

**DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT**

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee, held Wednesday, June 13, 2018, at Shepherd Hill Regional High School, 68 Dudley Oxford Road, Dudley, MA 01571.

In attendance were members of the School Committee:

Mary N. Antocci, Vice Chair  
Pauline J. Aucoin, Chair  
Cathleen Carmignani  
Catherine M. Kabala  
Elaine M. Rabbitt  
Stephanie A. Reed  
Jamie L. Terry

Also in attendance were Gregg J. Desto, Superintendent of Schools, Richard J. Mathieu, Director of Finance and Operations; district administrators: Lorinda Allen, William Chaplin, Lori A. Pacheco, Dean Packard, Robin Parmley, Kathleen E. Pastore, Diane Seibold, Christopher E. Starczewski; media representatives Rich Earle, audio visual coordinator, Sandra Sullivan, recording secretary

**I. Call to Order**

The chair called the meeting to order at 7:03 p.m., and welcomed Cathleen Carmignani as the new member from Dudley.

**II. Pledge of Allegiance**

**III. Approval of Minutes**

A. *Minutes of Regular Meeting of Wednesday, May 23, 2018*

A motion by C. Kabala, seconded by M. Antocci to approve the minutes of the meeting of Wednesday, May 23, 2018, was approved. Mrs. Carmignani abstained.

B. *Minutes of Executive Session of Wednesday, May 23, 2018*

A motion by S. Reed, seconded by M. Antocci to approve the minutes of the executive session of Wednesday, May 23, 2018, was approved. Mrs. Carmignani abstained.

**IV. First Order of Business: Reorganization of the Dudley-Charlton Regional School Committee**

Chair

Mrs. Kabala nominated, Mrs. Rabbitt seconded Mrs. Aucoin as chair, and this was approved by unanimous vote.

Vice Chair

Mrs. Aucoin nominated, Mrs. Rabbitt seconded, Mrs. Antocci as Vice Chair, and this was approved by unanimous vote.

Secretary

Mrs. Kabala nominated the interim superintendent to serve as the committee secretary, and this was approved by unanimous vote.

Treasurer

Mrs. Kabala nominated Melinda Ernst Fournier as District Treasurer, and this was approved by unanimous vote.

Assistant Treasurer

Mrs. Antocci nominated the interim superintendent as the Assistant Treasurer, and this was approved by unanimous vote.

Borrowing Authorization

A motion by C. Kabala, seconded by E. Rabbitt to authorize the district treasurer to borrow from time to time, in anticipation of revenue of the financial year beginning July 1, 2018 and ending June 30, 2019, in accordance with the provisions of the Massachusetts General Laws, and to issue a note or notes, therefore, payable within one year, and to renew any notes or notes as may be given for a period of less than a year, was approved by unanimous vote.

SWCEC Representative

Mrs. Rabbitt nominated the interim superintendent to serve as the district's representative to the Southern Worcester County Educational Collaborative, and this was approved by unanimous vote.

Appointments to Subcommittees

Budget and Finance subcommittee –The chair appointed Mrs. Rabbitt, Mrs. Reed, and Mrs. Kabala.

Wage and Benefits Subcommittee – The chair appointed Mrs. Kabala and herself.

Negotiations with Dudley-Charlton Teachers Association – The chair appointed Mrs. Kabala, Mrs. Carmignani and Mrs. Terry.

Policy Review Subcommittee – The chair appointed Mrs. Antocci and Mrs. Rabbitt.

**V. Citizens' Forum**

No one spoke at this time.

**VI. School Spotlight – Heritage School**

Principal Kathleen E. Pastore and Teacher Melissa McCarthy introduced fourth grade students who demonstrated their wax museum projects. The students dressed as their chosen historical figure, and read a biography. Students depicted Lucille Ball, Nikola Tesla, Julia Child, Seabiscuit, Katherine Johnson, Marie Antoinette, Mahatma Gandhi, and Nadia Comenici.

**VII. Communications**

Mrs. Rabbitt spoke about the email sent to all committee members by Charlton resident Kristen Kustigian, regarding the proposal for a marijuana cultivation facility at the site of the former Charlton Orchards on Old Worcester Road. In her email, Mrs. Kustigian expressed concern regarding the facility's proximity to Charlton Middle School and Heritage School, and sought the committee's input on this issue. She further requested their attendance at an upcoming meeting.

Mrs. Rabbitt said the school committee has not taken a side in political issues, e.g. charter schools. Members are allowed to act in accordance with their own viewpoints.

Mrs. Antocci said from a personal standpoint, members may have a position on the issue, but not as a board.

Mrs. Aucoin said this is an individual decision, and as a board we should not take a stand.

Mrs. Terry said she has a personal and professional opinion. If this has impact on our children we have a right to have a voice. Mrs. Terry said it is important to gather facts, and to ask the town to give us answers on the possible impact to our students.

Mrs. Rabbitt said relative to education, we would look at traffic impact, promote awareness and educational materials we can place in our curriculum. Mrs. Rabbitt said this is a divisive topic. There were misleading comments that the district was contacted.

Mrs. Terry said it is not taking a stance to ask if there are any impacts to our students.

The committee agreed any questions should be referred to Mr. Desto or to the interim superintendent.

### **VIII. Superintendent's Report**

Mr. Desto read a letter that was sent to Connie Galli dated June 5, 2018 informing her of the school committee's vote to name the Shepherd Hill Regional High School Auditorium in her honor. Mrs. Galli was greeted with a round of applause, and said she was deeply appreciative of this honor.

Upcoming Events:

June 14 Flag Day Ceremony at Dudley Middle School, 11 a.m.

June 20 Grade 8 Promotional at Dudley Middle School, 6 p.m.

The executive director of the Massachusetts Association of School Committees, Glenn Koocher will forward the results of information obtained in a focus group at to members tomorrow. Mr. Desto summarized Mr. Koocher's findings as the need to cultivate leadership in the district, develop a flow chart, a plan of succession, and cross train employees. Also, there needs to be fewer direct reports to the superintendent.

### **IX. New Business**

#### **A. Consideration to Approve 2018-2019 School Improvement Plans (*Vote Required*)**

Principals highlighted the work of their school councils to create one and two-year improvement plans.

Mason Road School – Literacy night in October, Story Book Parade, Memorial Day program, \$5,000 for Jump for Heart. Items that correspond with focus on climate culture and civility: Kids of Character, Mighty Mustang Way- integrity. Safe and Supportive Team provided strategies for curriculum instruction and assessment. Focus on K2 from Boston. 2018-2019 media center creation, empathy initiatives, Mustang Buddy program, behavior team will be expanded to parents with the adjustment counselor. Critical thinking and problem solving embrace grade 1 curriculum and Boston K2.

Charlton Elementary School – Technology goal fundraiser; Alternative seating, sensory bins. Safety goal instituted High Five Fridays with police and firefighters. Four goals technology literacy, community involvement increase. Everyone matters and make it a part of everything we do in the school. Social-emotional focus.

Dudley Elementary School – community engagement, expanded partnership with Nichols College. Family Game Night. Under curriculum, use STAR Assessment, PD on the learning targets. Looking at using the Strat Plan, academic competencies, technological literacy, use classroom technology. Personal competencies, work on behavior expectations. Global awareness, classrooms adopt another locally or globally. Cultural event to identify the countries our students come from.

Heritage School – Communications, community engagement, first ever Heritage School Specialist Night. Collaborated with Charlton Fire Department and PTO. Creating spaces in the classrooms with what they learned in Safe and Supportive Schools. Expansion of Google Classroom. Connected School Improvement Plan with Strategic Plan, addition of the Technology integration specialist will allow us to use our existing hardware to hone skills. *Because I Said I Would*.

Dudley Middle School –Special happenings, seeing them from the inside, Dudley Middle School has strong traditions. Continue to promote civility. Curriculum mapping, Shepherd Hill ELA with Charlton Middle School grades 7-12 writing program. Ensure a solid foundation for struggling learners. Address social-emotional needs. With the new Strategic

Plan, school will connect to it. Strong team meetings with Charlton Middle School. Big Ideas through Google Hangout. Expand Google Classroom app. Critical thinking and problem solving, Math Ambassador with DESE and WPI.

Empathy – expand student organizations around the areas of service.

Charlton Middle School – Grade 7 students screened to identify and reduce use of alcohol and drugs. Suicide prevention – depression. Peer to peer academic mentoring program. NJHS does service at Heritage School, added two STEM classes 5-8. Expanded foreign language opportunities. Community service projects, police greeting, food drive and clothing, toys, \$9,000 raised local and globally. Eight goals, community involvement, mental health, technology, communication. Live twitter questions. Diversity,

Shepherd Hill Regional High School: last year the council wrote two-year goals. Transforming the quad area, expand world language students to Charlton Middle School and Dudley Middle School. Bridge to outpatient mental health providers. Expand and create face to face connections with DCYF. Expand the pathway. Associate membership Blackstone Valley education foundation. Union houses for students who work. Surface level reflection, unified sports team in the fall with basketball expand advisories. Game changers with New England Patriots.

A motion by C. Kabala, seconded by S. Reed to approve all of the School Improvement Plans as presented this evening, was approved by unanimous vote.

The committee thanked the principals for the comprehensive plans.

B. Consideration to Approve 2018-2019 Student Handbooks (*Vote Required*)

Middle School Principals Christopher E. Starczewski, and Dean W. Packard, outlined three changes in the 2018-2019 handbook: foreign language grades will now be numerical, the prohibition on gum chewing has been lifted as it has been found to relieve student anxiety. The principals further explained the guidelines for parents for keeping their sick children home from school.

A motion by C. Kabala, seconded by M. Antocci to accept the changes to the 2018-2019 Middle School Handbooks as presented this evening, was approved by unanimous vote.

Shepherd Hill Principal William F. Chaplin outlined the proposed changes to the Shepherd Hill Handbook, which he said included tweaking of words, and efforts to reduce classroom disruptions.

Mr. Chaplin said language will discourage parents from dropping off food and coffees for their children during the day. Similarly, there are clarifications for students who call their parents to be released from school, rather than go through the nurse. The former method will result in an unexcused absence. Another change encourages students to be in good financial standing before gaining parking privileges at the school.

Students are required to successfully earn credit in three physical education classes. Mr. Chaplin would like to offer some type of reward in the form of senior privileges for those in good financial standing.

A motion by S. Reed, seconded by M. Antocci to accept the revisions to the 2018-2019 Shepherd Hill Handbook, as amended, was approved by unanimous vote.

C. Budget and Finance Subcommittee Report (*Vote may be required*)

Mr. Mathieu spoke about the possibility of obtaining a new accounting program, via software that will be implemented over the next two to three years.

There is a need to begin assembling a list of capital projects and talking to the towns earlier to establish budget needs.

D. Director of Finance and Operations Report *(Vote Required)*

To Heritage School from parent to pay overdue lunch	\$50
District art show donations from activities	\$576
To Shepherd Hill, from Nichols College, desks and chairs.	

A motion by E. Rabbitt, seconded by S. Reed to accept the donations as presented, was approved by unanimous vote.

Mr. Mathieu requested to dispose of the old library furniture that is being replaced slowly by the new tables and desks being used this evening. He asked the committee to declare the furniture items as surplus.

A Motion by E. Rabbitt, seconded by J. Terry to declare the furniture items as surplus and allow the finance director to dispose of it, was approved by unanimous vote.

Mrs. Aucoin asked that the furniture not be discarded, but to find a source of continued use, was approved by unanimous vote.

Mr. Mathieu said the Special Education transportation contract is ready for the committee's signatures

- FY 19 budget update:

Mr. Mathieu asked the committee to accept the French River purchasing cooperative Copy Paper Bids, stating WB Mason is the low bidder at \$23 per carton for one location.

A motion by M. Antocci, seconded by E. Rabbitt to accept the French River Purchasing Coop for copy paper, one location at the bid unit price of \$23.82, was approved by unanimous vote

Mr. Mathieu presented the French River Purchasing Coop FY 2019 Bid for Copy Paper multiple locations, and asked the committee to award it to WB Mason at the bid unit price of \$24.58.

A motion by M. Antocci, seconded by S. Reed to award the French River Purchasing Coop FY 2019 Bid for Copy Paper multiple locations, and asked the committee to award it to WB Mason at the bid unit price of \$24.58, was approved by unanimous vote.

Mr. Mathieu said there is one more donation to consider:

To Shepherd Hill from Michael Byrnes, \$900 to replace the outdoor basketball rims for the summer season.

A motion by C. Kabala, seconded by S. Reed to accept the donation of \$900 by Michael Byrnes to replace the outdoor basketball rims for the summer season, was approved by unanimous vote.

Mr. Mathieu said Dudley Middle School has been enrolled in a voluntary electricity reduction program.

E. Cafeteria Deficits – Discussion

Mrs. Antocci requested this item as a follow up to the revisions to district policy JQ, Food Service Accounts, several months ago. The discussion centered on what to do when students don't pay. Mrs. Antocci said considerable amount of deficit has been accrued over the last four years, and suggested the possibility of implementing a collection agency for those accounts. At a minimum, Mrs. Antocci said the about \$34,000 has not been recovered. The district has recovered some but not all.

Mrs. Antocci provided a news account of a school in Rhode Island that is looking at a similar effort.

Mrs. Aucoin said her feelings about kids and food are well known. She said all children should eat free, but agreed the district should try to collect the money. In the long run, it is an investment in our children, and to take it out of the general fund at the end of the year to refund the revolving account.

