

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee, held Wednesday, June 9, 2021 at 7:00 PM at Shepherd Hill Regional High School, 68 Dudley-Oxford Road, Dudley, and Via Live Stream - Vimeo: <https://vimeo.com/557646678> and Video Conferencing - Zoom: <https://zoom.us/j/99449114267>

School Committee members attending in person were Cathleen Carmignani, Jeanne R. Costello Jamie L. Terry, and Kenneth J. Laferriere, Chair.

Attending remotely were Jordan Willow Evans, Catherine M. Kabala, and Pauline J. Aucoin, Vice Chair.

Also attending in person were District Administration: Steven M. Lamarche, Superintendent of Schools, Richard J. Mathieu, Director of Finance and Operations, Brian J. Ackerman, Assistant Superintendent for Teaching and Learning; Principals Lori A. Pacheco, and Kathleen E. Pastore.

Attending remotely were Principals: William F. Chaplin, Jennifer A. Desto, Kelly True, Dean W. Packard, Christopher E. Starczewski.

Staff: Daniel D’Arcangelo, Nicole Heroux, Rich Earle, moderator, Sandra Sullivan, secretary.

Kaitlin Grant and Bryanne Zihmer, representing Champions.

There were 21 panelists, and 10 video attendees.

I. Call to Order

The meeting came to order at 7:02 PM.

II. Pledge of Allegiance

III. Moment of Silence

IV. Approval of Minutes

A. Minutes of Regular Meeting of Wednesday, May 26, 2021

A motion by C. Kabala, second by J. Evans to approve the minutes of the meeting of Wednesday, May 26, 2021, was approved unanimously by roll call vote:

C. Carmignani - yes

J. Costello - yes

J. Evans – yes

C. Kabala - yes

J. Terry - yes

P. Aucoin - yes

K. Laferriere - yes

B. Minutes of Executive Session of Wednesday, May 26, 2021

A motion by P. Aucoin, second by C. Kabala to approve the minutes of the executive session of Wednesday, May 26, 2021, was approved unanimously by roll call vote:

C. Carmignani - yes

J. Costello - yes

**Minutes of the School Committee
Meeting of Wednesday, June 9, 2021**

- J. Evans – yes
- C. Kabala - yes
- J. Terry - yes
- P. Aucoin - yes
- K. Laferriere - yes

V. Approval of the Warrant

Warrants continue to be approved electronically:

Warrant #	Amount	Warrant #	Amount
73	\$234,910.11	1440D	\$1,614,317.80
74	\$358,619.00	1440P	\$571,178.66
Total	\$593,529.11	Total	\$2,185,496.46

VI. Citizens' Forum

No one spoke at this time.

VII. Communications

Mr. Laferriere referenced an email sent to all members by District Nurse Coordinator Marilyn Gerrard regarding nursing coverage in the district.

Mr. Laferriere referenced an email sent to all members by Kim and Mark Stevens, thanking them for the education provided their two children who have now graduated from Shepherd Hill Regional High School.

Ms. Evans reported on an email from Mandy Bush with questions about the equity committee, which she referred to Dr. Ackerman.

IX. Superintendent's Report

Mr. Lamarche said as the complex year ends, we are experiencing hot, humid weather. He said parents may choose to keep their child home.

Education Commissioner Jeffrey Reilly sent a reminder Friday with guidelines about heat-related school closures. Any early release time will need to be added to the end of the school year.

Mr. Lamarche announced that Class of 2021 President Cutter Beck has received the Better Business Bureau of Central New England Consumer Education Foundation Barbara J. Sinnott Student of Integrity Scholarship. Mr. Beck will attend WPI in the fall.

Mr. Lamarche said the Class of 2021 Graduation was fantastic with great student speeches as well as those offered by Mr. Laferriere and Mr. Chaplin.

A short video showed the Charlton Elementary School Proud to be from Charlton Parade held on May 28.

Mr. Laferriere presented gifts to Lori A. Pacheco and Kathleen E. Pastore as they are retiring June 30. School Committee members and colleagues expressed their thanks and well wishes.

The meeting recessed at 7:28 PM

The meeting returned to session at 7:32 PM

X. New Business

- A. Report of the Director of Finance and Operations, Budget and Finance Subcommittee Report and the Capital Outlay/Safety Committee Report – Director Mathieu and Catherine Kabala

1. Donations

To Charlton Elementary School from Planet Aid \$30.50

A motion by C. Kabala, second by J. Terry to accept the donation was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

2. FY21

Mr. Mathieu the year will close out in good shape.

