

## **DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT**

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee held Wednesday, June 27, 2018 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  
Elaine M. Rabbitt  
Stephanie A. Reed at 7:06  
Jamie L. Terry

Also in attendance were Gregg J. Desto, Superintendent of Schools; Richard J. Mathieu, Director of Finance and Operations; district administrators Lorinda Allen, Karen Ares, district teachers Thompson Boyd, Michele Buccieri; SEPAC representatives Jillian Anderson, Laura Rotondo, Sam Bitar; media representatives Rich Earle, audio-visual coordinator, Deb LaPlaca, Telegram, 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**

- A. *Minutes of Interim Superintendent Search Committee Open Meeting of Tuesday, June 6, 2018*

A motion by S. Reed, seconded by E. Rabbitt to approve the minutes of the Interim Superintendent Search Committee meeting of Tuesday, June 6, 2018, was approved by Mrs. Rabbitt, Mrs. Reed, and Mr. Mathieu.

- B. *Minutes of Interim Superintendent Search Committee Executive Session Meeting of Tuesday, June 6, 2018*

A motion by S. Reed, seconded by E. Rabbitt to approve the minutes of the Interim Superintendent Search Committee executive session of Tuesday, June 6, 2018, was approved by Mrs. Rabbitt, Mrs. Reed, and Mr. Mathieu.

- C. *Minutes of Special Meeting of Monday, June 11, 2018*

A motion by M. Antocci, seconded by C. Kabala to approve the minutes of the Special Meeting of the Dudley-Charlton Regional School Committee of Monday, June 11, 2018, was approved. Mrs. Carmignani abstained.

- D. *Minutes of Regular Meeting of Wednesday, June 13, 2018*

A motion by C. Kabala, seconded by M. Antocci to approve the minutes of the meeting of Wednesday, June 13, 2018, as corrected, was approved by unanimous vote.

#### **IV. Citizens' Forum**

Stefan Sage, 41 Lincoln Point Road, Charlton. Mr. Sage referred to the discussion regarding outstanding monies due for meals at the schools. Mr. Sage said he has no problem with helping support individuals in financial need; however, he takes issue with the fact that there is a difference between those with financial need and those who set different priorities. Mr. Sage urged families with financial needs to approach the administration. He recognizes, however, that people don't want to ask for help. Mr. Sage asked the committee to seek out why people are not paying for their meals. He said taxpayers are hit with this expense.

Mr. Sage also thanked Mr. Desto for the atmosphere, leadership that he first provided at Dudley Middle School, where his wife teaches. Mr. Sage said he is greatly appreciative of that as well as the leadership and atmosphere he created for the entire district. He said Mr. Desto's decision to become principal in Auburn is the perfect decision for himself, and commended his priorities. He said Mr. Desto can leave with tremendous pride in what he has accomplished.

#### **V. Communications**

Mr. Desto had no communications.

Mrs. Rabbitt called the committee's attention to a recent mailing from the Massachusetts Association of School Committees regarding the 2018 Summer Institute in July in Marlboro. The event features two days of workshops.

#### **VI. Superintendent's Report**

1. Mr. Desto reminded the committee about registering for the Joint Conference of the Massachusetts Association of School Committees and the Massachusetts Association of School Superintendents November 7-10, 2018 in Hyannis. There is an early registration rate. Interested members are asked to contact the district office.
2. Mr. Desto reported the news from the Massachusetts School Building Authority that the district will not be invited into the Accelerated Repair Program. The Statement of Interest for Shepherd Hill was not selected.
3. Mr. Desto continued the tradition of recognizing those teachers who have retired effective with the end of the 2017-2018 school year. Six teachers have retired, and two are in attendance this evening.

**Thompson Boyd:** A member of the second Shepherd Hill Regional High School graduating class of 1975, Mr. Boyd began his career in the Dudley-Charlton Regional School District as a teacher of social studies in 1986. He came back home after teaching at the Winchendon School, and The Perkins School.

