

**DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT**

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee, held Wednesday, October 26, 2016 at Charlton Middle School, 2 Oxford Rd., Charlton, MA. 7 p.m.

In attendance were members of the School Committee:

Mary N. Antocci  
Pauline J. Aucoin, Chair  
Raymond J. Chalk, Vice Chair  
Catherine M. Kabala  
Joseph M. Pietrzak  
Elaine M. Rabbitt, at 7:02 p.m.  
Stephanie A. Reed

Jack A. Cederberg, Student Representative

Also in attendance were Gregg J. Desto, Superintendent of Schools, Richard J. Mathieu, Director of Finance and Operations; district administrators: Lorinda Allen, Karen Ares, Terri A. Caffelle, William Chaplin, Jody A. O'Brien, Lori A. Pacheco, Dean W. Packard, John D. Paire, Robin L. Parmley, Kathleen E. Pastore; teachers Kevin Foley, Maureen Davis, Brooke Beverly, Diane Seibold; Stefan Sage, media representatives Deb LaPlaca, Telegram, Rich Earle, audio-visual coordinator, Sandra Sullivan, recording secretary.

**I. Call to Order**

The meeting was called to order at 7 p.m.

**II. Pledge of Allegiance**

**III. Approval of Minutes**

A. *Minutes of Regular Meeting of Wednesday, October 12, 2016*

A motion by J. Pietrzak, seconded by R. Chalk to approve the minutes of the meeting of Wednesday, October 12, 2016, was approved by unanimous vote.

**IV. Approval of Warrant**

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

<b>Warrant #</b>	<b>Amount</b>
23	\$1,160,490.71
1098D	\$437,101.63
1098P	\$1,158,257.73
<b>Total</b>	<b>\$2,755,850.07</b>

## **V. Citizens' Forum**

No one spoke at this time.

## **VI. Communications**

1. Mr. Desto read letters from elementary principals Kathleen E. Pastore and Terri A. Caffelle, thanking the committee for approving the Grade 3 tutor positions. These have been filled.
2. Mr. Desto read a letter from Dudley Police Chief Stephen Wojnar thanking the district for the First Responders' Night held during half time at a Shepherd Hill football game in September. Chief Wojnar said these events help foster a positive relationship between the department and the district's staff and students.

## **VII. Superintendent's Report**

1. Mr. Desto reported on the Regional Budget Roundtable tentatively scheduled for Nov. 17 at 6 p.m. at Shepherd Hill Regional High School.
2. Mr. Desto said he continues to field inquiries concerning Ballot Question 2. The fact sheet has been posted on the district's website, and the Webster Times and Charlton Villager will post the link.
3. The district-wide Professional Development Day will be held on Tuesday, November 8. Mr. Desto commended Mrs. Allen for coordinating a wide variety of offerings, and the teachers and staff members stepping up to present a workshop for their colleagues.
4. Mr. Desto will present the Award of Academic Excellence to two Shepherd Hill students at the committee's Dec. 14 meeting. The yearbook photographer will be present for the committee's picture as well.

## **VIII. Student Representative Report – Jack Cederberg**

Mr. Cederberg reported on Shepherd Hill Spirit Week, noting the senior class captured the prize each day for dressing in class colors, as twins, and a favorite decade. Students enjoyed the Third Annual Homecoming Dance.

Mr. Cederberg noted fall sports are coming to an end as the Marching Band's competition season heats up. The band captured the state championship last weekend. Upcoming events include the Student Council Blood Drive.

## **IX. New Business**

- A. Principals' Spring 2016 MCAS Presentations
  - a. Grades Pre-K-4: Mrs. Parmley, Mrs. Pacheco, Mrs. Caffelle, Mrs. Pastore

Principals highlighted the areas Celebrate, Concentrate and Innovate in presenting the results of the Spring 2016 MCAS tests.

At Dudley Elementary School, Mrs. Caffelle celebrated gains made by students with disabilities, while concentrating on the areas of concern among students with high needs and disabilities subgroups. Innovations include the implementation of Project Read in grade 1, writing guidelines for grades K-8. The school provides additional brain-breaks throughout the day in the form of extended recess and Go Noodle. Mrs. Caffelle said 9% of students are close to the advanced category.

Heritage School benefited from an additional sub-separate classroom. Heritage School hit its target in 2014-2015, but not in 2015-2016. The number of students taking alternate assessments doubled. There were increases in CPI points among students in the disability subgroup.

Innovations include expanding the repertoire of specialized instructional programs available to special education teachers through professional development opportunities in literacy and mat.

Students in the primary grades do not take MCAS; however, principals Lori Pacheco and Robin Parmley provide safe and supportive proactive measures. Staff is receiving training in all the reading programs, Lindamood-Bell, Wilson, and Project Read.

