

Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

April 3, 2020

To: *Wachusett Regional School District Committee*

Kenneth Mills, Chair	Sarah LaMountain
Christina Smith, Vice-chair	Matthew Lavoie
Melissa Ayala	Linda Long-Bellil
Scott Brown	Amy Michalowski
Michael Dennis	Benjamin Mitchel
Stephen Godbout	Karl Ottmar
Maleah Gustafson	Asima Silva
Sherrie Haber	Megan Weeks
Jeffrey Haynes	Linda Woodland
Robert Imber	Adam Young
Laura Kirshenbaum	

From: Darryll McCall, Ed.D., Superintendent of Schools

A handwritten signature in dark ink, appearing to be "Darryll McCall", written over the printed name.

SUBJECT: Superintendent's Report

COVID-19 and the Impact on Schooling

I want to begin the Report this week with gratitude to our staff, families, and students who have begun the transition to a model of education that none of us were planning on at this point in the school year. We have been cognizant of the challenges we all face in working remotely, and our number one priority is the health and welfare of the Wachusett community at large. As Commissioner of DESE made clear in his last communication, DESE's recommendations for guiding principles include:

- The safety and well-being of students and staff is the top priority.
- The COVID-19 crisis disproportionately affects vulnerable students.
- The need to maintain connections between students and staff is paramount.
- Remote learning is not synonymous with online learning.

These principles have helped us to remain steadfast in our commitment to maintaining a vision for our District as we look to extend the remote educational opportunities to at least the first week of May. Our next steps will be to define our plan of action for remote learning to occur with students, pre-K-12, in a manner that is manageable for students, families and staff.

- *Update on Conference Calls*
Since our March 23rd meeting, I have participated in several conference calls with DESE.

These calls have included updates at the state level around issues associated with COVID-19 and the extended closure of schools in Massachusetts. I also had the opportunity to partake in a two hour webinar offered through our legal counsel Nuttall, MacAvoy & Joyce, P.C. where a variety of topics were reviewed concerning the current crisis we are in. Much of what I attempt to do is synthesize the different messages that are shared by the various government agencies that we deal with on a daily basis. As this is new for everyone, and many departments are not aware of all communications occurring, it has been important for me to review these calls with the executive staff and building principals regularly.

- *Central Office and School Administration*

Central Office has been in constant contact with building principals around a variety of issues that we are addressing on a constant basis. I am holding regularly scheduled meetings with building principals and the executive staff in order to provide a forum for discussion around school-based and District-based topics. These discussions have been extremely productive and worthwhile so that we are able to respond to questions and comments concerning our current situation. Principals are holding staff meetings with teachers each week in order to provide updates and support them as they work to provide students with more opportunities for remote learning.

- *Provision of Lunches*

As I mentioned to you a few days ago, Massachusetts was recently notified that the federal regulations around free and reduced lunch reimbursement for districts with 50% or more students eligible for free and reduced lunch have been waived. This means that we are now eligible for all costs associated with the meals we have been providing since the closing of schools, in the same way that we are eligible when school is open. Again, I want to commend our Supervisor of School Nutrition, Margaret Barton, and her staff for taking this on from the start of our closure and helping our students and families during this time of extreme need.

- *Chromebooks –*

On March 24th, a District-wide email was sent offering to loan Chromebooks to families with students who do not have access to a computer at home. Our school principals have also been in direct contact with families who may be struggling with device access. On Friday, March 27th, members of the WRSD technology team handed out 135 Chromebooks, using a drive-through pickup process at Wachusett Regional High School. Since then, the tech staff has facilitated several additional pickup times at the District office to accommodate additional requests. To date, approximately 200 Chromebooks have been loaned out. Thanks to Barry Selar and his team for making this happen so expeditiously.

MASC has shared an Advisory, outlining information and guidance for School Committee Leadership During COVID-19 School Closures. Attached is this informative document in the event you did not receive a copy directly from MASC (attachment 1).

Posting

Attached is the updated posting (attachment 2).

Monday evening's regular School Committee meeting will be by remote participation via Google Hangouts. An invitation to Monday's meeting has been sent/shared with members of the School Committee, Central Office executive staff, Senator Gobi and Representative Ferguson, and the president of the WREA. If you have not yet done so, please "accept" the invitation if you are intending to participate in the meeting. Using a laptop with the Hangouts connection is preferable, though calling in by cell phone is also an option, though not the preferred way to participate. I am again attaching the step-by-step instructions for setting up and using this virtual meeting platform, easy to understand and follow thanks to Barry Sclar (attachment 3).

Chair Mills plans to open the meeting at 7:00 PM and will then pass over the first public hearing in order to allow for a report from administration about the status of District and schools operation, following which members will all have the opportunity to ask questions and share comments. At the conclusion of discussion by the Committee and administration, members of the public will have the opportunity to have their questions asked/comments made by emailing them to Chair Mills at questions@wrsd.net, who will bring the public's questions and comments before the School Committee. Following the opportunity for public input, and with time permitting, the remainder of the agenda may proceed.

For planning and quorum purposes, please advise if you are unable to participate in Monday evening's meeting.

Budget Updates

A meeting of the Business/Finance Subcommittee will take place at 6:00 PM, immediately before our regular meeting Monday evening. At the Business/Finance meeting, Director Deedy will provide an update on both the FY20 budget and the anticipated impact on the FY21 proposed budget due to COVID-19 and ramifications associated with the state of our nation at this time. For your information and consideration in advance of our full Committee meeting Monday evening, below are some facts/data/details we have been addressing and dealing with since our last meeting.

- **FY20 Budget**

Director Deedy and I have been carefully monitoring the FY20 budget. Director Deedy will present an overview of the FY20 budget during the Business/Finance Subcommittee meeting Monday evening. There are still many unknowns at this time.

- **FY21 Proposed Budget**

The Town of Princeton has corresponded with me, explaining that town's inability to support the FY21 budget proposal as approved by the Committee on March 9, 2020 (attachments 4 & 5). I am certainly sympathetic to the Member Towns as we all struggle

during these challenging times. Director Deedy through various calls with DESE School Finance has been informed that revenues for FY21 "are out the window." There has been discussion also that regional districts across the Commonwealth will implement a 1/12th budgets as directed by the Commissioner of Education.

4th Quarter Assessment Payment

In accordance with Policy 4211 *Town Assessment Payments*, Sterling Town Administrator Ross Perry has notified the District that Sterling's FY20 4th quarter assessment payment, due on May 1st, will be paid in two equal installments on May 1, 2020 and June 1, 2020 (attachments 6 & 7). We appreciate the town's notification of the split payments, and we understand the need for flexibility under the circumstances.

FEMA Assistance

Director Deedy filed an application with the Massachusetts Emergency Management Agency (MEMA) on Wednesday, April 1, 2020. This application will enable the District to file for reimbursement for any costs related to COVID 19. The window to submit such claims has not opened it. Further guidance is forthcoming from MEMA. The District has incurred overtime costs for preparing the Grab & Go meals, and for purchasing equipment and supplies related to cleaning of the buildings.

Concussion Policy

After the Committee's vote on March 9th to affirm that Policy 6613.2 *Athletic Head Injury and Concussion Policy* accurately reflects our district's head injury and concussion protocols, I notified the Massachusetts Department of Public Health of the WRSDC's unanimous vote (attachment 8).

School Choice

I am bringing forward to the Committee's attention Wachusett's participation (or not) in school choice for the 2020-2021 school year. If the School Committee votes to not accept school choice students for the coming school year, we have a June 1, 2020 deadline to notify DESE of the School Committee's vote to not participate. Wachusett Regional School District has not accepted students under school choice since the 2016-2017 school year. Action by the Committee is on the Monday evening's agenda.

Conflict of Interest Training

After last month's meeting, when Chair Mills mentioned the need that School Committee members, as municipal representatives, complete Conflict of Interest online training, we shared with members a reminder and a link to the online training. Several members completed the training and provided a Certificate of Completion for our records. Members who have not yet completed the online training are asked to do so and then provide us with a copy of the Certificate of Completion (attachment 9).

Chair's Correspondence

- March 26, 2020 correspondence to Senator Gobi and Representative Ferguson (Chair's Correspondence 1)

Superintendent's Correspondence

- March 25, 2020 correspondence to Project 351 Ambassadors (Superintendent's Correspondence 1)

Should you have any questions, please contact me at your convenience.

cc: Executive Staff
DM:rlp

WACHUSETT REGIONAL SCHOOL DISTRICT
HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

Agenda

Regular Meeting #1341

Monday, April 6, 2020

7:00 PM

Meeting to be conducted remotely, using Google Hangouts

- I. Public Hearing
- II. Chair's Opening Remarks
- III. Student Representatives' Reports (R. Massoni-Nesman, L. Michalowski)
- IV. Superintendent's Report
 - A. Discussion of Report
 - B. Recommendations Requiring Action by the School Committee
 - 1. To determine School Choice participation for the 2020-2021 school year
- V. Unfinished Business
- VI. Secretary's Report
 - A. Approval of Executive Session Minutes of the Wachusett Regional School District Committee held on March 9, 2020
 - B. Approval of #1339 Regular Meeting Minutes of the Wachusett Regional School District Committee held on March 9, 2020 – enclosed
 - C. Approval of #1340 Regular Meeting Minutes of the Wachusett Regional School District Committee held on March 23, 2020 – enclosed
- VII. Treasurer's Report/Financial Statements
- VIII. Committee Reports
 - A. Management Subcommittee (K. Mills, Chair, C. Smith, Vice-chair, S. Brown, M. Dennis, R. Imber, M. Lavoie, A. Young)
 - B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, M. Ayala, S. Haber, L. Kirshenbaum, L. Long-Bellil, A. Silva)
 - C. Business/Finance Subcommittee (M. Dennis, Chair, B. Mitchel, Vice-chair, M. Gustafson, L. Long-Bellil, K. Ottmar)

- D. Legal Affairs Subcommittee (S. Brown, Chair, M. Lavoie, Vice-chair, Imber, A. Michalowski)
- E. Superintendent Goals and Evaluation Subcommittee (M. Lavoie, Chair, A. Michalowski, Vice-chair, K. Mills, M. Weeks)
- F. Facilities and Security Subcommittee (A. Young, Chair, L. Woodland, Vice-chair, S. Godbout)
- G. Audit Advisory Board (B. Mitchel, Chair)
- H. Ad Hoc Subcommittees
 - 1. Ad Hoc Subcommittee to Negotiate the Superintendent's Contract (K. Mills, Chair, M. Weeks, Vice-chair, S. Brown, M. Dennis, M. Lavoie)
- I. Building Committees
- J. School Council Reports:
 - Central Tree Middle School (S. Haber), Chocksett Middle School (L. Woodland), Davis Hill Elementary School (K. Mills), Dawson Elementary School (L. Kirshenbaum), Glenwood Elementary School, Houghton Elementary School (M. Ayala), Mayo Elementary School (A. Young), Mountview Middle School (S. Brown), Naquag Elementary School (M. Lavoie), Paxton Center School (K. Ottmar), Thomas Prince School (A. Silva), Wachusett Regional High School (L. Long-Bellil/A. Michalowski), Special Education Parent Advisory Council (M. Gustafson), Early Childhood Center (L. Woodland)

IX. Public Hearing

X. New Business

XI. Adjournment

If you cannot attend the April 6, 2020 Wachusett Regional School District Committee meeting, please contact Rebecca Petersen at (508) 829-1670 Ext. 230.

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN □ PAXTON □ PRINCETON □ RUTLAND □ STERLING

DRAFT Minutes

Regular Meeting #1339

Monday, March 9, 2020
7:00 PM

Media Center
Wachusett Regional High School
1401 Main Street, Holden

Wachusett Regional School District Committee

Kenneth Mills, Chair	Laura Kirshenbaum
Christina Smith, Vice-chair	Matthew Lavoie
Melissa Ayala	Linda Long-Bellil
Scott Brown	Amy Michalowski
Michael Dennis (7:11 PM)	Asima Silva
Maleah Gustafson	Megan Weeks
Sherri Haber	Linda Woodland
Jeffrey Haynes	

Committee Members Absent:

Stephen Godbout	Benjamin Mitchel
Robert Imber	Adam Young
Sarah LaMountain	

Committee Members Participating Remotely:

Karl Ottmar

Administration Present:

Darryll McCall, Superintendent of Schools
Robert Berlo, Deputy Superintendent
Daniel Deedy, Director of Business and Finance
Jeff Carlson, Director of Human Resources
Brendan Keenan, Director of Social Emotional Learning
Christine Smith, Administrator of Special Education
Rebecca Petersen, Executive Secretary to the Superintendent

Student Representatives Present:

Rianna Massoni-Nesman	Leah Michalowski
-----------------------	------------------

Others present, who desired to be recorded as present (see attached Attendance Sheet – attachment 1).

