

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

Minutes

Regular Meeting #1314

Monday, June 11, 2018
7:00 PM

Media Center
Wachusett Regional High School
1401 Main Street, Holden

Wachusett Regional School District Committee

Kenneth Mills, Chair	Susan Hitchcock
Christina Smith, Vice-chair (7:35 PM)	Robert Imber
Scott Brown	Linda Long-Bellil (7:04)
Thomas Curran	Amy Michalowski
Anthony DiFonso	Charles Witkes
Rachel Dolan	Adam Young
Stephen Godbout	

Committee Members Absent:

Michael Dennis	Benjamin Mitchel
Harriet Fradellos	Michael Rivers
Sarah LaMountain	Asima Silva
Matthew Lavoie	Megan Weeks

Committee Members Participating Remotely:

None

Administration Present:

Darryll McCall, Superintendent of Schools
Robert Berlo, Deputy Superintendent
Joseph Scanlon, Director of Business and Finance
Jeff Carlson, Director of Human Resources
Kimberly Merrick, Administrator of Special Education
Rebecca Petersen, Executive Secretary to the Superintendent

Student Representatives Present:

None

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

Chair Mills called the meeting to order at 7:03 PM. He announced the meeting is live on Channel 194 and is streaming live on HoldenTV.com.

I. Public Hearing

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

7:04 PM Member Long-Bellil joined the meeting.

II. Chair's Opening Remarks

Chair Mills took the opportunity to thank outgoing Director of Business and Finance Joseph Scanlon for his service to the District since January 2013. Chair Mills also thanked outgoing Administrator of Special Education Kim Merrick for her service to the District since July 2013.

At Chair Mills' invitation, Member Godbout spoke about a heart screening event to take place at WRHS on June 14, 2018, reporting there are still a few open appointment times.

III. Student Representatives' Reports

Chair Mills spoke in praise of this year's Student Representatives, Philip Baird and Donroy Ferdinand, and expressed the appreciation of the Committee for their serving as Student Representatives.

IV. Superintendent's Report

A. Discussion of Report

Superintendent McCall expressed his appreciation to Kim Merrick and Joe Scanlon and he wished them well in their new positions.

Superintendent McCall gave an update on hiring. He reported the Director of Business and Finance position has been reposted and he is working with the Director of Human Resources on a timeline for interviews. Superintendent McCall reported on recent discussions he has had with MARS (Massachusetts Association of Regional Schools) Assistant Director Stephen Hemman and Mr. Hemman's willingness to provide advice/counsel to the Superintendent and to the Business Office until the next Director of Business and Finance is appointed.

Superintendent McCall next reported on the filling of the Administrator of Special Education vacancy, which is a challenging position to fill. Superintendent McCall will keep the Committee informed on how this vacancy, in the short term, will be covered. He did report that a full search to fill this position may be held off until the late fall/early winter.

Superintendent McCall reported initial interviews have taken place for the next principal of Paxton Center School and final interviews are scheduled for June 20, 2018.

Superintendent McCall reported on the WRHS graduation ceremony which took place on June 7, 2018 and thanked Principal Beando and high school staff for coordinating a very well run event.

Member Michalowski asked Superintendent McCall additional questions about his plans to fill the position for the next Administrator of Special Education, expressing her concern because the Special Education Department is thinly staffed already. Other members voiced their agreement. Chair Mills encouraged the Superintendent to create an up-to-date organizational chart.

At Chair Mills' request, Director Scanlon approached the podium and explained the chargeback process, and he also explained that, per District Auditors Lynch, Malloy, Marini, chargebacks do not require School Committee approval. Member Michalowski asked Director Scanlon why funds in the Salaries, Substitutes & Stipends line are available for transfer, which Director Scanlon explained that some budgeted positions did not end up being full-year positions, some employees were hired at lower than budgeted salaries, etc. Some additional discussion ensued.

7:25 PM Vice-chair Smith joined the meeting.

B. Recommendations Requiring Action by the School Committee

Motion: To transfer \$762.45 from the Salaries, Substitutes & Stipend appropriation to the Pupil Services appropriation for the purchase of athletic supplies.

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

Vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil
Amy Michalowski
Charles Witkes
Adam Young

Opposed:

None

The motion was unanimously approved.

Motion: To authorize the Director of Business and Finance to transfer \$159,152.00 to the Instructional Supplies appropriation from the Salaries & Stipends appropriation.

(R. Imber)
(T. Curran)

Vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil
Amy Michalowski
Charles Witkes
Adam Young

Opposed:

None

The motion was unanimously approved.

Motion: To authorize the Director of Business and Finance to transfer \$33,992.00 to the Operations & Maintenance appropriation from the Salaries & Stipends appropriation.

