

DRAFT Poll for setting a regular day/time:
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Greenfield Public Schools

Long-term Facilities Use Advisory Committee

Meeting Agendas — September 2026 through May 2027

Steering Committee	Stacey Sexton, Chair Elizabeth de Neeve, Member McKenzie Webb, Member
Committee Charge	Draft a Long-term Facilities Use Plan for Greenfield Public Schools
Final Report Deadline	May 12, 2027 — Regular School Committee Meeting
Earliest Implementation	2028–29 school year (contingent on SC vote and availability of resources)
Source Documents	June 2022 NESDEC Best Educational Use of School Facilities Study; prior SC facilities discussions
Governing Policies	BDF, GBD/BHC, JIB, KA, KCB, Section F

About This Document

This document contains proposed agendas for all 12 monthly meetings of the Advisory Committee, running from September 2026 through May 2027. Progress Reports due to the full School Committee are noted with a shaded notice in their agendas.

Meeting 1 — Full Committee Convenes: Orientation & Data Landscape

Date	September 2026 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order & Full Committee Introductions Welcome all 13 members. Each member gives a brief introduction and statement of interest/perspective.	15 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Committee Charge, Norms & Working Agreements Review formal charge and timeline to May 12, 2027. Adopt committee working agreements (consensus-building, meeting conduct, public communications).	15 min	<i>Sexton, Chair</i>
4	Deep Dive: 2022 NESDEC Report — Key Findings Structured review of enrollment projections, building conditions assessments, grade configuration options, and prior recommendations. Q&A.	30 min	
5	Summary: Prior School Committee Facilities Discussions Overview of SC discussions and actions taken since the 2022 report; what has changed, what remains open.	15 min	
6	Data Inventory & Gap Analysis What current data do we have? What do we still need? (Updated enrollment figures, building assessments, fiscal projections, regionalization context.) Assign initial data-gathering responsibilities.	15 min	<i>Full Committee</i>
7	Next Steps & Adjourn Confirm data assignments; preview July agenda.	5 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION (all members): Read the 2022 NESDEC report in full prior to this meeting.
- ACTION (Steering Committee): Distribute prior SC facilities discussion summaries in advance.
- ACTION (assigned members): Begin data gathering per gap analysis; present findings at Meeting 2.

Meeting 2 — Current & Projected Enrollment Data, Building Conditions, & Long-term Fiscal Outlook

Date	October 2026 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order	3 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Approval of Previous Meeting Notes	5 min	<i>Sexton, Chair</i>
4	Presentation: Updated Enrollment Data Current enrollment figures by grade and building; comparison to 2022 NESDEC projections; identification of trends and divergences.	25 min	
5	Presentation: Long-term Enrollment Projections Demographic data, housing pipeline, and birth-rate trends; develop or adopt 5- and 10-year enrollment projections by grade level.	30 min	
6	Presentation: Building Conditions Update Current physical condition of each GPS facility; changes since 2022 assessment; deferred maintenance and capital needs summary.	25 min	
7	Presentation: Long-term Fiscal Outlook City of Greenfield fiscal projections; GPS budget trends; implications for capital investment and operating costs.	25 min	
8	Discussion: What the Data Tells Us Initial committee discussion on implications of enrollment and building data for planning scenarios.	20 min	<i>Full Committee</i>
9	What's coming up from the prior meeting? A time for members to follow-up on, ask additional questions about, or provide further reflections on topics from the prior meeting.	15 min	<i>Full Committee</i>
10	Next Steps & Adjourn Assign further research; preview August agenda.	5 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION: Prepare updated enrollment data memo/slides in advance of meeting.
- ACTION: Compile updated building conditions summary from GPS Facilities Department.