**Michele Buccieri:** Mrs. Buccieri was hired in 1991 as a Chapter One teacher. She began her teaching in nursery and preschools, before joining the staff of Tantasqua Junior High School as an instructional assistant and reading teacher. After two years of operating her own in-home day care, Mrs. Buccieri worked at Warren Elementary as a preschool teacher.

**Anne Carroll:** Mrs. Carroll joined the district from the Worcester Public Schools in 1990 when she served as a substitute. She was appointed to the full time teacher of grade 3 at Dudley Elementary School in 1991. She remained there until 1993 when she transferred to grade 2 at the school. In 1998, Mrs. Carroll moved to the district office to serve as the K-4 Curriculum Coordinator. When that position was eliminated, Mrs. Carroll returned to the grade 4 classroom in June 2002.

**Jeanne Hackenson:** Mrs. Hackenson was hired at the then-brand-new Charlton Middle School in July 2000 as a grade 8 science teacher. Originally a nurse, Mrs. Hackenson served three elementary schools in the district before embarking on a teaching career in 1996, first in Southbridge, then in Webster, before returning to the Dudley-Charlton Regional School District.

**Janet Richardson:** Mrs. Richardson came to the Dudley-Charlton Regional School District in October 2001 as a teacher of grade 1 special education. Prior to joining the staff at Mason Road School, Mrs. Richardson taught in parochial schools in Massachusetts, Connecticut and New Hampshire.

**Linda Wheeler:** Mrs. Wheeler came to the Dudley-Charlton Regional School District in 1989 as a Chapter One aide and as an eight-week substitute before being hired in August 1990 to teach in the district's Special Education Resource Room. She had classes at Shepherd Hill, Dudley Elementary School, Dudley Intermediate School. We know that the intermediate school gave way to Dudley Middle School, and that's where Mrs. Wheeler arrived in 2000. Prior to coming to the district, Mrs. Wheeler worked at West Brookfield Elementary, Tantasqua, and David Prouty high schools.

Mr. Boyd and Mrs. Buccieri were in attendance this evening and were presented with a retirement gift from the district.

## **VII. New Business**

### **A. DC SEPAC Presentation**

Special Education Parent Advisory Council Co-Chair Jillian Anderson joined the table to talk about the group's work to support special education students and parents. The PAC was formed in late April after several years without one. Ms. Anderson said she and Co-Chair Laura Rotondo are working on a mission statement for the coming year to inform parents about their rights regarding special education, as well as a schedule of meetings and services to help parents learn advocacy skills for the child.

Ms. Anderson said the SEPAC wants to bring a positive voice to the community, and offer help with the decision making.

To that end, Ms. Anderson proposed a budget of \$2,000  
\$450 for resource and training benefits  
\$1,550 for Parent education and advocacy

A motion by C. Kabala, seconded by S. Reed to approve the budget of \$2,000 as requested, was approved by unanimous vote.

Mrs. Kabala asked if \$2,000 is sufficient. Ms. Anderson said the Dudley-Charlton group will work with SEPACs in other communities to share the costs of speakers and trainings.

Mr. Mathieu said the \$2,000 will be found in the savings due to summer hiring or the contingency fund.

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

Mr. Mathieu presented donations for the committee's approval:  
To the John Paire Student Support Fund from

the Dudley-Charlton Education Foundation	\$2,750
To Dudley Middle School from the University of Michigan for participating in the Monitoring the Future Study	\$500

It was noted that \$11,367 has been collected throughout the spring for the John Paire Student Support Fund, for a grand total of \$36,027.65.

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

Mrs. Kabala inquired about the guidelines for these funds.

Mr. Desto said he will begin work on this but will likely leave it for his successor to complete. The JPSSF will ultimately be its own foundation, similar to the Dudley-Charlton Education Foundation. Mr. Desto has been approving the requests for funds from teachers on behalf of students.

Mrs. Rabbitt requested a report on how the funds have been used to date.

Monitoring the Future is an ongoing study of the behaviors, attitudes, and values of American secondary school students, college students, and young adults. Each year, a total of approximately 50,000 8th, 10th and 12th grade students are surveyed (12th graders since 1975, and 8th and 10th graders since 1991).

