

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee held Wednesday, September 9, 2015 at Shepherd Hill Regional High School, 68 Dudley-Oxford Road, Dudley, at 6 p.m.

In attendance were members of the School Committee:

Mary N. Antocci

Pauline J. Aucoin, Chair

Raymond J. Chalk, Vice Chair, was not in attendance.

Catherine M. Kabala

Joseph M. Pietrzak

Elaine M. Rabbitt was not in attendance.

Stephanie A. Reed was not in attendance.

Jack Bagan, 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, Doris Dono, Jody A. O'Brien, Mary A. Pierangeli; Richard Sullivan of Powers & Sullivan, independent auditors; media representatives: Deborah LaPlaca, Telegram, Rich Earle, Audio-Visual Coordinator, Sandra Sullivan, recording secretary.

I. Call to Order

The chair called the meeting to order at 6 p.m.

II. Pledge of Allegiance

III. Consideration to Hire Independent Auditors – Powers and Sullivan

The Budget and Finance Subcommittee was authorized by the Dudley-Charlton Regional School Committee to interview auditing firms and to bring forth a candidate for appointment. Those interviews were scheduled on Wednesday, August 19. The subcommittee has presented the firm of Powers & Sullivan CPA for the committee's consideration.

Richard Sullivan, of Powers & Sullivan offered some key points about his firm, stating their 25 years in operation includes experience with auditing regional school districts and is contracted with Tantasqua and Quabbin.

Mr. Desto and Mr. Mathieu recommended the committee appoint the firm of Powers & Sullivan and authorize the award of a standard three-year contract to audit fiscal years ending June 30, 2015-2017, at the annual audit fee of \$23,500, in addition to the DESE End of Year Report audit fee of \$4,000 and the Student Activity Fund DESE procedures at a fee of approximately \$2,500. The contract also includes option years for 2018 and 2019 at the annual audit fee of \$24,600. Fed grants, end of year reporting and student activities.

A motion by C. Kabala, seconded by J. Pietrzak to hire the firm of Powers and Sullivan to conduct audits of fiscal years ending June 30, 2015, 2016, and 2017, with a two year-option at the fees as stated above, was approved by unanimous vote.

IV. Approval of Minutes

A. *Minutes of Regular Meeting of Wednesday August 12, 2015*

A motion by J. Pietrzak, seconded by C. Kabala, to approve the minutes of the meeting of Wednesday, August 12, 2015, was approved by a vote of 3-0. Mrs. Antocci abstained.

V. Approval of Warrant

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

Warrant #		Amount
11		\$2,700
12		\$637,557.88
13		\$72,917.60
1012P		\$1,066,387.53
Total		\$1,779,563.01

VI. Citizens' Forum

No one spoke at this time.

VII. Communications

1. Mrs. Antocci offered an update on the End-the-Common-Core movement in Massachusetts. Mrs. Antocci reported that as of last week the group obtained approval from the attorney general to solicit signatures on a petition to get the question on the 2016 election ballot. She said 100,000 signatures are needed. <http://www.endcommoncorema.com>.
2. Mr. Pietrzak said that the school committee often honors current students; however, he spoke about an outstanding Shepherd Hill graduate, Ben Davis, who is now the basketball coach at Mount Ida College. In his conversation with Mr. Pietrzak, Mr. Davis had high marks for his education at Shepherd Hill Regional High School.
3. Mrs. Aucoin read a letter from Heritage School Principal Kathleen E. Pastore, expressing thanks for the committee's vote to restore a 2-day per week art teacher. Mrs. Pastore said the vote shows the committee's commitment to all students.

VIII. Superintendent's Report

1. Mr. Desto said the community continues to pray and lift up thoughts for the members of the Croteau and Apher families who were critically injured in a motor vehicle accident on Route 495 in Mansfield over the Labor Day weekend. Four of the children are students in the district.
2. Mr. Desto recognized the efforts of the staff over the summer, and thanked administrators, teachers, and secretaries who worked diligently to prepare for opening day.
3. Mr. Desto thanked Mrs. Allen for organizing the professional development summer opportunities for teaching staff. Mr. Desto said one third of the staff participated throughout the summer.
4. Mr. Desto said the Leaders' Lunch series will resume on Tuesday, September 29 at noon in the district conference room. Mrs. Antocci, Mrs. Aucoin, and Mrs. Kabala, will attend.