3. FY22

4. General Ledger Software

Mr. Mathieu presented the updated pricing models for the three software packages investigated by the district prior to the pandemic. The packages are now Software as a Service and are hosted remotely with the companies are responsible for data maintenance and security. Of the three, Mr. Mathieu said Infinite Visions is the lowest priced, and, despite a higher than originally planned annual cost of \$44,474, there is \$30,000 budgeted for annual support of the existing general ledger package. Mr. Mathieu said with no option to purchase the software, this frees up one -time money to use over several years to support this software.

Mr. Mathieu said he is hopeful to go live with the software for payroll on January 1, 2022, but a July 1, 2022 timeline would save half the cost.

Mr. Mathieu asked the committee to approve the acquisition of Infinite Visions as the District's General Ledger Software as outlined.

A motion by P. Aucoin, second by C. Kabala to contract with Infinite Visions for new general ledger software beginning in FY 2022, was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes

**Minutes of the School Committee
Meeting of Wednesday, June 9, 2021**

J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

Budget and Finance Subcommittee:

Mrs. Kabala reported the subcommittee reviewed the second round cuts to meet the FY 22 budget of \$51,483,127:

New positions were moved to the ESSER II Grant	\$179,895
Transportation reduction	\$200,000
Health Insurance reduced	\$183,505
Out of District Tuition increases moved to the ESSER II grant	\$130,000
Salary line items based on staff changes	
Total	\$693,400

Mr. Mathieu asked the committee to vote the budget as presented:

A motion by C. Kabala, second by C. Carmignani to approve the \$550,000 in cuts to the FY 22 budget, for a total budget of \$51,483,127 for operations and \$210,638 for capital assessments, and this was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

Capital Outlay and School Safety Subcommittee:

Mr. Mathieu has updated the Capital Report to include Shepherd Hill requests. The subcommittee discussed the next steps to prioritize the items. Mr. Mathieu said he is not seeking a motion tonight or any discussion, but stated the goal is to prioritize the items by July or August, keeping the middle school roofs as the top priority.

Mr. Lamarche said there is an incredible amount of work going into this plan by Mr. Mathieu and the Capital Outlay and School Safety Subcommittee.

Mrs. Terry said the process is very transparent and voters will know why the needs are there and what to anticipate in the years to come.

B. SHRHS Program of Studies – Principal Chaplin

Mr. Chaplin presented the 2021-2022 Program of Studies, saying not much has changed except the addition of three new courses: AP Research, Project Lead the Way Computer Integrated Manufacturing, and PLTW Principles of Engineering.

A motion by C. Kabala, second by J. Evans to approve the 2021-2022 Program of Studies with three new

courses as presented this evening was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

C. DCRSD Before and After School Program – Dr. Ackerman and Dir. Mathieu

The district has received interest in starting a before and after care program. Dr. Ackerman, Mr. Mathieu and a building level team reviewed options from the YMCA in Southbridge, district employee Kelly Finizza, and Champions, a national learning center.

The group recommends Champions, a division of Kinder Care Learning Centers in Oregon. Attending this evening via Zoom are partnership manager Bryanne Zihmer, and case worker Kaitlin Grant, who explained the program rents spaces in schools to create before and after school learning environments. Children may participate in two-week thematic units. Champions provides the equipment, breakfasts and snacks. Children can complete homework first and then choose areas based on their interests.

The proposal is to offer before and after school programs at Mason Road School, Charlton Elementary School, Dudley Elementary School and Heritage School, and after school programs at Charlton Middle School and Dudley Middle School (grades 5-6). The cost is \$45 week for the before school program, and \$80 per week for the after-school program. There are fees for part-time participation, and discounts for district employees, military families, multiple children and combined programs. There are rates for early release days and vacations, but not snow days.

Mrs. Terry said there is a significant need in Charlton as one of two available sites closed.

Champions is currently offering programs in the Boston area, Norton, Ashland, Dighton-Rehoboth, Easthampton, Holbrook, Middleborough, Norton, and Plainville.

Mr. Lamarche recommended approval.

A Motion by C. Carmignani, second by J. Terry to approve the use of district space by the Champions program beginning with the 2021-2022 school year, was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

D. Report of Assistant Superintendent and the Curriculum Subcommittee for Teaching and Learning

1. Summer Programming

Dr. Ackerman said there is a number of summer programs being offered in the district, and expressed thanks to the staff who is signed up to teach and help students learn and achieve.

At the elementary level, the district was awarded a grant from the Massachusetts Department of Elementary and Secondary Education to provide an After School Out of School (ASOST) program targeting those with elevated needs in ELA and Mathematics.

The Middle Schools will benefit from funds from the Dudley-Charlton Education Foundation and the Webster 5 Bank for multiple Mathematics Ramp Up programs featuring a small robotics program.

The high school will offer an algebra ramp up program.