Chair Mills called the meeting to order at 7:10 PM. He announced the meeting was being broadcast live on Channel 194 and is also streaming on Holden TV.

I. Public Hearing

No members of the public wished to address the School Committee

II. Chair's Opening Remarks

Chair Mills began the meeting acknowledging the efforts of WRSD staff with regard to COVID-19 and the fast changing information being received and plans being considered.

Chair Mills announced Anthony DiFonso had resigned from the School Committee, leaving the town of Rutland with a vacant seat.

7:11 PM Member Dennis joined the meeting.

Chair Mills reminded members that in order for the School Committee to approve the FY21 Proposed Appropriation, a 2/3rds vote of the full Committee membership (22 seats on the WRSDC) is required (15 votes in favor).

Chair Mills announced Member Ottmar is participating remotely, and that due to this remote participation, all votes will be by roll call.

III. Student Representatives' Reports

Student Representatives Massoni-Nesman and Michalowski reported on many activities taking place/that took place at the high school, and they also shared updates from the Middle School Student Councils (attachment 2). Student Representative Massoni-Nesman additionally reported that four students asked that she report on missing locks and partitions in some of the boys' rooms at the high school.

With no objection from members, Chair Mills reported the meeting agenda would be amended and Recommendations Requiring Action by the School Committee (vote on the FY21 Proposed Appropriation) would be the next matter addressed by the Committee.

IV. Superintendent's Report

A. Recommendations Requiring Action by the School Committee

Motion: To approve the *FY21 Appropriation* in the amount of \$102,215,384. and assessments to the Member Towns of:

Holden:	\$31,693,769.
Paxton:	\$ 6,853,126.
Princeton:	\$ 5,190,694.
Rutland:	\$13,221,118.
Sterling:	<u>\$12,103,845.</u>

\$69,062,552.

(M. Weeks)

(C. Smith)

Chair Mills turned the meeting over to Superintendent McCall, who reported on his meetings with Member Town officials about the proposed budget, explaining the meetings were cordial, and expressing his appreciation to the towns for the opportunity for District administration to meet with and review/discuss the proposed budget before action by the School Committee. The floor was opened to members to ask their questions, express their concerns, and offer their suggestions.

At Member Long-Belli's inquiry, Director Deedy approached the podium to speak about the savings as a result of the FY21 health insurance increase being decreased by a percentage point. Superintendent McCall spoke about the proposed use of the approximately \$96,000 in savings, an amount that could be shifted to the Instructional Support line. Member Lavoie inquired if Superintendent McCall had considered any other use of this savings, adding a teaching position for example. Superintendent McCall reported he and Central Office administrators had looked at an online learning system, in light of the COVID-19 situation and the possible option of remote learning. Superintendent McCall also reported the approximate \$96,000 could go towards that, though he stressed there is nothing definitive at this time, and there is no immediate timeline for implementation of any sort of online/remote learning option.

Member Lavoie reported he does not feel comfortable about not using the health insurance decrease savings to reduce assessments to the Member Towns, something voiced by the towns at Superintendent McCall's meetings with town officials.

Chair Mills took the opportunity to read aloud what Member Town assessments would be if the FY21 proposed budget was reduced by \$100,000, to \$102,115,384:

Holden:	\$31,646,147
Paxton:	\$ 6,843,901
Princeton:	\$ 5,184,582
Rutland:	\$13,198,428
Sterling:	<u>\$12,089,494</u>
	\$68,962,552

Member Weeks had additional questions about online learning, which Superintendent McCall explained the District had only started initial investigation/research into this option.

Member Michalowski asked if E&D (Excess & Deficiency) funds could be used for an emergency initiative (online learning due to COVID-19). Superintendent McCall

and Director Deedy, from the podium, spoke about use of E&D and how/when these funds can be used.

7:37 PM the Student Representatives left the meeting.

Additional discussion about use of E&D funds took place.

Deputy Superintendent Berlo approached the podium to speak about use of the approximate savings of \$96,000, stating these funds could be used for textbooks, curriculum, other curriculum-related materials.

At Member Michalowski's inquiry, Superintendent McCall explained the savings realized from the lower health insurance increase could be used towards a learning management system, but there would be flexibility to use these funds towards textbooks.

Chair Mills reminded members the motion/vote on the floor and on the meeting agenda is on the proposed FY21 Appropriation of \$102,215,384.

More discussion took place about the use of the \$96,000 savings.

Member Dennis, Chair of the Business/Finance Subcommittee, spoke about use of E&D, and stated, on behalf of the Business/Finance Subcommittee, that ending the fiscal year in deficit would not be advisable. He further stated that a \$100,000 reduction to the proposed budget would not have a significant impact on Member Town assessments. He also noted that there are budget priorities that are not included in the budget proposal, but this is the first time the School Committee has heard about District administration investigating online learning options.

Member Lavoie again mentioned Member Town requests for lowering town assessments, and he does not feel District administration has taken those requests into consideration.

Motion: To amend the motion on the floor, to approve the *FY21 Appropriation* in the amount of \$102,115,384. and assessments to the Member Towns of:

Holden:	\$31,646,147
Paxton:	\$ 6,843,901
Princeton:	\$ 5,184,582
Rutland:	\$13,198,428
Sterling:	<u>\$12,089,494</u>
	\$68,962,552

(J. Haynes)
(L. Long-Bellil)

Member Haynes spoke to the motion to amend and the reducing of assessments to the Member Towns.

Chair Mills re-read the motion to amend, and explained a simple majority is needed to pass the motion to amend. Chair Mills then opened the floor to discussion about the amendment to the motion, with most members participating in the discussion. Chair Mills explained that, process-wise, the savings from the percentage increase to health insurance being reduced by 1% would move the \$96,000 to an appropriation line, which can be moved if necessary, by vote of the School Committee.

Discussion about the proposal to amend the FY21 budget proposal continued. Member Michalowski asked if a \$100,000 reduction to the proposed budget would be sufficient to appease the Member Towns, to which Superintendent McCall responded a larger reduction might be more palatable to the towns, but even a slight reduction in assessments is beneficial to the towns. Per Superintendent McCall, a \$100,000 reduction to the FY21 appropriation shows good faith by the District and the School Committee.

Roll call vote on motion to amend:

In favor:

Melissa Ayala
Scott Brown
Michael Dennis
Sherrie Haber
Jeffrey Haynes
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks

Opposed:

Christina Smith
Maleah Gustafson
Linda Woodland

Abstained:

Kenneth Mills

The motion to amend passes 12-3-1.

Chair Mills read aloud the motion on the floor.

Motion: To approve the *FY21 Appropriation* in the amount of \$102,115,384. and assessments to the Member Towns of:

Holden:	\$31,646,147
Paxton:	\$ 6,843,901
Princeton:	\$ 5,184,582
Rutland:	\$13,198,428

Sterling: \$12,089,494
 \$68,962,552

(J. Haynes)
(L. Long-Bellil)

Chair Mills opened the floor to discussion about the amended FY21 proposed appropriation. No additional comments were made.

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Maleah Gustafson
Sherrie Haber
Jeffrey Haynes
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:

None

The motion was unanimously approved.

By the Committee voting to approve the FY21 budget proposal, Chair Mills announced the School Committee meeting posted for March 10, 2020 will not be necessary and the meeting will be cancelled.

Motion: To affirm accuracy of Policy 6613.2 ***Policy Relating to Pupil Services Athletic Head Injury and Concussion Policy***

(M. Weeks)
(L. Long-Bellil)

Superintendent McCall explained the annual requirement of the Department of Public Health for the School Committee to vote to affirm that Policy 6613.2 is an accurate reflection of this district's concussion policy.

Roll call vote:

In favor:

Kenneth Mills

Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Maleah Gustafson
Sherrie Haber
Jeffrey Haynes
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

B. Discussion of Report

Superintendent McCall thanked the Committee for supporting the FY21 budget proposal. He reported the addition of seven new positions in the proposed budget is greater than any staff additions in recent years.

Superintendent McCall spoke briefly about the seven year Staffing Plan that was shared with members with his Report.

Superintendent McCall gave an update and an overview of the status of addressing the COVID-19 situation, including the webinars he had participated in, conference calls with superintendents across the state, meetings he has had with police and fire officials, principals, and executive staff. He reported he will be meeting with Member Town Administrators and representatives from the towns' Boards of Health on March 10, 2020. Superintendent McCall's opinion is that the state Department of Public Health and the CDC have been somewhat helpful, and any support and direction is appreciated. He spoke about contingency plans moving forward in the event schools are closed due to the Coronavirus. Superintendent McCall reported the March 18th Special Olympics event has been postponed and an overseas trip for high school students has been cancelled. He reported student and staff absenteeism trends are being tracked. Vice-chair Smith thanked Superintendent McCall for the materials and information about COVID-19 that he and District administrators have pulled together and are sharing with parents, students, staff, and the School Committee. Member Weeks mentioned the importance of administration and principals being on the same page when sharing information about COVID-19.

8:28 PM Member Kirshenbaum left the table.

Discussion about upcoming events and programs ensued, with members asking the Superintendent his plans and what criteria might be used when considering cancelling gatherings that are already scheduled. Superintendent McCall explained all of this is fluid and he and District administration are continuing to work on the details, stating decisions made may be hour by hour. Superintendent McCall assured the Committee he will keep members informed and apprised as decisions are made and details are finalized.

Member Silva asked about student absences, which Superintendent McCall replied recording absences during this time can be recorded as excused absences.

8:33 PM Member Kirshenbaum returned to the table.

Discussion of the possibility of an extended school closure continued, with Chair Mills commenting that the District must be mindful of students who receive Free & Reduced lunch during the school year, as well as support for Special Education students.

Member Michalowski asked about the school day that Mountview Middle School will be required to make up due to the November 1, 2019 no school day for Mountview because of weather and power outage. Superintendent McCall explained that using a planned day of Professional Development Day to make up this required school day for Mountview Middle School is not an option due to the need to have professional development offered to staff equally and equitably across the District.

Going back to COVID-19, Member Ottmar encouraged District administration to be proactive and to plan ahead for possible school closure, using the example of events planned to take place in the schools/District in April and planning how to address such if schools are not in session for an extended period of time.

V. Unfinished Business

There was no unfinished business brought before the Committee.

VI. Secretary's Report

A. Approval of Executive Session Minutes of the Wachusett Regional School District Committee held on February 10, 2020

Motion: To approve the minutes of the executive session of the Wachusett Regional School District Committee held on February 10, 2020, not to be released.

(S. Haber)
(J. Haynes)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Matthew Lavoie
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:

None

The minutes were unanimously approved.

- B. Approval of the Annual Budget Hearing Minutes of the Wachusett Regional School District Committee held on February 10, 2020

Motion: To approve the minutes of the Annual Budget Hearing of the Wachusett Regional School District Committee held on February 10, 2020.

(S. Brown)

(L. Long-Bellil)

Roll call vote:

Approved:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Matthew Lavoie
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva

Megan Weeks
Linda Woodland

Opposed:
None

The minutes were unanimously approved.

- C. Approval of #1338 Regular Meeting Minutes of the Wachusett Regional School District Committee held on February 10, 2020

Motion: To approve the minutes of the regular meeting of the Wachusett Regional School District Committee held on February 10, 2020.

(S. Brown)

(L. Long-Bellil)

Roll call vote:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Matthew Lavoie
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The minutes were unanimously approved.

- D. Approval of Executive Session Minutes of the Wachusett Regional School District Committee held on September 23, 2019, not to be released.

Motion: To approve the minutes of the executive session of the Wachusett Regional School District Committee held on September 23, 2019, not to be released.

(S. Brown)

(L. Long-Bellil)

Roll call vote:

Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Maleah Gustafson
Sherri Haber
Laura Kirshenbaum
Matthew Lavoie
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:

None

Abstained:

Kenneth Mills
Jeffrey Haynes

The minutes were approved 14-0-2.

VII. Treasurer's Report/Financial Statements

Chair Mills reminded the Committee that if there were questions regarding the Director of Business and Finance's report that Members should contact the Superintendent; if there were questions regarding the Treasurer's Report, Members should contact the Business/Finance Subcommittee Chair.