5. Mr. Desto said the first meeting of the School Calendar Study Group will meet Tuesday, September 22 at 10 a.m. Mrs. Antocci, Mrs. Reed and Kevin Foley have agreed to serve.
6. Mr. Desto reported on the results of AP courses and testing at Shepherd Hill Regional High School. The number of students participating increased, as did the number of students who passed with a score of 3 or better. Mr. Desto said the success is due to the families and students who sacrifice to make this happen.

Mr. Desto said 22 students were named as AP Scholars, two achieved the status of AP with honors for scoring 3.25 on all exams; 10 students achieved AP with Distinction, and Darien Gaudet was named as a National AP Scholar for scoring a 4 on all AP exams in his high school career. Mr. Gaudet entered WPI this year as a sophomore because of the AP credits he earned.

7. The official opening of the new Carmignani Field has been scheduled for Saturday, September 19, 2015. Committee members are invited to attend with special guests and dignitaries including former superintendents Mr. Canavan and Mr. Gilrein, as well as former Shepherd Hill coaches. The football team will face off against Leominster later in the day.

IX. New Business

A. Class Sizes – Discussion

The committee received an enrollment report showing class sizes at the elementary and middle school level. At Shepherd Hill, accurate numbers won't be available until PE and Health classes are balanced, and the add/drop process is complete.

B. FY 2016 Budget / Director of Finance and Operations Update (Vote Required)

- Parking Fees – anticipated future expenditures

Mr. Mathieu had provided information about the parking lot project and what projects are funded by the student fees. Mr. Desto noted the Shepherd Hill parking lot was renovated in stages beginning 37 years after the opening of the school. While no large scale projects are planned, the fees could fund security cameras, and be used to defray the cost of snow removal.

This item will continue to be discussed by the Budget and Finance Subcommittee at its next meeting of September 16.

Mr. Pietrzak suggested the district consult with members of the community with expertise in installing security systems.

- Field Update

Mr. Mathieu reported that portable bleachers have arrived and have been installed, thereby providing adequate seating.

- Annual Asbestos Notification

Mr. Mathieu offered this annual notification that serves to alert the community of the presence of asbestos in two of the schools: Shepherd Hill and Charlton Elementary School. The district does have a management plan, which is available to the public at each school and in the town libraries.

C. Budget and Finance Subcommittee Update

The subcommittee's last meeting was held to interview prospective auditors. The subcommittee meetings are held the third Wednesday of the month at 9 a.m.

D. School Lunch Policy JQ, First Reading (Vote Required)

Mr. Desto presented the policy as revised by the committee at the August 12, meeting. Mr. Desto reported that cafeteria workers have thanked the committee for establishing this policy, which effectively removes from them the need to make a decision about giving a child a lunch.

A motion by J. Pietrzak, seconded by M. Antocci to waive the reading of policy JQ, was approved by unanimous vote.

A motion by J. Pietrzak, seconded by C. Kabala to approve Policy JQ on first reading, was approved by unanimous vote.

E. Review of District Policy GCG, Substitute Teachers – Discussion

Mrs. Kabala requested discussion on this policy saying there are situations that were not considered when approving an amendment in 2011. Under the current policy, a person who fills a teaching vacancy for the second full year stays on step 1. Mrs. Kabala said the person should get consideration for the next step. The committee agreed to revise this policy, and Mr. Desto will provide the draft for the next meeting.

F. Consideration of Request to Reassign Extra Curricular Stipend (Vote Required)

While there are insufficient numbers of athletes to field a girls freshman soccer team, interest in volleyball has spiked. There is presently a varsity volleyball and JV squad, but no freshmen squad. Based on the level of interest and with the committee's goal to provide opportunities for our students to succeed, Mr. Desto recommended approval to create the position of Freshmen Volleyball Coach and to reallocate this year's Girls Freshmen Soccer Coach stipend (step 1, \$1,833) to this position. Mr. Desto has contacted Dudley-Charlton Teachers' Association President Kevin Foley, who has agreed that this serves the students' best interest. With the committee's approval, Mr. Desto and Mr. Foley will then draft a memorandum of understanding and will hire a coach.

The stipend for the freshman soccer girls coach will remain in the schedule, and the additional stipend considered as the collective bargaining agreement is renegotiated this year.

A motion by M. Antocci, seconded by J. Pietrzak to reassign the Girls Freshman Soccer Coach stipend to fund a Freshman Volleyball Coach for 2015-2016, was approved by unanimous vote.

