

GREENFIELD PUBLIC SCHOOLS
SCHOOL COMMITTEE SPECIAL MEETING
DRAFT MINUTES: Monday, September 9, 2019
GPS Central Office, 195 Federal Street, Greenfield MA

Present: Katie Caron (KC); Susan Eckstrom (SE); Jordana Harper, Superintendent (JH); Susan Hollins (SH); Glenn Johnson (GJ); William Martin (WM); Adrienne Nunez (AN);

Absent: Cameron Ward (CW)

Also present: Stephen Nembirkow, Business Manager; Andrew Varnon, parent; Ed Voudren, Transportation Coordinator

I. Call to Order

With a quorum present (KC, SE, SH, GJ, WM, AN), Chair Nunez opened the meeting at 5:00 p.m.

II. Public Comment

Andrew Varnon spoke of concerns re: middle school: need for full-time science teacher; second office staff person in GMS office; spoke against rule allowing only one student at a time in bathrooms.

III. New Business

A. FY20 Budget Update

Steve Nembirkow provided overview of budget documents.

FY 20 budget discussion:

- FY20 budget reflects Council's reduced budget of \$19.301million. Will include using an additional \$400K in revolving funds to balance. School Cte. needs to vote approval of reduced FY20 budget.
- FY20 budget is currently soft; there will be changes.
- Many staffing changes (estimates 4 dozen); some new hires' salaries lower, resulting in savings, approx. \$90K.
- Approx. \$100K in "strategic reductions"
- Some positions still vacant but will be filled, are included in budget.
- Green River staff (alternative program) not in budget.

SH moved to establish a group to look at salary and benefits of administrative personnel. SE 2nd. Motion failed 1-5.

SH moved to review statutory responsibility of the School Cte re: salary and compensation of administrative personnel and review our policy to make sure we have equitable salary and compensation benefits across the district. WM 2nd. FY20 administrators' contracts being negotiated now. GJ called the question. SE 2nd. Motion to end debate passed 5-0-1. Motion passed 5-0-1.

- Concern that pay for Resource Officer affects Chief's recruiting to fill position.
- Past practice uses City's contract stabilization fund in negotiating contracts; fund is empty.
- Increase cost to city for insurance/retirement for school staff?
- GMS science teacher hired; however, GMS math teacher now on leave, so new science teacher (STEM certified) is also leading math classes.
- Human Resources staff for GPS:
 - Desire to consolidate from being handled by several staff into one full-time position, payroll and personnel assistant, \$30-40K.

- Desire for City HR office to provide benefits administration for school department. Superintendent will pursue with City HR.
- MUNIS upgrades and on-line info would enable employee self-service for benefits administration.
- Automated payroll services not an easy fit; City tried but no significant \$ savings.
- Sick bank requires HR admin support.
- Consensus for Supt. to bring to School Cte. a proposal on how to deal with HR needs.
- Curriculum coordinator: Interviews this summer; several strong candidates. Want to hire soon, as soon as School Cte. endorses FY20 budget.

AN moved to support Superintendent's recommendation to hire a 10-month administrative assistant at GMS. SE 2nd. Motion passed unanimously.

Which revolving funds to use to make up \$400K shortfall?

Is physical education budget changing? Some increase in costs; no increase in user fees.

Do nurses have adequate supplies and facilities?

GPS likely to get \$250K this year from state for ADA compliance.

Budget discussion to continue at special meeting Monday, Sept. 16, 5-7 pm at Central Office.

Request for Superintendent and Business Manager to provide documents (digitally) to School Cte members by end of day on Friday, Sept. 13, with recognition that provision is not within usual 48-hour window:

- Revised budget document
- Revised revolving fund document to include estimates
- Projected end-of-year balances for FY20

B. Parking options for GMS

Ed Voudren reviewed loss of GMS/Central Office parking at neighboring church and temporary solutions.

Discussion:

- Temporary walkway is not adequately lighted, impossible to keep in clear in winter.
- Can fence be moved to provide 9'-12' walkway?
- Emergency egress from GMS building potentially inadequate.
- Church construction's loam pile next to helipad.
- Temporary parking in ball field will be a problem in wet weather.
- To provide emergency access, limiting buses to only one line delaying loading/unloading students.
- Need to include many departments in discussion, solution.

AN moved to direct the Superintendent to come back on Monday with a revised plan and, in the meantime, to do what has to be done to ensure our employees are as safe as possible. SH 2nd. Motion passed unanimously.

VII. Executive Session

AN announced intent to move into Executive Session in accordance with MGL c 30A, §21, (10) To discuss trade secrets or confidential, competitively sensitive or other proprietary information prepared.

AN moved to enter Executive Session. SH 2nd. Roll call vote: Yes -WM, SH, KC, AN, GJ. Entered Executive Session at 7:54 p.m.

WM moved to leave Executive Session. AN 2nd. Roll call vote: Yes –WM, SH, KC, AN, GJ. Returned to public session at 8:06 p.m.

IX. Adjournment

AN moved to adjourn. SE 2nd. Motion passed unanimously. Meeting adjourned at 8:06 p.m.

Respectfully submitted,
Susan Farber
Recording Secretary

Meeting Documents

1. Notice and Agenda September 9, 2019
2. FY20 Working Budget: Memo from Steve Nembirkow to School Committee, September 5, 2019
3. FY20 Statement: Memo from Steve Nembirkow to School Committee, September 5, 2019
4. OOD Transportation Summary: Memo from Ed Voudren and Steve Nembirkow to Jordana Harper, September 5, 2019
5. FY19 Budget: Memo from Steve Nembirkow to School Committee, September 5, 2019
6. Memo from Ann Whalen, DESE, December 5, 2019 (from WM)
7. DESE Chapter 70 New School Spending Compliance, FY18, May 2019 (from WM)
8. Map: Parking options for GMS