

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Dudley-Charlton Regional School Committee

Wednesday, October 12, 2022, at **6:30 PM**

Charlton Middle School

2 Oxford Road

Charlton, MA 01507

Agenda

- I. Pledge of Allegiance
- II. Moment of Silence
- III. Dudley Elementary School Showcase – Principal True
- IV. Fiscal Year 2021 Audit – Mr. Seretti – Powers and Sullivan
- V. Approval of Minutes
 - a. Minutes of Regular Meetings of Wednesday, September 14, 2022
 - b. Minutes of School Committee Workshop, September 28, 2022
- VI. Approval of the Warrant
- VII. Communications
- VIII. Student Representative Report – Ms. Olivia Lombardi
- IX. Superintendent's Report
- X. Public Comment
- XI. New Business
 - A. Appointment of the Shepherd Hill School Building Committee (SHSBC) – Steven Lamarche
 - B. Update Middle School Libraries – Principal Starczewski and Principal Packard
 - C. Report of the Director of Finance and Operations - Director Mathieu
 - a. Fiscal Year 2024 School Committee Budget Priorities
 - b. Capital Projects - Request for Qualifications - School Committee Member Alternative
 - D. Report of the Assistant Superintendent- Dr. Ackerman
 - a. Update Professional Development Day October 7, 2022
 - b. Update High Quality Instructional Materials (HQIM) Science K-8
 - E. Consideration of Out-of-State Travel/Overnight – Policy IJOA
 - a. SHRHS – Quinebaug Valley Community College (QVCC), Danielson, CT
 - F. Consideration of Middle Level Waiver Shepherd Hill Varsity Wrestling – Steven Lamarche
- XII. Next Meeting Dates

School Committee Meeting: Wednesday, October 26, 2022, 7:00 PM Shepherd Hill RHS
Budget and Finance Subcommittee: November 7, 2022, 9:00 AM – Video Conference
Policy Review Subcommittee: October 24, 2022, 9:00 AM – Video Conference
Curriculum Subcommittee for Teaching and Learning: October 17, 2022, 1:00 PM - Video Conference
Capital Outlay/Safety Subcommittee: October 14, 2022, 11:00 AM - Video Conference
- XIII. Future Agenda Items: MASC Conference Resolutions (October), School Committee Operational Protocols/Procedures Workshop (October), School Councils (November), Special Education Parents' Advisory (SEPA) (November), Dudley-Charlton RSD Technology Plan (November), Update ALICE Training (November)
- XIV. Executive Session: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining [DCPA] or litigating position of the public body and the chair so declares, only to reconvene into regular session, to take votes if necessary, and adjourn.

XV. Adjourn

The items listed, which may be discussed at the meeting, are those reasonably anticipated by the chair. Not all items listed may, in-fact be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law. The School Committee may vote on all items listed on this agenda

"...to advance the knowledge and well-being of our children and our community."

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Dudley-Charlton Regional School Committee
Wednesday, September 14, 2022, at 7:00 PM
Shepherd Hill Regional High School
68 Dudley-Oxford Road
Dudley, MA 01571

Minutes

The meeting was called to order at 7:00 pm.

- I. Pledge of Allegiance**
- II. Moment of Silence**
- III. Approval of Minutes**

A. Minutes of Regular Meetings of Wednesday, August 24, 2022

A motion by P. Aucoin, second by J. Dell'Ovo to approve the minutes of the Wednesday, August 24, 2022, meeting was approved 6-1

- P. Aucoin – Yes
- C. Carmignani - Yes
- J. Costello – Yes
- J. Dell'Ovo – Yes
- C. Panczyk – Yes
- J. Terry – Abstained
- K. Szela – Yes

B. Minutes of Executive Session of Wednesday, June 22, 2022, August 24, 2022

A motion by P. Aucoin, second by J. Costello to approve the minutes of the Wednesday, June 22, 2022, meeting was approved 6-1

- P. Aucoin – Yes
- C. Carmignani - Yes
- J. Costello – Yes
- J. Dell'Ovo – Yes
- C. Panczyk – Abstained
- J. Terry – Yes
- K. Szela – Yes

A motion by P. Aucoin, second by C. Panczyk to approve the minutes of the Wednesday, August 24, 2022, meeting was approved 6-1

- P. Aucoin – Yes
- C. Carmignani - Yes
- J. Costello – Yes
- J. Dell'Ovo – Yes
- C. Panczyk – Yes
- J. Terry – Abstained
- K. Szela – Yes

IV. Approval of the Warrant

The warrants continue to be signed electronically as well as in person. The warrants were distributed among the members without comment or questions.