VIII. Committee Reports

- A. Management Subcommittee (K. Mills, Chair, C. Smith, Vice-chair, S. Brown, M. Dennis, R. Imber, M. Lavoie, A. Young)

Chair Mills reported this subcommittee will meet on March 10, 2020, and stakeholder input and use of Student Opportunity Act funds are on the meeting agenda.

- B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, M. Ayala, S. Haber, L. Kirshenbaum, L. Long-Bellil, A. Silva)

8:45 PM Member Dennis left the meeting.

Subcommittee Vice-chair Smith reported this subcommittee has not met since the last School Committee meeting. With no objection from members, second readings on

draft policies and polices to be deleted were taken out of order from what was listed on the agenda.

8:47 PM Member Lavoie left the meeting.

Motion: To approve the second reading of Draft Policy 3625 **Policy Relating to Education Teaching about Alcohol, Tobacco, and Drugs**, waiving the reading.

(S. Brown)

(C. Smith)

Roll call vote:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:

None

The motion was unanimously approved.

Motion: To approve the second reading of Draft Policy 5241.41 **Policy Relating to Personnel Management Drug-free Workplace Policy**, waiving the reading.

(C. Smith)

(L. Long-Bellil)

Roll call vote:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Linda Long Bellil
Amy Michalowski
Karl Ottmar

Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

Motion: To approve the second reading of 6431.1 **Policy Relating to Pupil Services Tobacco Products on School Premises Prohibited**, waiving the reading.
(C. Smith)
(S. Brown)

Roll call vote:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

Motion: To approve the second reading of 6433.1 **Policy Relating to Pupil Services Alcohol, Tobacco, and Drug Use by Students Prohibited**, waiving the reading.

(C. Smith)
(L. Long-Bellil)

Roll call vote:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Maleah Gustafson
Sherri Haber

Jeffrey Haynes
Laura Kirshenbaum
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

Motion: To approve the second reading of Deleted Policy 5241.4 **Policy Relating to Personnel Management Substance Abuse**, waiving the reading.

(S. Brown)
(C. Smith)

Roll call vote:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

Motion: To approve the second reading of Deleted Policy 5241.5 **Policy Relating to Personnel Management Smoking in District Facilities**, waiving the reading.

(C. Smith)
(M. Weeks)

Roll call vote:

Kenneth Mills
Christina Smith

Melissa Ayala
Scott Brown
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

Motion: To approve the second reading of Deleted Policy 6433 **Policy Relating to Pupil Services Substance Abuse**, waiving the reading.

(C. Smith)
(L. Kirshenbaum)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Laura Kirshenbaum
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

- C. Business/Finance Subcommittee (M. Dennis, Chair, B. Mitchel, Vice-chair, M. Gustafson, L. Long-Bellil, K. Ottmar)

Business/Finance Subcommittee Member Gustafson reported on the March 2, 2020 meeting of the subcommittee.

8:52 PM Member Ayala left the table.

Director Deedy approached the podium to answer questions and to add to the report about the March 2, 2020 meeting. Director Deedy reported the proposed increases to school use fees was again discussed at the subcommittee level, with anticipated implementation effective July 1, 2020. Director Deedy also reported he plans to bring before the full School Committee for approval in June the creation of new accounts, as discussed at Business/Finance Subcommittee meetings.

- D. Legal Affairs Subcommittee (S. Brown, Chair, M. Lavoie, Vice-chair, R. Imber, A. Michalowski)

Subcommittee Chair Brown reported union negotiations are underway.

- E. Superintendent Goals and Evaluation Subcommittee (M. Lavoie, Chair, A. Michalowski, Vice-chair, K. Mills, M. Weeks)

Subcommittee Vice-chair Michalowski reported this subcommittee has not met since the last School Committee meeting.

- F. Facilities and Security Subcommittee (A. Young, Chair, L. Woodland, Vice-chair, S. Godbout)

Subcommittee Vice-chair Woodland reported this subcommittee has not met since the last School Committee meeting. Member Brown did ask about the condition of boys' restrooms at the high school, and Member Kirshenbaum expanded the question to include the condition of restrooms at other schools in the District. Superintendent McCall assured members he and school administration would be looking into the conditions of restrooms in the schools across the District.

8:56 PM Member Ayala returned to the table.

- G. Audit Advisory Board (B. Mitchel, Chair)

The AAB has not met since the last School Committee meeting.

- H. Ad Hoc Subcommittees

- 1. Ad Hoc Subcommittee to Negotiate the Superintendent's Contract (K. Mills, Chair, M. Weeks, Vice-chair, S. Brown, M. Dennis, M. Lavoie)

Ad Hoc Subcommittee Chair Mills reported this subcommittee will meet on March 10, 2020

- I. Building Committees

J. School Council Reports:

Central Tree Middle School (S. Haber), Chocksett Middle School (L. Woodland), Davis Hill Elementary School (K. Mills), Dawson Elementary School (L. Kirshenbaum), Glenwood Elementary School, Houghton Elementary School (M. Ayala), Mayo Elementary School (A. Young), Mountview Middle School (S. Brown), Naquag Elementary School (M. Lavoie), Paxton Center School (K. Ottmar), Thomas Prince School (A. Silva), Wachusett Regional High School (L.

Member Gustafson –Special Education Parent Advisory Council

Member Woodland – Early Childhood Center SIMCO to meet on March 10, 2020

Member Woodland – Chocksett Middle School

Member Ayala – Houghton Elementary School

Member Long-Bellil – Wachusett Regional High School

Member Kirshenbaum – Dawson Elementary School

Member Haber – Central Tree Middle School

IX. Public Hearing

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

X. New Business

Member Gustafson asked the status of a presentation to the School Committee on the District's Early Literacy program, a presentation suggested at an earlier School Committee meeting. Superintendent McCall will include a presentation about Early Literacy at a future School Committee meeting.

XI. Adjournment

Motion: To adjourn.

(S. Brown)
(L. Long-Bellil)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Maleah Gustafson
Sherri Haber

Jeffrey Haynes
Laura Kirshenbaum
Linda Long Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

The meeting adjourned at 9:06 PM.

Respectfully submitted,

Darryll McCall, Ed.D.
Superintendent of Schools

DM:rlp

Attachments:

- Attachment 1 – Sign-in sheets
- Attachment 2 – Report by Student Representatives

Attachment 1

**Regular Meeting
Monday, March 9, 2020**

FOR YOUR INFORMATION AND REVIEW IN ADVANCE OF SPEAKING, PLEASE TAKE A COPY OF THE *GUIDELINES FOR PUBLIC HEARING* (printed on light yellow paper).

[illegible]

[illegible]

3/9/20 Topics

- CHOCKSETT MIDDLE SCHOOL
 - The Chocksett Middle School Drama Club will be performing "The Wizard of Oz" at 7:00 PM on March 20 & 21 and 2:00 PM on March 22, in the Chocksett Theatre. There are four teachers and 78 students involved with the production, which includes members of the cast and stage crew. They expect all three of their shows will sell out again this year, so if you want tickets contact Mrs. Melanson in the main office.
- PAXTON CENTER SCHOOL (Upcoming events in the next few months:)
 - Talent Show 4/2020
 - 3rd Annual Pennies for Patients Fundraiser 3/2020
 - Friday Fundraisers (not every Friday) such as Hat Days to raise funds for different charities
 - District Attorney's Wellness Summit 5/2020
 - Need a BOOST Board. Full of positive quotes that students can take and put in lockers
 - Last year's graduating classes board of pictures
 - Wacky socks for Down Syndrome Day 4/21/2020
 - Positive quote boards throughout the school.....In the process
- MOUNTVIEW MIDDLE SCHOOL
 - Mountview was selected as one of 15 middle schools in Massachusetts to participate in a series of student workshops sponsored by Project 351 and the Boston Celtics called "The Playbook Initiative." The aim of the program "inspires a dialogue on race, religion, gender, disability and sexual orientation and ultimately equips kids with the tools to intervene in challenging social situations."
 - A group of 27 Mountview students traveled to the Hanover Insurance Company on Wednesday, February 26th, to team up with a group of middle school students from Burncoat Middle School in Worcester. Students from both schools participated in a workshop on that date. A second workshop is scheduled at Mountview Middle School on March 20th and a culminating event is scheduled for Saturday, March 28th, in Boston with the specific location to be determined.
 - Boston Celtics players and coaching staff will be present to recognize students and participate in team-building activities with Mountview students and the other 14 schools chosen to participate in the initiative.

- CENTRAL TREE MIDDLE SCHOOL

- January 29, 2020 - District Art Show at Central Office, and two CTMS students had artwork displayed
- January 30, 2020 Jeffrey Benson, author of Teaching the Whole Teen, was in to present to our staff during the professional development half-day. Staff enjoyed and have implemented some new strategies in their classrooms.
- January 31, 2020 - school wide Geo Bee
- February 12, 2020, four 8th grade students went to Naquag Elementary School and made a presentation about President's Day.
- February 12 & 13, 2020 the Crocodile River Music Group brought African music and art to CTMS. The 6th and 7th graders did dance workshops while the 8th grade participated in drumming workshops. Great time had by all.
- Friday 2/28/2020, Sheriff Lew Evangelidis was at Central Tree Middle School to present his Face2Face program to the 6th, 7th and 8th grade. Great messages regarding choices, consequences and the effects of drugs, alcohol and more.

- WACHUSETT

- The Varsity Math Team crushed the competition last week, coming in 1st place in their last meet of the year! High scorers for the meet included juniors Miles Mathieu and Gwyneth MacDonough, senior Gabe Baum, and sophomore Oliver Hoang. This win means that the Varsity Math Team has become Division B Champions and will be moving up to Division A next year!
- On February 28th, delegates from Wachusett attended the Northeastern Model United Nations conference. In total, Wachusett delegates passed five separate resolutions. Also notably, four pairs of delegates won awards in their committees. Benjamin Butler and Aiden Havens won the award for Best Position Paper. Joshua Judge and Olivia Kephart won Best Negotiators, Sean Kelleher and Benjamin Dziewit both won awards for Best Public Speaker. Finally -- Rianna Massoni and Mason Rainford won the award for Best Delegate.
- On March 1st, Wachusett's MocMUN advanced to the Mock Trial regional competition, marking only the second time in Wachusett's Mock Trial history! For the first time, out of over 120 teams, Wachusett's MocMUN made it to the Sweet Sixteen exhibition round and placed within the top 10% of schools in the state! In addition to the team's record-breaking achievement, Ava Jaslowich, Sofija Juodatis, Ben Dziewietin, Rianna Massoni, and Mason Rainford received practically-impossible PERFECT scores for their individual roles
- The Ice Hockey team won the District title for the second year in a row, but fell short of states, losing 3-2 in the state semifinals
- Upcoming volleyball tournament on March 12 (the half-day) and hypnotist show on March 13th
- We are hosting the SAT's this Saturday the 14th
- Many spring sports are starting up and have their tryouts this upcoming week starting on the 13th or 16th

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN □ PAXTON □ PRINCETON □ RUTLAND □ STERLING

DRAFT Minutes

Regular Meeting #1340

Monday, March 23, 2020
7:00 PM

MEETING CONDUCTED REMOTELY, VIA GOOGLE HANGOUTS

Wachusett Regional School District Committee

Kenneth Mills, Chair	Laura Kirshenbaum
Christina Smith, Vice-chair	Matthew Lavoie
Melissa Ayala	Linda Long-Bellil
Scott Brown	Amy Michalowski
Michael Dennis	Benjamin Mitchel
Stephen Godbout	Karl Ottmar (7:11 PM)
Maleah Gustafson	Asima Silva
Sherri Haber	Megan Weeks
Jeffrey Haynes	Linda Woodland
Robert Imber	Adam Young

Committee Members Absent:

Sarah LaMountain

Committee Members Participating Remotely:

None

Administration Present:

Darryll McCall, Superintendent of Schools
Robert Berlo, Deputy Superintendent
Daniel Deedy, Director of Business and Finance
Jeff Carlson, Director of Human Resources
Brendan Keenan, Director of Social Emotional Learning
Christine Smith, Administrator of Special Education
Rebecca Petersen, Executive Secretary to the Superintendent

Student Representatives Present:

Rianna Massoni-Nesman Leah Michalowski

Chair Mills called the meeting to order at 7:02 PM. He announced the meeting is streaming live on Holden TV, and is being conducted remotely, via Google Hangouts. Chair Mills thanked Senator Gobi and Representative Ferguson for joining the virtual meeting, acknowledging their availability and participation is limited to 7:45 PM, when they will terminate their remote connections due to another commitment.