2. Professional Development

Dr. Ackerman said there in one final professional development day scheduled on Monday, June 21. There will be a range of programming from a session with Dr. Sheldon Eakins, a mathematics and science connection to Project Lead the Way. All staff will attend a presentation on social and emotional learning.

Dr. Ackerman said the district is fully implementing the Core Knowledge Language Arts reading program in the fall. Elementary educators will have two opportunities for PD with CKLA providers in August with follow up sessions in September, October, January and either March or May.

Mrs. Terry made a motion, second by C. Carmignani, to place the rollout of the CKLA program on pause. The motion failed by a vote of two in favor, five opposed:

C. Carmignani - no

J. Costello - no

J. Evans – no

C. Kabala no

J. Terry - yes

P. Aucoin - yes

K. Laferriere – no

Mrs. Terry said the program was selected without input from the staff who will be implementing it. She said the vetting process did not follow the district's process and staff was not afforded the opportunity to look at this program prior to it moving forward.

Mrs. Terry cited other factors such as two incoming principals, the 2.5-month pilot, an inexperience with a component of the program and the fact that we are coming out on the heels of a pandemic and back to what she hopes is a normal year. Mrs. Terry said the kindergarten has not experienced a normal school year and is concerned for social-emotional health. Mrs. Terry said a pause is warranted, fiscally responsible, to ensure the program is what we need.

Dr. Ackerman said he very much respects Mrs. Terry's concern. The Dudley-Charlton Regional School District has been piloting programs for at least five years, and despite its best efforts, could not decide on a program. Dr. Ackerman cited the pandemic, the loss of instruction time, and said it is more important than ever to bring forward a new reading program. He said the district has an opportunity to bring forward a guaranteed, viable research-based, platinum standard, program endorsed by premier educational sites.

Dr. Ackerman said if we do not go forward with CKLA, the district would jeopardize the \$100,000 grant as one of the requirements is to utilize high quality research-based materials. Dr. Ackerman said he made the final decision.

Mrs. Carmignani said when the committee approved CKLA in February, she thought it had been fully vetted by a committee. She said the district is spending a quarter of a million dollars and it is important for educators to be involved in the decisions.

Dr. Ackerman said the materials have been ordered and have been shipped. The purchases are non-refundable with a 30% restocking and shipping fee, or a minimum of up to \$90,000, although there is an appeals process.

Ms. Costello said to pause this now is wrong and the time to object was in February when the vote was taken.

Mrs. Aucoin said she was opposed to the process used to choose the reading series.

E. Shepherd Hill Regional High School Statement of Interest 2021 (SOI) w/MSBA – Mr. Lamarche

Mr. Lamarche recommended applying for the MSBA CORE program seeking a renovation project.

A motion was made by C. Kabala, second by J. Terry as follows:

Resolve: Having convened in an open meeting on June 9, 2021, prior to the SOI submission closing date of June 25, 2021, the Regional School Committee of the communities of Dudley and Charlton, in accordance with its charter, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated June 4, 2021 for the Shepherd Hill Regional High School located at 68 Dudley-Oxford Road, Dudley, MA 01571 which describes and explains the following deficiencies and the priority categories for which an application may be submitted to the Massachusetts School Building Authority; #5 – Replacement, renovation or modernization of the school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in the facility and #7 – Replacement of or addition to obsolete buildings in order to provide a full range of programs consistent with state and approved local requirements; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Dudley Charlton Regional School District to filing an application for funding with the Massachusetts School Building Authority, and this was

approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

F. Proposed Job Descriptions - *Director of Public Buildings and Special Education Clerk*
Mr. Lamarche said this position was proposed as part of the budget process. Mr. Lamarche and Mr. Mathieu worked initially with the town of Charlton to determine if this position can in some way support the town. Mr. Mathieu has since reached out to Dudley officials to inform them that they will have access to this person as well.

The title will be changed to Director of Public Facilities.

A motion by C. Kabala, second by J. Terry to accept the job description and position of Director of Public Facilities, was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

The position will be funded for three years by grant money. After that time, it is either eliminated or is funded by the operating budget.

Special Education Clerk

This 10-month position will assist the four Special Education Coordinators throughout the district. This position is also grant-funded. Mr. Lamarche and Lorinda Allen, Director of Pupil Personnel Services, recommend approval.

A motion by C. Kabala, second by J. Terry to accept the job description and the position of Special Education Clerk, was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

G. Report of the Policy Subcommittee – Chair Laferriere

1. BBAA – Purpose and Role of School Committee - 2nd Read

The policy has been edited and is presented for approval and adoption on second reading.