Accounts Payable	
123	\$28,969.48
Voucher 1011	\$450.00
Voucher 1012	\$440,679.57
Voucher 1013	\$500.00
Voucher 1014	\$1,632,940.78
Total	\$2,103,539.83

V. Communications

J. Dell'Ovo would like to commend the Class of 2022 on their Senior Gift of the Ram statue outside of the Shepherd Hill Regional High School front office. She also notes that, in years past, the first home SHRHS football game was used to acknowledge the community's First Responder but it has not been done in a few years. She's happy to announce that this Friday's, September 16, 2022, football game will be holding that First Responder Appreciation Night.

J. Terry discusses issues with Bus 46 and Bus 33 in Charlton and the issues they've been facing with the new routes this year. She assures that these issues are being taken into consideration and a solution is being designed.

C. Panczyk mentions an email from the PTO and asks if anyone is willing to participate in this year's Trunk or Treat.

VI. Superintendent's Report

Superintendent Lamarche thanked the towns of Dudley and Charlton for their support of the DCRSD Phase I capital ballot question last Tuesday, September 6, 2022. The towns arrived at a credible investment request addressing both middle school roof systems, fire panels and communication safety enhancements.

The District continues to work with the Town of Dudley for a town-wide operational override.

SHRHS Librarian, Anja Kennedy, was awarded a brand new, grant-funded library circulation desk from the Janet Malser Humanities Trust worth \$11,143.

The Staff Opening Day on August 29, 2022, was a huge success!

VII. Public Comment

Megan Piarulli – Dudley
Discusses bus issues.

Shauna Piehl – Charlton
Requests the committee make time to discuss the Charlton Middle Softball fields.

Stefan Sage – Charlton
Mr. Sage reminds the public that it is the anniversary of the 16th Street Baptist Church bombing.

VIII. New Business

A. Report of the Director of Finance and Operations - Director Mathieu

a. Capital Plan Phase I Election September 6

Mr. Mathieu thanks the towns of Dudley and Charlton for providing their support for Phase I of the capital projects. The District will issue a Request for Qualifications (RFQ) for an architect for the roofs as soon as possible, with the price to be negotiated.

To prepare for the roof projects, the District needs to hire an Owners Project Manager (OPM). Luckily, our current Facilities Director, Joseph Caron, does have the appropriate background needed to hold this role in the District pending the Committee's approval.

A motion by J. Terry, second by K. Szela to approve Joseph Caron as the District's Owner's Project Manager was passed unanimously.

P. Aucoin – Yes

C. Carmignani – Yes

J. Costello – Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

J. Terry – Yes

K. Szela – Yes

Per Policy KEB, the School Committee needs to vote to approve a Designer Selection Committee (DSC) to review the RFQ process and produce a ranked list of finalists. It is recommended that the Committee be made up of Joe Caron, Director of Facilities, Steve Lamarche, Superintendent, Richard Mathieu, Finance Director, Christopher Starczewski, DMS Principal, Dean Packard, CMS Principal and one School Committee member

A motion by J. Terry, second by K. Szela to approve the composition of the Design Election Committee was passed unanimously.

P. Aucoin – Yes

C. Carmignani – Yes

J. Costello – Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

J. Terry – Yes

K. Szela – Yes

P. Aucoin has volunteered to be the school committee member on the DSC.

b. Transportation Update

The District continues to review bus routes and is looking to make changes to ensure appropriate arrival and departure times.

There was a lengthy discussion about the lack of communication between the bus company and the district while the kinks are being worked out. Mr. Mathieu acknowledges the issues surrounding communication and assures the community that these issues have been discussed and are consistently being revised to avoid the same problems moving forward.

c. Employee Benefits Update

It has come to the District's attention that there was a misunderstanding for the new voluntary high-benefit dental and vision plans. The District, with assistance from Mass Strategic Health Plan and Altus Dental, has reached out to clarify these benefits are voluntary and that all members will have the option to continue, at their own expense, on those plans or to change their benefit elections.

d. **Snow Plow Bids**

The District advertised for snow plowing and sanding services, with the contract being for two years based on vendor and industry feedback. This year we received only two bids and the District feels comfortable in recommending the award of the three contracts that encompass all District schools to Stephen and Gregory Realty.

A motion by P. Aucoin, second by J. Terry to award the Snow Plow Contract to Stephen and Gregory Realty was passed unanimously.

