

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee, held Wednesday, September 13, 2017 at Shepherd Hill Regional High School, 68 Dudley-Oxford Road, Dudley, at 7 p.m.

In attendance were members of the School Committee:

Mary N. Antocci
Pauline J. Aucoin, Chair
Catherine M. Kabala
Elaine M. Rabbitt
Stephanie A. Reed arrived at 7:10 p.m.

Raymond J. Chalk, Vice Chair, and Member Joseph M. Pietrzak were not in attendance.

Also in attendance were Gregg J. Desto, Superintendent of Schools, Richard J. Mathieu, Director of Finance and Operations; district administrators: Lorinda C. Allen, Karen A. Ares, William F. Chaplin, Jeffrey L. Ferranti, Dean W. Packard, Robin L. Parmley, Diane D. Seibold, Christopher Starczewski, district teachers Shaune Ducharme, Jack Dembkowski; Shepherd Hill senior Jacob Frappier; media representatives Deb LaPlaca, Telegram, Rich Earle, audio-visual coordinator, Sandra Sullivan, recording secretary.

I. Call to Order

The chair called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

III. Approval of Minutes

Minutes of Regular Meeting of Wednesday, August 16, 2017

A motion by C. Kabala, seconded by E. Rabbitt to approve the minutes of the meeting of Wednesday, August 16, 2017, was approved by a vote of 3-0. Mrs. Antocci abstained.

Minutes of Executive Session of Wednesday, August 16, 2017

A motion by C. Kabala, seconded by E. Rabbitt, to approve the minutes of the executive session of Wednesday, August 16, 2017, was tabled until discussion during executive session.

IV. Approval of Warrant

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

Warrant #	Amount
21	\$1,654.51

22	\$298,760.42
1153D	\$445,353.59
1153P	\$1,170,871.30
Total	\$1,913,639.82

V. Citizens’ Forum

David Smolsky addressed the members to thank them for their assistance in curbing speeding on Center Depot Road, Charlton. He said he has noticed an increased police presence before and after school, and knows that it is the committee’s support that made that happen.

Mr. Smolsky attended the Charlton Board of Selectmen’s meeting and learned that speeding traffic is a concern and they are looking to form a citizens’ patrol.

VI. Student Spotlight – Shepherd Hill

Mr. Dembkowski and Mr. Ducharme highlighted the work of their engineering students who have designed and will build baseball dugouts at Shepherd Hill.

Student Jacob Frappier designed the structures, obtained cost estimates and produced the scale models. Mr. Ducharme explained the structures will be modular, built inside the classroom and moved to the site in the spring.

Mr. Dembkowski talked about another project. The Virtual Tour was designed for the incoming freshman class as a method of increasing the Shepherd Hill experience. The tour answers many questions for freshmen as they prepare to enter the building for the first time in August.

Mrs. Rabbitt said this project should be expanded to use with the district’s building projects or to inform the community about the district’s buildings. She suggested a senior project would be to create a virtual tour of each of the buildings.

VII. Communications

1. Mr. Desto shared a letter from the parent of a school choice student thanking him and the committee for allowing their son to be a part of the district. The student graduated in 2017 having completed 16 AP credits, and earned an academic scholarship to Rensselaer Polytechnic Institute. The parents said these opportunities would not have been available in his hometown school.

2. The Massachusetts Envirothon organizers thanked Shepherd Hill’s team, which placed 4th to become one of 12 teams across the state to earn sufficient points and be recognized for community research and action awards. The team is coached by Shepherd Hill teachers Justin Savaugau and Ray Sullivan.

3. Mrs. Rabbitt said there has been much discussion on social media concerning middle school recess. Dudley Middle School presently offers recess and Charlton Middle School does not. Mr. Desto said Dudley Middle School recess is a pilot program that allows students five minutes outside of the school cafeteria following lunch. At Dudley Middle School the recess area is near

the cafeteria. A similar program at Charlton Middle School is not feasible due to the recess area location and time constraints. Mr. Desto explained there are time on learning requirements. As secondary schools, 990 annual hours are required. As scheduled, there are 1,015 hours without delays or recess. The additional five minutes after lunch at Dudley Middle School, equals 1,000 hours. He said five weather-induced two-hour delays can threaten the district's compliance.

Mr. Desto said we are a regional district and the goal is to provide the same experiences and opportunities in each town; however, there will be those subtle differences.

Mrs. Kabala suggested the district question the Department of Elementary and Secondary Education about designating the middle schools as secondary schools.

4. Mrs. Rabbitt provided information to members about the professional development opportunity offered by the Massachusetts Association of Regional Schools. The three, half-day sessions review all aspects of regional schools operations.

