

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee, held Wednesday, February 26, 2020 at Charlton Middle School, 2 Oxford Road, Charlton, MA 01507, 7 p.m.

In attendance were members of the School Committee:

- Pauline J. Aucoin, Chair
- Mary N. Antocci, Vice Chair
- Cathleen Carmignani
- Catherine M. Kabala
- Kenneth J. Laferriere
- Stephanie A. Reed
- Jamie L. Terry
- Ceilidgh O’Brien, Student Representative

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 C. Allen, William F. Chaplin, Jennifer A. Desto, Lori A. Pacheco, Dean W. Packard, Kathleen E. Pastore, Diane D. Seibold, Christopher E. Starczewski; district teachers Kevin Foley, David Deremian; media representatives 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, February 12, 2020

A motion by M. Antocci, seconded by S. Reed to approve the minutes of the meeting of Wednesday, February 12, 2020, was approved by unanimous vote.

IV. Approval of Warrants

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

Accounts Payable		Payroll		Subcommittee Warrant	
Warrant #	Amount	Warrant #	Amount	Warrant #	Amount
60	\$167,525.84	1368D	\$491,476.21	59	\$432,970.71

V. Student Representative Report – Ceilidgh O’Brien

Miss O’Brien reported on recent events at Shepherd Hill Regional High School and in the district: The Shepherd Hill Show Choirs have returned from the Show Choir Festival in Ohio. Fantasy finished in fourth place, Illusion earned the second runner up spot, while the T-Tones finished in third place. The track team broke five school records.

Upcoming events include the John Paire 3 vs 3 Basketball Tournament, the learning showcases on March 24 for the middle schools. Students and staff are gearing up for a trivia contest. The Shepherd Hill Regional High School journalism class led by Mr. Corey Stefan opened the Channel 5 news Tuesday morning.

Dudley Middle School will host a 3 vs 3 Basketball tournament for the American Heart Association, while the Shepherd Hill Booster Club plans a fund-raising outing at Point Breeze in April. The district art show will be held Friday, May 1.

VI. Citizens' Forum

No one from the public spoke this evening.

VII. Communications

There were no communications.

VIII. Superintendent's Report

Mr. Lamarche reported he and Mr. Mathieu met with Charlton Town Administrator Andrew Golas and Finance Director Donna Foglio earlier today.

The Dudley PTO fundraiser with the Harlem Wizards will be held Wednesday, March 11, the same night as the next school committee meeting.

Mr. Lamarche shared reports that the Corona virus is thriving throughout Europe, and the Massachusetts Department of Public Health has issued communication urging residents not to panic as there is one confirmed case in the state.

Mr. Lamarche continues to monitor the outbreaks in Europe and the Global Awareness Program's plan to travel to Europe will not be canceled, but rather rerouted or rescheduled.

IX. New Business

A. FY21 Preliminary Budget Presentation (*Vote Required*)

Mr. Lamarche began his first presentation of a fiscal year budget to the Dudley-Charlton Regional School Committee. He thanked Mr. Mathieu and the administrators for helping to create a balanced budget.

Mr. Lamarche employs the term 365 to imply that the budget is a full year process. The budget is built with input from teachers, staff, parents, school committee, community leaders, and the residents of Dudley and Charlton, and the process addresses risks and assumptions. There must be concessions and cost savings initiatives to meet the demands of a good stewardship of public monies.

Cost Savings Initiatives in FY 2021 include establishing annual predictable supplies at each school, fostering train-the-trainer inhouse practitioners, the Green Communities energy reduction act with Dudley, procuring general ledger software, hiring a staff physical therapist to maintain this service in-house, and hiring a human resource director.

The budget is also driven by the Portrait of a Graduate initiatives such as Project 500, which is designed to have all students reading by second grade, and establishing Project Lead the Way into the elementary level.

Budget highlights include such Tier I Priorities as a .5 FTE kindergarten teacher at Mason Road School, 4.0 FTE co-teachers at Heritage School, Dudley Elementary School, Charlton Middle School, and Dudley Middle School; 1.0 health teacher at Dudley Middle School; a 1.0 School Psychologist at Shepherd Hill, a 1.0 athletic director, and a 1.0 human resource director at a total cost of \$510,000. This amount is offset by \$120,000 from Circuit Breaker and School Choice. This brings the total to \$390,000.

Mr. Lamarche said the district's enrollment is decreasing, but this is the trend throughout the state.

The FY 2021 Preliminary Budget is proposed as \$51,214,389, for a total increase of \$1,208,320, or 2.42%.

The assessment to Dudley shows an increase of \$328,587, which is slightly less than the minimum required assessment. Charlton's assessment is increased by \$407,987, or 3.20%, which is also slightly less than the minimum required.

A motion was made by C. Kabala, seconded by S. Reed to approve a FY 21 Preliminary Budget of \$51,214,389, or a 2.42 % increase, and net assessments as follows:

Dudley:	\$9,109,427
Charlton:	\$13,897,944

This was unanimously approved.

B. Report of the Director of Finance and Operations (*Vote Required*)
Acceptance of Donations

Mr. Mathieu presented one donation for the committee's approval:

To Charlton Middle School from Mary-Jane Pevay in recognition of the role of AED devices	\$200
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A motion by S. Reed, seconded by K. Laferriere to accept the \$200 donation, was approved by unanimous vote.

Mr. Lamarche reported that Mrs. Pevay died on Saturday, February 22, and the committee observed a moment of silence in her memory.