- I. Public Hearing
- II. Chair's Opening Remarks
- III. Student Representatives' Reports (R. Massoni-Nesman, L. Michalowski)

Chair Mills took the opportunity to explain the format of the meeting. He will open the floor for public input, following the Superintendent's report to the School Committee, as well as giving Senator Gobi and Representative Ferguson the opportunity to address the Committee and the public. Members of the public will be able to email their questions/comments/input to questions@wrsd.net, and Chair Mills will read aloud for the record what members of the public share and the questions they ask.

IV. Superintendent's Report

A. Discussion of Report

Chair Mills turned the meeting over to Superintendent McCall. Superintendent McCall extended thanks to the teachers and staff of the District, District/school administrators, Senator Gobi and Representative Ferguson for all their support and assistance during these challenging times. Superintendent McCall reported on the numerous conference calls and webinars he and others at the Central Office have participated in the last weeks. These remote connections have been with superintendents from across the Commonwealth, Commissioner Jeff Riley, the Department of Elementary and Secondary Education, the Department of Public Health, and other state agencies. Superintendent McCall reported he has been working with the teachers' union to develop ways to support students and staff during the period when schools are not in session. He spoke about moving towards an online learning environment, in some fashion, as well as the need to have consistent and common communication between all WRSD parties, student/parents/teachers and staff. Superintendent McCall shared his opinion that schools might not be returning to session on April 6th/7th, and that superintendents have been asked to start working on a long-term plan in the event classes do not resume at the start of April. Special Education and ELL students and how they can be supported during this time is being worked on and discussed by superintendents across the state. Superintendent McCall spoke about the 185th day of school, which for Wachusett would be June 18, 2020. Mention was made that the school year may be extended beyond that 185th day, noting action to amend the 2019-2020 school calendar would need to be voted by the full School Committee. Superintendent McCall spoke about spring 2020 MCAS and MCAS alt portfolios. Superintendent McCall publically thanked Supervisor of School Nutrition Margaret Barton and Food Service employees who have worked together to provide "grab & go" lunches for students who receive free & reduced lunch. Food Service staff prepare five days of lunches for each student who has accepted the invitation to receive these meals, and parents/students pick up their packages at an assigned time, one day a week, at the high school. Superintendent McCall noted that at this time, Wachusett is not eligible to be reimbursed by the USDA for expenses associated with the lunch distribution, but the District is still taking on this offer. The next grab & go distribution is scheduled for March 30, 2020.

7:11 PM Member Ottmar joined the meeting.

Chair Mills invited Senator Gobi and Representative Ferguson to address the Committee. Representative Ferguson praised Superintendent McCall and Chair Mills for their leadership during these unprecedented times. She made note of the fact that she and Senator Gobi will not have answers to all the questions at this time; that information and answers to questions are being addressed and shared as available, and all direction is fluid at this time. Representative Ferguson did encourage the District and the Food Service Department to keep track of all expenses associated with distribution of F&R lunches, in the event reimbursement will be available in the future. Senator Gobi added to Superintendent McCall's shout-out to the Food Service Department, commenting on the importance of these meals for many families. Senator Gobi also noted that not all students have access to computers and the internet during their time at home. Lastly, Senator Gobi spoke about the Student Opportunity Act, student promotions and grading, as well as many other areas that are being addressed but about which there are no solid decisions/direction at this time. Before Senator Gobi and Representative Ferguson departed the virtual meeting, Chair Mills and Superintendent McCall both expressed their thanks for the support the Wachusett District continues to receive from these two legislators.

At the conclusion of Superintendent McCall's report, Chair Mills explained he will call on members, in alphabetical order, to give all the opportunity to participate in the discussion about steps taken and steps moving forward. Chair Mills also invited members of the public to email questions/comments they wish Chair Mills to bring before the meeting. The email address for these questions/comments is questions@wrsd.net. Questions/comments from the public will be brought forward after School Committee members and the Student Representatives have the opportunity to share.

Member Ayala expressed her concerns around students on IEPs and 504s, and asked if meetings with school/school administration will be virtual. Superintendent McCall assured Member Ayala this has been a major topic of discussion. Superintendent McCall explained he and Administrator of Special Education Smith have been working together on these questions, and are looking for direction from DOE and also at the federal level. When asked about timelines and compensatory services, Administrator Smith stated these are areas being investigated, but there are no definitive answers at this point in time. Superintendent McCall confirmed attention is being given to supporting all students, and providing special education students with services during this time is of utmost importance. A conference call with DESE is scheduled for March 24, 2020. It is hoped more information/direction will be forthcoming. Parents can always reached out to Central Office administration or the Special Education Department if they have questions or concerns, or feel they need additional support.

Member Brown spoke about the projected last day of the 2019-2020 school year. He asked when parents can expect to hear from teachers about voluntary work on curriculum/instruction, which Superintendent McCall is planning to communicate with parents in the coming week. Superintendent McCall spoke about enrichment v new learning/new material, which has been a major focus during conference calls with DESE and other superintendents. Superintendent McCall wants to be certain that the District's plans for providing support to all students are viable and are actions that can be sustained.

Member Dennis voiced his appreciation for the efforts of teachers, administrators, parents, and students during these unprecedented times. He applauded the grab & go lunches that the Food Service Department is preparing and providing. Member Dennis shared his concerns about moving forward, day-to-day and week-to-week, encouraging District administration to continue to be bold with planning and to continue to follow their moral compass. Superintendent McCall understands Member Dennis' advice to take bold steps, and he spoke about productive conversations he has had with representatives of the WREA. Superintendent McCall spoke about possible student/teacher connections during the day, when daily touch points could be scheduled, perhaps via Google Classroom or other online options, to help with social isolation as well as providing enrichment opportunities for students.

Member Godbout – pass

Member Gustafson expressed her thanks to teachers and to school and District administration during these challenging times. She spoke about the importance of consistency and continuity for students with disabilities, noting some school staff/counselors have reached out to students, while others have not. She shared that an update about plans for special education students would be helpful. Member Gustafson expressed concern about the students who might not have internet access or sufficient access to computers/devices at home. She also asked when/how students would be able to go into schools to retrieve items they may have left behind. Superintendent McCall explained he is waiting for more direction from the federal and state governments, but that he has been in touch with District Counsel MacAvoy about how the District can/should/might move forward with plans for special education students. Superintendent McCall is in agreement about web/internet access at home, which most students have but not 100% of students. Superintendent McCall took the opportunity to report that internet providers Spectrum and Comcast are offering free/reduced cost internet access in the Member Towns. Providing students the ability to get into schools to retrieve personal belongings is an item to be addressed, but there is nothing scheduled at this time.

Member Haber has heard that teachers are looking for guidance, to which Superintendent McCall responded he has been in contact with the teachers' union about defining what is expected to support students. This is a major focus for District administration and the WREA.

Member Haynes expressed his appreciation for everyone's work and attention during this time. He said a valid concern is computer/device access at homes, when family members may have to share equipment throughout the day. When asked about plans to provide F&R lunches moving forward, Superintendent McCall confirmed the next distribution date is March 30, 2020. Member Haynes next asked about the District's financial responsibility to transportation companies and other vendors, during this school hiatus. Superintendent McCall reported on two conference calls with DESE that he and Director Deedy participated in, and that at this time there is no definitive plan of action/expectation in place. Member Haynes' last question was about oil prices for FY21, which both Superintendent McCall and Director Deedy explained the District has already participated in the oil bid process through French River.

Member Imber asked about educational services and the quality of education for students, and if it would be expected that a regular school day (6+ hours) would be provided. Superintendent McCall explained that continuity of services for students is currently being addressed, and what happens in the next week/month will help with planning. When asked by Member Imber when the Committee and the public can expect to be informed of the District plans and if there would be information to share in two weeks, Superintendent McCall responded that a solid report in two weeks might be ambitious, but when able and available, he will share the scope and sequence for a long term plan of action.

Member Kirshenbaum thanked Superintendent McCall and District staff, before her connection was lost.

Member Lavoie commended the teachers who have reached out to students, adding his understanding that special education students have not been contacted by teachers. He reported he had the opportunity to watch one classroom interaction where 12 of 18 students participated remotely. Member Lavoie voiced his concerns about equitable access to technology, and he asked if an inventory had been done to find out who does not have access at home to a computer/laptop/ChromeBook. Member Lavoie acknowledged many links to enrichment sites/documents are available on the District website, but does not find any instruction available on the links. He also noted he has not found any District-shared links specific to special education/special education students, and reported that he has heard from parents who are looking for direction for teaching special education students at home. Member Lavoie next commented on the strong possibility the District will begin FY21 (July 1st) under a 1/12th budget and would Superintendent McCall be looking to make staffing cuts/other considerations. In answer to Member Lavoie's questions and comments, Superintendent McCall explained he and Director Deedy have discussed modifications to the budget and modifications in spending during these times, he reported on the virtual PLT (Principal Leadership Team) meeting held this date, the fact that enrichment activities for students will be optional and families/students cannot be forced to partake in these opportunities, and he spoke about ChromeBooks and ChromeCarts in the schools. Administrator of Special Education Smith also responded to Member Lavoie's concerns about inconsistent messages being shared between teachers and families, that she encourages teachers to maintain connections and support with students, that the availability of links on the website for families of special education students. Lastly, Superintendent McCall confirmed only high school students are assigned ChromeBooks for use at school and at home, through the 1:1 technology initiative, and that students in grades K – 8 have access to ChromeBooks/ChromeCarts in their classrooms during the school day.

Member Kirshenbaum re-connected with the meeting. She spoke about other districts that have moved forward already, voicing her opinion that this district does not have the luxury of waiting for direction from the state. She commented that community is essential for students and while a normal school day cannot be replicated at home, communication and connection student-to-student and teacher-to-student can take place. Superintendent McCall assured Member Kirshenbaum that Deputy Superintendent Berlo is working with teachers and the Curriculum Team to develop grade level and subject specific focused enrichment for students, which will be shared with families and staff as soon as finalized. More discussion ensued about student/teacher contact, communication between the

District/teachers/families, needing to do what is best for students, and planning in the event a staff member or a family caregiver becomes sick.

Member Long-Bellil lost contact.

Member Michalowski encouraged moving forward with plans and planning, without waiting for state directive(s), also encouraging, as soon as possible, conducting a technology assessment to learn from parents what technology/devices/internet capability is available for students at home. At Member Michalowski's inquiry about hourly employees being paid while schools are not in session, Superintendent McCall confirmed these employees will be paid, at this time. Superintendent McCall spoke about providing District paraprofessionals access to online professional development while schools are not in session. Superintendent McCall reported District custodial staff are conducting regular building checks while schools are closed. At Member Michalowski's inquiry, Superintendent McCall reported on a March 20, 2020 conference call hosted by Commissioner Riley, when grading and credits were discussed. No decisions, at the state or District level, have yet been made. Member Michalowski asked that the Committee be kept apprised about discussions and decisions being made "behind the scenes," to assist School Committee members when they are approached by members of the public with questions.

Student Representative Michalowski took the opportunity to report that high school students, especially seniors, are concerned and worried about upcoming events i.e. graduation, proms, end-of-year celebrations. She reported it was posted on social media that April break/vacation has been cancelled by some schools.

Student Representative Massoni-Nesman said that students would appreciate a message from the District, specifically to students, about what might be and might not be cancelled. She also reported that some Advanced Placement class students have been provided with enrichment opportunities, and she asked if these assignments could be used as extra credit. She continued with comments about providing enrichment materials in print form, asking about the possibility of re-distributing ChromeBooks that have been distributed to high school students (students who have technology available in their homes) to those in need of such technology to use while at home, and if lunch distribution can be offered to all students. Lastly, Student Representative Massoni-Nesman shared the common opinion that students are missing their connections with their classmates.

In response to the students' questions and comments, Superintendent McCall acknowledged that communications being shared from the District has been addressed to parents and not specifically to students. He added that it is likely most gatherings/events planned for the coming months will not be held. If the District is out of session for the rest of the school year, at this point, it is most likely spring athletics will not be held this year. Superintendent McCall explained that preparing hard copies of work could be a challenge, due to staff/families entering and exiting schools during this period of social distancing in order to prepare the materials or to pick up packets of materials. Providing ChromeBooks to those families with limited technology availability at their homes will be explored. Providing meals to all interested families is not financially feasible.

