

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

Minutes

Regular Meeting #1315

Monday, July 16, 2018  
7:00 PM

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

*Wachusett Regional School District Committee*

Kenneth Mills, Chair	Robert Imber
Christina Smith, Vice-chair	Matthew Lavoie
Scott Brown	Linda Long-Bellil
Thomas Curran (7:11 PM)	Amy Michalowski
Anthony DiFonso	Benjamin Mitchel
Rachel Dolan	Michael Rivers
Maleah Gustafson	Charles Witkes

*Committee Members Absent:*

Michael Dennis	Sarah LaMountain
Harriet Fradellos	Asima Silva
Stephen Godbout	Megan Weeks
Susan Hitchcock	Adam Young

*Committee Members Participating Remotely:*

None

*Administration Present:*

Darryll McCall, Superintendent of Schools  
Robert Berlo, Deputy Superintendent  
Jeff Carlson, Director of Human Resources  
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 7:02 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.

II. Chair's Opening Remarks

Chair Mills welcomed Member Maleah Gustafson to the Committee, explaining Member Gustafson was appointed by the Holden Selectboard to fill the vacancy created when Robin Van Liew resigned from the Committee.

Chair Mills noted that that FY19 state budget has not yet been approved, and he encouraged all to contact local legislators encouraging support of the state budget.

Chair Mills took the opportunity to direct Holden members and residents to a Holden Master Plan survey on the Holden town website.

III. Student Representatives' Reports

It is expected the new Student Representatives will be on-board by the September School Committee meeting.

IV. Superintendent's Report

A. Discussion of Report

Superintendent McCall reported that with the May approval of the District's FY19 budget, textbooks, classroom materials, and other items have been ordered in a timely manner and orders should be received well in advance of the opening of schools the end of August. Superintendent McCall also reported that Chromebooks for incoming freshmen have been ordered, in preparation for distribution to these students in August. Member Imber thanked District administration for moving forward with ordering and planning for the coming school year, even in light of the state budget not yet being approved.

7:11 PM Member Curran joined the meeting.

B. Recommendations Requiring Action by the School Committee

Motion: 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 its outstanding bonds, including the payment of any premium and accrued interest associated therewith, and all other costs incidental and related thereto,

under and pursuant to Chapter 44, Section 21A and Chapter 71, Section 16(o) 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 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)  
(B. Mitchel)

Vote:

*In favor:*

Kenneth Mills  
Christina Smith  
Scott Brown  
Thomas Curran  
Anthony DiFonso  
Rachel Dolan  
Maleah Gustafson  
Robert Imber  
Matthew Lavoie  
Linda Long-Bellil  
Amy Michalowski  
Benjamin Mitchel  
Michael Rivers  
Charles Witkes

*Opposed:*

None

The motion was unanimously approved.

Motion: To accept the Director of Business and Finance Employment Contract, between the Wachusett Regional School District and Daniel Deedy, as presented, and to enter into an employment contract with Daniel Deedy, effective August 20, 2018 at an annual salary of \$125,000.

(L. Long-Bellil)  
(B. Mitchel)

Members had been provided with a draft of the proposed contract with Daniel Deedy (attachment 2). At Superintendent McCall's invitation, Mr. Deedy approached the podium and introduced himself to the Committee, providing some employment background (attachment 3).

Vote:

*In favor:*

Kenneth Mills  
Christina Smith  
Scott Brown  
Thomas Curran  
Anthony DiFonso  
Rachel Dolan  
Maleah Gustafson  
Robert Imber  
Matthew Lavoie  
Linda Long-Bellil  
Amy Michalowski  
Benjamin Mitchel  
Michael Rivers  
Charles Witkes

*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 1314<sup>th</sup> Regular Meeting Minutes of the Wachusett Regional School District Committee held on June 11, 2018

Motion: To approve minutes of the regular meeting of the WRSDC held on June 11, 2018.