(S. Hitchcock)
(C. Witkes)

Vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil

Amy Michalowski
Charles Witkes
Adam Young

Opposed:
None

The motion was unanimously approved.

Motion: To authorize the Director of Business and Finance to transfer \$4,264.27 to the Pupil Services appropriation from the Salaries & Stipends appropriation.
(L. Long-Bellil)
(A. Young)

Vote:

In favor:
Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil
Amy Michalowski
Charles Witkes
Adam Young

Opposed:
None

The motion was unanimously approved.

Motion: To authorize the Director of Business and Finance to transfer \$19,077.00 to the Other Operating Costs appropriation from the Salaries & Stipends appropriation.

(A. Young)
(S. Hitchcock)

Vote:

In favor:
Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso

Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil
Amy Michalowski
Charles Witkes
Adam Young

Opposed:

None

The motion was unanimously approved.

Motion: To authorize the Wachusett Regional School District Treasurer, acting under the provisions of Massachusetts General Law, Chapter 71, Section 16(g) as amended by Chapter 134 of the Acts of 1972, to solicit proposals for borrowing funds in anticipation of revenue, for the fiscal year beginning July 1, 2018, and to issue a note or notes therefore, payable within one year, in accordance with Massachusetts General Law, Chapter 44, Section 17, with the approval of the School Committee.

VOTED: That in order to reduce interest costs on outstanding debt, the District is authorized to issue bonds or notes for the purpose of refunding all or any portion of the principal of and interest on any bonds of the District outstanding as of the date hereof, including, if any, the payment of premium and accrued interest associated therewith, and all other costs incidental and related thereto, under and pursuant to Chapter 44, Section 21A of the Massachusetts General Laws, or any other enabling authority.

FURTHER VOTED: That the District Treasurer, or any other officer of the District, is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all refunding bonds or notes of the District authorized pursuant to this vote, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

(R. Imber)

(A. Young)

Chair Mills explained the purposes of the vote, which authorizes the District Treasurer to solicit proposals for borrowing, further explaining it is not anticipated the District will need to borrow funds in FY19, but if borrowing does become necessary, this action by the School Committee is the first of the two part process.

Vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil
Amy Michalowski
Charles Witkes
Adam Young

Opposed:
None

The motion was unanimously approved.

Motion: To award a contract to AA Transportation of Shrewsbury, MA to provide school bus transportation services to the Wachusett Regional School District for three (3) years beginning July 1, 2019 to June 30, 2020 at a total cost of \$3,945,600, from July 1, 2020 to June 30, 2021 at a total cost of \$4,063,968, and for July 1, 2021 to June 30, 2022 at a total cost of \$4,185,887, with the option to extend the contract two (2) additional years from July 1, 2022 to June 30, 2023 at a total cost of \$4,311,463 and from July 1, 2023 to June 30, 2024 at a total cost of \$4,440,807.

(R. Imber)
(A. Young)

Chair Mills explained the School Committee cannot approve more than a three year contract and that exercising the option to continue the contract from July 1, 2022 to June 30, 2023 and July 1, 2023 to June 20, 2024 will require School Committee approval at those times. At Chair Mills' request, Director Scanlon approached the podium, spoke about the additional two year options, explaining at that time both sides (the District and AA Transportation) will have "the option" to extend. At Member Imber's inquiry, Director Scanlon confirmed AA Transportation is locked into the proposed costs for the two additional years, July 1, 2022 to June 30, 2023 and July 1, 2023 to June 20, 2024. Discussion ensued about services provided by AA Transportation, the condition of the bus fleet, etc. Comments were all positive. When asked, it was explained that AA Transportation is not guaranteed providing of transportation for field trips, etc., though most schools do contract with AA Transportation for such services. Some additional conversation took place about student transportation services.

Vote:
In favor:
Kenneth Mills

Christina Smith
 Scott Brown
 Thomas Curran
 Anthony DiFonso
 Rachel Dolan
 Stephen Godbout
 Susan Hitchcock
 Robert Imber
 Linda Long-Bellil
 Amy Michalowski
 Charles Witkes
 Adam Young

Opposed:
 None

The motion was unanimously approved.

Motion to authorize the listed FY19 Revolving Funds in accordance with M.G.L. Ch. 44, Sect. 53E ½, to be expensed under the direction of the Superintendent of Schools (or designee), to be credited with receipts from acknowledged revenue sources, to be expended for their respective stated purposes, and not to exceed the authorized amounts.

