

**DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT**

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee, held Wednesday, June 26, 2019, at Charlton Middle School, 2 Oxford Road, Charlton, MA 01507, 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 Kristine E. Nash, Ed.D., Interim Superintendent of Schools, Richard J. Mathieu, Director of Finance and Operations; district administrator Karen Ares; Kevin Foley, Dudley-Charlton Teachers Association President; 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**

After the pledge, the committee took a recess to celebrate with Dr. Nash as she begins her last meeting as interim superintendent.

The committee recessed at 7:07 p.m.

The committee reconvened at 7:31 p.m.

**III. Approval of Minutes**

*Minutes of Regular Meeting of Tuesday, June 11, 2019*

A motion by S. Reed, seconded by M. Antocci to approve the minutes of the meeting of Tuesday, June 11, 2019, as corrected, was approved by unanimous vote.

*Minutes of Executive Session of Tuesday, June 11, 2019*

A motion by S. Reed, seconded by M. Antocci to approve the minutes of the executive session of Tuesday, June 11, 2019, was approved by unanimous vote.

**IV. Approval of Warrants**

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

Accounts Payable		Payroll		Subcommittee Warrant	
Warrant #	Amount	Warrant #	Amount	Warrant #	Amount
142	\$105.00	1300PVoid	-\$3,583	139	\$63,514.90
143	\$1,367,073.88	1301Padj	\$3,583	140	\$207,056.21
144	\$3,540.90	1302PVoid	-\$459.09	141	\$45.00
145	\$8,843.15	1303Reussu	\$459.09		
146	\$21,922.25	1304D	\$21,193.06		
		1304P	\$591,252.11		

		1305D	\$457,364.01		
		1305P	\$1,278,966.17		
		1306D	\$16,259.15		
		1306P	\$75,237.19		
		1308D	\$753.55		
		1308P	\$5,259.87		
		1310P Add	\$175.000		
<b>Total</b>	<b>\$1,401,485.18</b>	<b>Total</b>	<b>\$2,446,460</b>	<b>Total</b>	<b>\$270,616.11</b>

**V. Citizens’ Forum**

No one spoke at this time.

**VI. Communications**

Dr. Nash read letters from three staff members who will be retiring over the next several years:  
 Heritage School Art Teacher Cynthia Rawson, in 2020, after 40 years.  
 Charlton Elementary School Principal Lori Pacheco, in 2021, after 20 years.  
 Heritage School Principal Kathleen Pastore, 2021, after 20 years.

The committee agree that these retirements represent great losses for the district.

Mrs. Aucoin reported on an email received from Kristen Kustigian, which she referred to Dr. Nash and Mr. Mathieu.

Mrs. Antocci, received information about the Joint Conference of the Massachusetts Association of School Committees, and the Massachusetts Association of School Superintendents, and the early bird savings attained by registering prior to July 15.

Mrs. Antocci and Mr. Laferriere will attend.

Mrs. Terry requested an update on the transfer of the kindergarten teacher from Mason Road School to Charlton Elementary School. Kimberly Gajewski has accepted the transfer.

**VII. Superintendent’s Report**

Dr. Nash had no report this evening.

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

This item was tabled.

**IX. New Business**

A. Director of Finance and Operations Report *(Vote Required)*

Mr. Mathieu presented a donation for the committee’s acceptance.

To Charlton Middle School from the Charlton Middle School Sunshine Club to offset student lunch deficits  
\$363.44

Motion to accept: C. Kabala, S. Reed, unanimous.

Mr. Mathieu presented the request of Food Services Director Matthew Greenberg to declare some cafeteria equipment as surplus. Mr. Mathieu requested approval to discard the items using best business practices.

Motion to declare as surplus the 12 items as listed in the finance director's report of June 21, 2019, and to authorize the finance director to dispose using best business practice: K. Laferriere, S. Reed, unanimous.

