

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

Approved minutes of the meeting of the Dudley-Charlton Regional School Committee of Wednesday, September 23, 2015, held at Charlton Middle School, 2 Oxford Road, Charlton, at 7 p.m.

In attendance were members of the School Committee:

Mary N. Antocci  
Pauline J. Aucoin, Chair  
Raymond J. Chalk, Vice Chair  
Catherine M. Kabala  
Joseph M. Pietrzak  
Elaine M. Rabbitt  
Stephanie A. Reed  
Jack Bugar, Student Representative

Also in attendance were Gregg J. Desto, Superintendent of Schools, Richard J. Mathieu, Director of Finance and Operations; district administrators: Lorinda Allen, Karen Ares, Terri A. Caffelle, Doris Dono, Jody A. O'Brien, Dean W. Packard, John D. Paire, Kathleen E. Pastore, Mary A. Pierangeli; district teachers Brooke Beverly; Stefan Sage, Students: Davide Sarkodee, Leah Bugar, Alex Myer, Emily Sprague; media representatives: Deborah LaPlaca, Telegram, 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**

#### **a. Minutes of Regular Meeting of Wednesday, September 9, 2015**

A motion by J. Pietrzak, seconded by C. Kabala to approve the minutes of the meeting of Wednesday, September 9, 2015, was approved. Mr. Chalk, Mrs. Rabbitt and Mrs. Reed abstained.

### **IV. Approval of Warrant**

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

<b>Warrant #</b>	<b>Amount</b>
14	\$275,201.75
15	\$221,924.61
ITF16	\$470,670.89
1003DV	\$-299.93
1006DV	\$-301.63
1012D	\$409,118.58
1015D	\$1,860.34
1016D	\$421,146.37
1016P	\$1,129,358.01
<b>Total</b>	<b>\$2,928,678.99</b>

#### **V. Citizens' Forum**

No one spoke at this time.

#### **VI. Communications**

Mr. Chalk said he has received many positive comments about the renovated athletic field. He inquired about further modifications to a section of curbing which residents suggested is difficult to navigate. The section has been painted to make it more visible.

#### **VII. Superintendent's Report**

1. Mr. Desto has learned that the Back to School Listening Tour scheduled by Senator Ryan Fattman for Monday, September 28, has been postponed.
2. Mr. Desto has scheduled a Leaders Lunch on Tuesday, September 29, 2015 at noon.
3. Mr. Desto has submitted to the committee his Superintendent's Goals for the 2015-2016 school year. This will be posted on the website as well. He explained the five areas of emphasis as social, emotional and mental wellness of students, community connection, budget, commitment to strategic planning, and professional development.
4. Representatives from the Massachusetts School Building Authority have scheduled a site visit at Shepherd Hill on Tuesday, October 6 as a follow up to the district's Statement of Interest. The MSBA conducted a similar visit in 2012 and concluded Shepherd Hill did not rise to the same need as others in the state. If this SOI is accepted it is the first step in a lengthy process that ultimately could lead to state reimbursement of the costs of a large scale building/renovation project.

#### **VIII. Student Representative Report**

This item was tabled in Mr. Bugar's absence.

#### **IX. New Business**

##### **a. Student Spotlight – Shepherd Hill**

Mrs. Pierangeli introduced the members of the Student Advisory Committee and their respective assignments as they serve on Dudley and Charlton boards of selectmen, the Shepherd Hill Student Council and the school committee.

Present this evening were Leah Bugar, who spoke on academics and opportunities for challenging coursework; Davide Sarkodee, athletics; Emily Sprague, band and show choir; Alex Myer, Student Council and other extra-curricular activities. Members not present this evening are Jack Bugar, Jack Cedarberg, Riley French, and Bailey Ross.