Mrs. Rabbitt thanked the principals for providing information about achievements by the students in subgroups. She said this allows the committee to see information needed to form the budget. Mrs. Rabbitt requested statistics on ELL students in the future, and whether there are targets for those students, as they are part of the high needs group.

b. Grades 5-8: Mr. Paire, Mr. Packard

Mr. Packard reported a banner year in ELA and science/technology middle school there are 20 test sessions for all grade levels.

Areas of concentration at Charlton Middle School are the overall CPI in all curriculum areas with all groups, STEM curriculum; next generation science standards. Mr. Packard said a typing skills course will be introduced this year.

Innovations at Charlton Middle School include a cross curricular, ad hoc curriculum meetings, action plans, and Google docs. Mr. Packard said he has instituted Learning Walks in the school and throughout the district whereby staff visits the classroom of a teacher in his/her discipline, and another of their choice.

Mr. Paire reported that Dudley Middle School experienced a slight drop back to 2014 levels among Needs Improvement students. Mr. Paire said students struggle with open response questions.

Innovations at Dudley Middle School include establishing recess for students in grades 5-8 instead of an advisory block.

c. Grades 9-12: Mr. Chaplin

Mr. Chaplin thanked the principals for their work noting that Shepherd Hill reaps the benefit of these building blocks.

Mr. Chaplin said a total of 15 students did not pass the MCAS. Retests will be offered next week and again in the spring.

Mr. Chaplin said the Drop-out Rate remained consistent, and he will conduct a survey of current and recent drop out students to determine whether they have earned a GED. Mr. Chaplin will determine whether the drops outs are district resident students, or School Choice students.

Mrs. Kabala said she had read about the possibility that the state may delay MCAS 2.0 for another year.

B. Consideration of Request for Additional Staffing - Teacher of the Deaf (*Vote Required*)

Mr. Desto explained that there are four students who are presently without this service as required by their IEPs; two students are in preschool, one is in grade 1 and one in grade 4. Despite the district's best efforts, a teacher cannot be found. Statewide, there is a shortage of teachers of the deaf. The district had budgeted \$62,000 for this service with the Southern Worcester County Educational Collaborative; however, that individual left the Collaborative for another position.

Creating this full time position will attract more applicants, and can possibly be shared with other districts who are in need of the service.

Mr. Desto recommended approval of this position as it is in the best interest of these students. He said the \$62,000 is a minimal impact on this year's budget, but may have more budgetary impact next year.

A motion by C. Kabala, seconded by R. Chalk to approve the position of Teacher of the Deaf, at a salary not to exceed \$62,000 per year, and beginning immediately, was approved by unanimous vote.

C. Finance Director Report (*Vote Required*)

1. Donations

Mr. Mathieu presented donations for the committee's approval:

To Dudley Elementary School, from E. J. Stochaj Insurance Agency	\$250.00
To Charlton Elementary School from Planet Aid, Inc.	<u>\$ 40.35</u>
<b>Total</b>	<b>\$290.35</b>

A motion by R. Chalk, seconded by J. Pietrzak to accept the donations as presented, was approved by unanimous vote.

2. Quarterly FY 17 update

Mr. Mathieu reviewed the quarterly report which shows a balance of \$12,563,382 in the General Fund. Mr. Mathieu said this sum will reduce as the district catches up on accounts payable.

3. Mr. Mathieu has received a quote from the Massachusetts Interlocal Insurance Association for third party coverage of the underground storage tank at Shepherd Hill.

4. Fuel Oil Bid

Bids were opened by the French River Education Collaborative for FY 18 heating oil. The lowest responsive and responsible bidder was Petroleum Traders, with a fixed price of \$1.839 per gallon.

A motion by M. Antocci, seconded by R. Chalk to approve the bid of Petroleum Traders for FY 18 heating oil, was approved by unanimous vote.

5. Plowing bid

Mr. Mathieu explained the bid is traditionally broken down into three areas: Group 1, Mason Road School/Dudley Elementary School; Group 2, Shepherd Hill and Dudley Middle School; 3. Charlton Middle School and Heritage School. Charlton Elementary School was included as an alternative in the bid package, at an additional cost of \$43,000 over three years.

The town's Highway Department has historically maintained the building, which is not owned by the district. Mr. Mathieu asked the committee to include the alternate bid for Charlton Elementary School as this will ensure that its parking lots are maintained with the same timeliness as the other schools to ensure that all schools can open as scheduled.

The low bidders were:

Group 1: C & C Plowing, \$52,440

Group 2: Chauvin Excavating, \$133,305

Group 3: Kevlar Construction, \$135,555

CES alt: Kevlar Construction, \$43,290

A motion by J. Pietrzak, seconded by S. Reed to approve the bids as presented, was approved by unanimous vote.

