

**DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT**

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee, Wednesday, September 11, 2019 at Shepherd Hill Regional High School, 68 Dudley Oxford Road, Dudley, MA 01571, 7 p.m.

In attendance were members of the School Committee:

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

Also in attendance were Steven M. Lamarche, Superintendent of Schools, Richard J. Mathieu, Director of Finance and Operations; Karen A. Ares, Interim Assistant Superintendent for Teaching and Learning; district administrators Lorinda S. Allen, Jennifer A. Desto, William F. Chaplin, Dean W. Packard, Diane D. Seibold, Christopher E. Starczewski; Kevin Foley, Becky Bussiere; media representatives Rich Earle, audio visual coordinator, Sandra Sullivan, recording secretary.

**I. Call to Order**

The chair called the meeting to order at 7 p.m.

**II. Pledge of Allegiance**

Following the pledge, Mr. Lamarche observed a moment of silence in memory of those who lost their lives on 9-11-2001. Mr. Lamarche said students throughout the district received civic lessons about this day.

**III. Approval of Minutes**

A. *Minutes of Regular Meeting of Wednesday, August 21, 2019*

A motion by M. Antocci, second by C. Kabala to approve the minutes of the meeting of Wednesday, August 21, 2019, was unanimously approved.

**IV. Approval of Warrants**

The following warrants were distributed and signed by a majority of members without further comment or

Accounts Payable		Payroll		Subcommittee	
Warrant #	Amount	Warrant #	Amount	Warrant #	Amount
17	\$223,719.18	1322PAdj	0.00	16	\$736,845.97
18	\$623,500.14	1323D	\$262,170.21		
19	\$10,093.55	1323P	\$929,707.72		
20	\$107,183.44	1324D	\$455,315.87		
		1324P	\$1,268,698.95		
<b>Total</b>	<b>\$964,496.31</b>	<b>Total</b>	<b>\$2,915,892.75</b>	<b>Total</b>	<b>\$736,845.97</b>

questions:

**V. Citizens' Forum**

No one spoke at this time.

**VI. Communications**

Mrs. Terry said she appreciates the information that is being shared regarding the EEE outbreaks and spraying in the communities. Parents have expressed appreciation as for the communications as well.

**VII. Superintendent's Report**

1. Mr. Lamarche said the district continues to monitor the presence of EEE, and warned the residents about dawn or dusk conditions, standing water, and to be hyper vigilant to detect the presence of mosquitoes. Mr. Lamarche said we will continue to monitor the risk level as it can change fairly quickly. He will also inform residents about aerial spraying in Dudley and Charlton.

Mr. Lamarche expressed his appreciation for the work at the high school to adjust to indoor practices.

2. Mr. Lamarche reported on the successful opening of the 2019-2020 school year. He said principals reported minor scheduling glitches, and commendable staff as they assisted in working through students' anxieties.

3. The Massachusetts School Building Authority will conduct a senior study site visit Wednesday, September 18, 2019, at 10 a.m. in district office.

4. Mr. Lamarche said vaping has been labeled as an epidemic, with an impact to our district. Mr. Lamarche said it is a serious health hazard that is being addressed on the state and national level. Mr. Lamarche said he has had discussions with Charlton and Dudley boards of health. The

Mr. Lamarche asked Mr. Chaplin, Mr. Packard, and Mr. Starczewski to talk about what is being done in the high school and middle schools.

Shepherd Hill Principal Chaplin said the health curriculum includes information against vaping. Mr. Chaplin has met with Shrewsbury Family Resources, and said a vaping education program is being developed. Charlton Middle School Principal Dean Packard said his school has continued its relationship with the Worcester County Sheriff's office, which sponsors guest speakers and open forums on the topic. Dudley Middle School Principal Christopher Starczewski said Assistant Principal Michael Tucker and the Student Support Team have attended workshops related to vaping, drugs and addictive behaviors.

Mr. Lamarche said accountability, discipline, education, relationships are the keys to create a diversion program that goes beyond the health curriculum.

