



**QUABBIN REGIONAL SCHOOL DISTRICT
School Committee Meeting**

**MINUTES – November 13, 2008
HUBBARDSTON CENTER SCHOOL, HUBBARDSTON
SCHOOL COMMITTEE MEETING – CALLED TO ORDER: 7:45 p.m.**

The meeting was called to order by Lee Wolanin, with the following School Committee members present:

1. Attendance:

<input type="checkbox"/> Dr. Richard Allan <input type="checkbox"/> Susan Benedict <input type="checkbox"/> Therese Salvadore <input checked="" type="checkbox"/> Mark Brophy <input checked="" type="checkbox"/> Ned Kelly <input type="checkbox"/> Timothy Williams <input checked="" type="checkbox"/> Edward F. Leonard [arrived after Special Town Meeting concluded, 7:50 p.m.]	<input type="checkbox"/> Robert Dupuis <input checked="" type="checkbox"/> Charles Miller <input checked="" type="checkbox"/> Michael Riendeau <input checked="" type="checkbox"/> Lee Wolanin <input checked="" type="checkbox"/> Dr. Thomas Tashjian <input checked="" type="checkbox"/> Peggy Thompson <input checked="" type="checkbox"/> Cheryl Wolfe
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2. Administration:

<input checked="" type="checkbox"/> Sue M. Gee <input checked="" type="checkbox"/> Clare Barnes <input checked="" type="checkbox"/> Robert Berlo <input checked="" type="checkbox"/> William Burnett <input checked="" type="checkbox"/> Cheryl Duval <input checked="" type="checkbox"/> Martha Femino <input type="checkbox"/> Tracey Hippert	<input checked="" type="checkbox"/> Susanne Musnicki <input checked="" type="checkbox"/> Jason Newton <input checked="" type="checkbox"/> Joan Paula <input type="checkbox"/> Mark Pellegrino <input type="checkbox"/> Debbie Pelley <input checked="" type="checkbox"/> Marilyn Tencza <input type="checkbox"/> Jan Williams <input type="checkbox"/> Patricia Worthington
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3. QRTA Representative – Dennis Dextrateur
 Student Representative –

4. News Media:

Worcester T&G – Jim Russell	<input type="checkbox"/>
Barre Gazette –Ellie Downer	<input type="checkbox"/>

5. Visitors/Faculty: Jill Dowgielewicz, Asst. Principal, Ruggles Lane
 Anthony DiBenedetto, HS Academic Dean of Affairs

SECTION II: MINUTES

Voted: To accept and place on file the minutes of November 3, 2008	<u>Motion</u> CW	<u>2nd</u> MB	<u>For</u> 7	<u>Opp.</u>	<u>Abs.</u> 1
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SECTION III: WARRANTS/REPORTS

Payroll warrants # 9 & 10 will be paid; accounts payable warrants # 9 & 10 paid.

SECTION IV: ADMINISTRATIVE REPORTS**1. SUPERINTENDENT OF SCHOOLS:**

- Superintendent Gee welcomed Jill Dowgielewicz, Interim Assistant Principal at Ruggles Lane; Anthony DiBenedetto, HS Dean of Academic Affairs, and also Todd Stewart, MS Academic Dean, [who could not be present because he was attending a course].
- Superintendent Gee reported that Hubbardston voters had just passed the budget at the Special Town Meeting, which means the district now has a budget in place with 4 of the 5 towns approving the re-certified FY09 budget.
- Cheryl Creeden has been recognized by Bruce McGuire of the Arthur E. Sullivan Middle School, for her donation of physical science books which were no longer needed in her department.
- A Shelter-in-Place occurred at the HS/MS today. This was due to a planned walk-through search involving the K-9 units. Students were kept in classrooms, teaching continued and there was a positive result with nothing being discovered. Local and State Police took place in this search.
- The ProMusica group needs more parent volunteers, or they risk not being able to produce their annual musical. A meeting will be held on 11/20/08 in the HS cafeteria for interested volunteers.
- November 4, 2008 was an in-service day of safety training for all district employees. Employees who were not able to attend will be scheduled for a make-up session at a later date. This training was funded through a grant the school received and involved procedures for both Shelter-in-Place and Lockdown. Ultimately, students will be trained, and parents will attend informational sessions regarding the same.
- Last Thursday, three (3) professors from Sweden visited Quabbin with former Interim Superintendent Bev Brown. Jason Newton planned their schedule daily, involving visits to the Oakham Pre-School program, SPED program, credit recovery area, and the Ruggles Lane reading program. The visitors were very impressed with the Quabbin district.
- Becky Bottomley has been chosen as the 2008 Agricultural Teacher of the Year. Chairman Leonard asked Melissa Widing to send a letter of congratulations to Ms. Bottomley on behalf of the School Committee.
- E+D Certification has been filed with the State, according to Cheryl Duval.
- The Human Resource Manager, Cindy Fensin, has been working on implementing 403B regulations.
- A resignation was received from the Payroll Administrator, Mary Cassidy. That position will be filled on November 24, 2008 by Rebecca Tuttle.
- The Oakham Roof Statement of Interest has been electronically filed and supporting documentation has been mailed to the MSBA. If Quabbin is chosen, the next step would be a feasibility study done by the MSBA.