Member Long-Bellil reconnected with the meeting. She is looking for a timeline for special education support, which Superintendent McCall explained Administrator Smith is working on and a support mechanism is being put into play. Superintendent McCall explained special education teachers are working with regular education teachers to develop a plan. When asked about the location of resources on the District website, Superintendent McCall directed Member Long-Bellil to the Home Page, where the links are easily found. Member Long-Bellil had questions and comments about MCAS, SAT and ACT testing, A.P. tests dates being altered, student grades/grading, college acceptances, college entrance exams, student eligibility for grants, etc. At the conclusion of discussion of these topics, Member Long-Bellil thanked District teachers and administration for their efforts.

Member Mitchel had questions about when/how the District/Business Office would go about refunding parents for fees paid for trips, field trips, sports, program initiatives, other programs, etc. He also asked if Saturday School would be considered, similar to what the District did after the 2008 ice storm. When asked how loss of learning would be addressed, if schools are not reopened before the end of the year, Superintendent McCall acknowledged this is the "\$64,000 question." Once the schedule for the remainder of this school year is known, many things will be considered i.e. the last day of the school year, Saturday School, extending the length of the school day, etc.

Member Ottmar stressed the importance of consistent messaging between and among the Central Office/schools/families/teachers/staff, encouraging giving necessary leeway so that teachers can do what is best for students, which Superintendent acknowledged and agreed with the importance of teachers' individuality, even in a virtual environment.

Member Silva spoke about Zoom as an option to keep teachers and students connected. Discussion ensued about the length of time schools will be out of session, even the possibility of reopening in mid-September, and the importance of being proactive about this possibility. Superintendent McCall stated planning student engagement for the immediate time is what is on the radar, but he acknowledged and agreed that looking long-term is necessary.

Vice-chair Smith thanked all for their flexibility and adaptiveness. She extended a thank you to Central Office Staff, and she added that Supervisor of School Nutrition Margaret Barton and Food Service staff are "heros." She thanked WREA President Heidi Lahey and all teachers for their cooperation, noting that parents cannot provide a school setting, which many students miss. Equity, access to technology, and student and staff wellbeing are top priorities.

Member Weeks thanked the District and parents for their patience and understanding. She commented that some families and students are or will be struggling when dealing with layoffs, working parents who need to be home to care for their children, social-emotional issues that will arise during these times. She had questions about OT, PT, speech and how these services will/can be provided. Superintendent McCall reported Director of SEL Keenan is addressing and sharing information to help support families and students, as well as District staff/counselors who work with these families. Superintendent McCall confirmed that Director Keenan is overseeing the continuation of services to

families/students, services that have been available at the schools. OT, PT, and speech might be delivered in another capacity, details that are being addressed.

Member Woodland asked about virtual connection for students who receive occupational therapy, physical therapy, and/or speech therapy services, which Superintendent McCall said could happen in some fashion. Administrator of Special Education Smith will work on connecting students with their related service providers. Member Woodland expressed her new appreciation for all that goes on in a school building on a daily basis. She spoke about the need for consistency in messaging, plus the fact that with the number of resources and links being shared, it can be daunting for some parents. Discussion continued about keeping to focused enrichment for students v new learning, the fact that assignments with grades and deadlines associated cannot expected by teachers, continuation of providing lunches to those families in need, and lastly donating of any masks in storage at the Central Office, donations which Superintendent McCall confirmed.

Member Young voiced his concerns that the last communication to parents was close to a week ago, that some students have received communication from their teacher(s) while others have not/action that is not consistent District-wide, and he asked about a long-term plan in the event schools do not open before the end of June. Superintendent McCall is aware of and is addressing all of Member Young's concerns.

Input from all members concluded.

Chair Mills asked subcommittee chairs to think about their need to schedule meetings of their subcommittees. The full Committee will need to keep in mind possible action about amending the school calendar and approving transfers within the FY20 budget.

Chair Mills then shared/read aloud questions and comments shared by email from members of the public.

Holden resident Kristine Baez (attachment 1)

WRHS Senior James Benoit (attachment 2)

Princeton resident Corey Burnham-Howard (attachment 3)

Holden resident Jeannette Appel (attachment 4)

Holden resident Elisa Lellios (attachment 5)

Princeton resident Corey Burnham-Howard (attachment 6)

Holden resident Kristin Turner (attachment 7)

Holden resident Geri Herlihy (attachment 8):

Chair Mills reminded members of the next regular School Committee meeting is scheduled for Monday, April 6, 2020, at 7:00 PM, a meeting that will also be conducted via Google Hangouts.

Chair Mills thanked Barry Sclar, Jay Brunelle, and Evan Schakenbach for their recording/streaming and technology support for this meeting.

Chair Mills gave members the opportunity to make a motion to extend the meeting. No motion was made.

Member Young asked if there were additional questions from the public, which Chair Mills reported there were no additional emails. Chair Mills noted he read aloud the public comments/questions, though not all questions were answered during this meeting. Chair Mills invited the public to send questions to Superintendent McCall or to questions@wrsd.net

B. Recommendations Requiring Action by the School Committee

There was no action required by the School Committee.

V. Unfinished Business

Deferred

VI. Secretary's Report

A. Approval of #1339 Regular Meeting Minutes of the Wachusett Regional School District Committee held on March 9, 2020

Deferred

B. Approval of Executive Session Minutes of the Wachusett Regional School District Committee held on March 9, 2029

Deferred

VII. Treasurer's Report/Financial Statements

Deferred

VIII. Committee Reports

A. Management Subcommittee (K. Mills, Chair, C. Smith, Vice-chair, S. Brown, M. Dennis, R. Imber, M. Lavoie, A. Young)

Deferrred

- B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, M. Ayala, S. Haber, L. Kirshenbaum, L. Long-Bellil, A. Silva)

Deferred

- C. Business/Finance Subcommittee (M. Dennis, Chair, B. Mitchel, Vice-chair, M. Gustafson, L. Long-Bellil, K. Ottmar)

Deferred

- D. Legal Affairs Subcommittee (S. Brown, Chair, M. Lavoie, Vice-chair, R. Imber, A. Michalowski)

Deferred

- E. Superintendent Goals and Evaluation Subcommittee (M. Lavoie, Chair, A. Michalowski, Vice-chair, A. DiFonso, K. Mills, M. Weeks)

Deferred

- F. Facilities and Security Subcommittee (A. Young, Chair, L. Woodland, Vice-chair, S. Godbout)

Deferred

- G. Audit Advisory Board (B. Mitchel, Chair)

Deferred

- H. Ad Hoc Subcommittees

- 1. Ad Hoc Subcommittee to Negotiate the Superintendent's Contract (K. Mills, Chair, M. Weeks, Vice-chair, S. Brown, M. Dennis, M. Lavoie)

Deferred

- I. Building Committees

- J. School Council Reports:

Central Tree Middle School (S. Haber), Chocksett Middle School (L. Woodland), Davis Hill Elementary School (K. Mills), Dawson Elementary School (L. Kirshenbaum), Glenwood Elementary School (A. DiFonso), Houghton Elementary School (M. Ayala), Mayo Elementary School (A. Young), Mountview Middle School (S. Brown), Naquag Elementary School (M. Lavoie), Paxton Center School (K. Ottmar), Thomas Prince School (A. Silva), Wachusett Regional High School (L.

Deferred

IX. Public Hearing

Deferred

X. New Business

Deferred

XI. Adjournment

Motion: To adjourn.

(M. Dennis)

(A. Silva)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherrie Haber
Jeffrey Haynes
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

The motion was unanimously approved.

The meeting adjourned at 10:03 PM.

Respectfully submitted,

Darryll McCall, Ed.D.
Superintendent of Schools

Attachments:

- Attachment 1 – Emailed question from Holden resident Kristine Baez
- Attachment 2 – Emailed question from WRHS Senior James Benoit
- Attachment 3 – Emailed question from Princeton resident Corey Burnham-Howard
- Attachment 4 – Emailed question from Holden resident Jeannette Appel
- Attachment 5 – Emailed question from Holden resident Elisa Lellios
- Attachment 6 – Emailed question from Princeton resident Corey Burnham-Howard
- Attachment 7 – Emailed question from Holden resident Kristin Turner
- Attachment 8 – Emailed question from Holden resident Geri Herlihy



Attachinent 1

Rebecca Petersen <rebecca_petersen@wrsd.net>

Re: Curriculum question

Kenneth Mills <Kenneth_Mills@wrsd.net>

Mon, Mar 23, 2020 at 11:06 PM

To: baezlyons@gmail.com, Darryll McCall <darryll_mccall@wrsd.net>, Rebecca Petersen <rebecca_petersen@wrsd.net>

Kristine, thank you for your comment. I have the same concern. I will forward to the superintendent and secretary.

On Mon, Mar 23, 2020 at 9:30 PM <baezlyons@gmail.com> wrote:

If a child is currently taking pre calculus and plans to take calculus in the fall should she just self study?

Sent from my iPhone

--

Kenneth Mills
Chair,
Wachusett Regional School District Committee

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.



Attachment 2

Rebecca Petersen <rebecca_petersen@wrsd.net>

Re: Questions for school committee

Kenneth Mills <Kenneth_Mills@wrsd.net>

Mon, Mar 23, 2020 at 11:06 PM

To: James Benoit <jrbenoit1@icloud.com>, Rebecca Petersen <rebecca_petersen@wrsd.net>, Darryll McCall <darryll_mccall@wrsd.net>

Thank you for your comment. I will forward it to the superintendent and secretary.

On Mon, Mar 23, 2020 at 9:13 PM James Benoit <jrbenoit1@icloud.com> wrote:

Hi —

I'm currently a senior at WRHS, and I've been watching the broadcast of the school committee meeting – I had a question I wanted to have answered on-air.

Currently school work and learning activities are being offered purely for enrichment purposes, however countless students are lacking the incentive to complete these activities and assignments and are suffering from a large loss of learning. While not all students may have access to these opportunities so mandated assignments isn't possible, can students receive extra credit for the work? Much like myself, students are putting in countless hours that have no impact on their grade and are losing interest in completing these assignments. Additionally, there are many concerns over grades. Can students receive extra credit to incite them to complete these activities, without hurting those who lack access?

Thanks,

James

—
Kenneth Mills
Chair,
Wachusett Regional School District Committee

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.



Rebecca Petersen <rebecca_petersen@wrsd.net>

Fwd: MCAS as graduation requirement

Kenneth Mills <Kenneth_Mills@wrsd.net>

Mon, Mar 23, 2020 at 11:07 PM

To: Darryll McCall <darryll_mccall@wrsd.net>, Rebecca Petersen <rebecca_petersen@wrsd.net>

----- Forwarded message -----

From: **Corey Burnham-Howard** <cburnhamhoward@gmail.com>

Date: Mon, Mar 23, 2020 at 9:03 PM

Subject: MCAS as graduation requirement

To: <questions@wrsd.net>

Students must earn a passing grade in certain subjects on MCAS as graduation requirements. Any information on how that is being or will be addressed? For example, my student would need to take the MCAS Physics test this spring, but it looks like she will likely not complete the curriculum for Physics this school year.

Thank you,
Corey Burnham-Howard
11 Osgood Rd, Princeton

--

Kenneth Mills
Chair,
Wachusett Regional School District Committee

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.



Attachment 4

Rebecca Petersen <rebecca_petersen@wrsd.net>

Fwd: Questions

2 messages

Kenneth Mills <Kenneth_Mills@wrsd.net>
To: Rebecca Petersen <rebecca_petersen@wrsd.net>

Sun, Mar 29, 2020 at 6:25 PM

----- Forwarded message -----

From: <appel@charter.net>
Date: Mon, Mar 23, 2020 at 8:38 PM
Subject: Re: Questions
To: Kenneth Mills <kenneth_mills@wrsd.net>

Hi Ken,

I'm getting off now. Laura made n Mike n Scott n Amy made my points.

Thank you n sorry for all of the emails.
Jeannette

Sent from my iPhone

> On Mar 23, 2020, at 7:25 PM, Kenneth Mills <kenneth_mills@wrsd.net> wrote:

>

> Can you include name/address please for the record? Thanks! Ken

>

> Sent from my iPad

>

>> On Mar 23, 2020, at 7:24 PM, appel@charter.net wrote:

>>

>> Thank you for the opportunity to ask questions

>> 1) I read the letter sent out by commissioner Riley as it was sent to a teacher from another school district. The letter is vague n just says different districts doing different things

>> 2) why can't we use kids chrome books n use of zoom or whichever platform for kids to learn?

>> 3) it is very apparent that this situation will go on past April. I feel like school isn't being realistic or proactive about a plan to continue to teach kids, esp high school kids.