Mr. Lamarche said students and their families must be engaged in these efforts. Mr. Lamarche said vaping sensors installed in bathrooms have not proven effective in changing the practice.

**VIII. Student Representative Report – Ceilidgh O'Brien**

Miss O'Brien returns to serve for the second year as the student representative from the Principal's Advisory Committee.

Miss O'Brien reported on the First Honors Dinner to be held Thursday, September 19 in the Shepherd Hill Regional High School Cafeteria. Shepherd Hill's Homecoming Day will be celebrated Saturday, September 28 with unified basketball and football games, and concludes with a dance in the evening.

Global Awareness Program Director Mary Pierangeli is offering international travel to adults in 2020.

Shepherd Hill Junior Daniel Brooks placed first in the New England Junior PGA Championship held in Harvard, Mass. in June. Shepherd Hill's Unified Basketball Team has been designated as an official Special Olympics Massachusetts Unified Champion School for its commitment to inclusion.

**IX. New Business**

1. Records Access Officer (Vote Required)

Mr. Lamarche said under the Public Records Law, the school committee is required to designate an individual to serve as the Records Access Officer. The RAO has a duty to:

Coordinate the district's response to requests for access to public records, to assist individuals seeking public records, assistant the custodian of records in preserving public records, and prepare guidelines that enable requestors to make informed requests.

Mr. Lamarche recommended Sandra Sullivan be appointed.

A motion by K. Laferriere, second by M. Antocci to appoint Sandra Sullivan and the Records Access Officer for the District, was approved by unanimous vote.

2. 2019-2020 Professional Development Calendar

Mrs. Ares unveiled the Dudley-Charlton Regional School District Professional Development Plan for the 2019-2020 school year. Full day workshops will be held October 11, 2019, and March 20, 2020. On those days, the co-teaching cohort will answer the essential question, "What does a model co-taught classroom look like?" while elementary teachers, reading specialists and ELL teachers explore the Houghton-Mifflin piloted reading program.

Work will continue of the full days on project based learning and the Project Lead the Way Cohort. Sessions will also be held to develop hands-on activities, coordinate the Wellness Week activities, and create safe and supportive learning environments.

On the Early Release day of January 17, 2020, teachers will have a variety of offerings on the topic of Using Data to Drive Decisions.

Information about these opportunities are communicated to teachers via curriculum newsletters, Special Education and Pupil Personnel newsletters, book clubs and after school sessions. Mrs. Ares will form a professional development committee.

3. Live Feed School Committee Meetings

Mr. Lamarche offered a follow up to the news that YouTube is no longer a functioning tool for posting the committee meetings for the public. The district has learned that Google is not supporting YouTube as broadcaster for or storage of public Google accounts. The district must transition to another source. Mr. Lamarche met with Dan D'Arcangelo, Mrs. Ares and Richard Earle to discuss Vimeo, an ad-free video platform that provides free video viewing services as a competitor to YouTube. The cost is \$900 per year, and allows the meetings to be broadcast live.

The committee agree this is the way to go.

4. Director of Finance and Operations Report (Vote May be Required)

Mr. Mathieu asked the committee to accept the following donations:

To Shepherd Hill from the Dudley Little League –  
in-kind work to create infield edges on the lower baseball field \$2,450

A motion by K. Laferriere, second by C. Kabala to accept the donation from the Dudley Little League as presented, was approved by unanimous vote.

To Dudley Middle School from Rock Voices to support Dudley Middle School Music Department \$500

To Mason Road School from community members to provide kindergartners with a monthly book \$945

A motion by S. Reed, seconded by M. Antocci to accept the donations from Rock Voices and community members as presented, was approved by unanimous vote.

To the District from the Special Education Parents Advisory Council to pay for a speaker and materials for a multi-week seminar series –

\$275 with  
additional donations to come. A non-profit group will be set up to allow for independent financial operations from the district. Mr. Mathieu said the School Committee is empowered to accept for this purpose, and recommends this one time occurrence.