Mr. Mathieu said as the business office was reviewing cafeteria staffing for next year, four positions were found to have hour changes of ¼ hour dating back to 2012. Mr. Mathieu asked the committee to vote this change to create a paper trail for auditing purposes.

A motion by C. Kabala, seconded by M. Antocci to approve the additional ¼ hour per person for four cafeteria positions, was approved by unanimous vote.

Mr. Mathieu presented for the committee's approval the French River Purchasing Cooperative bids as follows:

A motion by S. Reed, seconded by M. Antocci to award the FY 2019 FREC School Supplies bid to the vendors as identified on Mr. Mathieu's analysis of June 15, 2018, was approved by unanimous vote.

A motion by S. Reed, seconded by M. Antocci to award the FY 2019 FREC Custodial Supplies bid to the lowest responsive and responsible bidder on a per item basis per the prices as reflected on Mr. Mathieu's analysis of June 15, 2018, was approved by unanimous vote.

A motion by S. Reed, seconded by M. Antocci to award the FREC Computer Supplies bid to the vendors as identified on Mr. Mathieu's analysis of June 15, 2018, was approved by unanimous vote.

A motion by S. Reed, seconded by M. Antocci to award the FREC Athletic Supplies bid to the lowest responsive and responsible bidder on a per item basis as reflected in Mr. Mathieu's spreadsheet of June 15, 2018, was approved by unanimous vote.

District Treasurer Melinda Ernst Fournier has indicated she is available for Warrant Training on Friday, July 13 at 3 p.m. in the district office.

The chair established the Warrant Subcommittee as Mrs. Kabala, Mrs. Aucoin, Mrs. Reed, with Mrs. Antocci as the alternate.

C. Consideration to Increase Stipends (*Vote Required*)

Mr. Desto asked the committee to consider increasing two stipends to reflect the actual duties performed. These stipends are not included in the collective bargaining agreement, but are set by the School Committee:

District Website Manager: The stipend was originally over \$9,000 but was reduced to \$5,000. Mr. Desto said while the reduction made sense at the time, the duties and responsibilities have increased dramatically, as they are now necessary daily and year round. The current website manager trains staff for all online items that connect through the website.

Mr. Desto recommended increasing the stipend to \$7,500 to better reflect what the job entails.

Mrs. Kabala suggested the manager be relieved of all other duties.

A motion by M. Antocci, seconded by S. Reed to approve the stipend increase for the website manager to \$7,500, was approved by unanimous vote.

The committee discussed the possibility that this position becomes bigger, perhaps part time, and suggested it be returned to the agenda next year for further discussion.

Mr. Desto also requested consideration of an increase in the stipend for substitute coordinators at the larger schools. It is becoming increasingly difficult to find someone to serve in these roles.

Mr. Desto recommended increasing the stipend from \$2,000 to \$3,000 at Shepherd Hill, and \$2,500 at Charlton Middle School and Dudley Middle School.

A motion by J. Terry, seconded by C. Carmignani, to approve the increase in the stipends for the Substitute Coordinators as Shepherd Hill to \$3,000, and \$2,500 for Charlton Middle School and Dudley Middle School, was unanimously approved.

Mr. Desto said the increases will be funded by the difference in what was budgeted for the Dudley Middle School assistant principal, and the salary for the newly appointed person.

The stipend will remain as \$2,000 for the coordinators at Dudley Elementary School, Mason Road School, Charlton Elementary School, and Heritage School.

D. Interim Superintendent Hiring Process Update – *Discussion*

The committee has been kept abreast of emails from the Department of Elementary and Secondary Education concerning the waiver application. Mr. Desto said Dr. Nash is expecting to start on July 9 with or without the waiver. If we do not get the waiver she will not be working.

The DESE has contacted the school committee twice seeking additional information on the candidates as to why some were not considered.

Mr. Desto said he will be available should the need arise.