#### D. Budget and Finance Subcommittee Report

Mr. Pietrzak reported on the subcommittee's October 19 meeting, which included a recap of the regional roundtable held October 14 at the Collaborative. Area superintendents agreed they face similar issues, and agreed to form a task force to advocate in Boston against the Foundation Budget funding formula, as well as to study areas of possibly sharing resources. A Regional Budget Roundtable will be held Thursday, November 17 at Shepherd Hill, with superintendents, town administrators, finance boards, boards of selectmen, and regional legislators.

#### E. Consideration to Adopt District Policy FEB, Designer Selection Process, First Reading (*Vote Required*)

Mr. Desto presented this policy, which is taken nearly verbatim from Mass. General Laws. The policy advises on the legal pitfalls of selecting a project designer, an area in which the state wanted to ensure against favoritism.

Mr. Desto recommended approval of the policy.

A motion by M. Antocci, seconded by S. Reed to waive the reading of the policy, was approved by unanimous vote.

A motion by R. Chalk, seconded by M. Antocci, to approve the policy on first reading, was approved by unanimous vote.

#### F. Consideration to Accept Southern Worcester County Educational Collaborative Quarterly Report

The committee reviewed the SWCEC Quarterly Report, and commended its thoroughness. No vote is necessary.

#### G. Consideration of Resolutions, 2016 MASS/MASC Joint Conference (*Vote Required*)

The committee must decide its position on the resolutions that will be brought forth for a vote at the Joint Conference of the Massachusetts Association of School Superintendents and the Massachusetts Association of School Committees, Nov. 3-5. Mrs. Reed is the committee's voting delegate.

1. Foundation Budget: This resolution calls on the Legislature to enact the recommendations of the Foundation Review Commission, to establish equitable and adequate funding for school districts.

A motion by C. Kabala, seconded by R. Chalk to support Resolution 1, was approved by unanimous vote.

2. Tax reform: This resolution supports a ballot initiative to explore tax increases for more revenue through social and economic equity.

Mr. Chalk's motion to support Resolution 2 did not receive a second.

3. Charter school reform: The MASC is taking a strong stand against ballot Question 2, seeking to lift the cap on establishing charter schools, as this poses a threat to the ability of public schools to provide services.

A motion by C. Kabala, seconded by J. Pietrzak to support Resolution 3, was approved by unanimous vote.

4. Social and emotional well-being of students: This resolution directs the MASC to gather resources, identify strategies, and improve public awareness of the important of addressing students' social and emotional well-being.

A motion by C. Kabala, seconded by M. Antocci, to support Resolution 4, was approved by unanimous vote.

H. Home school Requests

Mr. Desto received three requests this week:

Mr. Desto has reviewed the curriculum and recommends approval.

A motion by R. Chalk, seconded by J. Pietrzak, to approve the three home school request as presented, was approved by unanimous vote.

## **X. Next Meeting Dates**

School Committee Meetings:

- Wednesday, November 9, 2016, Charlton Middle School, 7 p.m.
- Wednesday, December 14, 2016, Shepherd Hill Regional High School, 7 p.m.

Budget and Finance Subcommittee

- Wednesday, November 16, 2016, Shepherd Hill Regional High School, 5 p.m.

Wage and Benefits Subcommittee

- Tuesday, November 1, 2016, Shepherd Hill Regional High School, 9 a.m.

## **XI. Future Agenda Items – Policy FEB, update on Shepherd Hill Building committee, MASC/MASS joint conference recap, superintendent's goals, executive session.**

## **XII. Adjourn**

**Minutes of the School Committee  
Meeting of October 26, 2016**

A motion by R. Chalk, seconded by M. Antocci, to adjourn the meeting was approved by unanimous vote at 8:42 p.m.

*Items used for this meeting include:*

<i>Agenda for October 26, 2016</i>	<i>Superintendent's Report of Oct. 21, 2016</i>	<i>Minutes of School Committee Meeting Wednesday, October 12, 2016</i>	<i>MCAS templates: Heritage School, Dudley Elementary School, Charlton Middle School, Dudley Middle School, Shepherd Hill</i>
<i>2016-2017 School Council Membership</i>	<i>Expenditure Report, General Fund</i>	<i>Finance Director's Report</i>	<i>Nov. 8 Professional Development schedule</i>
<i>Policy FEB</i>	<i>MASC Resolutions</i>	<i>Request for Teacher of the Deaf</i>	<i>Strategic Plan update</i>
<i>SWCEC Quarterly Report</i>			

*Respectfully submitted by Sandra Sullivan, recording secretary*