VIII. Superintendent's Report

1. Mr. Desto thanked students and staff for a great start to the school year. Mr. Desto said this has been the most positive start in his four years, as he has seen a concerted effort to be positive and available to students. The Twitter feed, #Dcgreatstart provides a video scrapbook of first day pictures taken throughout the district.

2. The district's YouTube Channel is up and running, accessible through a link is on the website. Mr. Desto said the last three school committee meetings have been loaded, and there will be additional events posted as well. Mr. Desto said this is a great tool for getting the message out to the community.

3. The Shepherd Hill First Honors Scholars dinner will be held Thursday, September 21 at 6:30.

4. The Dudley-Charlton PTOs are bringing the Harlem Wizards to Dudley for a basketball game against the Dudley-Charlton Magic, Sunday, September 24 at 7 p.m. Tickets are \$12 in advance.

IX. New Business

A. District Strategic Plan Update

Mr. Desto and Mrs. Allen offered a look at the current plan, which expires in December. Of the plan's 52 objectives, 11 are left unaccomplished, including the Charlton resource officer, addiction crisis task force, volunteer activities of students, vertical alignment, expanding the role of ELL liaisons to meet new mandates, class size reduction in grades 1-3.

District administrators devoted their summer retreat to renewing the plan for five years, and will focus on developing a profile of the Shepherd Hill graduate in the areas of academics, personal and interpersonal responsibility.

B. Director of Finance and Operations Update (*Vote Required*)

1. Donations

Mr. Mathieu presented a list of proposed donations and asked for the committee's approval.

Planet Aid to Charlton Elementary School \$84.45

Anonymous donation to Shepherd Hill for
Spring 2018 Global Awareness Program trip \$TBD

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

2. The Shepherd Hill generator has failed, and repairs are not possible. The estimated cost of a replacement is \$42,000, not including installation. Mr. Mathieu is working out the specifications, and will have the bid out in seven days of today. Mr. Mathieu said the district may need to rent a temporary trailer mounted unit at a cost of \$8,000 per month for two months. Mr. Mathieu requested the committee approve this expenditure, which will be funded by school choice funds.

A motion by C. Kabala, seconded by M. Antocci to authorize the procurement of a replacement generator at a cost of \$42,000 plus installation, to be funded through school choice funds, was approved by unanimous vote.

Mrs. Kabala asked if this purchase fits the criteria for Senator Ryan Fattman's capital expenditure program. Mr. Desto has sent a letter requesting consideration for funds to buy a district bus. He agreed to send the senator a second letter of request.

Mr. Mathieu said FY 17 closes with \$400,000 in school choice funds.

3. Mr. Mathieu reported that barring any abnormal expenses, the Health Insurance Trust Fund will be back in the black after two years of deficits. Mr. Desto thanked the committee, the Insurance Advisory Committee and the Dudley-Charlton Teachers' Association for their outstanding work to get us to this point.

4. As FY 2017 is closed out, Mr. Mathieu presented a cost center report showing the offset funding sources for preschool, School Choice and Circuit Breaker to ensure an appropriate balance for the Excess and Deficiency fund. This has resulted in the need for two cost center transfers:

- \$2,276.99 from Heritage School Other Expenses to Heritage School Salaries
- \$8,029.68 from Shepherd Hill Other Expenses to Shepherd Hill Salaries

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

5. Mr. Mathieu presented notification consistent with the Asbestos Hazard Emergency Response Act (AHERA), which requires schools to be inspected to identify any building

materials containing asbestos. Two district buildings – Charlton Elementary School and SM, have management plans which are on file in the district office and town libraries.

C. Review of District Policies – *Discussion*

Mrs. Rabbitt requested this item as the policies were last reviewed and updated in 2012. Mrs. Aucoin appointed Mrs. Rabbitt and Mrs. Kabala as the subcommittee. Mr. Desto will devise a schedule by which the subcommittee will go through one or two sections over the next several months.

D. FY 2019 Budget – *Discussion*

Mr. Desto has set September 19 as the date of the First Joint Financial Planning Meeting of FY 2019 at Shepherd Hill. Mr. Desto and Mr. Mathieu conducted a conference call with Mark Abrahams, who is finishing his analysis of the towns' and district funding. The joint meeting will focus on Mark Abrahams' report. Mr. Desto explained that the town of Charlton commissioned Mr. Abraham's report at a cost of \$5,000. The data is of great value to the district, and as such, Charlton Town Administrator Robin Craver has asked the district to pay a portion of the study. Mr. Desto recommended the action.

A motion by C. Kabala, seconded by M. Antocci to pay \$1,500 as the district's portion of the Mark Abrahams study, to be paid with School Committee Expense account funds, was approved by unanimous vote.

Mrs. Rabbitt requested Stephen Hemman, associate director of the Massachusetts Association of Regional Schools, be invited to the Joint Financial Planning meeting.