>> 4) we keep talking about equity throughout the state but I know of many schools where all teachers have reached out to their students n provided work to do. It's optional but it's still continued work. Kids need structure n to go back to a routine.

>> 5) seriously, everyone knows kids will probably not go back to school this year. What is Wachusett's plan to teach these kids?

>>

>> Sent from my iPhone

>

> --

> *The contents of this e-mail, and any attachments, are the property of the
> Wachusett Regional School District, and subject to the Public Records Law,
> M.G.L. c.66, § 10.*

--

Kenneth Mills
Chair,
Wachusett Regional School District Committee

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public



Attachment 5

Rebecca Petersen <rebecca_petersen@wrsd.net>

Re: Parent perspective**Kenneth Mills** <Kenneth_Mills@wrsd.net>

Mon, Mar 23, 2020 at 11:06 PM

To: Elisa Lellios <elisalellios@hotmail.com>, Rebecca Petersen <rebecca_petersen@wrsd.net>, Darryll McCall <darryll_mccall@wrsd.net>

Thank you for your comment. I will forward it to the superintendent and secretary.

On Mon, Mar 23, 2020 at 8:04 PM Elisa Lellios <elisalellios@hotmail.com> wrote:

Just curious- as an educator myself- it seems antithetical to leave everyone behind for fear of leaving a few behind. Find out who needs paper materials and get them to them. Some high school teachers are giving lessons and others are not. That also seems odd, does it not? What should we expect? The longer you delay on doing anything the harder this will be.

Sent from my iPad

--

Kenneth Mills
Chair,
Wachusett Regional School District Committee

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.



Attachment 6

Rebecca Petersen <rebecca_petersen@wrsd.net>

Fwd: Distance Learning Plans

Kenneth Mills <Kenneth_Mills@wrsd.net>

Mon, Mar 23, 2020 at 11:06 PM

To: Darryll McCall <darryll_mccall@wrsd.net>, Rebecca Petersen <rebecca_petersen@wrsd.net>

----- Forwarded message -----

From: **Corey Burnham-Howard** <cburnhamhoward@gmail.com>

Date: Mon, Mar 23, 2020 at 7:49 PM

Subject: Distance Learning Plans

To: <questions@wrsd.net>

I understand the issue of equities and the related law and guidance. I appreciate all that Dr. McCall and the School Committee and District staff are doing. These are unprecedented circumstances and trying times in so many ways for all of us. I do want to express my frustration with the lack of guidance from Mass DESE with regard to quickly implementing distance learning. I have friends around the country and even in the state who have kids already engaged in distance learning programs provided by their school districts. I have yet to hear of any concrete plan being pursued by WRSD. I understand that does not necessarily mean there is not planning ongoing. I do want to acknowledge that in my opinion there is inequity in this discrepancy in approaches and implementation of distance learning plans such that all of our kids in the District are losing out. I'm hoping to hear tonight and soon in communications to the whole WRSD community what plans are being pursued for distance learning and timelines for their implementation.

Thank you,
Corey Burnham-Howard
11 Osgood Rd, Princeton

--
Kenneth Mills
Chair,
Wachusett Regional School District Committee

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.



Attachment 7

Rebecca Petersen <rebecca_petersen@wrsd.net>

Re: School committee questions

Kenneth Mills <Kenneth_Mills@wrsd.net>

Mon, Mar 23, 2020 at 11:05 PM

To: kristinsturner@gmail.com, Darryll McCall <darryll_mccall@wrsd.net>, Rebecca Petersen <rebecca_petersen@wrsd.net>

Kristin, Thank you for your comment. I will forward it to the superintendent and secretary.

On Mon, Mar 23, 2020 at 7:37 PM <kristinsturner@gmail.com> wrote:

1. What specific training has the staff received over the course of the last week to prepare them for online education? What training is planned for this week? Next?
2. When can parents expect materials/enrichment (in any form) tailored to their child's class (not just a list of generalized links)?
3. When can students expect daily check ins from educators?
4. How are teachers spending their school days?

Thanks!
Kristin Turner
Holden

--
Kenneth Mills
Chair,
Wachusett Regional School District Committee

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.



Attachment 8

Rebecca Petersen <rebecca_petersen@wrsd.net>

Re: Question

Kenneth Mills <Kenneth_Mills@wrsd.net>

Mon, Mar 23, 2020 at 11:05 PM

To: herlihyforholden@gmail.com, Darryll McCall <darryll_mccall@wrsd.net>, Rebecca Petersen <rebecca_petersen@wrsd.net>

Thank you for your comment. I will forward it to the superintendent and secretary.

On Mon, Mar 23, 2020 at 7:28 PM <herlihyforholden@gmail.com> wrote:

Please tell us your plans for the children's education while they are out of school. Thank you

Sent from my iPhone

--

Kenneth Mills
Chair,
Wachusett Regional School District Committee

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.

MASC ADVISORY

School Committee Leadership During COVID-19 School Closures masc

To: Massachusetts School Committee Members
From: Deborah Davis, President, MASC

As the uncertainty surrounding the Coronavirus (Covid-19) and the impact on the education of our students continues, families, employees and the community are looking to their school district leadership teams to provide a unified message.

Meetings, events, and normal routines are being disrupted worldwide. Providing education and delivering services will look different than before. Implementing any changes will require surmounting new challenges with determination and patience. Among the many concerns are: ensuring that in the interests of equity, we are looking out for our most vulnerable students, maintaining individualized instruction for students with disabilities, providing nutrition and support for our most vulnerable students and reaching non-English speaking populations with appropriately translated messaging. And this is just the tip of the iceberg for our school districts.

The school committee and superintendent have vital and unique roles to play as this unprecedented event unfolds. With the situation changing daily, however, best practices are as important as ever.

Here's what school committee members can do to best serve their district.

- **Be patient and understanding of your friends, neighbors, constituents, and community leaders.**
Crises can bring out the best or the worst in everyone. People are worried about their families and livelihood. They want immediate information to assuage their insecurities. With the unpredictability of the future comes anxiety, stress, impatience, and fear. People will say things they later wish they could take back. Financial insecurity ruins relationships, businesses, and political stability. Relationships and collegiality are at risk. School committee members have an extraordinary opportunity to help guide our districts over the next few months. As we always have in a crisis, let us take advantage of the opportunity to be among those who lead our communities through.

- **Continue to meet as necessary and appropriate.**
As we practice social distancing and are encouraged to stay at home, holding a meeting can seem more difficult. Some Boards of Health are discouraging or banning in-person meetings within communities. However, the Open Meeting Law has been relaxed to allow for virtual meetings and municipal legislative bodies are exempt from the Governor's order limiting non-essential gatherings. Chairs should work with members, and with the superintendent to ensure that meetings, in whatever form, can still be held to conduct necessary business.

- **Let your superintendent lead.**
This is the time for your superintendent to manage the district. Superintendents need to make operational decisions often on short notice and without delay. The school committee chair also has an important role as the liaison with the superintendent, keep the board fully informed, and bring the concerns of the school committee to the central office.

Allow your superintendent or other designated spokesperson, including the school committee chair, to continue to be the voice and face of your district. During the difficult days and weeks to come, relying on the chain of command as a best practice is as important as ever.

This is the time to lead in unity and to avoid confusion in the community. Stay in regular contact with your superintendent and call special meetings only when the meeting is necessary for the welfare of your district.

• Roles and Responsibilities – know your lane.

Superintendents are facing unprecedented management challenges in their districts. These are much easier for the superintendent to navigate when a well-informed school committee is supportive. However, the role of the school committee also does not change and there are responsibilities and decisions that continue to belong to the committee. It is as unfair to both parties to cede these responsibilities as it is to step on the management toes of the superintendent. Monitoring and making any necessary decisions regarding the FY20 budget, as well as final approval of the FY21 budget remain the responsibility of the school committee. Any decisions regarding negotiating implementation of temporary measures or changes to Collective Bargaining Agreements should be committee decisions. There may be a need to change or suspend certain policies during this time. These decisions, as well, belong to the school committee.

• The message from the leadership team should be consistent.

Make sure your district maintains a unified public message and remember to let your superintendent or other designated person to be the official voice of your district.

Promote messages that are:

- Supported by your full leadership team
- Timely. If you have information the community wants, share it as quickly as possible.
- Clear, calm, and reassuring
- Factual (Here's what we know, here's what we are doing, here are organizations we are working with.)
- Showing leadership in communicating about health practices (not just school-related information).

Schools are often the primary source of information about health and nutrition

Stay connected with your community. They are looking for your district's calm and capable leadership. Share positive messages through video on social media. Share hope, gratitude, and compassion in a world facing panic and a pandemic.

• The school committee and superintendent should stay connected.

Social distancing is the watch word, but committees need to stay together, even if at a distance. Though in-person meetings may be discouraged, stay in touch with your governance team members. Keep one another informed and along with your superintendent, move forward with a consistent message. Clarity builds trust with your team, staff, and community. Your leadership is being tested. Now is the time for all school committee members to work with their superintendents in the most collaborative, supportive, and positive way possible.

• Stay informed.

New information and guidance are coming regularly from the Department of Elementary and Secondary Education, as well as from other state agencies, the Federal government and other sources. Information about changing requirements for districts, and changed deadlines for cities, towns and districts are important to know. Use MASC as a resource to stay informed through our regular updates, which can be found under the Coronavirus Resources tab at masc.org, through the listserv, email updates, and through Facebook and Twitter. Also, remember that the MASC staff is available via phone or email to answer your questions and concerns.

Note: MASC thanks our state association colleagues for inspiration and information included in this article.

Education Subcommittee

Monday, April 6, 2020
6:00 p.m.

MEETING CANCELLED

Business/Finance Subcommittee

Monday, April 6, 2020
6:00 p.m.

Meeting to be conducted remotely, using Google Hangouts

AGENDA:

- I Call to Order
- II Approval of Minutes
- III Assessment of Budgetary Impact on FY20 Budget due to COVID-19
- IV Assessment of Budgetary Impact on FY21 Budget due to COVID-19
- V Next Meeting
- VI Adjournment

The above agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. 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

Wachusett Regional School District Committee

Monday, April 6 2020
7:00 p.m.

Meeting to be conducted remotely, using Google Hangouts

AGENDA:

- Public Hearing
- Chair's Opening Remarks
- Student Representatives' Reports
- Superintendent's Report
 - Discussion of Report
 - Recommendations Requiring Action by the School Committee
 - 1. To determine School Choice participation for the 2020-2021 school year
- Unfinished Business
- Secretary's Report
 - Approval of Executive Session Minutes of the WRSDC held on 3/9/2020
 - Approval of 1339th Regular Meeting Minutes of the WRSDC held on 3/9/2020
 - Approval of 1340th Regular Meeting Minutes of the WRSDC held on 3/23/2020
- Treasurer's Report/Financial Statements
- Committee Reports
 - Management Subcommittee
 - Education Subcommittee
 - Business/Finance Subcommittee
 - Legal Affairs Subcommittee
 - Superintendent Goals and Evaluation Subcommittee
 - Facilities and Security Subcommittee
 - Audit Advisory Board
 - Ad-Hoc Subcommittee
 - 1. Ad Hoc Subcommittee to Negotiate the Superintendent's Contract
 - Building Committees
- School Council Reports
- Public Hearing
- New Business
- Adjournment

The above agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. 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

SEPAC (Special Education Parent Advisory Council)

Tuesday, April 14, 2020
6:30 p.m.

Student Opportunity Act – Public Input/Feedback

Meeting to be conducted remotely
or will be held in the
Curriculum Center
District Central Office
1745 Main Street, Jefferson

Superintendent Goals and Evaluation Subcommittee

Monday, April 27, 2020
6:00 p.m.

Superintendent's Conference Room
District Central Office
1745 Main Street, Jefferson

Education Subcommittee

Thursday, April 30, 2020
6:00 p.m.

Media Center
Wachusett Regional High School
1401 Main Street, Holden

Wachusett Regional School District Committee

Thursday, April 30 2020
7:00 p.m.

Media Center
Wachusett Regional High School
1401 Main Street, Holden

Wachusett Regional School District Committee

Wednesday, May 20, 2020
7:00 p.m.

Media Center
Wachusett Regional High School
1401 Main Street, Holden



Rebecca Petersen <rebecca_petersen@wrsd.net>

Google Hangouts Meet Requirements

Barry Sclar <barry_sclar@wrsd.net>

Wed, Mar 18, 2020 at 9:54 PM

To: Kenneth Mills <Kenneth_Mills@wrsd.net>, Rebecca Petersen
<rebecca_petersen@wrsd.net>

Google Hangouts Meet works with the latest versions of all major browsers (Chrome, Firefox, Safari, Edge).

