has been meeting with security companies.
- According to the state police we are still the district that is most prepared.
- We have a large number of students and staff after hours and no one here. We are trying to manage who is here for students and staff. This will allow more control over the building in the afternoon. There will also be a buzzer for the wellness center.
- Mrs. Hirtle asked for a review of what happens when someone comes into the building.
- Dr. Hopson all visitors if not recognized need to be buzzed in and sign in and receive an ID. Security calls and lets the office know someone is coming and office calls when they leave.
- Mrs. Eliason at last meeting Angela talked about using \$21,000 from new phone system, to upgrade the video system. Gretchen could the revolving fund for Littleville wraparound be used to fund the security person.
- Dr. Hopson said we will have to look at that because this is one of the reasons we need the security after school. This will be an ongoing process once it is put in.
- Mrs. Buikus – we have adult education program afterschool. Do we have to have a school security person for that?

- Dr. Hopson they are beyond the doors for the middle school. We are going to put in a lockable gate in the high school that can be used at night for events.
- There have been many hours spent discussing security.

Mr. Damon made a motion seconded by Mrs. Winer to suspend the two meeting rule to vote on hiring an additional security person out of the Fiscal 13 budget.

Motion Carried (VOTE) Yeas 11 Nays 1 Abstain 2 Absent

- This position for the remainder of the year will cost about \$20,000 with benefits.
- Mrs. Kennedy asked how many hours does our current security monitor work.
- Dr. Hopson said 8 hours and the second position would be 8 hours in the afternoon.
- Mrs. Eliason asked what the times would be 7-4 and 3-11.
- Dr. Hopson said possibly 2-10, as there will be some overlap.

Mr. Damon made a motion seconded by Mrs. Crane to hire an additional security monitor out of the FY13 budget.

Motion Carried (VOTE) Yeas 14 Nays Abstain Absent.

B. FY 14 Budget – None

C. School Committee Goals

- Mrs. Crane said it would be important for us to approve the district goals as our school committee overarching goals.
- Mrs. Winer would like to make some other changes.
- Mrs. Crane feels we should have the same goals as the district and then we can add our own set of goals for ourselves.
- Mrs. Eliason agrees there should be some alignment in district and school committee goals. School committee goals should drive the superintendent's goals and the superintendent's goals should drive the administrator's goals, etc.
- Mrs. Eliason we should have special school committee goals and they might be participation in charting the course, completing superintendent's evaluation process, 100 % participation in Mass ethics training. These are concrete and measurable. A suggestion in regards to educating the whole child, we should measure our participation rates. Are we getting enough participation in athletics? Educating the whole child is an ongoing challenge. What exactly is educating the whole child?
- Dr. Hopson as part of the whole child and setting district goals we need to look at what is going to be measured as student growth. A survey will be going out for community input and once it is done, he will share it with everyone.
- Mrs. Levreault said in our district, because of our singleton classes it is not always clear. Can the students that want these classes actually get them? She doesn't always think we meet this. We have no measurable ideas.
- Dr. Hopson said we need to be careful about aligning the whole child with classes.
- Mrs. Levreault discussed taking instrumental music from 4th and moving it to 5th. Lessons are during the school day in 5th and 6th grade. They did lessons in 4th grade, so when we changed we lost that. We have kids that want to study music, they need to have it available.
- Dr. Hopson said we have a limited amount of opportunities for students who would like to be in band, AP, sports, but we still have them. There are other schools that no longer offer music lessons in the school. Although he doesn't disagree with Mrs. Levreault, we have to keep in mind that in the last 5 years, we cut \$1.4 million.
- If you have something for goals send them to Mrs. Stewart for the next meeting.

X. OTER BUSINESS/ITEMS FOR NEXT AGENDA

Future Agenda Items

School Choice Presentation – Wendy Long

Auditor's Report – Stan Kulas

XI. INFORMATION

Information

Superintendent's Corner December 28, 2012
 Help for New Year's Resolutions!
 Gateway sends five to Jr. District Concert
 Superintendent's Corner December 21, 2012
 Chester students get first-hand look at sled dogs
 Fifth graders light up shoe boxes
 Student leads local coat drive
 Superintendent's Corner December 14, 2012
 Gateway gifts from the heart
 Gateway opens new and improved student store
 Ecologist visits sixth grade
 Foundation reaches goal on "Valley Gives" Day
 School Committee meets January 9
 Superintendent's Corner December 7, 2012
 VHS to DVD-R conversion
 Fairman named to 2012 All State Soccer Team
 Chester students shatter Toys for Tots goal
 Schools, offices close for Holiday Break
 Gateway High School Concert
 Early Flu Season Underway; Vaccine at SBHC

Warrants

AP# 1047 \$203,572.16	PR# 12 \$377,691.03
AP# 1048 \$49.81	PR# 13 \$371,077.80
AP# 1050 \$133,111.61	

9:00-10 p.m. XII. EXECUTIVE SESSION

or earlier

A. Non Union Administrative Contract Negotiations

Mr. Damon made a motion seconded by Mrs. Kennedy to go into executive session at or before 9:30 p.m. for the purposed of non-union administrative negotiations not to return to open session.

Motion Carried (VOTE) Yeas 14 Nays Abstain Absent (Roll Call Vote)

Yeas: Ruth, Jim, Michele, Ellen, Sue, Gretchen, Charlie, Ron, Shirley, Sarah, Anne-Marie, Bill, Laurie, Beth

XIII. ADJOURNMENT

Mrs. Kennedy made a motion seconded by Mrs. Crane to adjourn at 10:40 p.m.

Respectfully Submitted,
 Stacy L Stewart
 School Committee Secretary