Name of Fund	Legal Citation	Authorized
Adult Education	M.G.L. Ch. 71 Sect. 71E	\$10,000
Applied Arts	M.G.L. Ch. 71 Sect. 71C	\$75,000
Athletics	M.G.L. Ch. 71 Sect. 47	\$550,000
Building Use	M.G.L. Ch. 40, Sect 3, Ch.	\$90,000
Cafeteria	(548 of Acts of 1948) [3]	\$2,000,000
Circuit Breaker	M.G.L. Ch. 71B, C.M.R.	\$2,700,000
Drivers Education	M.G.L. Ch. 71 Sect. 71C	\$160,000
ECC Tuition	M.G.L. Chapter 71: Sect.	\$170,000
Extended Day	M.G.L. Ch. 71 Sect. 71F	\$20,000
Gifts & Grants	M.G.L. Ch. 71 Sect. 47	\$215,000
Insurance Reimbursement	M.G.L. Ch. 71 Sect. 47	\$82,000
Kindergarten	M.G.L. Ch. 71 Sect. 71F	\$815,000
Locker Fees	M.G.L. Ch. 71 Sect. 47	\$25,000
Lost Books Damaged	M.G.L. Chapter 44, Section	\$15,000
Parking Fees	M.G.L. Ch. 71 Sect. 47	\$82,000
Performing Arts	M.G.L. Ch. 71 Sect. 71C	\$30,000
Program Initiatives	M.G.L. Ch. 71 Sect. 71C	\$147,000
School Choice	M.G.L. Ch. 76 Sect. 12B(O)	\$1,400,000
Summer School	M.G.L. Ch. 71 Sect. 71C	\$15,000

(A. Young)
 (L. Long-Bellil)

Chair Mills explained the intent of Revolving Funds and the amount to be authorized is the cap.

Vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil
Amy Michalowski
Charles Witkes
Adam Young

Opposed:

None

The motion was unanimously approved.

Motion: To authorize the listed FY19 Student Activity Funds in accordance with M.G.L. Ch. 71 Sect. 47, for funds belonging to the students and not to the district or school control, to be credited with receipts from acknowledged revenue sources, to be expended for their respective stated purposes, and not to exceed the authorized amounts.

Student Activity Fund	Authorized
Wachusett Reg. High	\$650,000
Dawson Elementary	\$15,000
Mountview MS	\$280,000
Mavo Elementary	\$30,000
Davis Hill Elementary	\$125,000
Paxton Center School	\$125,000
Thomas Prince School	\$125,000
Nacuag Elementary	\$30,000
Central Tree MS	\$100,000
Glenwood Elementary	\$75,000
Chocksett MS	\$75,000
Houghton Elementary	\$15,000
Early Childhood Ctr.	\$15,000

(A. Young)
(L. Long-Bellil)

Discussion about the motion on the floor began. Member Michalowski asked that the Committee be provided with an analysis of Gifts & Grants and Student Activities funds. Questions were raised about the disparity of the amounts to be authorized in the Student Activity funds, noting some schools have a high cap and

other schools have a much lower cap. Director Scanlon was asked questions about Student Activity Funds.

Vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil
Amy Michalowski
Charles Witkes
Adam Young

Opposed:

None

The motion was unanimously approved.

V. Unfinished Business

There was no unfinished business brought before the School Committee.

VI. Secretary's Report

- A. Approval of Organizational Meeting Minutes of the Wachusett Regional School District Committee held on May 24, 2018.

Motion: To approve minutes of the Organizational Meeting of the WRSDC held on May 24, 2018.

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

Vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock

Linda Long-Bellil
Amy Michalowski
Charles Witkes

Opposed:
None

Abstained:
Robert Imber
Adam Young

The minutes were approved 11-0-2.

- B. Approval of 1313th Regular Meeting Minutes of the Wachusett Regional School District Committee held on May 24, 2018

Motion: To approve minutes of the regular meeting of the WRSDC held on May 24, 2018.

(T. Curran)
(S. Hitchcock)

Vote:

In favor:
Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Linda Long-Bellil
Amy Michalowski
Charles Witkes

Opposed:
None

Abstained:
Robert Imber
Adam Young

The minutes were approved 11-0-2.

- C. Approval of the Executive Session Minutes of the Wachusett Regional School District Committee held on May 24, 2018

Motion: To approve minutes of the executive session of the WRSDC held on May 24, 2018, to be released.

(S. Hitchcock)
(T. Curran)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Linda Long-Bellil
Amy Michalowski

Opposed:

None

Abstained:

Robert Imber
Charles Witkes
Adam Young

The minutes were approved 10-0-3.

VII. Treasurer's Report/Financial Statements

Chair Mills informed the Committee that questions regarding the Director of Business and Finance's report or the Treasurer's Report should be directed to the Superintendent.

VIII. Committee Reports

Chair Mills asked the former subcommittee chairs to report on any subcommittee activity.