When joining the meeting, be sure to allow camera and microphone access if prompted.

If you plan to join using an iOS or Android device, install the Hangouts Meet app ahead of time.

Hangouts Meet for Android

Hangouts Meet for iOS

You can click the meeting link at any time (even right now) to test your device compatibility.

BARRY SCLAR | SUPERVISOR OF INFORMATION SERVICES
WACHUSETT REGIONAL SCHOOL DISTRICT | 508-829-1670 x269

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.

**Town of Princeton
6 Town Hall Drive
Princeton, MA 01541**

Date: March 31, 2020

Subject: Request for WRSD to Reduce the WRSD Budget Growth for FY21

Dear Darryll McCall, WRSD Superintendent:

The Town of Princeton has been meeting frequently for its FY21 budget since the late fall of last year. In light of the proposed WRSD budget for FY21 with a total growth of 4.37 percent, Princeton requests the WRSD Administration and Finance Teams revisit the assessed FY21 budget, reducing the total budget growth from 4.37 percent to within of 3-3.5% target set at the November 2019 Roundtable Discussion hosted in Holden.

The town of Princeton has shared in the past two years and during the February 25th meeting the financial stress the town is trying to balance. Aside from previous year's disclosure of our town building repair and replacement challenges, we have since been challenged with the unexpected PFAS town and private well contamination and remediation project. Since our joint February 25 meeting, our nation and state have taken aggressive precautions for COVID-19 which have impacts on both the community health level as well as the economic level, leaving many questions unanswered and much economic uncertainty.

The Advisory Committee will be recommending to the town voters to vote against the Princeton assessment of the March 9, 2020, proposed FY21 WRSD school budget. We recognize this may be disappointing given the WRSD's planning to control expenses, the excellent measures of education success such as MCAS scores and graduation rates, and the goal of completing the comprehensive 5-year strategy plan.

On behalf of the Town of Princeton Selectboard Members and Advisory Committee members,

Karen Cruise
Chair, Selectboard

Wayne M. Adams
Chairman, Advisory Committee

CC:

Select Board Members, Town of Princeton
Advisory Committee Members, Town of Princeton
Town Administrator, Town of Princeton
Princeton School Committee Members, Town of Princeton

Referenced materials:

WRSD FY21 Budget Presentation, Town of Princeton, February 25, 2020

WRSD Superintendent Reports for January, February, and March pertaining to FY21 budget and town viewpoints.

WRSD Report of insurance reduction in the amount of \$96,000



Rebecca Petersen <rebecca_petersen@wrsd.net>

Town of Princeton correspondence requesting WRSD to revisit and lower the FY21 budget

9 messages

wayne adams <waynemadams@gmail.com>

Wed, Apr 1, 2020 at 8:13 AM

To: Darryll McCall <darryll_mccall@wrsd.net>

Cc: Rebecca Petersen <rebecca_petersen@wrsd.net>, Bill Lawton <lawtonw877@aol.com>, Helga Lyons <hmlhlyons@gmail.com>, Judy Dino <onidju@aol.com>, Mary Jo <mjwojtusik@yahoo.com>, Rick McCowan <rick@mccowan.net>, "Wayne M. Adams" <waynemadams@gmail.com>, Princeton Town Administrator <townadministrator@town.princeton.ma.us>, Karen Cruise <crukaren99@gmail.com>, Matthew Moncreaff <matthew.moncreaff@gmail.com>, Richard Bisk <biskselect@gmail.com>, Robert Imber <rjimber@gmail.com>, megan_weeks@wrsd.net

Dear Darryll McCall,

The Town of Princeton is challenged to absorb the size of the WRSD FY21 budget increase being assessed. Both the Selectboard and the Advisory Committee request the WRSD leadership and School Finance Committee to revisit the budget and further lower the FY21 total budget and corresponding 5 town assessments. The November 2019 Round-table had a healthy discussion and collective guidance to contain budget growth within the 3-3.5% range. We recognize the Town voters will have the ultimate decision on the FY21 Town budget, including the WRSD assessment. Given the state's COVID epidemic, the Town of Princeton will reschedule its All Town Meeting (ATM) from May 12th to a date in the later half of June. The June date options are under review at this time and when confirmed, our Town Administrator Sherry Patch will convey the new date. Both the Selectboard and Advisory Committee can schedule a conference call meeting to further discuss our attached letter. We are cognizant that further budget reductions may affect planned incremental staffing levels, curriculum and tool investments, and extend the time-period to reach all the goals in the 5-year plan.

Best regards,

Karen Cruise, Chair, Town of Princeton Selectboard

Wayne Adams, Chair, Town of Princeton Advisory Committee

**WRSD FY21 Budget Growth Reduction Request - v 3 31 2020 SB AC final.pdf**

114K

Darryll McCall <darryll_mccall@wrsd.net>

Wed, Apr 1, 2020 at 9:03 AM

To: Rebecca Petersen <rebecca_petersen@wrsd.net>

Can you pen something and share with me

[Quoted text hidden]

--

Darryll McCall, Ed.D.

Superintendent

Wachusett Regional School District

1745 Main St.

Jefferson, MA 01522

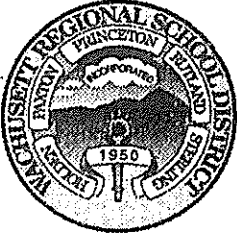
508-829-1670

darryll_mccall@wrsd.net

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.

**WRSD FY21 Budget Growth Reduction Request - v 3 31 2020 SB AC final.pdf**

114K



Wachusett Regional School District
Holden, Paxton, Princeton, Rutland, Sterling

April 3, 2020

Ms. Karen Cruise, Chair
Princeton Selectboard
Town of Princeton
6 Town Hall Drive
Princeton, MA 01541

Mr. Wayne Adams, Chair
Princeton Advisory Committee
Town of Princeton
6 Town Hall Drive
Princeton, MA 01541

Dear Ms. Cruise and Mr. Adams:

We are in receipt of your letter of March 31, 2020 wherein it is explained the Princeton Advisory Committee is unable to support the Wachusett Regional School District's proposed FY21 budget appropriation in the amount of \$102,115,384, with an assessment for Princeton of \$5,184,582, a budget proposal unanimously supported by the School Committee on March 9, 2020. I wish to acknowledge your fiscal concerns and the financial burden this budget proposal may bring to your town during these challenging economic and public health times.

We look forward to continuing to work with Princeton and the other Member Towns of WRSD as we move forward with the FY21 budget process and as all parties work together in the best interest of our communities.

Sincerely,

Darryll McCall, Ed.D.
Superintendent of Schools

cc: Wachusett Regional School District Committee
Sherry Patch, Princeton Town Administrator
Princeton Selectboard
Princeton Advisory Board
Daniel Deedy, Director of Business and Finance

DM:rlp

POLICY RELATING TO BUDGET/FINANCE

TOWN ASSESSMENT PAYMENTS

The Wachusett Regional School Committee expects its Member Towns to abide by the Regional Agreement pertaining to the payment of assessments

Payments of each Member Town's proportional part of the District's Budget shall be made in the manner prescribed by statute four (4) times per year in accordance with the following schedule:

- Town of Holden by August 1st, November 1st, February 1st and May 1st
- Town of Paxton by July 1st, October 1st, January 1st, and April 1st
- Town of Princeton by July 1st, October 1st, January 1st, and April 1st
- Town of Rutland by August 1st, November 1st, February 1st and May 1st
- Town of Sterling by August 1st, November 1st, February 1st and May 1st

The District treasurer shall submit to each town, no later than 30 days prior to the payment due date, a billing notice. The notice shall include a statement requesting towns to notify the treasurer within 10 days of the billing date of the inability to make payment on time.

First Reading:	02/24/97
Second Reading:	03/24/97

Amendment First Reading:	09/12/16
Amendment Second Reading:	10/17/16

WRSDC Policy 4211



Town of Sterling

Town Administrator

April 2, 2020

Dan Deedy
Director of Business and Finance

Darryll McCall
Superintendent
Wachusett Regional School District
1745 Main Street
Jefferson, MA 01522

Re: May Assessment Payment

Dan:
Darryll:

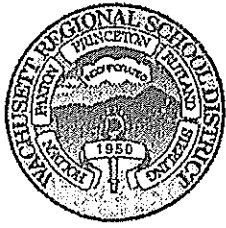
The Town of Sterling appreciates the WRSD's flexibility in allowing the FY 20 4th Quarter assessment to be paid in two equal installments due on May 1st, 2020 and June 1st, 2020.

In light of the corona virus impact on the economy and the Legislature's plans to allow a one month grace period for property and excise taxes payments, the split assessment payments to WRSD helps the Town avoid a cash flow issue.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ron Perry".

Cc: Sterling Select Board
Sterling Treasurer Collector
Sterling Town Accountant



Wachusett Regional School District
Holden, Paxton, Princeton, Rutland, Sterling

Sent electronically and via USPS

March 10, 2020

Mr. Steven Smyth
Policy Coordinator
Injury Prevention and Control Program
Massachusetts Department of Public Health
250 Washington Street – 4th Floor
Boston, MA 02108

Dear Mr. Smyth:

As the regular meeting of the Wachusett Regional School District Committee held on Monday, March 9, 2020, the full Committee reviewed Policy 6613.2 *Policy Relating to Pupil Services Athletic Concussion Policy*, dated 3/12/18. Upon review of the existing policy, the School Committee **affirms** Policy 6613.2 accurately reflects the position of the Wachusett Regional School District relating to concussion protocols.

If additional action is required aside from what is outlined above, please advise.

Sincerely,

Darryll McCall, Ed.D.
Superintendent of Schools

cc: Wachusett Regional School District Committee
Jennifer Lynch, Curriculum Specialist – Athletics
steven.smyth@state.ma.us
steven.smyth@massmail.state.ma.us

Enc.
DM:rlp

POLICY RELATING TO PUPIL SERVICES**ATHLETIC HEAD INJURY AND CONCUSSION POLICY**

The safety of students is a high priority for the Wachusett Regional School District. Students who sustain head injuries while in extracurricular athletic activities and those involved in their treatment must follow the protocol based on 105 C.M.R 201.000 (<http://www.mass.gov/eohhs/docs/dph/com-health/injury/105-cmr-201.pdf>) found online on the high school and middle schools' websites as well as in the student handbooks.

Students who have sustained a head injury must be appropriately evaluated according to the protocol. In order to resume athletic activity, a medical clearance and authorization form must be submitted indicating that the student has recovered. Return to academics will be consistent with the protocol.

District administration, athletic staff, and nursing staff will review the protocol annually to ensure that it is current and reflects best practice. The School Committee will review and revise this policy as needed, but at least bi-annually.

First Reading:	02/13/12
Second Reading:	02/27/12

Amendment First Reading:	02/22/16
Amendment Second Reading:	03/14/16

Amendment First Reading:	02/12/18
Amendment Second Reading:	03/12/18

WRSDC Policy 6613.2



Dale T. Hickey
TOWN CLERK

TOWN OF HOLDEN
MASSACHUSETTS
OFFICE OF THE TOWN CLERK

Attachment 9
April 3, 2020

TO: All Board and Committee Members
FROM: Dale T. Hickey
DATE: January 14, 2019
SUBJECT: Conflict of Interest

Conflict of Interest Training for Town of Holden Committee and Board Members

Each Committee and Board member for Town of Holden is required by law to complete the online Conflict of Interest Training once every two years.

Attached is a copy of the Conflict of Interest Law Summary. Please review it, fill out the enclosed Acknowledgment of Receipt and return the receipt to the Town Clerk's Office along with the receipt from your online training.

The online training is accessed at the State Ethics Commission website (www.mass.gov/ethics). Scroll to the middle of the page under What would you like to do? Under Top actions & services, click on Online Conflict of Interest Law Training. Next, scroll to What would you like to do, under Top tasks, click on Complete the Online Training Program for Employees of Cities and Towns. Next, click on Online Program for Municipal Employees. Click the Next arrow in the upper right corner twice. You will now need to install adobe flash. A receipt will be issued at the end of the online training. Please print and forward that receipt to the Town Clerk's Office by March 1, 2019.

There are public computers available at the Gale Free Library should you not have Internet availability. Headphones are available to purchase for \$1.00 for those who may need them.

Thank you for your cooperation.

Sincerely,
Dale T. Hickey
Town Clerk

Summary of the Conflict of Interest Law for Municipal Employees

This summary of the conflict of interest law, General Laws chapter 268A, is intended to help municipal employees understand how that law applies to them. This summary is not a substitute for legal advice, nor does it mention every aspect of the law that may apply in a particular situation. Municipal employees can obtain free confidential advice about the conflict of interest law from the Commission's Legal Division at our website, phone number, and address above. Municipal counsel may also provide advice.

The conflict of interest law seeks to prevent conflicts between private interests and public duties, foster integrity in public service, and promote the public's trust and confidence in that service by placing restrictions on what municipal employees may do on the job, after hours, and after leaving public service, as described below. The sections referenced below are sections of G.L. c. 268A.

When the Commission determines that the conflict of interest law has been violated, it can impose a civil penalty of up to \$10,000 (\$25,000 for bribery cases) for each violation. In addition, the Commission can order the violator to repay any economic advantage he gained by the violation, and to make restitution to injured third parties. Violations of the conflict of interest law can also be prosecuted criminally.

I. Are you a municipal employee for conflict of interest law purposes?

You do not have to be a full-time, paid municipal employee to be considered a municipal employee for conflict of interest purposes. Anyone performing services for a city or town or holding a municipal position, whether paid or unpaid, including full- and part-time municipal employees, elected officials, volunteers, and consultants, is a municipal employee under the conflict of interest law. An employee of a private firm can also be a municipal employee, if the private firm has a contract with the city or town and the employee is a "key employee" under the contract, meaning the town has specifically contracted for her services. The law also covers private parties who engage in impermissible dealings with municipal employees, such as offering bribes or illegal gifts. Town meeting members and charter commission members are not municipal employees under the conflict of interest law.

II. On-the-job restrictions.

(a) **Bribes**. Asking for and taking bribes is prohibited. (See Section 2)

Example where there is no violation: A town treasurer attends a two-day annual school featuring multiple substantive seminars on issues relevant to treasurers. The annual school is paid for in part by banks that do business with town treasurers. The treasurer is only required to make a disclosure if one of the sponsoring banks has official business before her in the six months before or after the annual school.

(c) Misuse of position. Using your official position to get something you are not entitled to, or to get someone else something they are not entitled to, is prohibited. Causing someone else to do these things is also prohibited. (See Sections 23(b)(2) and 26)

A municipal employee may not use her official position to get something worth \$50 or more that would not be properly available to other similarly situated individuals. Similarly, a municipal employee may not use her official position to get something worth \$50 or more for someone else that would not be properly available to other similarly situated individuals. Causing someone else to do these things is also prohibited.

Example of violation: A full-time town employee writes a novel on work time, using her office computer, and directing her secretary to proofread the draft.

Example of violation: A city councilor directs subordinates to drive the councilor's wife to and from the grocery store.

Example of violation: A mayor avoids a speeding ticket by asking the police officer who stops him, "Do you know who I am?" and showing his municipal I.D.

(d) Self-dealing and nepotism. Participating as a municipal employee in a matter in which you, your immediate family, your business organization, or your future employer has a financial interest is prohibited. (See Section 19)

A municipal employee may not participate in any particular matter in which he or a member of his immediate family (parents, children, siblings, spouse, and spouse's parents, children, and siblings) has a financial interest. He also may not participate in any particular matter in which a prospective employer, or a business organization of which he is a director, officer, trustee, or employee has a financial interest. Participation includes discussing as well as voting on a matter, and delegating a matter to someone else.

A financial interest may create a conflict of interest whether it is large or small, and positive or negative. In other words, it does not matter if a lot of money is involved or only a little. It also does not matter if you are putting money into your pocket or taking it out. If you, your immediate family, your business, or your employer have or has a

Regulatory exemptions. In addition to the statutory exemptions just mentioned, the Commission has created several regulatory exemptions permitting municipal employees to participate in particular matters notwithstanding the presence of a financial interest in certain very specific situations when permitting them to do so advances a public purpose. There is an exemption permitting school committee members to participate in setting school fees that will affect their own children if they make a prior written disclosure. There is an exemption permitting town clerks to perform election-related functions even when they, or their immediate family members, are on the ballot, because clerks' election-related functions are extensively regulated by other laws. There is also an exemption permitting a person serving as a member of a municipal board pursuant to a legal requirement that the board have members with a specified affiliation to participate fully in determinations of general policy by the board, even if the entity with which he is affiliated has a financial interest in the matter. Other exemptions are listed in the Commission's regulations, available on the Commission's website.

Example where there is no violation: A municipal Shellfish Advisory Board has been created to provide advice to the Board of Selectmen on policy issues related to shellfishing. The Advisory Board is required to have members who are currently commercial fishermen. A board member who is a commercial fisherman may participate in determinations of general policy in which he has a financial interest common to all commercial fishermen, but may not participate in determinations in which he alone has a financial interest, such as the extension of his own individual permits or leases.

(e) False claims. Presenting a false claim to your employer for a payment or benefit is prohibited, and causing someone else to do so is also prohibited. (See Sections 23(b)(4) and 26)

A municipal employee may not present a false or fraudulent claim to his employer for any payment or benefit worth \$50 or more, or cause another person to do so.

Example of violation: A public works director directs his secretary to fill out time sheets to show him as present at work on days when he was skiing.

(f) Appearance of conflict. Acting in a manner that would make a reasonable person think you can be improperly influenced is prohibited. (See Section 23(b)(3))

A municipal employee may not act in a manner that would cause a reasonable person to think that she would show favor toward someone or that she can be improperly influenced. Section 23(b)(3) requires a municipal employee to consider whether her relationships and affiliations could prevent her from acting fairly and objectively when she performs her duties for a city or town. If she cannot be fair and objective because of a relationship or affiliation, she should not perform her duties. However, a municipal

contacting the municipality in person, by phone, or in writing; acting as a liaison; providing documents to the city or town; and serving as spokesman.

A municipal employee may always represent his own personal interests, even before his own municipal agency or board, on the same terms and conditions that other similarly situated members of the public would be allowed to do so. A municipal employee may also apply for building and related permits on behalf of someone else and be paid for doing so, unless he works for the permitting agency, or an agency which regulates the permitting agency.

Example of violation: A full-time health agent submits a septic system plan that she has prepared for a private client to the town's board of health.

Example of violation: A planning board member represents a private client before the board of selectmen on a request that town meeting consider rezoning the client's property.

While many municipal employees earn their livelihood in municipal jobs, some municipal employees volunteer their time to provide services to the town or receive small stipends. Others, such as a private attorney who provides legal services to a town as needed, may serve in a position in which they may have other personal or private employment during normal working hours. In recognition of the need not to unduly restrict the ability of town volunteers and part-time employees to earn a living, the law is less restrictive for "special" municipal employees than for other municipal employees.

The status of "special" municipal employee has to be assigned to a municipal position by vote of the board of selectmen, city council, or similar body. A position is eligible to be designated as "special" if it is unpaid, or if it is part-time and the employee is allowed to have another job during normal working hours, or if the employee was not paid for working more than 800 hours during the preceding 365 days. It is the position that is designated as "special" and not the person or persons holding the position. Selectmen in towns of 10,000 or fewer are automatically "special"; selectman in larger towns cannot be "specials."

If a municipal position has been designated as "special," an employee holding that position may be paid by others, act on behalf of others, and act as attorney for others with respect to matters before municipal boards other than his own, provided that he has not officially participated in the matter, and the matter is not now, and has not within the past year been, under his official responsibility.

Example: A school committee member who has been designated as a special municipal employee appears before the board of health on behalf of a client of his private law practice, on a matter that he has not participated in or had responsibility for as a school committee member. There is no conflict. However, he may not appear before the school

IV. After you leave municipal employment. (See Section 18)

(a) Forever ban. After you leave your municipal job, you may never work for anyone other than the municipality on a matter that you worked on as a municipal employee.

If you participated in a matter as a municipal employee, you cannot ever be paid to work on that same matter for anyone other than the municipality, nor may you act for someone else, whether paid or not. The purpose of this restriction is to bar former employees from selling to private interests their familiarity with the facts of particular matters that are of continuing concern to their former municipal employer. The restriction does not prohibit former municipal employees from using the expertise acquired in government service in their subsequent private activities.

Example of violation: A former school department employee works for a contractor under a contract that she helped to draft and oversee for the school department.

(b) One year cooling-off period. For one year after you leave your municipal job you may not participate in any matter over which you had official responsibility during your last two years of public service.

Former municipal employees are barred for one year after they leave municipal employment from personally appearing before any agency of the municipality in connection with matters that were under their authority in their prior municipal positions during the two years before they left.

Example: An assistant town manager negotiates a three-year contract with a company. The town manager who supervised the assistant, and had official responsibility for the contract but did not participate in negotiating it, leaves her job to work for the company to which the contract was awarded. The former manager may not call or write the town in connection with the company's work on the contract for one year after leaving the town.

A former municipal employee who participated as such in general legislation on expanded gaming and related matters may not become an officer or employee of, or acquire a financial interest in, an applicant for a gaming license, or a gaming licensee, for one year after his public employment ceases.

(c) Partners. Your partners will be subject to restrictions while you serve as a municipal employee and after your municipal service ends.

ACKNOWLEDGMENT OF RECEIPT

I, _____, an employee at _____,
(first and last name) (name of municipal dept.)

hereby acknowledge that I received a copy of the summary of the conflict of interest law
for municipal employees, revised November 14, 2016, on _____.
(date)

Return to The Town Clerk's Office, 1196 Main St., Holden, MA 01520
*Municipal employees should complete the acknowledgment of receipt and return it to the
individual who provided them with a copy of the summary. Alternatively, municipal
employees may send an email acknowledging receipt of the summary to the individual
who provided them with a copy of it.*

WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE
Kenneth Mills, Chair
1745 Main Street
Jefferson, MA 01522

March 26, 2020

State Senator Anne Gobi
Commonwealth of Massachusetts
24 Beacon Street
Statehouse Room 513
Boston, MA 02133

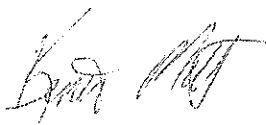
Representative Kimberly Ferguson
Commonwealth of Massachusetts
24 Beacon Street
State House Room 473B
Boston, MA 02133

Dear Senator Gobi and Representative Ferguson:

Please accept my sincere thanks on behalf of the Wachusett Regional School District Committee for your remote "attendance" at Monday's virtual School Committee meeting. As always, your attention and commitment to our district is very much appreciated by the Committee and the District, as well as the residents of our towns that you serve so tirelessly.

The WRSDC's next regularly scheduled meeting is Monday, April 6th, at 7:00 PM. This meeting will be conducted remotely, via Google Hangouts. I would like to extend an invitation to you both to participate in this meeting, if you are able.

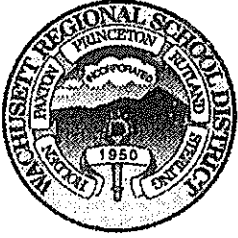
Sincerely yours,



Kenneth Mills, Chair
Wachusett Regional School District Committee

cc: Wachusett Regional School District Committee
Darryll McCall, Superintendent of Schools

KM:rlp



Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

March 25, 2020

TO: Project 351 Ambassadors
Gabriella Boyle
Elizabeth Cain
Mitchell Coonahan
Nathaniel Dziewietin
Thomas Robinson

FROM: Darryll McCall, Ed.D., Superintendent of Schools

Dear Gabriella, Elizabeth, Mitchell, Nathaniel, and Tommy:

I hope this note finds you and your families doing well during this time when schools are not in session and most social, educational, learning, and group activities have been curtailed or cancelled.

Because most public meetings are being conducted virtually or remotely, I am disappointed to say that your attending the April 6th meeting of the Wachusett Regional School District Committee will need to be postponed. This past Monday evening, the School Committee's meeting was virtual, and it is very likely the same will be true when the Committee meets next on April 6th. When social distancing winds down and public meetings return to being held in person, we will again reach out to you in the hope we can schedule your attendance at one of our future School Committee meetings, to have the opportunity to meet you and to congratulate you on your roles as Project 351 ambassadors, representing the five middle schools in our district.

I wish you the very best during these challenging times and I look forward to meeting you one day.

cc: Wachusett Regional School District Committee
Erik Githmark, Principal, Mountview Middle School
Shawn Rickan, Principal, Paxton Center School
Tammy Boyle, Principal, Thomas Prince Street
David Cornacchioli, Principal, Central Tree Middle School
Christopher LaBreck, Principal, Chocksett Middle School

DM:rlp