Mrs. Antocci said she is not suggesting those students in arrears will not be given a meal.

The committee agreed to discuss this item further in the Budget and Finance Subcommittee, and to return it to the full committee in July. Mrs. Rabbitt requested a breakdown of the amounts that each family owns and would like a description of the process presently used to recoup debts.

F. Acceptance of Future Foreign Exchange Students – Discussion

Mrs. Antocci also requested this item as a means of helping the district's always tight budget. She asked why we are not charging tuition for foreign exchange students to attend our schools. While there is a benefit of these student attending our schools, Mrs. Antocci said it is prudent to charge them the per pupil expenditure amount per Chapter 70.

Mrs. Kabala asked whether foreign exchange students are enrolled as full tuition students.

The committee agreed to study possible sources for this item.

G. Consideration to Approve Additional Staffing (*Vote Required*)

Interim Director of Special Needs and incoming Director of Special Education presented a request for additional staffing to meet student needs as required by Instructional Educational Plans (IEPs).

- Current .8 FTE to 1.0 FTE (0.2 increase)-Mason Road School- This position will expand a current .8 instructional assistant position to 1.0 FTE to provide safety and support for students in our Pre-K substantially separate program moving from a 4 day/week schedule to a 5 day/week schedule in Kindergarten in Fall 2018.
- Additional 1.0 FTE- Heritage School - This position is for a student transferred into our District with an IEP including a 1:1 assistant already included. Begins in Dudley-Charlton on 7/1/18 as part of our summer program.
- Additional 1.0 FTE- Shepherd Hill High School- This position is for an IEP change that went into effect on 5/8/18, adding a 1:1 due to a change in student needs and increased safety concerns.

***Speech/Language Pathologists***

The following additions to speech and language pathologist (SLP) positions are requested in order to meet student needs as required by increasing caseloads.

- Current .8 PTE to 1.0 FTE (0.2 increase)
- Current .6 PTE to 1.0 FTE (0.4 increase)

In their memo dated June 5, 2018, Mr. Ferranti and Mrs. Allen explained that in 2011 the 1.0 FTE SLP at SHRHS was lost due to reduced number of students needing services. Since then, the number of students requiring speech services across the district has increased exponentially, further requiring the addition of substantially separate programs. These were absorbed at CMS without any additional SLP support and at Shepherd Hill, students requiring speech, language and social skill services were previously supported by contracted services through SWCEC. In addition, we currently pay one of our current SLPs on a per diem testing to do testing at Shepherd Hill.

Mr. Desto recommended approval.

A motion by S. Reed, seconded by C. Kabala to approve the additional staffing for the 2018-2019 school year as presented, was approved by unanimous vote.

H. Consideration to Appoint Interim Superintendent of Schools *(Vote Required)*

The floor was opened to discussion concerning the three candidates interviewed for the position of Interim Superintendent on Monday, June 11. The full committee interviewed Dr. Kristine E. Nash, Mr. Allen Himmelberger, and Dr. Edward Malvey.

Mrs. Antocci said she was impressed by Dr. Nash. She had the unique mix of qualities we were looking for: she is an instructional leader, with experience in the middle and high school classrooms, and is a leader in project based learning. Mrs. Antocci said Dr. Nash prioritized engagement with students and schools, by scheduling events in her calendar for the entire year.

Mrs. Kabala agreed with Dr. Nash's qualifications, but said a major concern is that she would need a critical shortage waiver to work for the district. Mrs. Kabala said she could not justify the need for the critical shortage waiver and will not vote for her.

Mrs. Rabbitt agreed that Dr. Nash was by far the candidate who stood out in both interviews. Mrs. Rabbitt said the search committee completed in 49 days what usually is a multi-month process. Mrs. Rabbitt said she has discussed the critical shortage waiver process with the MASS and the MASC, who have said waivers are not just given out, but they are considered.

Mrs. Rabbitt said the district is sitting at a critical point in our staffing, with three of the five central office positions turning over. We have just gained an override, and have renewed our strategic plan. Waiver or not, the district needs to consider Dr. Nash based on her skillset.

Mrs. Antocci said this is the most important position in the district and if we see a candidate that fulfills our needs, we need to fight for it.

A motion by M. Antocci, seconded by S. Reed to appoint Dr. Kristine E. Nash as the Interim Superintendent of Schools for the Dudley-Charlton Regional School District, was approved by a vote of 4-0. Voting in favor were Mrs. Antocci, Mrs. Aucoin, Mrs. Rabbitt, and Mrs. Reed. Abstaining were Mrs. Carmignani, Mrs. Kabala, and Mrs. Terry, who agreed their abstention was because they could not justify a critical shortage waiver, which allows for a full pension and full salary.