P. Aucoin – Yes

C. Carmignani – Yes

J. Costello – Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

J. Terry – Yes

K. Szela – Yes

e. **Utilities – Electricity and Natural Gas**

The District's multi-year contracts for utilities are expiring in November and prices have increased dramatically, forcing the District to look at a near 100% increase in the cost of electricity supply. It is recommended the District look toward a 24-month lock-in rate for electricity due to the current climate of price changes.

The natural gas contract is up as well at a cost increase of around 33%.

A motion by P. Aucoin, second by J. Costello to approve Mr. Mathieu to sign the most advantageous contract available to the District for both electricity and natural gas was passed unanimously.

P. Aucoin – Yes

C. Carmignani – Yes

J. Costello – Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

J. Terry – Yes

K. Szela – Yes

f. **FY24 Budget Planning**

The District has begun to plan for a potential operational override vote in Dudley. The District asks the committee to approve reaching out to Mark Abrahams, a consultant that was also used in 2018 to compile a financial report outlining the future growth of the District from a revenue and expense perspective, to help us determine sustainable budgetary growth.

A motion by J. Costello, second by P. Aucoin to reach out to Mark Abrahams with a proposal to update his work at a not to exceed cost of \$8,000 was passed unanimously.

P. Aucoin – Yes

C. Carmignani – Yes

J. Costello – Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

J. Terry – Yes

K. Szela – Yes

g. **Asbestos Hazard Emergency Response Act (AHERA) Notification**

The AHERA notification will be sent to all schools and posted on the District's website for review for anyone that is interested.

B. Request for Additional Staff – Paraprofessional SHRHS – Director Bergeron

Director Bergeron asks the Committee to approve the hire of two additional Paraprofessionals to help manage the number of children on IEP's. The District has currently reached the max number of individuals that can be moved within the District and still requires additional help.

A motion by P. Aucoin, second by J. Costello to approve the hiring of two additional Paraprofessionals at Shepherd Hill Regional High School was passed unanimously.

P. Aucoin – Yes

C. Carmignani – Yes

J. Costello – Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

J. Terry – Yes

K. Szela – Yes

C. Professional Development Plan 2022-2023 – Dr. Ackerman

a. Professional Development Day Update, August 30, 2022

Universal Design for Learning (UDL) will be a primary focus for the DCRSD's Professional Development (PD) this year. The District had its first PD Day on August 30, 2022, and will meet again on October 7, 2022.

The PD on August 30, 2022, was met with a few logistical issues, but after discussions with the leadership of the DCTA and DCPA, there will be structural changes in place to ensure the October 7, 2022, PD runs smoothly.

b. Professional Development Committee

A DCRSD Professional Development Committee has been requested. The committee will comprise of members of the DCTA/DCPA and DCRSD Administrative Team. The goal is to utilize the perspectives and insights of staff to shape and provide guidance on how to best maximize the PD offerings.

D. High-Quality Instructional Materials (HQIM) Science K-8 – Dr. Ackerman

DESE is once again offering Districts the opportunity to participate in evaluating, reviewing and potentially purchasing High-Quality Instructional Materials. DCRSD has specifically been invited to review Science materials for Grades K-8. DCRSD is looking to build a team made up of one or two educators, one Special Education teacher, one Elementary and one Middle school Principal, and a District level officer.

E. Update MSBA - Massachusetts School Building Authority – Steven Lamarche

a. Initial Compliance Certification (ICC)

As part of MSBA, the invited District is required to submit an Initial Compliance Certification (ICC) compiled of 35 different statements, acknowledgments, certifications, agreements and representations the District must adhere to.

A motion by J. Terry, second by J. Dell'Ovo to approve the ICC was passed unanimously.

P. Aucoin – Yes

C. Carmignani – Yes

J. Costello – Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

J. Terry – Yes

K. Szela – Yes

- b. Shepherd Hill School Building Committee (SBSBC)
SHRHS must establish a School Building Committee (SBC) within 60 days of commencement of MSBA Eligibility. The deadline to form this SBC is Friday, October 28, 2022.

C. Carmignani and J. Costello have agreed to be representatives from the School Committee.

F. School Committee Goals - 2022-2023

C. Carmignani presents the 2022-2023 School Committee Goals.

After some discussion it was determined that Goal #3 – Communication – should be reworded to state “...increase visibility and participation in our communities...”

A motion by P. Aucoin, second by J. Terry to accept the 2022-2023 School Committee Goals with the changes to Communication aspect was passed unanimously.