(L. Long-Bellil)  
(T. Curran)

Vote:

*In favor:*

Kenneth Mills  
Christina Smith  
Scott Brown  
Thomas Curran  
Anthony DiFonso  
Rachel Dolan  
Robert Imber  
Matthew Lavoie  
Linda Long-Bellil  
Amy Michalowski

Charles Witkes

*Opposed:*  
None

*Abstained:*  
Maleah Gustafson  
Benjamin Mitchel  
Michael Rivers

The minutes were approved 11-0-3.

VII. Treasurer's Report/Financial Statements

Chair Mills informed the Committee that questions regarding Business and Finance should be directed to Business/Finance Subcommittee Chair Dennis and questions regarding the Treasurer's Report should be directed to the Superintendent.

VIII. Committee Reports

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

Chair Mills reported this subcommittee will meet on July 30, 2018.

- B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, A. DiFonso, R. Dolan, S. LaMountain, L. Long-Bellil, A. Silva)

Subcommittee Chair Imber reported this subcommittee met immediately before this School Committee meeting and the subcommittee is drafting a policy to address homelessness.

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

In Business/Finance Subcommittee Chair Dennis' absence, Member Witkes reported this subcommittee has not met since the last School Committee meeting, and a meeting of the subcommittee is posted for August 14, 2018.

- D. Legal Affairs Subcommittee (S. Hitchcock, Chair, S. Brown, Vice-chair, H. Fradellos, S. Godbout, M. Rivers)

Subcommittee Vice-chair Brown reported on the July 10, 2018 meeting of this subcommittee. At Member Long-Bellil's inquiry, Chair Mills explained the Janus Decision. It was reported this subcommittee will conduct interviews of firms to provide legal services and the subcommittee will bring forward a recommendation to a future School Committee meeting.

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

Subcommittee Chair Lavoie reported this subcommittee is scheduled to meet on August 16, 2018. The anticipated timeline for the Superintendent's goals will be the full School Committee will review Superintendent McCall's proposed goals at the August 20, 2018 School Committee meeting and the full Committee will vote on the goals at the September meeting.

- F. Audit Advisory Board

Chair Witkes reported this Board has not met since the last School Committee meeting. It was reported that members from the towns of Holden, Paxton, Princeton, and Rutland are needed to serve on the AAB and volunteers interested in serving on this board were invited to contact Chair Mills.

- G. Facilities and Security Subcommittee (T. Curran, Chair, M. Rivers, Vice-chair, A. Young)

Subcommittee Chair Curran reported this subcommittee will have the initial meeting on July 23, 2018.

- H. Ad Hoc Subcommittees

Chair Witkes reported this Board has not met since the last School Committee meeting. It was reported that members from the towns of Holden, Paxton, Princeton, and Rutland are needed to serve on the AAB and volunteers interested in serving on this board were invited to contact Chair Mills.

- I. Building Committees

1. Mountview Building Committee

Superintendent McCall reported this building committee has not met and he spoke briefly about the HVAC system at Mountview, which continues to be worked on.

- J. School Council Reports:

Central Tree Middle School (M. Lavoie), Chocksett Middle School (S. Godbout), Davis Hill Elementary School (S. Brown), Dawson Elementary School (A. Young), Glenwood Elementary School (A. DiFonso), Houghton Elementary School (S. Godbout), Mayo Elementary School (T. Curran), Mountview Middle School (K. Mills), Naquag Elementary School (C. Witkes), Paxton Center School (B. Mitchel), Thomas Prince School (A. Silva), Wachusett Regional High School (A. Michalowski/C. Smith), Special Education Parent Advisory Council, Early Childhood Center

IX. Public Hearing

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

X. New Business

Member Long-Bellil thanked Deputy Superintendent Berlo for his update on the Strategic Plan.

XI. Adjournment

Motion: To adjourn.

(T. Curran)  
(C. Witkes)

Vote:

*In favor:*

Kenneth Mills  
Christina Smith  
Scott Brown  
Thomas Curran  
Anthony DiFonso  
Rachel Dolan  
Maleah Gustafson  
Robert Imber  
Matthew Lavoie  
Linda Long-Bellil  
Amy Michalowski  
Benjamin Mitchel  
Michael Rivers  
Charles Witkes

*Opposed:*

None

The motion was unanimously approved.