A motion by S. Reed, seconded by J. Terry to accept the donations from SEPAC was approved by unanimous vote.

Mr. Mathieu said previous estimates appear to be on track with the Excess and Deficiency balance to be certified in the \$1.2 million range. School Transportation revenue for FY 19 exceeded the budget by \$117,000, which will be used to offset transportation assessments for the FY 2021 budget.

Mr. Mathieu said Circuit Breaker actual usage was less than budget, leaving \$750,000 as a balance forward. School Choice revenues for FY 19 was just short of the budgeted \$900,000 expense, and Mr. Mathieu said the balance moving forward in this fund will be around \$425,000.

Mr. Mathieu said the strategy for the final closeout will be to maximize monies available in the School Choice account, which will allow for a potential appropriate funding mechanism for the general ledger software.

The Dudley Middle School cooling tower has been delivered, and Mr. Mathieu said it will be up and running by the end of this week.

5. Consideration of Request for Overnight Travel, Policy IJOA (*Vote May be Required*)

Shepherd Hill Choral Director Becky Bussiere has requested the committee's permission to participate in the Bay State Show Choir Festival at Oliver Ames High School in North Easton, Mass., November 8 and 9, 2019. The festival brings some of the finest clinicians in the show choir world together for a weekend of vocals and choreography. The festival runs from Friday, 1-9 p.m., and Saturday from 9 a.m. to 10:30 p.m. Members of Fantasy, Illusion and T-Tones will leave school at 11 a.m. on Friday for one overnight stay at a cost per student of \$100.

Mr. Lamarche recommended approval, noting that district policy IJOA requires a six-month lead for such requests. He asks that this requirement be waived.

A motion by C. Kabala, seconded by J. Terry to waive the six month notification requirement under district policy IJOA was approved by unanimous vote.

Mrs. Bussiere said she was not initially planning to attend the festival in 2019, but it has since been revealed that Shepherd Hill’s participation will be a great show of support for Oliver Ames’ music program, which has been affected by budget cuts.

A motion by C. Kabala, seconded by J. Terry to approve the request by the Shepherd Hill Show Choirs to attend the Bay State Show Choir Festival, November 8-9, 2019, with one overnight, consistent with policy IJOA, was approved by unanimous vote.

**X. Next Meeting Dates**

School Committee Meetings:

- Wednesday, September 25, 2019, Charlton Middle School, 7 PM

Budget and Finance Subcommittee:

- Tuesday, September 17, 2019, Shepherd Hill Regional High School, 8:30 AM.

MSBA Senior Study Site Visit

- Wednesday, September 18, 2019, Shepherd Hill Regional High School 10 a.m.

Policy Review Subcommittee:

- Monday, October 7, 2019, Shepherd Hill Regional High School, 9:00 AM

Curriculum Subcommittee for Teaching and Learning:

- October 17, 2019, Shepherd Hill Regional High School, 10:00 AM

Capital Outlay Subcommittee – TBD

Safety Subcommittee – TBD

**XI. Future Agenda Items** – 2019-2020 Hiring Chart, Superintendent's Entry Plan, MSBA Senior Study follow-up; final school choice numbers, MCAS results in October, new director, Webster-Dudley Boys and Girls Club.

**XII. Adjourn**

A motion by S. Reed, seconded by M. Antocci to adjourn the meeting was approved by unanimous vote at 7:54 p.m.

*Items used for this meeting include*

<i>Agenda for Wednesday, September 11, 2019</i>	<i>Minutes of the School Committee Meeting of Wednesday, August 21, 2019</i>	<i>Superintendent’s Report of Friday, September 6, 2019</i>
<i>Finance Director’s Report</i>	<i>Dudley-Charlton Regional School District Professional Development pan</i>	<i>Shepherd Hill Unified Basketball Team communication</i>
<i>Donation memo</i>		

*Respectfully submitted by Sandra Sullivan, recording secretary*