2. DIRECTOR OF ADMINISTRATIVE SERVICES:

Cheryl Duval indicated that a memorandum was included in the agenda packets for all members, describing the requirements of Designer Selection Procedures, as directed in Chapter 7, Section 38K. This information will be necessary as they look into skylights and panels at the MS/HS. Motion was made regarding the same (See Motion #1 below for further details).

3. TEACHER ADVISORY: Dennis Dextrateur was present and mentioned many events that took place in November.

Events included:

- Mock Election in which Barack Obama collected 60% of the vote.
- Boys and Girls Varsity Soccer had an excellent season.
- Field Hockey made it to the Finals and did excellent, but ultimately lost 1-0.
- Harlem Wizards played the Blue and Gold Key Society, including several members of the School Committee. This event was again organized by Sandy LaCroix and Catherine Graham. Chairman Leonard asked Melissa Widing to send letters of thanks to Sandy and Catherine for their work in organizing this event.
- Report cards went out on Monday.
- There will be a canned good drive, the class who brings in the most goods (measured in ounces), will win a breakfast.
- Athletic sign-ups are on Tuesday and Wednesday.
- MEFA will hold an informational meeting on Tuesday, 11/18/08 at 7 pm in the HS Auditorium.
- The Guidance Department reported that 30 seniors have attained early acceptance at more than 42 colleges and universities and have received scholarships.
- The Freshman and Sophomore semi-formal will be held on Saturday, 11/22/08 in the HS cafeteria.

SECTION V: SUBCOMMITTEE REPORTS

1. ADMINISTRATIVE REVIEW SUBCOMMITTEE – Mark Brophy reported that the Superintendent's Evaluations have gone out to School Committee members and members of the Administrative Team, and are due back by 11/15/08, however, these will be accepted for as long as they continue to be submitted. A meeting will be held promptly to review those evaluation surveys.

2. ALTERNATIVE FUNDING ADHOC SUBCOMMITTEE – Cheryl Wolfe stated that this subcommittee met on 10/20/08 and discussed short-term funding ideas such as:
 - alternative school days/shortened school weeks,
 - afterschool programs
 - proposals for fees on school choice busses.
 Long-term funding ideas included looking at the Ed Foundation to help offer support. Chairman Leonard wanted to make it clear to all present that because this is an Adhoc Subcommittee, their role is to make recommendations for the School Committee to then act upon.
 - Cheryl mentioned a regional planning grant that can be applied for by the district, [by 11/21/08], which would provide \$25,000 to districts who express an interest in looking at expanding the district. This would be a good opportunity to update an outdated demographic study and to share resources with other area towns. It was also indicated that this would not necessarily need to be a town that is geographically located near our district, but could actually even be formed as an almost “virtual regionalization”. Chairman Leonard recommended assigning this task to the Policy and Review/Reform Subcommittee. (See Motion #2 below for further details). It was noted that this grant must be applied for by the 11/21/08 deadline, acknowledgement of assignment of the grant will be noted by the end of the year, and monies must be spent by June 30, 2009. Dr. Tashjian mentioned that perhaps this task would also be something that the Adhoc Subcommittee could work on. Chairman Leonard mentioned that more discussion should be held about this item at the December meeting.
3. AUDIT/CENTRAL OFFICE SUBCOMMITTEE—Lee Wolanin had no new information to report.
4. BARRE BUILDING SUBCOMMITTEE – Lee Wolanin reported that this subcommittee met in September and attended a walk-through with Clare Barnes, Plants & Facilities Manager.
 - The pump has been replaced at Ruggles Lane Elementary School, however, there have been issues with the same malfunctioning. The Barre Selectboard has voted to approve \$16,000 to correct the problems.
5. BUDGET SUBCOMMITTEE – Mark Brophy reported that the district now has an approved budget, as of moments ago, voted by the Hubbardston residents.
 - There was a joint meeting of the Policy, Review and Reform Subcommittee and the Budget Subcommittee held on November 3, 2008. The focus was on school choice evaluation, with a look at the financial projection and overall picture for the future. This subcommittee will look at obtaining free proposals from 2 or 3 different consultants for their services. Mark Brophy made a motion regarding this topic. (See Motion # 3 below for details).
 - Beginning next week, this subcommittee will begin looking at the budget process and timelines for FY2010. A meeting of this subcommittee will be held for this purpose on Tuesday, November 18, 2008 at 7:00 p.m., and all town Selectboard members and Finance Committee members have been invited to attend.
6. COLLECTIVE BARGAINING SUBCOMMITTEE – Mark Brophy reported that this subcommittee had been waiting to meet until after the budget was passed, and will now look toward scheduling a meeting after the 1st of the year. Greg Devine, representative of the QRTA indicated they would be ready to speak at that time.
7. POLICY, REVIEW AND REFORM SUBCOMMITTEE – Cheryl Wolfe presented this report in Dr. Allan’s absence.
 - There was a joint meeting of the Policy, Review and Reform Subcommittee and the Budget Subcommittee held on November 3, 2008. Discussion included:
 - Class sizes
 - Blackboard [internet] demonstration by Greg Devine.
 - Intra-District School Choice, which will be discussed further next month by Superintendent Gee
 - Motion was made to table the policy revisions regarding Anti-Discrimination and Pregnant Students (see Motion #4 below for details). Dr. Tashjian asked if it is legal for schools to know privileged information (such as pregnancy of a student). Superintendent Gee will look into this policy.
 - High School Mission Statement: Motion was made to recommend that the School Committee adopt the High School Mission Statement (please see Motion #5 below for details).
8. PLANTS & FACILITIES SUBCOMMITTEE – Ned Kelly had no new information to report.
9. SPECIAL EDUCATION SUBCOMMITTEE – Susan Benedict was absent from the meeting.
10. TECHNOLOGY SUBCOMMITTEE – Therese Salvadore was absent from the meeting.