The Committee adjourned at 7:36 PM.

Respectfully submitted,

Darryll McCall, Ed.D.  
Superintendent of Schools

DM:rlp

Attachments:

- Attachment 1 – Sign-in sheets
- Attachment 2 – Draft Contract with Director of Business and Finance Daniel Deedy
- Attachment 3 – Daniel Deedy bio information







**Wachusett Regional School District  
Director of Business and Finance  
Employment Contract**

This Agreement is made effective August 20, 2018 by and between the Wachusett Regional School District Committee on behalf of the **WACHUSETT REGIONAL SCHOOL DISTRICT**, hereinafter referred to as the "District", and **Daniel F. Deedy**. In consideration of the promises herein contained, the parties hereto mutually agree as follows:

**EMPLOYMENT:** The District hereby employs Daniel F. Deedy as Director of Business and Finance, hereinafter referred to as the "Director," and the Director hereby accepts employment on the following terms and conditions:

**TERM:** This Agreement will remain in full force from August 20, 2018 to June 30, 2021.

- 1) **COMPENSATION:** The Director shall be paid an annual salary of \$125,000 for the first year of this agreement. During the first partial year, the salary will be pro-rated. Each year during which this contract is in effect the Superintendent of Schools and the Director shall meet by June 1<sup>st</sup> for the purposes of reviewing the Director's salary for the following fiscal year. Subsequent increases in salary shall be granted, upon achievement of performance goals and an evaluation deemed to be satisfactory.
- 2) **DUTIES:** The Director shall faithfully and effectively perform the duties contained in the job description of Director of Business and Finance. The Director recognizes that his responsibilities and conduct are not determined by prescribed hours and conditions and will perform the directed and implied duties of his position as determined by the Superintendent and will expend the time and effort necessary to effectively achieve the goals and purposes of the Wachusett Regional School District. The duties as established by Superintendent shall include, but not be limited to the items set forth in the Job Description, which is attached hereto as Addendum A and incorporated herein by reference.
- 3) **CERTIFICATION:** The Director shall possess and maintain a valid Educator's License from the Commonwealth of Massachusetts as a School Business Administrator.
- 4) **GOALS AND OBJECTIVES:** By May 15<sup>th</sup> of each year, the Superintendent and the Director shall establish goals and objectives for the next fiscal year. Said goals and objectives shall be in writing, approved by the Superintendent, and be among the criteria by which the Director is evaluated and compensated as hereafter provided.
- 5) **EVALUATION:** The Superintendent will conduct the evaluation of the Director with input from the Business/Finance Subcommittee. Each year, by November 1<sup>st</sup>, the Business/Finance Subcommittee will complete a questionnaire that will serve as the vehicle for subcommittee input. The annual evaluation will be shared with the full School Committee no later than December 31<sup>st</sup>.

- 6) **PROFESSIONAL ACTIVITIES:** The Director may, subject to the Superintendent's approval, accept speaking, writing, lecturing, or other engagements of a professional nature including taking of courses, provided they do not distract or derogate from the duties of the Director.
- 7) **REIMBURSEMENT FOR EXPENSES:** The District shall reimburse the Director for all authorized expenses reasonably incurred in the performance of duties under this contract. Such expenses shall include, but not be limited to, costs of ground transportation and authorized expenses relative to attendance at appropriate local, state, and national meetings or conferences or attendance at courses, seminars, or other activities approved by the School Committee. The District shall reimburse the Director for all approved travel on behalf of the District for which he uses his personal vehicle at a rate established by the School Committee.
- 8) **FRINGE BENEFITS:**
- (a) *Health, Life, and Retirement:* The Director shall be entitled to all health, life, and retirement benefits provided Wachusett administrators;
  - (b) *Sick Leave:* The Director shall be entitled to sick leave in an amount equal to fifteen (15) days per year. Sick leave may accumulate up to 180 days. The Superintendent has the right in his/her discretion to grant additional sick leave in the event of a major or catastrophic illness or disability. Within a month after his return from an absence, the Superintendent may request the Director to verify by a doctor's certificate the listing of an absence as a charge against sick leave. The cost of such certificate is to be paid by the District.
  - (c) *Personal Leave:* The Director shall be entitled to three (3) days of personal leave, with the prior approval of the Superintendent, in each contract year. Such leave shall not be cumulative;
  - (d) *Annual Vacation:* The Director shall receive twenty (20) working days as annual vacation scheduled with the prior approval of the Superintendent, exclusive of legal holidays.
  - (e) *Bereavement Leave:* The Director shall be entitled to five (5) bereavement days in each instance of the death of a member of his immediate family.
- 9) **TERMINATION:** The Director shall fulfill all aspects of this contract, and the Superintendent reserves the right to suspend or discharge the Director for good cause, which is defined as any ground which is put forward by the District in good faith and which is not arbitrary, irrational, unreasonable, or irrelevant.