E. Consideration of Requests for Home Instruction, Policy IHBG (*Vote Required*)

Mr. Desto presented four requests to renew home instruction plans for the 2017-2018 school year. Mr. Desto recommended approval as the requests are consistent with Policy IHBG.

A motion by S. Reed, seconded by M. Antocci to approve the requests as presented, was approved by unanimous vote.

F. Consideration of Requests for Non-Resident Enrollment, Policy JF, (*Vote Required*)

Mr. Desto presented three requests for non-resident enrollment, recommending approval as they are consistent with policy JF.

A motion by M. Antocci, seconded by C. Kabala, MA/CK to approve the three requests as submitted, was approved by unanimous vote.

G. Consideration of Request for Overnight Travel, Policy IJOA (*Vote Required*)

Mr. Desto submitted three requests from the Shepherd Hill Music Department for overnight travel:

Show Choir Director Becky Bussiere is requesting approval for Fantasy and Illusion to travel to the annual Show Choir Festival at Oliver Ames High School, North Easton Nov. 10-11, 2017. This annual competition provides students with an opportunity to perform in front of a diverse

audience. The approximate cost to students is \$105 per person. Mr. Desto said this experience pays dividends for our award-winning choirs, and recommended approval. There is no school on Friday, November 10.

A motion by C. Kabala, seconded by S. Reed to approve the travel by the Shepherd Hill Show Choirs to North Easton, MA November 10-11, 2017, was approved by unanimous vote.

Marching Band Director David Macuga is requesting to travel to East Rutherford, NJ to participate in the U.S. Bands National Championship, which is also November 10 and 11. The approximate cost to students is \$395 for hotel, festival fees, transportation, and a visit to the Metropolitan Museum of Art. The band emerged from this competition as champions two years ago. Mr. Desto recommended approval.

A motion by C. Kabala, seconded by S. Reed to approve the travel by the Shepherd Hill Marching Band to East Rutherford, NJ, November 10-11, 2017, was approved by unanimous vote.

Show Choir Director Becky Bussiere is requesting to travel to Fairfield, Ohio March 15-18, 2018 to compete in the Fairfield Crystal Classic Show Choir Festival. The cost to students is \$700 for transportation, accommodations, festival admissions, workshops, sightseeing, activities, breakfast and dinner. Students will travel by bus, and will miss two days of school on Thursday and Friday, March 15 and 16, 2018. Mr. Desto recommended approval.

A motion by C. Kabala, seconded by S. Reed to approve the travel by the Shepherd Hill Show Choir to Fairfield, Ohio March 15-18, 2018, was approved by unanimous vote.

The music department works with those students for whom finances present an issue. The chaperones will be authorized to receive free or reduced travel, meals and accommodations at a later date.

X. Next Meeting Dates

A. School Committee

- Wednesday, September 27, 2017, Charlton Middle School, 7 p.m.
- Wednesday, October 11, 2017, Shepherd Hill Regional High School, 7 p.m.

B. Budget and Finance Subcommittee

- Thursday, September 21, 2017, District Office, 9 a.m.

C. Wage and Benefits Subcommittee – Nurse Negotiations – TBA

D. Joint Financial Meeting

- Tuesday September 19, 2017, 6:00 p.m., Shepherd Hill Regional High School

E. Strategic Planning Meeting

- September 28, Shepherd Hill

- XI. Future Agenda Items** – FY 2018 Budget, Strategic Plan, School Calendar, SEPAC, Policy Review Subcommittee review timeline; voting for MASC Conference.
- XII. Executive Session** – “to discuss strategy with respect to litigation or collective bargaining if an open session may have a detrimental effect on the bargaining position of the public body.”

The chair entertained a motion to enter executive session to discuss strategy with respect to litigation or collective bargaining as an open session will have a detrimental effect on the bargaining position of the public body, and to reconvene for a vote if necessary and to adjourn, was approved by unanimous roll call vote at 8:23 p.m.

The committee returned to open session at 9:31 p.m.

Approval of Minutes

A motion by S. Reed, seconded by E. Rabbitt to approve the minutes of the executive session of Wednesday, August 16, 2017, was approved by unanimous vote.

XIII. Adjourn

A motion by E. Rabbitt, seconded by S. Reed to adjourn the meeting was approved by unanimous vote at 9:39 p.m.

Items used for this meeting include:

Agenda for Wednesday, September 13, 2017	Superintendent’s Report of September 8, 2017	Minutes of Regular meeting of Wednesday, August 16, 2017	Minutes of Executive Session on Wednesday, August 16, 2017
2017-2018 Hiring Analysis	2017-2022 Strategic Plan Letter	Finance Director’s Report September 8, 2017	Quarterly Report June 2017
2017-2018 School Committee Meeting Schedule			

Respectfully submitted by Sandra Sullivan, recording secretary