

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

Minutes

Regular Meeting #1239 Monday, July 15, 2013

Media Center
Wachusett Regional High School

Committee Members Present:

Lance Harris, Chair	Matthew Lindberg
Lisa Call	James Mason
William Clute	Kenneth Mills
Thomas Curran	Tiffany Ralli
Robert Imber	Erik Scheinfeldt
Stacey Jackson	Christina Smith
Julianne Kelley	Margaret Watson
Deidre Kosky	Charles Witkes
Sarah LaMountain	

Committee Members Absent:

Scott Brown	Robert Pelczarski, Vice-chair
Matthew Ehrenworth	Robert Remillard
Robert McCarthy	

Administration Present:

Anthony Gasbarro, Interim Superintendent of Schools
Darryll McCall, Deputy Superintendent
Joseph Scanlon, Director of Business and Finance
Susan Sullivan, Director of Human Resources
Rebecca Petersen, Executive Secretary to the Superintendent

Student Representatives Present:

Nate Birnbaum	Jon O'Brien
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Others present, who desired to be recorded as present (see attached Attendance Sheet – attachment 1).

Chair Harris called the meeting of the School Committee to order at 7:03 PM.

Chair Harris asked those present to observe a moment of silence in memory of long time School Committee member John Nunnari.

In Vice-chair Pelczarski's absence, Member Watson will act as Vice-chair at the meeting.

I. Public Hearing

No members of the public wished to address the School Committee.

II. Secretary's Report

- A. Approval of 1238th Regular Meeting Minutes of the Wachusett Regional School District Committee held on June 10, 2013

Motion: To approve the minutes of the regular meeting of the School Committee held on June 10, 2013.

(K. Mills)

(R. Imber)

The minutes of the regular meeting of the School Committee held June 10, 2013 were approved, by consensus, with Members Call, Jackson, and Kosky abstaining.

- B. Approval of Executive Session I Minutes of the Wachusett Regional School District Committee held on June 10, 2013

Motion: To approve the minutes of Executive Session I of the School Committee held on June 10, 2013, to be released.

(M. Lindberg)

(K. Mills)

Roll call vote:

In favor:

Lance Harris
William Clute
Thomas Curran
Robert Imber
Julianne Kelley
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Christina Smith
Margaret Watson
Charles Witkes

Opposed:

None

Abstained:

Lisa Call
Stacey Jackson
Deidre Kosky
Erik Scheinfeldt

Motion passed 13-0-4.

- C. Approval of Executive Session II Minutes of the Wachusett Regional School District Committee held on June 10, 2013

Motion: To approve the minutes of Executive Session II of the School Committee held on June 10, 2013, not to be released.

(J. Mason)

(R. Imber)

Roll call vote:

In favor:

Lance Harris
William Clute
Thomas Curran
Robert Imber
Julianne Kelley
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Christina Smith
Margaret Watson
Charles Witkes

Opposed:

None

Abstained:

Lisa Call
Stacey Jackson
Deidre Kosky
Erik Scheinfeldt

Motion passed 13-0-4.

- D. Approval of Executive Session III Minutes of the Wachusett Regional School District Committee held on June 10, 2013

Motion: To approve the minutes of Executive Session III of the School Committee held on June 10, 2013, to be released.

(R. Imber)

(K. Mills)

Roll call vote:

In favor:

Lance Harris

William Clute
Thomas Curran
Robert Imber
Julianne Kelley
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Christina Smith
Margaret Watson
Charles Witkes

Opposed:
None

Abstained:
Lisa Call
Stacey Jackson
Deidre Kosky
Erik Scheinfeldt

Motion passed 13-0-4.

- E. Approval of the Minutes of the 298th Special Meeting of the Wachusett Regional School District Committee held on June 26, 2013

Motion: To approve the minutes of the special meeting of the School Committee held on June 26, 2013.

(E. Scheinfeldt)
(K. Mills)

The minutes of the special meeting of the School Committee held June 26, 2013 were approved, by consensus, with Members Call, Clute, Kosky, Ralli, and Witkes abstaining.