The committee discussed deputizing a current administrator and keeping Mr. Desto on staff for another week. Mrs. Kabala said Mr. Desto's tenure ends on June 30 and that the committee needed more than a one-week plan and a salary. Mr. Desto begins his new position in Auburn on July 6.

Mrs. Kabala said Mr. Desto would not be paid for using vacation time.

Mrs. Antocci said there is a certain level of responsibility for being on call, and stress. Mrs. Antocci said the committee should discuss a stipend for Mr. Desto while he is on call.

The committee agreed to hire Mr. Desto at a per diem rate to help next week.

A motion by M. Antocci, seconded by S. Reed to compensate Mr. Desto with a per diem rate based on his 2017-2018 salary for four days (Monday, Tuesday, Wednesday, Thursday), was approved by a vote of 6-1. Mrs. Kabala voted no.

A motion by C. Carmignani, seconded by C. Kabala to place Mr. Mathieu as point of contact in case of an emergency for Friday, Saturday and Sunday, July 6, 7, 8, was approved by unanimous vote.

The committee considered calling a special meeting to discuss a plan for administrative coverage should the waiver application not be approved. Mrs. Kabala said the committee needs to make a decision on who is in charge, or appoint someone to be in charge.

Mr. Desto said there are six administrators certified as superintendent: Mr. Mathieu, Mrs. Allen, Mr. Starczewski, Mr. Packard, Mr. Chaplain, and Mrs. Marderosian.

A motion by E. Rabbitt, seconded by S. Reed to authorize Mr. Desto to be paid on a per diem basis based on his FY 2018 salary rate from July 9-Aug. 30 as needed to work with Dr. Nash during the transition, was unanimously approved.

The committee asked Mr. Desto to determine who of the six would like to do the job.

The committee set a tentative date for a Special Meeting of the Dudley-Charlton Regional School Committee of Monday, July 2 at 2:30 at Shepherd Hill Regional High School.

E. Consideration to Enroll Employee Children, Article XXIII (*Vote Required*)

A Dudley Middle School employee has requested that her child be allowed to attend Dudley Middle School under the terms of the collective bargaining agreement, beginning with the 2018-2019 school year. The student currently attends under the School Choice program. The student would enroll for the per pupil allocation.

A motion by S. Reed, seconded by M. Antocci to approve the request by a Dudley Middle School employee to enroll her child at Dudley Middle School under the terms of the collective bargaining agreement Article XXIII, beginning with the 2018-2019 school year, was approved by unanimous vote.

F. Consideration to Approve Home Instruction, Policy IHBG (*Vote Required*)

Mr. Desto recommended approval of the five requests:

- Mr. and Mrs. Peter Cooper Jr., Charlton. Grade 5, grade 3, and grade 1.
- Mr. and Mrs. Dan Kaiser, Dudley. Grade 3.
- Mr. and Mrs. Eric Ingram, Charlton. Grade 1
- Mr. and Mrs. Michal Werbecki, Dudley. Grade 7, grade 5, and grade 2.
- Mr. and Mrs. Chris Colvin, Dudley. Grade 3, grade 1.

A motion by S. Reed, seconded by M. Antocci to approve the requests for home instruction for the 2018-2019 school year as presented, was approved by unanimous vote.

Mrs. Rabbitt requested an accounting of the number of home school students last year.

G. Consideration to Approve Temporary Non-resident Enrollment, Policy JF (*Vote Required*)

Mr. Desto asked the committee to table this item as he did not receive the necessary additional information. This item will be put on the agenda in July.