B. Consideration to Award FY 2020 Purchasing Cooperative Bids (*Vote Required*)  
*FREC Athletic Supplies, FREC Computer Supplies, FREC Copy Paper, FREC School Supplies, FREC Milk and Dairy Products, FREC Market Basket/Frozen Foods, FREC Custodial Supplies*

Mr. Mathieu recommended approval of the bids as presented.

Motion to accept all bids from the French River Purchasing Cooperative as presented: M. Antocci, S. Reed, unanimous.

Mr. Mathieu said quotes for repairing the Dudley Middle School cooling tower have been received. The lowest was from Renaud of Sutton, for \$83,000. This amount is higher than anticipated.

C. Consideration to Approve Job Description for Assistant Superintendent for Teaching and Learning (*Vote Required*)

The revised job description mirrors the version provided by the consultants from the Massachusetts Association of Regional Schools, but has been combined with content as provided by Superintendent-Elect Steven M. Lamarche, from the job description used in Bourne. The title has been changed to the Assistant Superintendent of Teaching and Learning. Changes include language regarding the position being the second in command in the district office. The chief responsibilities include curriculum assessment and professional development.

Dr. Nash said she anticipates posting the position on Thursday.

Motion to approve the revised job description: M. Antocci, S. Reed, unanimously approved.

D. Consideration to Appoint Director of Pupil Personnel Services (*Vote Required*)

Dr. Nash recommended Lorinda C. Allen be appointed to this position, which was approved by the committee in May. With the appointment, the position of Director of Special Education is eliminated.

Motion to appoint Lorinda C. Allen as the Director of Pupil Personnel Services: S. Reed, C. Kabala. Approved 6 in favor, none opposed, one abstention: Mrs. Carmignani.

E. Consideration of Request for First Time Use of Facilities, Policy KF (*Vote Required*)

Robert Durward has requested to use Shepherd Hill Regional High School on behalf of the Central Massachusetts Youth Wrestling Club. Events will be scheduled after school and throughout the summer from June 27, 2019 – June 30, 2020. There are approximately 12 participants.

Motion to allow Central Mass. Youth Wrestling Club to use Shepherd Hill Regional High School June 27, 2019, through June 30, 2020: J. Terry, S. Reed. Unanimously approved.

The committee agreed while this is a non-profit group, there will be custodial charges for those times that a custodian is not ordinarily on duty.

F. Consideration of Request to Waive Policy GCG, Shepherd Hill Teacher of Physics (*Vote Required*)

Dr. Nash requested the daily rate for long term substitutes as governed by policy GCG be waived to allow her to hire a teacher of physics at Shepherd Hill Regional High School. The position is proposed for one year to fill the leave of absence of biology teacher Kurt Savage. Dr. Nash said an additional section of physics is needed at the high school. The recommended candidate is the sole, qualified applicant, and Dr. Nash requests to compensate

him at the rate of \$427.28, based on the budgeted salary for Mr. Savage, or Master's Step 12 of the Agreement Between the Dudley-Charlton Regional School District, and the Dudley-Charlton Teachers Association.

Motion to waive policy GCG – substitute teachers: M. Antocci, C. Kabala. Unanimously approved.

G. Consideration of Request to Increase Stipend, Audio-visual Coordinator (*Vote Required*)

Dr. Nash presented the request from district Audio-visual Coordinator Richard Earle, applying to retain the position for the 2019-2020 school year, and requesting consideration to be compensated for working extra meetings beyond the regular 20 meetings per year. Mr. Earle requested a per meeting rate of \$350.

Motion to approve the additional compensation for the audio-visual coordinator of \$350 per meeting beyond 20 meetings, beginning with the 2019-2020 school year: C. Kabala, S. Reed. Unanimously approved.

H. Consideration of Request for Leave of Absence (*Vote Required*)

*Agreement Between the Dudley-Charlton Regional School District, and the Dudley-Charlton Teachers Association, 2016-2019 Article XV, Extended Leaves of Absence, Article F – Kevin Foley*

Dr. Nash presented documentation as provided by Kevin L. Foley to support his request for a one year leave of absence for the 2019-2020 school year. This item was tabled from the meeting of Wednesday, April 29, 2019.