III. Treasurer's Report/Financial Statements

Chair Harris reminded the Committee that if there are questions regarding the report of the Director of Business and Finance, members should contact the Interim Superintendent; if there are questions regarding the Treasurer's Report, members should contact the Business/Finance Subcommittee Chair.

IV. Committee Reports

- A. Chair's Opening Remarks

Chair Harris called members' attention to the Revised Agenda, which added a recommendation requiring action by the School Committee, to authorize the Accounting Department to transfer \$952,485 from FY13 Appropriation category *Salaries & Stipends* to FY13 Appropriation category *Instructional Supplies, Equipment & Technology* (attachment 2). Chair Harris reported he had attended a Massachusetts Association of School Committees' conference offered to new School Committee Chairs on June 13th. Chair Harris welcomed new Student Representatives Nate Birnbaum and Jon O'Brien and thanked them for attending this mid-summer meeting.

B. Student Representatives

Student Representative Jon O'Brien thanked the School Committee for the opportunity to serve as a Student Representative, and explained the only topic he intended to bring before the Committee at this meeting was the strings problems, but when he read in the Superintendent's Report that the program had been restored, he did not feel the need to comment.

C. Management Subcommittee (L. Harris, Chair, R. Pelczarski, Vice-chair, R. Imber, S. Jackson, J. Mason, K. Mills, E. Scheinfeldt, M. Watson)

Management Subcommittee Chair Harris reported on the July 9th meeting of this subcommittee, which Glenn Koocher of MASC attended. Chair Harris hopes to appoint a Superintendent Search Screening Committee in the near future. He explained the planned composition of the Screening Subcommittee will be between 9 – 11 members, consisting of School Committee, District staff, and public representation.

In the July 11th Superintendent's Report, the School Committee had been advised of proposed amendments to the School Committee By-Laws, which will be acted upon by the full School Committee at the August 12, 2013 regular School Committee meeting.

Motion: To approve acceptance of the Superintendent search timeline, as drafted by the Management Subcommittee 7/9/2013.

(R. Imber)

(J. Kelley)

Chair Harris pointed out one correction to the timeline that had been included in the July 11, 2013 Superintendent's Report (attachment 16) – bullet #5 to read "Before September 30, 2013: School Committee Chair appoints the Superintendent Screening Committee and informs members of their appointment."

Motion: To approve acceptance of the corrected Superintendent search timeline, as drafted by the Management Subcommittee 7/9/2013.

(R. Imber)
(J. Kelley)

Vote:

In favor:

Lance Harris
Lisa Call
William Clute
Thomas Curran
Robert Imber
Stacey Jackson
Julianne Kelley
Deidre Kosky
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Margaret Watson
Charles Witkes

Opposed:

None

Motion passed unanimously.

- D. Education Subcommittee (R. Imber, Chair, M. Watson, Vice-chair, L. Call, R. Remillard, C. Smith)

Education Subcommittee Chair Imber reported this subcommittee had met just before this School Committee meeting. WRHS Principal Beando and Assistant Principal DiBenedetto attended the Education Subcommittee meeting, to give a status report on the adult education program being planned. A possible name for this program is "Wachusett Summit Program," initially plans are to offer ten to fifteen classes, to increase over time, and it is anticipated this program will begin in February 2014. Principal Beando reported on the accreditation progress and the March 2014 accreditation visit. Member Kelley asked about the house system at the high school, to which Principal Beando responded. He explained that with reduced staffing at the school, maintaining the house system may be difficult. Following discussion, it was suggested the Education Subcommittee might consider and review the house system currently in place at the

high school, and then perhaps in January/February 2014, when the District is developing the FY15 budget, the Business/Finance Subcommittee might also consider and review this system.

Subcommittee Chair Imber reported the next meeting of the subcommittee will be September 9, 2013, at 6:00 PM, in the Media Center at WRHS.

- E. Business/Finance Subcommittee (E. Scheinfeldt, Chair, William Clute, Vice-chair, J. Kelley, S. LaMountain, J. Mason, R. McCarthy, T. Ralli, C. Smith, C. Witkes)

Business/Finance Subcommittee Chair Scheinfeldt reported on the July 9, 2013 meeting of this subcommittee. This subcommittee will meet next on July 22, 2013.