Meeting 3 — Long-term Enrollment Projections & Fiscal Outlook

Date	November 2026 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

QUARTERLY PROGRESS REPORT DUE — Present findings to full School Committee at next regular SC meeting

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order	3 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Approval of Previous Meeting Notes	5 min	<i>Sexton, Chair</i>
4	Discussion: Facilities Planning/MSBA Invited expert presents on facilities planning best practices, timeline considerations for closures or new construction, feasibility factors, and implementation pathways.	35 min	<i>MSBA Rep</i>
5	Developing Evaluation Criteria Begin drafting criteria the committee will use to evaluate any recommended closures, construction, or configuration changes.	15 min	<i>Full Committee</i>
6	Committee Q&A & Discussion Open discussion with experts; note key takeaways for incorporation into scenario development.	20 min	<i>Full Committee</i>
7	What's coming up from the prior meeting? A time for members to follow-up on, ask additional questions about, or provide further reflections on topics from the prior meeting.	15 min	<i>Full Committee</i>
8	Next Steps & Adjourn	2 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION (Steering Committee): Submit Q1 Progress Report to full School Committee at next regular SC meeting.

Meeting 4 — Grade Configuration Options & Best Educational Practices

Date	December 2026 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order	3 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Approval of Previous Meeting Notes	5 min	<i>Sexton, Chair</i>
4	Expert Presentation: Regionalization Pathways Presentation on potential regionalization pathways; MA legal framework; examples from comparable communities; fiscal and programmatic implications for Greenfield.	30 min	<i>Guest Expert</i>
5	Q&A on Regionalization	15 min	<i>Full Committee</i>
6	Expert Presentation: Community Schools Model Confirm schedule for guest expert presentations (fall through winter). Assign coordination responsibilities.	30 min	<i>Guest Expert</i>
7	Q&A on Community Schools	15 min	<i>Full Committee</i>
8	What's coming up from the prior meeting? A time for members to follow-up on, ask additional questions about, or provide further reflections on topics from the prior meeting.	15 min	<i>Full Committee</i>
9	Next Steps & Adjourn	2 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION: Compile peer district grade-configuration comparison summary for January 2027 meeting.

Meeting 5 — Expert Consultation: Facilities Planning & Regionalization

Date	January 2027 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order	3 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Approval of Previous Meeting Notes	5 min	<i>Sexton, Chair</i>
4	Presentation: Grade Configuration Models Review of research and examples of different grade-span configurations (K–5/6–8, K–6/7–8, K–8, etc.); educational outcomes evidence; peer district examples relevant to Greenfield's size and demographics.	30 min	
5	Discussion: Best Educational Practices for Greenfield Students What models best serve GPS students? Consider enrollment size, demographics, programming needs, and community values.	25 min	<i>Full Committee (Invite Admin to support this conversation.)</i>
6	Timeline and process check-in Where are we in the timeline? Are we on track to deliver a report by May? Are there any topics that the Advisory Committee would like to revisit?	30 min	
7	Next Steps & Adjourn	2 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION (Steering Committee): Confirm expert speakers at least 3 weeks in advance; distribute bios and materials to full committee beforehand.

Meeting 6 — Scenario Development & Initial Options Analysis

Date	February 2027 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

QUARTERLY PROGRESS REPORT DUE — Present findings to full School Committee at next regular SC meeting

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order	3 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Approval of Previous Meeting Notes	5 min	<i>Sexton, Chair</i>
4	Scenario Development Workshop Using data and expert input gathered to date, develop 3–4 distinct planning scenarios for long-term facilities use. Each scenario should address: grade distribution across buildings, building closures or new construction (with rough timelines), enrollment projections, and estimated fiscal impact.	45 min	<i>Full Committee</i>
5	Preliminary Feasibility Review Initial review of each scenario against the evaluation criteria adopted in November. Identify strongest and weakest elements of each.	20 min	<i>Full Committee</i>
6	Q2 Quarterly Report — Review & Finalize Steering Committee presents draft Q2 progress report for committee review before submission to full SC.	10 min	<i>Sexton, Chair</i>
7	What's coming up from the prior meeting? A time for members to follow-up on, ask additional questions about, or provide further reflections on topics from the prior meeting.	15 min	<i>Full Committee</i>
8	Next Steps & Adjourn Assign scenario refinement tasks; plan community input process for Feb/March.	2 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION (Steering Committee): Submit Q2 Progress Report to full School Committee at next regular SC meeting.
- ACTION: Design community input process for scenarios (survey, public forum, or both). Target: launch in February. **Potential activity to be done between Feb and March meetings; discuss if desired.**