The School Committee agreed to assemble an application for the critical shortage waiver. Mrs. Rabbitt said the Massachusetts Association of School Committees and the Massachusetts Association of School Superintendents will advocate on our behalf with the Department of Elementary and Secondary Education.

There was discussion concerning reopening the search should the critical shortage waiver not be approved. Mrs. Carmignani asked how Dr. Nash can be the only viable candidate when the search committee put forth three finalists.

Mr. Pietrzak was invited to the table to state that the search committee agreed to bring three viable candidates forward.

I. Consideration of Request for One Year Leave of Absence *(Vote Required)*

Shepherd Hill English Teacher Barbara Marderosian has recently been appointed as the Interim Director of Curriculum, Instruction and Assessment for the 2018-2019 school year. Mrs. Marderosian has requested a one-year leave of absence from her position to accept the district office role. Mr. Desto recommended approval.

A motion by C. Kabala, seconded by S. Reed to approve the request by Barbara Marderosian for a one year leave of absence consistent with the Agreement Between the Dudley-Charlton Regional School District, and the Dudley-Charlton Teachers Association, 2016-2019, Article XIV, item L, and this was approved by unanimous vote

Similarly, Kristyn Aganis, a Grade 7 ELA teacher at Charlton Middle School, has requested a one-year leave of absence to accept a transfer to the position held by Mrs. Marderosian. Mr. Desto recommended approval.

A motion by S. Reed, seconded by E. Rabbitt to approve the request for a one-year leave of absence by Kristyn Aganis, for the for the 2018-2019 school year, was approved by unanimous vote.

Mrs. Kabala asked if Ms. Aganis would need to take a cut in pay to accept the position at the high school as it is an extended employment substitute, and as such is not under the collective bargaining agreement, but district policy GCF.

**J. Facilities Use**

Mr. Desto has received a first time request to use district facilities. Tough Mudder Inc., is requesting to use the Charlton Middle School parking lot on Saturday, June 23, 2018, to accommodate overflow parking for those attending the event at the 508 International facility on Brookfield Road.

A motion by C. Kabala, seconded by S. Reed to approve the use of the Charlton Middle School parking lot on Saturday, June 23, 2018, was approved by unanimous vote.

**X. Next Meeting Dates**

School Committee Meetings:

- Wednesday, June 27, 2018, Charlton Middle School, 7 p.m.

Budget and Finance Subcommittee:

- TBA

**XI. Approval of Warrant**

The following warrants were signed by the warrant subcommittee and by the committee after the meeting.

**XII. Approval of Warrants**

Accounts Payable		Subcommittee Warrant		Payroll Warrant	
Warrant #	Amount	Warrant #	Amount	Warrant #	Amount
131	\$14,203.78	125	\$21.95	1206D	\$496,128.03
		126	\$783,140.92	1206P	\$1,464,795.52
		127	\$3,382,074.49		
		128	\$591,934.24		
		129	\$1,524.80		
		130	\$8,826.95		
<b>Total</b>	<b>\$14,203.78</b>	<b>Total</b>	<b>\$4,765,998.55</b>	<b>Total</b>	<b>\$1,960,923.55</b>

**XIII. Future Agenda Items** – Budget, Retiree Recognitions, schedule warrant training with Mindy

**XIV. Executive Session** – *"To conduct strategy sessions in preparation for negotiations with nonunion personnel or contract negotiations with nonunion personnel."*

The executive session was postponed

**XV. Adjourn**

A motion by S. Reed, seconded by C. Kabala, to adjourn the meeting was approved by unanimous vote at 10:51 p.m.



**Minutes of the School Committee  
Meeting of June 13, 2018**

*Items used for this meeting included:*

<i>Agenda for Wednesday, June 13, 2018</i>	<i>Superintendent's Report of Friday, June 8, 2018</i>	<i>Minutes of the Regular Session of Wednesday, May 23, 2018 Minutes of the Executive Session of Wednesday, May 23, 2018</i>
<i>Letter to C. Galli</i>	<i>Destination Report, Class of 2018</i>	<i>Finance Director Update 6/8/18</i>
<i>FY 2019 Budget Summary</i>	<i>Memo: Special Education Additional Staffing</i>	<i>Outdoor Track National Championship</i>
<i>Shepherd Hill Proposed Changes to 2018-2019 Handbook</i>	<i>Charlton Middle School/Dudley Middle School Proposed Changes to 2018-2019 Handbook</i>	<i>School Improvement Plans</i>

*Respectfully submitted by Sandra Sullivan, recording secretary.*