



**SUPERINTENDENTS' MEETING  
AUGUST 15, 2019**

1. Discussion began at 9:05 a.m. The following were present:

Superintendents: Mr. Stephen Lemanski, Agawam  
Mr. Gordon Smith, East Longmeadow  
Mr. Martin O'Shea, Longmeadow  
Ms. Jennifer Willard, Southwick-Tolland-Granville Regional  
Mr. Michael Richard, West Springfield

Collaborative: Mr. Andrew M. Churchill, Executive Director  
Ms. Anna Bishop, Director of Finance and Operations

The group discussed the various positions within their districts with regard to data collection and IT. Mr. Churchill noted that we will be developing a new position to enhance our current services and would like to see any similar job descriptions from member districts.

2. Mr. O'Shea would like clarification on when and to whom Municipal Medicaid parental authorizations should be sent.
3. Mr. Churchill reported that our Special Education Director has resigned and the program supervisors will be sharing co-director responsibilities on an interim basis. Mr. Churchill is exploring the possibility of hiring a retired SpEd Director on an interim basis to review existing as well as new programs.
4. Mr. Churchill questioned how superintendents use the DESE Checklist.
5. Mr. Churchill included correspondence from DESE regarding their decision to discontinue use of alternative structured learning day programs (ie. blizzard bags) due to concerns about equitable access for all students.

Mr. Churchill noted that there are some instances where TAP students should not be transported with other students to the program. Superintendents would like to review on a case-by-case basis due to the effect on transportation costs.

The group discussed mutual areas of interest including MIAA protocols and modular/portable classroom construction.

Discussion concluded at 9:49 a.m.

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