Meeting 7 — Community Input Results & Scenario Refinement

Date	March 2027 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order	3 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Approval of Previous Meeting Notes	5 min	<i>Sexton, Chair</i>
4	Community Input Results Review and discuss findings from community survey or public forum on planning scenarios. What themes, priorities, and concerns emerged?	25 min	<i>de Neeve</i>
5	Scenario Refinement Revise and sharpen scenarios in light of community input. Begin narrowing the field toward a preferred scenario or a small set of finalists.	35 min	<i>Full Committee</i>
6	What's coming up from the prior meeting? A time for members to follow-up on, ask additional questions about, or provide further reflections on topics from the prior meeting.	15 min	<i>Full Committee</i>
7	Next Steps & Adjourn Preview January drafting session; assign draft report sections.	2 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION: Distribute community input summary to all members at least one week before the meeting.
- ACTION (Steering Committee): Assign draft report sections to members/subgroups; set submission deadlines.

Meeting 8 — Draft Report: Findings & Preliminary Recommendations

Date	April 2027 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order	3 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Approval of Previous Meeting Notes	5 min	<i>Sexton, Chair</i>
4	Report Section Review: Findings Review draft findings sections: updated enrollment projections, building conditions, fiscal outlook, grade configuration analysis, and regionalization analysis.	35 min	<i>Full Committee</i>
5	Report Section Review: Preliminary Recommendations Review draft recommendations on: grade distribution across buildings, building closures or construction with proposed timeline, regionalization pathways, and implementation feasibility.	35 min	<i>Full Committee</i>
6	Gap Identification What is still missing or underdeveloped in the draft? What requires further research or clarification before May? Are we still on track for the report, or do we need more time to accomplish our task?	15 min	<i>Sexton, Chair</i>
7	What's coming up from the prior meeting? A time for members to follow-up on, ask additional questions about, or provide further reflections on topics from the prior meeting.	15 min	<i>Full Committee</i>
8	Next Steps & Adjourn	2 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION (all members): Submit all revisions to Steering Committee no later than two weeks before Meeting 9.

Meeting 9 — Full Draft Report Review & Vote

Date	May 2027 (exact date TBD)
Presiding	Stacey Sexton, Chair
Members	13 total: Steering Committee (Sexton, de Neeve, Webb) + 10 community members

AGENDA

#	AGENDA ITEM	TIME	LEAD
1	Call to Order	3 min	<i>Sexton, Chair</i>
2	Public Comment	5 min	<i>Sexton, Chair</i>
3	Approval of Previous Meeting Notes	5 min	<i>Sexton, Chair</i>
4	Full Draft Report — Comprehensive Review Section-by-section review of complete revised draft. Note revisions needed; record areas of agreement and contention.	50 min	<i>Full Committee</i>
5	Recommendations — Prioritization & Consensus Work toward committee consensus on final recommendations. Document any minority perspectives to be reflected in the report.	25 min	<i>Full Committee</i>
6	Final Report — Official Committee Vote Review final polished report. Move and vote on formal committee approval of the Long-term Facilities Use Plan report and all recommendations.	30 min	<i>Full Committee</i>
7	Next Steps & Adjourn Review what happens next with the final report and the voted recommendations. Thank members of the Advisory Committee for their service and encourage them to attend the next full School Committee meeting.	2 min	<i>Sexton, Chair</i>

ACTION ITEMS / NOTES

- ACTION: Distribute full draft report sections to all members at least one week prior to meeting.
- ACTION: Submit final voted report to Full Committee