A. Management Subcommittee

Chair Mills reported this subcommittee met immediately before this School Committee meeting. He announced he would be reinstating a former subcommittee, the Facilities and Security Subcommittee. Chair Mills gave some history about this former subcommittee, which was a standing subcommittee 2013-2014 and 2014-2015. Chair Mills announced Chairs for the standing subcommittees:

Business/Finance – Member Dennis

Legal Affairs – Member Hitchcock
Education – Member Imber
Superintendent Goals and Evaluation – Member Lavoie
Facilities and Security – Member Curran
Management – Chair Mills

Chair Mills read aloud proposed subcommittee assignments and he encouraged members to attend the meetings of the subcommittees they are assigned to, for quorum purposes. Chair Mills also noted that attendance at subcommittee meetings by any School Committee members is welcome, though their presence will not count toward quorum.

Chair Mills reported on a request from the Dawson Elementary School community, seeking approval to name the school gymnasium in memory of long-time WRSD/Dawson employee Wayne Parker. Chair Mills reported the Management Subcommittee approved the request of the Dawson community. He further reported the Management Subcommittee will review the policy relating to naming rights.

B. Education Subcommittee

Subcommittee Chair Imber reported this subcommittee has not met since the last School Committee meeting. He plans to post meetings of this subcommittee for 6:00 PM the evenings of regular School Committee meetings.

8:22 PM Vice-chair Smith left the table.

C. Business/Finance Subcommittee (M. Dennis, Chair, Adam Young, Vice-chair, L. Long-Bellil, B. Mitchel, C. Witkes)

In Business/Finance Subcommittee Chair Dennis' absence, Member Witkes reported on the June 4, 2018 meeting of this subcommittee.

Chair Mills reported he will be discharging the Ad Hoc Subcommittee on Budget Sustainability, but he is asking that the Business/Finance Subcommittee continue the intent of this ad hoc subcommittee moving forward.

D. Legal Affairs Subcommittee

Subcommittee Chair Hitchcock reported this subcommittee has not met since the last School Committee meeting.

E. Superintendent Goals and Evaluation Subcommittee

Chair Lavoie reported this subcommittee has not met since the last School Committee meeting. Chair Mills encouraged this subcommittee to begin its work as soon as possible, to provide the Superintendent with direction with goals.

8:25 PM Vice-chair Smith returned to the table.

F. Audit Advisory Board

Chair Witkes reported this Board has not met since the last School Committee meeting, further reporting FY18 audit site work has begun.

G. Ad Hoc Subcommittees

1. Ad Hoc Subcommittee on Budget Sustainability

Chair Mills discharged this ad hoc subcommittee and thanked members for their time and effort while serving on this subcommittee. There was brief discussion about steps this subcommittee, as well as Superintendent McCall and Chair Mills, have taken to open discussions about fundraising, sponsorships, etc.

H. Building Committees

1. Mountview Building Committee

Superintendent McCall spoke briefly about the HVAC system at Mountview, which continues to be worked on.

I. School Council Reports:

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

Chair Mills read aloud the assignments to serve as School Committee liaisons on SIMCOs. There are still vacancies on the Houghton Elementary School and ECC SIMCOs and interested members should speak with Chair Mills if able to serve.

Member Young – SEPAC Election of officers to be held June 12, 2018

IX. Public Hearing

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

X. New Business

Member Young reported on a concern expressed by a parent of an Early Childhood Center student, questioning why nursing coverage at the ECC will be only half days

during the summer. Member Young asked that Superintendent McCall relook at this and report back to the Committee.

Vice-chair Smith noted there will be a slot for School Committee representation on the District Wellness Committee during the coming year.

XI. Adjournment

Motion: To adjourn.

(T. Curran)
(S. Hitchcock)

Vote:

In favor:

Kenneth Mills
Christina Smith
Scott Brown
Thomas Curran
Anthony DiFonso
Rachel Dolan
Stephen Godbout
Susan Hitchcock
Robert Imber
Linda Long-Bellil
Amy Michalowski
Charles Witkes
Adam Young

Opposed:

None

The motion was unanimously approved.

The Committee adjourned at 8:44 PM.

Respectfully submitted,

Darryll McCall, Ed.D.
Superintendent of Schools

DM:rlp

Attachments:

- Attachment 1 – sign-in sheets

WACHUSETT REGIONAL SCHOOL DISTRICT

WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE

Regular Meeting

Monday, June 11, 2018

THIS ATTENDANCE SHEET IS MADE AVAILABLE FOR THOSE WHO DO NOT WISH TO SPEAK BUT WHO WISH TO BECOME PART OF THE PUBLIC RECORD.

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NAME	TOWN