##### **b. District Educational Technology Plan – Mrs. Allen, Mrs. Ares and Mr. D'Arcangelo**

Lorinda Allen, Karen Ares, and Dan D'Arcangelo reported on the district's technology plan, which is based on the national and state educational technology standards. Their report presented a clearer picture of both where the district stands currently and the direction in which we need to go for our students.

The district's Strategic Plan stresses the need for an educational technology plan. PARCC or other online testing necessitates increased funding to purchase additional devices. The technology plan also calls for 100% proficiency by staff. More proficient staff run workshops for colleagues to help them gain proficiency. The

high school staff will be targeted this fall, with professional development offered on integrating technology into the classrooms.

Mr. D’Arcangelo spoke about the infrastructure, which he said is about more than the network and switches but includes the devices in the classroom. He said PCs and laptops are replaced every five years. The IT staff is working to improve wireless connectivity in all buildings.

Mrs. Allen concluded that technology is a priority. 21<sup>st</sup> century schools are dependent upon its use by teachers, and thanked the committee for keeping this as a priority even in tight budget times.

Mr. Chalk asked if there are opportunities to rent sufficient numbers of devices. There are none that the district is aware of.

c. Director of Finance and Operations Report

Mr. Mathieu said he will be bringing forward items relative to FY 17 budget over the next several meetings. Mr. Mathieu reported he is in the process of completing a report to file with the Department of Revenue to generate excess and deficiency funds.

Mr. Mathieu met with a security camera company to generate a quote for a security system. There are requirements upon the district and complications with putting cameras on poles and buildings.

d. Budget and Finance Subcommittee Report (Vote required)

Mrs. Rabbitt reported on the subcommittee’s meeting of Wednesday, September 16, during which members reviewed the parking fees and how the collected monies are used.

Mrs. Rabbitt said the subcommittee created funding priorities for the monies in the parking lot account and agreed these would be used for future resurfacing of the parking lot and ongoing maintenance as well as possible future expansion of the parking lot.

There are presently 200 spaces at \$100 per year generates. The subcommittee recommended the fee be increased to \$150 for the 2016-2017 school year and to \$200 for the 2017-2018 school year.

Mr. Chalk wanted to table the item pending further information on the costs associated with parking lot maintenance. He said that raising the fee could affect the communities’ perception of the need for their support of the school through an override.

Mrs. Rabbitt said the subcommittee will analyze all district fees to enable better informed decisions in the budget process.

A motion by E. Rabbitt, seconded by S. Reed to implement an increase to the Shepherd Hill Student Parking Fee to \$150 parking fee in the 2016-2017 school year, and to \$200 for 2017-2018, was approved by a vote of 5-2. Voting in favor were M. Antocci, C. Kabala, M. Pietrzak, E. Rabbitt, and S. Reed. Opposed were P. Aucoin and R. Chalk.

e. District Policy Considerations

- Policy GCG, Proposed for Amendment, First Reading (Vote Required)

Per Mrs. Kabala's request, the policy governing extended employment substitutes was presented for amendment. Specifically, Mrs. Kabala sought to address compensation for extended employment substitutes hired for a consecutive full year. The amendment allows the individual to progress to step 2 of the salary scale.

A motion by C. Kabala, seconded by R. Chalk to waive the reading to the committee was approved by unanimous vote.

A motion by C. Kabala, seconded by R. Chalk to approve the policy GCG on first reading was approved by unanimous vote.

- Policy JQ, Proposed for Adoption, Second Reading (Vote Required)

The policy governing student lunch charges is presented for second reading and adoption.

A motion by C. Kabala, seconded by R. Chalk to waive the reading to the committee was approved by unanimous vote.

A motion by R. Chalk, seconded by S. Reed to adopt policy JQ on second reading, was approved by unanimous vote.

f. Consideration to Approve Athletic Trainer's Contract (Vote Required)

As requested at the committee's last meeting, Mr. Desto prepared a draft of a contract for Athletic Trainer Chelsea Stoney which affords her 40 hours per week, personal time and sick time. The draft contract also highlights the trainer's responsibilities, and, essentially, enables a clearer direction for Ms. Stoney until June. All employee contracts and wage agreements expire at the end of this school year, and will be negotiated during the year. Mr. Desto indicated his preference to include the athletic trainer position within the salary and benefits schedule of the school nurses starting next year.