General Ledger Software: Mr. Mathieu said the business office staff saw a demonstration of the Munis software package, and visited a district that uses Infinite Visions. A visit to another district was postponed by the inclement weather. Mr. Mathieu said he will have a recommendation for the committee at its March 25 meeting.

The Department of Elementary and Secondary Education audited the school lunch program January 23-28, 2020, resulting in some minor findings. The district will respond to DESE's preliminary report, and Mr. Mathieu will share it with the committee.

Mr. Mathieu said the district's natural gas contract does not expire until November 2020; however, natural gas prices are such that it is prudent to secure a contract at this point. Mr. Mathieu requested the committee's vote to approve a 24-month contract with Sprague Energy. This procurement was made through the French River Education Cooperative and Competitive Energy Services.

A motion by M. Antocci, seconded by C. Kabala to approve a 24-month contract with Sprague Energy to provide natural gas at Mason Road School and Dudley Elementary School at a cost of \$3.70 per dekatherm, effective December 2020, was approved by unanimous vote.

The district presently pays \$5.12 through Spark Energy.

Mr. Mathieu will bring forward information to the committee regarding electricity contracts within the next month.

C. Report of the Interim Assistant Superintendent for Teaching and Learning

Mrs. Ares announced that Shepherd Hill Regional High School has received a Skills Capital Grant award in the amount of \$327,255 to expand its early career pathway in manufacturing. The grant is awarded by Governor Charlie Baker and Lt. Governor Karyn Polito to expand student enrollment in programs that provide career education.

Shepherd Hill's program will be expanded to students in 9th and 10th grades, and the school will strive to support low-income students, English Language Learners and students with disabilities, or others who might already be exploring post-secondary education options. Students will gain valuable curriculum and hands-on experience that will allow them to gain credentials and MACWIC advanced manufacturing certifications.

The state awarded \$14.6 million in Skills Capital Grant awards to 54 educational institutions. The amount given to Shepherd Hill is the highest awarded to a high school.

D. Assistant Superintendent Search Update

Mr. Lamarche reported that interviews with semi-finalist candidates were held Monday and today. The Search committee will meet next Wednesday to form a recommendation. Mr. Lamarche said there are many qualified candidates.

E. Report of Executive Session Review Subcommittee – Release of Minutes (*Vote Required*)

Mrs. Aucoin and Mrs. Kabala met to review the executive session minutes and recommended 31 sets to be released to the public.

A motion by S. Reed, seconded by K. Laferriere to release the 31 sets of executive session minutes as presented, was approved by unanimous vote.

F. Report of the Policy Review Subcommittee, (*Vote Required*)

Presented for Second Reading and Adoption:

Mr. Lamarche presented three policies for second reading and adoption.

JFABD, Enrollment Rights of Homeless Students

Motion to waive reading: C. Kabala, seconded J. Terry, unanimously approved.

Motion to approve on second reading and adoption: C. Kabala, seconded J. Terry, unanimously approved.

JFABE, Educational Opportunities for Military Children

Motion to waive reading: C. Kabala, seconded by J. Terry, unanimously approved

Motion to approve on second reading and adoption: C. Carmignani, seconded S. Reed, unanimously approved.

JFABF, Educational Opportunities for Children in Foster Care

Motion to waive reading: M. Antocci, seconded by S. Reed, unanimously approved.
 Motion to approve on second reading and adoption: C. Carmignani, seconded by S. Reed, unanimously approved.

X. Next Meeting Dates

School Committee Meetings: Wednesday, March 11, 2020, Shepherd Hill Regional High School, 7 PM

Wednesday, March 25, 2020, Charlton Middle School, 7 PM

Joint Financial Planning Meeting: Wednesday, March 18, 2020, Shepherd Hill Regional High School, 6 PM

Budget and Finance Subcommittee: Tuesday, March 10, 2020, Shepherd Hill Regional High School, 8:30 AM.

Negotiation Subcommittee Meeting with Massachusetts Nurses Association, Tuesday, March 10, 2020, 3:45 PM.

Policy Review Subcommittee: Monday, March 16, 2020, Shepherd Hill Regional High School, 8:30 AM.

Safety Meeting: Monday, March 16, Charlton Middle School, at 11 a.m.

Curriculum Subcommittee for Teaching and Learning: Thursday, March 19, 2020, Shepherd Hill Regional High School, 10 AM.

Capital Outlay Subcommittee: TBD

XI. Future Agenda Items – March: FY 21 Budget; Project500; Shepherd Hill Regional High School and Heritage School Principal Showcases, School Choice, Auditor’s Report

XII. Adjourn

A motion by S. Reed, seconded by M. Antocci to adjourn the meeting was approved by unanimous vote at 8:27 p.m.

Items used for this meeting include

<i>Agenda for Feb. 26, 2020 meeting</i>	<i>Minutes of Meeting of Feb. 12, 2020</i>	<i>Report of the Director of Finance and Operations</i>
<i>Minutes of the Budget and Finance Subcommittee Jan. 28, 2020</i>	<i>Minutes of the Executive Session Minutes Review Subcommittee Jan. 28, 2020</i>	<i>Executive Session Minutes released to Public</i>
<i>Policies: JFABD, JFABE, JFABF</i>	<i>Update on GAP travel</i>	<i>Skills Capital Grant</i>
<i>220 Retirees</i>	<i>Budget Message</i>	<i>Budget Highlights</i>
<i>FY 21 Initial Budget Presentation – Summary</i>	<i>FY 21 Budget Initial Presentation – Assessment</i>	<i>FY 21 Budget Summary</i>
<i>FY 21 Budget Presentation</i>		

Respectfully submitted by Sandra Sullivan, recording secretary