



**SUPERINTENDENTS' MEETING
OCTOBER 10, 2019**

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

Superintendents: Mr. Stephen Lemanski, Agawam
Mr. Gordon Smith, East Longmeadow
Mr. Albert Ganem, Jr., Hampden-Wilbraham Regional
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
Ms. Amy Drake, Interim Co-Director of Special Education
Mr. Don Jarvis, Director of Occupational Education

The group discussed their experience with diversity and equity clubs within their districts.

2. Mr. Churchill introduced Amy Drake who will now serve as one of the co-interim directors for LPVEC Special Education programs. Since the Director of Special Education, Sharon Goulet, has left the Collaborative, a team of our special education staff have reviewed current program offerings and have reorganized several areas in order to influence declining enrollments.

In addition, Mr. Jarvis reviewed changes in the CTEC exploratory program with regard to 10th grade frameworks. He reported that the LPVEC has applied for another Capital Skills grant that shall be used to provide equipment for the Landscaping and Machine Technology Programs.

Mr. Churchill discussed working with districts to expose students in high school to career and technical education programs and then transition them to Chapter 74-approved programs at CTEC.

Ms. Drake and Mr. Jarvis left the meeting at 9:42 a.m.

3. Mr. Churchill noted that the Collaborative is developing a policy that requires staff to inform administration of their advancement on the salary scale due to educational milestones. This language is generally included in unit bargaining agreements for member districts. These advancements have an impact on the budget and needs to be addressed almost a year in advance when the budget is in the development process.

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4. Ms. Bishop noted she will meet with business managers to discuss the preliminary FY21 budget and what areas they may wish to focus on in this process. This draft will be presented to superintendents and business managers at a joint meeting in December. The group chose December 17th rather than the scheduled December 12 meeting. Mr. Churchill noted that during previous discussions, the group had requested a narrative or "story" accompany the budget to include enrollments and how they affect the process, the Capital Projects Plan, and Unreserved Fund Balance.

The group discussed areas of mutual concern including transportation services this year.

Mr. Churchill had previously informed the member district superintendents that he is taking advantage of an opportunity to take a position with DESE as part of the SSoS team. He thanked everyone for their support during the transition process over the next few months.

Discussions concluded at 10:06 a.m.