A motion by C. Kabala, second by J. Terry to waive the reading of policy BBAA, was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

A motion by C. Kabala, second by C. Carmignani to Motion to approve the policy on second read and adoption was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

2. BDA – School Committee Organizational Meeting – 2nd Read

The policy has been edited and is presented to the school committee for approval and adoption on second reading.

A motion by C. Kabala, second by P. Aucoin to waive the reading of Policy BDA was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes
K. Laferriere - yes

A motion by C. Kabala, second by P. Aucoin to approve and adopt Policy BDA on second reading was approved unanimously by roll call vote:

C. Carmignani - yes
J. Costello - yes
J. Evans – yes
C. Kabala - yes
J. Terry - yes
P. Aucoin - yes

K. Laferriere - yes

H. Update, Superintendent's Evaluation – Mr. Lamarche

Mr. Lamarche presented the schedule by which the evaluation process will be completed by the Dudley-Charlton Regional School Committee.

July meeting date – Mr. Lamarche will present his self-evaluation and evidence in support of it
August meeting date – The school committee will complete the evaluation.

A motion by J. Evans, second by C. Kabala to accept the schedule for the 2020-2021 Evaluation of the Superintendent, was approved unanimously by roll call vote:

C. Carmignani - yes

J. Costello - yes

J. Evans – yes

C. Kabala - yes

J. Terry - yes

P. Aucoin - yes

K. Laferriere - yes

Mr. Laferriere said the superintendent will set his goals and indicators at a September school committee meeting. The goal will be to complete the evaluation at the last meeting in April.

I. School Committee Remote Participation in accordance with 940 CMR 29.10

Governor Charlie Baker has extended the Emergency Order, suspending some provisions of the Open Meeting Law until September. Mr. Laferriere said the Dudley-Charlton Regional School Committee is able to continue its current meeting method of meeting via Zoom, or to resume full in person meetings.

Members have expressed interest in resuming in person meetings, but continuing opportunities for remote participation in line with 940 CMR 29:10 (7), whereby members may call into the meeting if they are physically unable to attend in person.

A motion by C. Kabala, second by J. Evans to adopt 940 CMR29:10 (7) and allow elected members to call into the school committee meetings and participate, and to return to open meetings as a full committee effective June 23, 2021, was approved unanimously by roll call vote:

C. Carmignani - yes

J. Costello - yes

J. Evans – yes

C. Kabala - yes

J. Terry - yes

P. Aucoin - yes

K. Laferriere - yes

XI. Next Meeting Dates

School Committee Meeting: Wednesday, June 23, 2021 7:00 PM, Charlton Middle School, 2 Oxford Road, Charlton, 7 PM.

Budget and Finance Subcommittee: TBD

Policy Review Subcommittee: Friday, July 9, 2021, 9:00 AM

Curriculum Subcommittee for Teaching and Learning: TBD

Capital Outlay/Safety Subcommittee: Friday, July 16, 2021, 11:00 AM

- XII. Future Agenda Items:** School Committee Reorganization (June), Update Specialized Programming (July), DCRSD Strategic Plan Progress Report (July), Superintendent’s Evaluation (July/August), School Committee summer workshop (July/August), Approval of DCRSD Student Handbooks (August)
- XIII. Executive Session:** To discuss strategy with respect to collective bargaining [**Dudley-Charlton Paraprofessionals Association**] if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.

A motion by P. Aucoin, second by J. Terry to enter executive session to discuss strategy with respect to collective bargaining [**Dudley-Charlton Paraprofessionals Association**] if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, and reconvene for a vote if necessary, and to adjourn, was approved unanimously by roll call vote at 10:43 PM:

- C. Carmignani - yes
- J. Costello - yes
- J. Evans – yes
- C. Kabala - yes
- J. Terry - yes
- P. Aucoin - yes
- K. Laferriere - yes

The committee returned to open session at 10:57 PM

XIV. Adjourn

A motion by C. Kabala, second by J. Terry to adjourn the meeting was approved unanimously by roll call vote at 10:58 PM.

- C. Carmignani - yes
- J. Costello - yes
- J. Evans – yes
- C. Kabala - yes
- J. Terry - yes
- P. Aucoin - yes
- K. Laferriere - yes

Items used for this meeting include:

Agenda for 6/9/21	Minutes of regular session: 5/26/21	Minutes of Executive Session: 5/26/21	Superintendent’s Report: 6/9/21
Director of Finance and Operations Report: 6/9/21	Budget Memo #5:6/3/21	Teaching and Learning Subcommittee Update 6/9/21	Before and After School Care Update: 6/9/21
Job Descriptions: Director of Public Facilities; Special Education Clerk	Policies: BBAA, BDA	Champions Partnership	940 CMR29:00

Respectfully submitted by Sandra Sullivan, secretary