- P. Aucoin – Yes
- C. Carmignani – Yes
- J. Costello – Yes
- J. Dell’Ovo – Yes
- C. Panczyk – Yes
- J. Terry – Yes
- K. Szela – Yes

G. Superintendent Goals – 2022-2023

Superintendent Lamarche presents his 2022-2023 Superintendent Goals to the School Committee.

A motion by J. Costello, second by P. Aucoin to accept the 2022-2023 Superintendent Goals was passed unanimously.

- P. Aucoin – Yes
- C. Carmignani – Yes
- J. Costello – Yes
- J. Dell’Ovo – Yes
- C. Panczyk – Yes
- J. Terry – Yes
- K. Szela – Yes

IX. Next Meeting Dates

School Committee Workshop: Wednesday, September 28, 2022, 7:00 PM Charlton Middle School

This meeting has been moved to 5:00 pm at SHRHS for a Budgetary Workshop

Budget and Finance Subcommittee: September 16, 2022, 11:00 AM - Video Conference

Policy Review Subcommittee: TBD - Video Conference

Monday, September 26, 2022, at 9:30 AM

Curriculum Subcommittee for Teaching and Learning: TBD - Video Conference

Monday, September 19, 2022, at 4:15 PM

Capital Outlay/Safety Subcommittee: TBD - Video Conference

September 23, 2022, at 11:00 AM

X. Future Agenda Items: FY23 (September), FY24 Budget Workshop (September), FY21 Audit (October), School Councils (October), School Committee Operational Protocols/Procedures (October), School Showcase (October) SEPAC (November), ALICE Training Update (November) Director Bergeron Update (November)

XI. Adjourn

A motion by J. Terry, second by J Dell'Ovo to adjourn the meeting was passed unanimously. The meeting adjourned at 9:15 PM.

P. Aucoin – Yes

C. Carmignani – Yes

J. Costello – Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

J. Terry – Yes

K. Szela – Yes

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DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Dudley-Charlton Regional School Committee

Wednesday, September 28, 2022, at 5:00 PM

Shepherd Hill RHS

68 Dudley-Oxford Road

Dudley, MA 01571

MINUTES

I. Call to order

The meeting was called to order at 5:05 pm.

Committee Member Pauline Aucoin was not in attendance at tonight’s meeting.

II. Welcome SHRHS Student Representative Olivia Lombardi

Olivia is a senior at SHRHS and resides in Charlton. She is a member of the Show Choir – both Illusion and Fantasy - and is a member of the Principal’s Council.

III. Approval of the Warrant

IV. The warrants continue to be signed electronically as well as in person. The warrants were distributed among the members without comment or questions.

Accounts Payable	
Voucher 1015	\$392,880.73
Voucher 1016	\$34,273.49
124	\$26,826.24
Total	\$453,980.46

V. School Committee Workshop

a. Massachusetts Association of School Committees (MASC) - Mr. James Hardy
Mr. Hardy presents a PowerPoint on the role of the School Committee in regard to the budget.

b. Fiscal Year 2024 Budget Planning
The School Committee members discuss what they’d, ideally, like to include in the 2024 Budget

VI. Next Meeting Dates

- a. **School Committee:** Wednesday, October 12, 2022, 6:30 PM Charlton Middle School
- b. **Budget and Finance Subcommittee:** October 11, 2022, 9:30 AM - Video Conference
- c. **Policy Review Subcommittee:** October 5, 2022, 12:30 PM - Video Conference
- d. **Curriculum Subcommittee for Teaching and Learning:** October 17, 2022, 1:00 PM - Video Conference
- e. **Capital Outlay/Safety Subcommittee:** October 14, 2022, 11:00 AM - Video Conference

VII. Future Agenda Items: FY21 Audit (October) , MASC Conference Resolutions (October), Use of Middle School Libraries (October), School Showcase – Dudley Elementary (October), School Committee Operational Protocols/Procedures Workshop (October), School Councils (November), Dudley-Charlton RSD Technology Plan (November), Update ALICE Training (November), Special Education Parents Advisory Council (SEPAC)(November)

VIII. Adjourn

A motion by J. Terry, second by J. Dell'Ovo to adjourn the meeting at 6:24 pm was passed unanimously.

P. Aucoin – Absent

C. Carmignani – Yes

J. Costello - Yes

J. Dell'Ovo – Yes

C. Panczyk – Yes

K. Szela – Yes

J. Terry – Yes

*The items listed, which may be discussed at the meeting, are those reasonably anticipated by the chair. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.
The School Committee may vote on all items listed on this agenda*

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