G. Consideration to Increase Athletic Trainer Hours (Vote Required)

Two years ago, the School Committee made the forward thinking decision to add an athletic trainer to the staff at Shepherd Hill. Initially, the position was for 25 hours per week, and the district was fortunate to be able to hire Ms. Chelsea Staney. A year later, noting increases in demands around such things as concussion protocols, retired superintendent Sean Gilrein increased the trainer's hours to 35 per week. Mr. Desto presented the request to increase Ms. Staney to 40 hours per week for the following reasons:

- An increase in district liability around concussions and other potential injuries. Simply put, the athletic program needs medical personnel on hand as frequently as possible.
- An increase in home athletic contests, particularly at night, with the completion of our new field.
- The fact that when Ms. Staney is not at a contest, a paramedic is hired at a significant additional cost.

- The fact that Ms. Staney has been an outstanding addition to our staff – very dedicated, extremely professional, highly competent, and we'd like to keep her on staff for as long as possible.

If approved, the cost to the district would be approximately \$5,000, and Mr. Desto said this is a modest cost considering the benefits, particularly from the standpoint of liability.

A motion by J. Pietrzak, seconded by M. Antocci to approve the full time, 40 hours per week at \$40,000 was unanimous.

The committee discussed the fact that this position is not included in a wage and benefit schedule, which would provide such additional benefits as sick and personal days. This position will be discussed as the committee renegotiates all personnel agreements this year.

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

Mr. Desto received a total of seven requests to continue home schooling programs for the 2015-2016 school year. Mr. Desto has reviewed the plans and finds them to be consistent with the district policy. He recommended approval of the following:

- i. Peter and Jessi Cooper Jr., Charlton. Hannah, grade 2.
- ii. Michael and Christine Leo, Dudley. Gavin, grade 3, Ivy, grade 1.
- iii. Scott and Mandi Siccardi, Charlton. Derrick, grade 7, Timothy, grade 3.
- iv. Timothy and Barbara Kimball, Dudley. Domonic, grade 9.
- v. Michael and Marcia Jedrzynski, Dudley. Kevin.
- vi. Craig Hickman, Dudley. Real, grade 7, and Alexandra, grade 8.
- vii. Mark and Pam Chatham, Charlton. Patrick, grade 9.

A motion by C. Kabala, seconded by J. Pietrzak, to approve the requests to continue home schooling as presented, was approved by unanimous vote.

I. Consideration to Approve Request for Non-resident Enrollment, Policy JF (Vote Required)

Mr. Desto presented for the committee's approval the following requests for temporary non-resident enrollment:

- Morgan Richard of Worcester, is awaiting occupancy of an apartment in Dudley on or about October 1, 2015. She is requesting to enroll her children at Mason Road School in kindergarten and grade 1.
- Jennifer and Edward Graves are building a home in Charlton. The family is awaiting occupancy of their home on October 1, 2015.
- Michael and Stephanie Boyle, presently of Charlton, are moving to Brimfield on or about September 29, 2015. Their oldest daughter is a senior at Shepherd Hill Regional High School, and the family is requesting she be allowed to complete her academic career at the school.

A motion by J. Pietrzak, seconded by C. Kabala to approve the requests for temporary non-resident enrollment, was approved by unanimous vote.

X. Next Meeting Dates

- Budget and Finance Subcommittee Meeting: September 16, 2015, Shepherd Hill, 9 a.m.

- Dudley-Charlton Regional School Committee Meeting: Wednesday, September 23, 2015 – Charlton Middle School, Charlton, 7 p.m.
- Dudley-Charlton Regional School Committee meeting: Wednesday, October 14, 2015, Shepherd Hill Regional High School, 7 p.m.
- Dudley-Charlton Regional School Committee meeting: Wednesday, October 28, 2015, Charlton Middle School, 7 p.m.

XI. Future Agenda Items – *Technology Plan, Superintendent’s Goals / Annual Strategy , Policy JQ, second reading, Policy GCG, proposed for amendment, fees, presentation with Mrs. Allen, Mrs. Ares, Mr. D’Arcangelo*

XII. Adjourn

A motion by J. Pietrzak, seconded by M. Antocci to adjourn the meeting was approved by unanimous vote at 6:56 p.m.

Items used for this meeting were:

<i>Agenda for Wednesday, September 9, 2015</i>	<i>Superintendent’s Report of Friday, September 4, 2015</i>	<i>Minutes of the meeting of Wednesday, August 12, 2015</i>	<i>Staffing Changes, 2015-2016</i>
<i>2015-2016 Shepherd Hill Master Schedule</i>	<i>Opening Day Enrollment Report</i>	<i>District Policies: GCG JQ</i>	<i>Finance Director’s Report Asbestos notification</i>
<i>Volleyball proposal</i>	<i>Summer professional development summary</i>		

Respectfully submitted by Sandra Sullivan, recording secretary.