Greenfield School Committee
Long-Term Facilities Use Advisory Committee
Meeting Minutes
August 5, 2026

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1. Call to Order:
   The meeting was called to order at 10:00 a.m. (This meeting was conducted via Zoom only.)

2. Roll Call of Members:
   Present: Stacey Sexton, Chair (SS), Elizabeth DeNeeve (ED), M. Mckenzie Webb (MW)

   SS read the Chair Statement relative to meeting recordings.

3. Public Comment:
   There were no public participants present for comment at this time.

4. Approval of July 27, 2026 draft committee minutes:
   On a motion by SS, 2nd by ED, the sub-committee voted to approve the minutes as presented. The roll call vote was as follows: SS -yes, ED – abstained, MW - yes.

5. Review and discuss a revised schedule of agendas moving forward:
   SS noted that they included a fifteen (15) minute section to every meeting agenda, beginning with the second or third meeting, to review and follow-up on any items from the previous agenda/meeting.

   Additionally, a larger block of time has been added to the January agenda for the purpose of a timeline check to see where we are at, what we have accomplished, and what our plan is for the months ahead, which will be included in the May report.

   ED suggested that we include the agenda template created by SS in the School Committee Handbook for use for future regular and sub-committee meeting agendas.

   SS also noted that the schedule of agendas will be included in the Advisory Committee orientation/welcome packet.

6. Discussion for scheduling a regular meeting day/time for the Advisory Committee:
   Discussion on the structure for these meetings ensued. SS shared that we will poll the members relative to their preference to:
   - Conduct entirely virtual meetings
   - Conduct entirely in-person meetings
   - Conduct hybrid-type meetings (The hybrid option will be made clear to be an in-person meeting with a Zoom option.)
   - There will also be a "no preference" option and a day/time preference included in the poll

   SS stated that the poll will go out to the members today, with a deadline to conduct the poll by Monday, August 10. The members empowered SS to select the meeting day/time upon receipt of the poll responses. The information will be shared with all members shortly thereafter.

7. Discussion of contents for a "Welcome Packet" for Advisory Committee members:
   SS noted that although a lot of this is self-explanatory, based on the contents of the agendas, there are things to also be considered:
   - SS to draft a "thank-you" preamble
   - Members to be provided with a copy the latest NESDEC Report
   - Members to be provided with access to enrollment trends/current enrollment
   - Members to be provided with access to the latest district Maintenance Plan
   - Members to be provided with access to the redistricting timeline from past sub-committee meetings

The goal is to have as much information as possible available to all Advisory Committee members for review, prior to the first meeting and throughout the entire process.

8. Update on Advisory Committee recruitment:
   The members will entertain a motion to enter into executive session for discussion on this topic.

9. Vote to enter into Executive Session: Pursuant to M.G.L. c.30A, §21 (a) (8) To consider or interview applicants for employment or appointment by a preliminary screening committee if the Chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to consider and interview applicants who have passed a prior preliminary screening. The Committee will return to Open Session:

   On a motion by SS, 2nd by ED, the members voted to enter into Executive Session for the aforementioned purpose. The roll call vote was unanimous.

   Upon return from Executive Session, SS made a motion to forward Rose Skriloff's name to the full School Committee for appointment as a staff representative to the Advisory Committee, 2nd by ED. The roll call vote was unanimous.

10. Adjournment:
    On a motion by SS, 2nd by ED, the meeting adjourned at 10:40 a.m. The roll call vote was unanimous.

Approved: