



**QUABBIN REGIONAL SCHOOL DISTRICT**  
**School Committee Minutes**  
**Thursday, August 14, 2014**  
**Educational Support**

**PRESENT**

Chair	Mark Brophy	Member, Barre
	Debra Chamberlain	Member, Hubbardston
	William Hansen	Member, Hubbardston
	Steve Labarre	Member, Oakham
	Charles Miller	Member, Barre
	Richard Paula	Member, Barre
	Marcelino Sarabia	Member, Hardwick
	Lori Siefert	Member, Hardwick
	Mark Wigler	Member, Hubbardston

**ALSO PRESENT**

Dr. Maureen Marshall	Superintendent of Schools
Cheryl Duval	Director of Administrative Services
Press	

1. The meeting was called to order at 7:04 p.m. by Chair Mark Brophy.

**2. APPROVAL OF MINUTES**

A motion was made by Mrs. Siefert and seconded by Mr. Labarre to accept the minutes of July 14, 2014 as written. Motion passed by a vote of 8-0-1 with Mr. Hansen abstaining.

**3. ADMINISTRATIVE REPORTS**

a) Superintendent of Schools - Dr. Marshall reported that a new principal had been hired for Ruggles Lane. Julie Vincentsen comes to the Quabbin district from the Franklin school district with experience as a principal in both middle school and elementary school.

The schools are ready for the new school year and have been cleaned from top to bottom. Painting has taken place as well as work on the landscaping in the elementary schools. Clare Barnes, Facilities Manager, has been busy installing a new door lock system in all the schools as well as a new phone system. In addition, the district has a new time card system which is done by fingerprint.

The HS is offering new online courses with Edgenuity as well as VHS.

Professional development has taken place over the summer as well as these last few weeks before school begins.

Dr. Marshall informed the committee that there is a problem with a pump at Hubbardston Center School. The school relies on a well for water at the school which utilizes two pumps. One of the pumps has broken, and the town needs to replace it and will do so by using some of the Chapter 71 funds. We can attempt to run school with one pump for the five to seven weeks it will take to manufacture the new pump. However, if the other pump fails, running school will be a huge problem. The school will work on ways to reduce water usage once school starts. If the second pump fails, we could contemplate moving grades 4 – 6 to RLS if necessary.

b) Assistant Superintendent – No report was given.

c) Director of Administrative Services

- Presentation of Warrants: Payroll Warrants 2, 3 & 4 and AP warrants 2, 3 & 4 were approved by the Warrant Subcommittee.

- Mrs. Duval reported that the district had nine families with eleven students that were sent to collections due to lack of payment of their cafeteria accounts. She reported that if an account is not in good standing at the end of the school year, we do not have to serve the students if they are paying customers. If they are subsidized students, then they have to be served a lunch. Discussion then ensued as to our process of notification to families, as well as discussion that, if necessary, we could involve DCF.

The School Committee members directed Mrs. Duval to monitor the accounts over time and maintain the policy we have been following and to encourage families to use “My School Bucks” to monitor their children’s accounts.

- Mrs. Duval reported that the district ended the year with \$101,432.00 left in the budget. The annual audit took place this week and the report will be presented at the October School Committee meeting.
- Mrs. Duval also reported that the district had received the Moody’s Report which, unfortunately, showed a negative outlook due to the fact that so much of our money from E & D is utilized to fund budget. The district needs to look forward for a way to fund the budget without E & D. If we continue to use E & D, our rating will drop from the A1 rating we currently have, which is the best rating available for a district of our size. At this time, \$496,000 was our certified balance with \$450,000 to be used this fiscal year.
- Lastly, Mrs. Duval reported that the district had received 90% reimbursement on Chapter 71 funds. This additional funding will change assessments to the district towns. Mrs. Duval has sent emails to all of the district towns with their new assessments and is waiting all the towns’ responses for distribution of the funds.

d) Teacher Advisory Council

- No report was given

e) Student Advisory Council

- No report was given.