- 1. WRSD Educational Foundation Trust

- F. Community Outreach Subcommittee

No report was made.

- G. Legal Affair Subcommittee (K. Mills, Chair, S. Brown, M. Ehrenworth, J. Kelley, M. Lindberg)

Legal Affairs Subcommittee Chair Mills reported this subcommittee will meet on July 25, 2013.

- H. Facilities and Security Subcommittee (J. Mason, Chair, M. Ehrenworth, Vice-chair, W. Clute, D. Kosky, M. Lindberg, R. McCarthy, R. Remillard)

Facilities and Security Subcommittee Chair Mason reported on the July 10, 2013 meeting of this subcommittee.

- I. Audit Advisory Board (J. Kelley, T. Ralli)

AAB Chair Kelley reported the Audit Advisory Board has not yet met. She also reported there is one vacancy yet to be filled (Town of Holden).

- J. Ad-Hoc Subcommittees

- 1. Ad Hoc Subcommittee to Review the Regional Agreement (J. Kelley, Chair, W. Clute, R. Imber)

Ad Hoc Subcommittee Chair Kelley reported the amended Regional Agreement will be submitted to DESE for approval.

K. Building Committees

1. Mountview Building Committee (M. Watson)

Member Watson reported on the June 24, 2013 meeting of the Mountview Building Committee.

2. Green Repair School Building Committee

No report was made.

L. School Council Reports:

Central Tree Middle School, Chocksett Middle School, Davis Hill Elementary School, Dawson Elementary School, Glenwood Elementary School, Houghton Elementary School, Mayo Elementary School, Mountview Middle School, Naquag Elementary School, Paxton Center School, Thomas Prince School, Wachusett Regional High School, Special Education Parent Advisory Council, Early Childhood Center

No reports were made.

V. Superintendent's Report

A. Discussion of Report

At Member Ralli's inquiry, Director of Human Resources Sullivan clarified information that was in her report about MUNIS training for employees. Director Sullivan explained the first piece of training to be done will have to do with the Employee Self Service (ESS) component in MUNIS. She further explained that approximately half of the District's school secretaries have already received ESS training. It is expected that four to five days of MUNIS training will be needed, at a cost of \$2,500 per day, per Director of Business and Finance Scanlon. Member Imber requested that by the September meeting of the School Committee, Interim Superintendent Gasbarro give a status report of MUNIS training. Chair Harris suggested Interim Superintendent Gasbarro update the School Committee in his August and September Reports to the School Committee when MUNIS training is scheduled and when it is completed.

Member Kelley referenced Director Sullivan's Report on Athletics (Attachment B-3 of the July 11, 2013 Superintendent's Report) and would like more details about what coaches are paid on an individual basis. Director Sullivan explained coaches stipends are based on a percentage of Masters 1 on the WREA salary scale. Member Jackson

questioned if the line item/fund name “transportation” should be renamed. Director Sullivan made note that members of all athletic teams pay the same user fee (i.e. cross country v football), even though some sports are more costly to run than others.

At Member LaMountain’s inquiry, Director of Business and Finance Scanlon gave a status report on copiers in the District schools/Central Office.

Member Mills asked for an update on withholding accounts which Director Scanlon reported on in his report. Director Scanlon could give no additional information at this time.

8:03 PM Member Smith left the table.

Member Jackson had questions about two spreadsheets in Director Scanlon’s report – the MUNIS year-to-date budget report and the Governmental Funds, Fiduciary Funds Cash & Fund Balances Report, which Director Scanlon addressed. Director Scanlon answered other questions raised by members.

8:07 PM Member Smith returned to the table.

Member Watson volunteered to update the *Guidelines for Student Representatives and Responsibilities of the Wachusett Regional School District Committee*, in advance of the new Student Representatives meeting with the Management Subcommittee to receive orientation.

B. Recommendations Requiring Action by the School Committee

Motion: To amend the *FY14 Appropriation* to the amount of \$80,175,991

Action on this motion was deferred.

Motion: To approve the appropriation of Massachusetts School Building Authority funds in the amount of \$7,457 to the Town of Holden for reimbursement for Mountview Middle School

(R. Imber)

(K. Mills)

Vote:

In favor:

Lance Harris

Lisa Call

William Clute

Thomas Curran

Robert Imber

Stacey Jackson
Julianne Kelley
Deidre Kosky
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Margaret Watson
Charles Witkes

Opposed:

None

Motion passed unanimously.

Motion: To authorize the Interim Superintendent to execute and deliver the Project Funding Agreement between the Wachusett Regional School District and the Massachusetts School Building Authority, and any amendments thereto, for the Mountview Middle School on behalf of the Wachusett Regional School District

and to bind the Wachusett Regional School District to its terms and conditions,

and, to authorize the Interim Superintendent to undertake the Project Funding Agreement and consummate all transactions contemplated by the Agreement and to make final binding decisions on behalf of the Wachusett Regional School District with respect to the Mountview Middle School Project described in the Project Funding Agreement

(M. Watson)

(M. Lindberg)

Vote:

In favor:

Lance Harris
Lisa Call
William Clute
Thomas Curran
Robert Imber
Stacey Jackson
Julianne Kelley
Deidre Kosky
Sarah LaMountain
Matthew Lindberg
James Mason

Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Margaret Watson
Charles Witkes

Opposed:
None

Motion passed unanimously.

Motion: To authorize the Accounting Department to transfer \$103,333.49 from FY13 Appropriation category *Benefits & Insurance* to FY13 Appropriation category *Other Costs*

(E. Scheinfeldt)
(K. Mills)

Member Witkes requested a general explanation of why the School Committee is asked to authorize transfers. Director of Business and Finance Scanlon provided the explanation. Director Scanlon explained “other costs” at Member Curran’s inquiry. Member Kelley explained to the public that the District does not actually have “excess funds” to transfer. Chair Harris re-read the motion.

Roll call vote:

In favor:

Lance Harris
Lisa Call
William Clute
Thomas Curran
Robert Imber
Stacey Jackson
Julianne Kelley
Deidre Kosky
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Margaret Watson
Charles Witkes

Opposed:
None

Motion passed unanimously.

Motion: To authorize the Accounting Department to transfer \$130,632.78 from FY13 Appropriation category *SPED Tuitions* to FY13 Appropriation category *Ops. & Maintenance*

(K. Mills)

(R. Imber)

Roll call vote:

In favor:

Lance Harris
Lisa Call
William Clute
Thomas Curran
Robert Imber
Stacey Jackson
Julianne Kelley
Deidre Kosky
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Margaret Watson
Charles Witkes

Opposed:

None

Motion passed unanimously.

Motion: To authorize the Accounting Department to transfer \$952,485 from FY13 Appropriation category *Salaries & Stipends* to FY13 Appropriation category *Instructional Supplies, Equipment & Technology*

(K. Mills)

(R. Imber)

8:30 PM Student Representative Jon O'Brien left the meeting.

Chair Harris distributed a document titled Professional Development Budget Transfer (attachment 3), which Director of Business and Finance Scanlon spoke to and explained. Many members of the Committee had questions about the motion on the table. When asked that would happen if the School Committee did not approve the motion at this meeting, Director Scanlon explained that changes to the

General Fund cannot be made after July 15th. Chair Harris reminded members that all transfers are suppose to be completed by July 15th. Chair Harris asked members if there would be any objection to Member Kelley reading aloud for the Committee's information an excerpt from DESE Schedule 3 Instructional Service Expenditures (2000) by School/Part I General Fund Expenditures, to which no members objected (attachment 4). Questions from members continued. Chair Harris re-read the motion and reminded members that the motion on the table to transfer funds needs a majority in favor to pass.

Roll call vote:

In favor:

Lisa Call
Thomas Curran
Robert Imber
Matthew Lindberg
James Mason
Erik Scheinfeldt
Margaret Watson

Opposed:

William Clute
Stacey Jackson
Julianne Kelley
Deidre Kosky
Sarah LaMountain
Kenneth Mills
Tiffany Ralli
Christina Smith
Charles Witkes

Abstained:

Lance Harris

Motion failed 7-9-1.

Motion: To approve the Early Retirement Incentive

(K. Mills)

(E. Scheinfeldt)

Interim Superintendent Gasbarro spoke to the motion on the floor, explaining the "incentive" to qualified teachers would be a \$10,000 bonus to retire before the start of the coming school year, giving participants the option of when the \$10,000 payment would be made, between 9/1/2013 and 6/30/2014. He stressed that the retirement would be effective by the start of the school year (August 26, 2013).

The deadline to notify the District Central Office of intent to retire, under the early retirement incentive, is August 2, 2013.

9:17 PM Member Call left the table.

Some discussion took place.

Vote:

In favor:

Lance Harris
William Clute
Thomas Curran
Robert Imber
Stacey Jackson
Julianne Kelley
Deidre Kosky
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Margaret Watson
Charles Witkes

Opposed:

None

Motion passed unanimously.

Motion: To approve Voluntary Furlough Days

(E. Scheinfeldt)

(K. Mills)

Interim Superintendent Gasbarro explained that this offer, to WREA members, is strictly voluntary, up to three unpaid furlough days can be requested, the deadline to notify the Human Resources Department of an individual's desire to take furlough day(s) is August 12, 2013, to allow Human Resources time to calculate salary with unpaid time off, in order to spread the adjusted salary out over 21 or 26 pay periods.

9:21 Member Call returned to the table.

Interim Superintendent Gasbarro assured the Committee that when taking requests for furlough days into consideration, District administration would watch for what could result in a high number of

teachers out of the same school on the same date(s), and would base approval on those numbers.

Chair Harris re-read the motion.

Vote:

In favor:

Lisa Call
William Clute
Thomas Curran
Robert Imber
Stacey Jackson
Julianne Kelley
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Charles Witkes

Opposed:

Deidre Kosky
Margaret Watson

Abstained:

Lance Harris

Motion passed 14-2-1.

VI. Public Hearing

No members of the public wished to address the School Committee.

VII. Unfinished Business

Member Mills asked about new microphones to be used when taping School Committee meetings and Interim Superintendent Gasbarro reported new A/V equipment is being arranged for.

VIII. New Business

Motion: To officially accept the \$2,000 grant from The Home Depot to be used towards carpeting at the Early Childhood Center.

(J. Mason)

(K. Mills)

Vote:

In favor:

Lance Harris
Lisa Call
William Clute
Thomas Curran
Robert Imber
Stacey Jackson
Julianne Kelley
Deidre Kosky
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Margaret Watson
Charles Witkes

Opposed:

None

Motion passed unanimously.

Member Call asked if the District had considered offering employees an incentive to not take health insurance, as a way to lower the District's employee health insurance expense. Director of Human Resources Sullivan explained this sort of option has been considered in the past, but the thought is the offer would have to be made to all employees, even those who currently do not have health insurance under this district's plan, which could make the expense higher than the possible savings. Business/Finance Subcommittee Chair Scheinfeldt suggested this topic be remanded to the Legal Affairs Subcommittee for consideration and further investigation.

- IX. Executive Session to discuss pending litigation, and negotiations with non-union personnel, Deputy Superintendent, not to return to public session.
(J. Mason)
(K. Mills)

Roll call vote:

In favor:

Lance Harris
Lisa Call
William Clute
Thomas Curran
Robert Imber
Stacey Jackson

Julianne Kelley
Deidre Kosky
Sarah LaMountain
Matthew Lindberg
James Mason
Kenneth Mills
Tiffany Ralli
Erik Scheinfeldt
Christina Smith
Margaret Watson
Charles Witkes

Opposed:
None

Motion passed unanimously.

X. Adjournment

The meeting adjourned to executive session at 9:33 PM.

Respectfully submitted,

Anthony A. Gasbarro
Interim Superintendent