10) **NOTICE OF TERMINATION:** In the event the District or the Director desires to terminate this contract before the term of service has expired, either party may do so by giving at least ninety (90) days written notice to the Superintendent.

If termination occurs prior to June 30<sup>th</sup>, the vacation award will be prorated for that year, based upon the proportion of time actually worked by the Director. If any excess vacation days have already been used, the Director will compensate the District for them.

11) **INDEPENDENT MEDICAL EXAMINATION:** The District reserves the right to require the Director to have an independent medical examination.

12) **ENTIRE AGREEMENT:** This contract embodies the whole agreement between the District and the Director and there are no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those contained herein.

13) **INVALIDITY:** If any paragraph or part of this contract shall be held invalid by a court of competent jurisdiction, it shall not affect the remainder of said agreement, but said remainder shall be binding and effective against all parties.

In witness whereof the parties have hereunto signed and sealed this Agreement and a duplicate thereof this \_\_\_\_\_ day of July, 2018 to be effective on August 20, 2018.

\_\_\_\_\_  
Daniel F. Deedy  
Director of Business and Finance

\_\_\_\_\_  
Kenneth Mills  
Chair, Wachusett Regional School  
District Committee

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Dan Deedy Bio

Dan is a graduate of the College of the Holy Cross and Worcester State College (now Worcester State University). He worked for two educational collaboratives – the Greater Lawrence Educational Collaborative and the EDCO Collaborative (Education Collaborative for Greater Boston) for 23 years as a program supervisor and contract manager. In those roles, he gained invaluable knowledge with special education that has served him well as a school business official.

He began working as a school business official in the Auburn Public Schools where he worked for 8 years. He moved on to the Leominster Public Schools in 2013. While in Leominster, Dan was elected to the MASBO (Massachusetts Association of School Business Officials) Board of Directors (completing his term this past May 2018). He along with his colleague from the Pittsfield Public Schools co-authored the Grants Manual for the management of all Federal Grants. This work reflected the significant changes in the management of Federal Grants. Dan also served as chair (and later co-chair) of USBAR – Urban School Business Administrators Round Table. This roundtable discussed and evaluated the many challenges of school finance work in urban districts including the struggles with the Foundation Budget. In his USBAR role, Dan developed a strong relationship with the Massachusetts Budget and Policy Center. Dan also served on the School Building Committee for the renovation of Leominster High School and participated in several Accelerated Building Projects sponsored by the MSBA (Massachusetts Building Authority).

While in Leominster, Dan was contacted by the then Receiver of the Southbridge Public Schools to join her team, created to begin the difficult work of

turning around that district. The problems were many, a compilation of 10 plus years but time and patience was non-existent.

This past year, Dan served as the Director of Finance and Operations for the Leicester Public Schools. Since April 2018, he has served a duo role as the District's Facility and Transportation Director in addition to the Director of Finance and Operations. He serves as a member of the District's School Building Committee and also served as Chairman of the OPM (Owner's Project Manager) Selection Committee.

Dan brings to the Wachusett District unique experiences gained while working for educational collaboratives, working in small to medium suburban districts, an urban district that, as one would say, is too small to be big and too big to be small. He brings with him the many relationships he's developed in 14 years as a school business official, always mindful that Kids Are First (a banner in the School Committee Meeting Room taken from his Auburn days).

***Created July 15, 2018***