SECTION VI: UNFINISHED BUSINESS

SECTION VII: SCHOOL COMMITTEE CONCERNS

SECTION VIII: NEW BUSINESS

Chairman Leonard reminded the School Committee that the annual yearbook photograph will be taken at the December 11, 2008 School Committee meeting.

SECTION IX: ACTION ITEMS

	<u>Motion</u>	<u>2nd</u>	<u>For</u>	<u>Opp.</u>	<u>Abs.</u>
1. Motion made to move the Quabbin Regional School Committee to adopt the Designer Selection Procedures, in order to comply with the requirements of Chapter 7, Section 38K, as drafted by the Office of the Inspector General.	NK	CM	8	0	1
2. Motion made to establish a regional planning committee to consider expanding the existing region. This committee will work in conjunction with the Ad Hoc Committee. The establishment of the regional planning committee will allow the district to apply for a State grant to support planning activities around developing new regional agreements; addressing collective bargaining issues; coordinating curriculum, financial, business, or administrative operations; and, developing enrollment projections and other restructuring support efforts. The deadline for submitting the grant application is November 21, 2008.	CW	CM	8	0	1
3. Motion made to charge the administration to undertake a study of the impact of school choice student enrollment in the Quabbin Regional School District. The study shall include a cost benefit analysis to determine the future enrollments for school choice enrollment, taking into consideration the resident enrollment projections for 5 to 10 years into the future, and to include a Request for Proposal process for professional services.	MB	LW	7	2	0
4. Motion made by Cheryl Wolfe to move to table the revisions to the Anti-Discrimination policy and the Pregnant Student policy for now, to be ratified next month.	CW	LW	8	1	0
5. Motion made by Cheryl Wolfe to recommend that the School Committee approve and adopt the High School Mission Statement.	CW	MB	8	0	1

SECTION X: EXECUTIVE SESSION

No Executive Session Necessary

TIME: NONE

PURPOSE:

- To discuss the reputation, character, physical condition or mental health rather than the professional competence of an individual.
- To consider the discipline or dismissal of, or to hear complaints or charges brought against, a public officer, employee, staff member or contractor.
- To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining process.
- To discuss the deployment of security personnel or devices.
- To investigate charges of criminal misconduct or to discuss the filing of criminal complaints.
- To consider the purchase, exchange, lease or value of real property.
- To comply with the provisions of any general or special law or federal grant-in-aid requirements. Mass. Gen. Laws Ch. 39, 23 (1)-(7).

MOTION: _____ ; **SECOND:** _____ ;

VOTE: RA ; MB ; DO ; MR ; LW ; NK ; CW
 RD ; TW ; SB ; PT ; TS ; TT ; EL

Return to Open Session – Time: _____ p.m.

MOTION: _____ **SECOND:** _____ **VOTE:** _____ **FOR:** _____ **OPPOSED:** _____

Meeting adjourned: 8:58 p.m.

MOTION: LW **SECOND:** MB **VOTE:** _____ **FOR:** 9 **OPPOSED:** 0

Respectfully submitted,
Melissa Widing, Executive Assistant