Mrs. Kabala asked that the proposed professional development allotment for the athletic director be increased to \$750.

A motion by J. Pietrzak, seconded by R. Chalk to approve the contract for the athletic trainer, was approved by unanimous vote.

g. Consideration of Requests for Home Instruction, Policy IHBG (Vote Required)

Mr. Desto presented four requests for continued home instruction for the 2015-2016 school year, and recommended approval:

- Mark and Maureen Benoit, Dudley. Jacob, grade 6, Grace, grade 5, Patrick, grade 2.
- Bryan and Joy Coleman, Charlton. Luke, grade 12, Jordan, grade 11, Ruth, grade 8.
- William Zastrow, Charlton, and Heidi Johnson, Worcester. Molly, grade 12.

A motion by R. Chalk, seconded by M. Antocci to approve the three requests for continued home instruction for the 2015-2016 school year, was approved by unanimous vote.

h. Consideration of Request for Overnight Travel, Policy IJOA (Vote Required)

Mrs. Pierangeli has presented the request of the Shepherd Hill Student Council to travel to Hyannis March 9-11, 2016 to participate in the Massachusetts Association of Student Councils' annual conference. The 16

students will be chaperoned by Shepherd Hill guidance counselors Diana Swidrak and Lisa Incutto. Although the group will miss three days of school, Mr. Desto and Mrs. Pierangeli said the conference is a wonderful educational experience. Mr. Desto recommended approval.

In addition, based on the committee’s approval, Mr. Desto asked the committee to authorize the chaperones to receive free or reduced travel, including transportation, lodging and select meals in the course of their duties, consistent with State Ethics Regulation 930 CMR 5.05.

A motion by R. Chalk, seconded by M. Antocci to approve the request for overnight travel by the Shepherd Hill Student Council on March 9-11, 2016, as presented, was approved by unanimous vote.

A motion by R. Chalk, seconded by J. Pietrzak to authorize the chaperones to receive free or reduced travel, including transportation, lodging and select meals in the course of their duties, consistent with State Ethics Regulation 930 CMR 5.05, was approved by unanimous vote.

**VIII. Next Meeting Dates**

- Leaders Lunch: Tuesday, September 29, 2015, Shepherd Hill Regional High School, 12 p.m.
- Wednesday, October 14, 2015, Shepherd Hill Regional High School, 68 Dudley-Oxford Road, Dudley, 7 p.m.
- Wednesday, October 21, 2015, Budget and Finance Subcommittee, District Office, 68 Dudley-Oxford Rd., Dudley, 9 a.m.
- Wednesday, October 28, 2015, Charlton Middle School, 2 Oxford Road, Charlton, 7 p.m.
- Wednesday, November 18, 2015 at Charlton Middle School, 7 p.m.

**IX. Future Agenda Items – Policy GCG, MASC resolutions, MCAS report**

**X. Adjourn**

A motion by S. Reed, seconded by R. Chalk to adjourn was approved by unanimous vote at 8:37 p.m.

*Items used for this meeting include:*

<i>Agenda for Wednesday, September 23, 2015</i>	<i>Superintendent’s Report of Friday, September 18, 2015</i>	<i>Minutes of Wednesday, September 9, 2015</i>	<i>Athletic Field inauguration program</i>
<i>Athletic Director’s Contract</i>	<i>Finance Director’s Report</i>	<i>Policies: GCG, JQ</i>	<i>Overnight Travel Request</i>
<i>Superintendent’s Goals 2015-2016</i>	<i>Technology Plan</i>		

*Respectfully submitted by Sandra Sullivan, recording secretary*