**VIII. Approval of Warrants**

The following warrants were approved by a majority of committee members either during the meeting or in the district office by the warrant subcommittee:

Subcommittee Warrants		Accounts Payable Warrants		Payroll Warrants	
Warrant #	Amount	Warrant #	Amount	Warrant #	Amount
132	\$413,562.72	139	\$157,985.68	1207D	\$84.21
133	\$4,350.00			1207P	\$427.68
134	\$580,140.53			1209D	\$429,494.67
135	\$62,928.59			1209P	\$1,200,594.62
136	\$900.00			1212D	\$188,598.45
137	\$00			1212P	\$515,270.02
138	\$26,980.61			1213D	\$40,995.60
1-New Year	\$1,083,598.10			1213P	\$195,864.70
140 Prior Year	\$2,610.10				
141 Prior Year	\$127,009.51				
<b>Total</b>	<b>\$1,779,954.16</b>	<b>Total</b>	<b>\$157,985.68</b>	<b>Total</b>	<b>\$2,571,329.95</b>

Mrs. Aucoin read a statement about Mr. Desto, stating in part, “You were indeed the best fit for Dudley-Charlton, and while we applaud the reasons behind your decision to move on to Auburn and back among students about whom you care so deeply, please know that we cherish our time with you and will miss you dearly.”

Mr. Desto said what we do here is very hard, in but in all his years in the district he never felt that anyone did what they did thinking it was not the best for kids.

Mrs. Kabala said Mr. Desto's lasting impression is the passage of the override.

**IX. Next Meeting Dates**

School Committee Meetings:

- Special Meeting of the Dudley-Charlton Regional School Committee, Monday, July 2, 2:30 at Shepherd Hill Regional High School
- Wednesday, July 11, 2018, Shepherd Hill Regional High School, 7 p.m.
- Wednesday, August 8, 2018, Charlton Middle School, 7 p.m.

Budget and Finance Subcommittee:

- August 8 at 5 p.m. at Charlton Middle School

**X. Future Agenda Items – FY 2019 Budget, Home Instruction Requests**

**XI. Executive Session –** *“To conduct strategy sessions in preparation for negotiations with nonunion personnel or contract negotiations with nonunion personnel.” Also, “to discuss strategy with respect to collective bargaining if an open meeting will have a detrimental effect on the bargaining position of the public body.”*

Committee recessed at 8:56 p.m.

The committee reconvened at 9:09

Mrs. Aucoin entertained a motion to enter executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel or contract negotiations with nonunion personnel, to reconvene for the purpose of a vote or votes, if necessary, and to adjourn, and this was approved by unanimous roll call vote at 9:10 p.m.

The committee returned to open session at 10:08 p.m.

A motion by J. Terry, seconded by C. Kabala, to approve the amended liability language for all administrators' contracts, was approved by unanimous vote.

A motion by S. Reed, seconded by M. Antocci to approve a FY 2019 salary of \$145,000 for Interim Superintendent Kristene E. Nash, was approved by a vote of 5-2. Voting in favor were M. Antocci, P. Aucoin, C. Carmignani, E. Rabbitt, S. Reed. Opposed were J. Terry and C. Kabala.

A motion by J. Terry, seconded by E. Rabbitt to approve a FY 2019 salary for the Dudley Middle School Assistant Principal of \$87,000, was approved by unanimous vote.

Mrs. Terry asked if the committee could discuss a Plan B regarding the interim superintendent should the waiver not be approved. She said not everyone will be able to attend the July 2 meeting.

The committee agreed that members can make their opinions on the subject known to the chair for inclusion at the July 2 meeting.

**XII. Adjourn**

A motion by S. Reed, seconded by C. Kabala, to adjourn the meeting was approved at 10:19 p.m.

Items used for this meeting include:

Agenda for June 27, 2018	Superintendent's Report of Friday, June 22, 2018	School Committee Minutes of Wednesday, June 13, 2018; and Monday, June 11, 2018	Interim Superintendent Search Committee meeting minutes of Tuesday, June 5, 2018, executive Session minutes of Tuesday, June 5, 2018; regular meeting minutes Wednesday, June 6, 2018; executive session minutes of Wednesday, June 6, 2018
Stipend History: Website Manager	Finance Director Report June 22, 2018	FREC Bids: Athletic Supplies; Computer Supplies; School Supplies; Custodial Supplies	MASS/MASC Joint Conference information
SEPAC Budget Request	Retiree letter		

Respectfully submitted by Sandra Sullivan, recording secretary