Mr. Foley would like to serve for one more year as president of the Dudley-Charlton Teachers Association. Mr. Foley has submitted his intent to retire at the conclusion of the 2019-2020 school year.

Mrs. Carmignani expressed concern that approving this request is precedent-setting.

Mrs. Antocci said the committee needs to look at this request objectively, that is it unusual to grant a leave for more than one year, and we have already done that. Mrs. Antocci said serving as the union president has no bearing on educating students. She said the committee asked for medical documentation on which to base its decision. She said the documentation indicates the Mr. Foley will not be able to return to his position as a physical education teacher. Mrs. Antocci said when granting a leave, it is with the expectation that the person will return to his job the next year.

Mrs. Kabala cited contract language to support granting additional leave beyond the initial request, also that leave may be granted to allow for recovery. Mrs. Kabala said the doctor's note states that Mr. Foley cannot do the tasks associated with the position.

The costs associated with the long term substitute who would be hired to fill the position are essentially Mr. Foley's insurance coverage and the daily substitute rate. The substitute would be eligible for medical insurance as well, based on the length of his/her assignment. The difference between Mr. Foley's and the substitute's rate is enough to cover the medical benefits.

The committee agreed that Mr. Foley should have received school committee approval for his initial request last year.

Motion to approve the request for one-year leave of absence, 2019-2020 school year, for Kevin L. Foley, based on Item K, Article XV, of the Agreement Between the Dudley-Charlton Regional School District, and the Dudley-Charlton Teachers Association, 2016-2019: K. Laferriere, S. Reed. Approved by unanimous vote.

Mrs. Antocci said the committee needs to avoid setting a precedent, although there already is one.

**X. Next Meeting Dates**

**School Committee Meetings:**

Wednesday, July 24, 2019, Shepherd Hill Regional High School, 68 Dudley-Oxford Road, 7 p.m.

Wednesday, August 21, 2019, Charlton Middle School, 7 p.m.

**Policy Review Subcommittee:** Thursday, June 27, 2019, Charlton Middle School, 8 a.m.

**XI. Future Agenda Items – School Choice update**

**XII. Executive Session:** “To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.”

*District Administrators salaries  
 Wage and Benefit Schedule for Support Personnel*

The chair entertained a motion to enter executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel, and to reconvene in open session for the purpose of a vote, if necessary, and to adjourn, was approved by unanimous roll call vote at 8:27 p.m.

The committee returned to open session at 8:58 p.m.

A motion to approve a salary adjustment for Shepherd Hill Regional High School Principal William F. Chaplin and Diane Seibold in the amount of \$1,000 above a percentage increase: S. Reed, J. Terry. Unanimously approved.

A motion to approve a 2.75% salary increase for Richard J. Mathieu, Director of Finance and Operations: S. Reed, J. Terry. Unanimously approved.

A motion approve the language changes and salary increases to the Wage and Benefit Schedule for Support Personnel, 2019-2022: K. Laferriere, S. Reed. Unanimously approved.

**XIII. Adjourn**

A motion to adjourn the meeting: K. Laferriere, M. Antocci, approved by unanimous vote at 8:59 p.m.

*Items used for this meeting include*

<i>Agenda for Wednesday, June 26, 2019</i>	<i>Minutes of the Meeting of Tuesday, June 11, 2019</i>	<i>Minutes of the Executive Session of Tuesday, June 11, 2019</i>	<i>Superintendent’s Report: New Business Items</i>
<i>Finance Director’s Report</i>	<i>FREC Bids: Athletic Supplies Computer Supplies, Copy Paper, School Supplies, Milk and Dairy Products, Market Basket/Frozen Foods, Custodial Supplies</i>	<i>Job Description: Assistant Superintendent for Teaching and Learning</i>	<i>Use of Facilities Request</i>
<i>Policy GCG</i>	<i>Letters: Richard Earle, audio-visual coordinator; K. Foley, leave of absence</i>		

*Respectfully submitted by Sandra Sullivan, recording secretary.*