4. **SUBCOMMITTEE REPORTS**

a) Administrative Review

- No report was given

b) Audit

- No report was given

c) Barre Building

- No report was given

d) Budget

- No report was given

e) Central Office

- No report was given

f) Collective Bargaining

- No report was given

g) Plant and facilities

- No report was given

h) Policy & Review/Reform

- No report was given

i) Special Education

- No report was given

j) Technology

- No report was given

5. **UNFINISHED BUSINESS**

- None

6. **PUBLIC COMMENT**

None

## 7. SCHOOL COMMITTEE CONCERNS

- Discussion ensued in regard to required fingerprinting. As of July 1, 2013, DOE mandated that all new employees in a school district be fingerprinted. The cost of this falls on the employee. If the employee holds a DOE license, the charge is \$55 and, without a DOE license, the charge is \$35. Moving forward, all employees will have to be fingerprinted by 2016. Massachusetts is the last state to require fingerprinting. Even if an employee already has fingerprints on file with another agency, they will still need to be fingerprinted for the district.
- At the July School Committee meeting, it was discussed that there is personnel issue currently pending and that members may have received a letter from the individual involved. Members were reminded that personnel matters are not in the School Committee purview. A response will be sent to the individual after legal counsel from the District's attorney.

## 8. NEW BUSINESS

- Food Service Department update and vote on school lunch pricing – Colin Boisvert, Manager of Food and Nutrition, reported that the Food Service Department made a profit of \$12,000 this year. Discussion ensued in regard to the USDA requirement of price equity in order to maintain funding. No school can charge lower than \$2.75. At this time, the elementary price is \$2.50 and the HS/MS price is \$2.75. We have a federally mandated obligation to increase to a minimum of \$2.65. Mr. Boisvert is proposing that we raise the elementary price to \$2.75 and the HS/MS price to \$3.00. Motion made by Mr. Sarabia and seconded by Mr. Paula to increase the lunch prices for the elementary school to \$2.75 and the MS/HS to \$3.00. Motion passed by a vote of 7-2-0 with Mr. Labarre and Ms. Siefert opposed.
- Appointment of Chief Procurement Officer – This position needs to be appointed by the School Committee. The responsibilities of this position are included in the responsibilities of the Director of Administrative Services. Motion made by Mr. Labarre and seconded by Mrs. Siefert to authorize the appointment of Cheryl Duval as Chief Procurement Officer. Motion passed unanimously by a vote of 9-0-0.

## 9. REQUEST FOR EXECUTIVE SESSION

A motion was made and seconded to enter into executive session to discuss and ratify recent negotiations of a three year contract for AFSME Council 93 Local 2885 AFL-CIO Office Managers and Custodial/Maintenance staff.

The Committee will return to open session.

The motion passed unanimously by a roll call vote.

The meeting adjourned at 8:24 p.m.

The meeting returned to open session at 8:39 p.m.

A motion was made by Mr. Labarre and seconded by Mrs. Siefert to accept the negotiations of a three year contract (7/1/14 – 6/30/17) as written for AFSME Council 93 Local 2885 AFL-CIO Office Managers.

A roll call vote was taken: Mr. Miller – yes; Chairman Brophy – yes; Mr. Paula – yes; Mr. Sarabia – yes; Mrs. Siefert – yes; Mrs. Chamberlain – yes; Mr. Hansen – yes; Mr. Wigler – yes; Mr. Labarre – no;

The motion passed unanimously by a roll call vote (9-0-0).

A motion was made by Mr. Labarre and seconded by Mr. Wigler to accept the negotiations of a three year contract (7/1/14 – 6/30/17) as written for AFSME Council 93 Local 2885 AFL-CIO Custodial/Maintenance Staff.

A roll call vote was taken: Mr. Miller – yes; Chairman Brophy – yes; Mr. Paula – yes; Mr. Sarabia – yes; Mrs. Siefert – yes; Mrs. Chamberlain - yes; Mr. Hansen – yes; Mr. Wigler – yes; Mr. Labarre – no;

The motion passed unanimously by a roll call vote (9-0-0).

Motion made and seconded to adjourn the meeting.

The motion passed unanimously.

The meeting adjourned at 7:42 p.m.

Respectfully submitted,

Jessica Bennett  
Secretary