



QUABBIN REGIONAL SCHOOL DISTRICT
School Committee Minutes
Thursday, November 9, 2017
Educational Support Center

PRESENT

Chair	Lee Wolanin	Member, Barre
Vice-Chair	Mark Brophy	Member, Barre
	Dave Deschamps	Member, Barre
	William Hansen	Member, Hubbardston
	Ned Kelly	Member, Hardwick
	Jason Leclair	Member, Hubbardston
	Walter Nutter	Member, Oakham
	Marcelino Sarabia	Member, Hardwick
	Geoffrey Spier	Member, Hardwick
	Mark Wigler	Member, Hubbardston

ALSO PRESENT

Dr. Maureen Marshall	Superintendent of Schools
Sheila Muir	Assistant Superintendent
Cheryl Duval	Director of Administrative Services
District Administrators/Staff	Kristin Campione; Julie Vincentsen; Tricia Worthington; Shelly St. George; Jill Peterson
Press:	Brad Miner, T & G
Parents/Town Officials	

1. The meeting was called to order at 6:30 p.m.

2. APPROVAL OF MINUTES

A motion was made by Mr. Brophy and seconded by Mr. Spier to approve the minutes of October 12, 2017
The motion passed by a vote of 9-0-1 with Mr. Deschamps abstaining.

3. ADMINISTRATIVE REPORTS

a) Superintendent of Schools

- Superintendent's Report – Dr. Marshall reported that the District is currently upgrading their Safety and Security planning and are implementing the ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training method. The elementary and MS principals attended training in October. The principals who were trained gave a brief overview of the ALICE training system. The principals reported that through their training, they felt a sense of empowerment during the process. They stressed that this is not a sequential process and that what happens at the HS level would not happen at the elementary level. The district is a host site for ALICE "train the trainer" program in March, 2018.

b) Assistant Superintendent

- No report was given

c) Director of Administrative Services

- Director's Report – Payroll Warrants 9 & 10 and AP warrants 9A, 9B & 10A were approved by the Warrant Subcommittee.
- Director Duval discussed the Appropriation Control report and the changes that have been made in some line items. She also reported that DESE has not certified student numbers across the state at this time. The District E & D went to DOR on October 30, 2017 with an amount of \$1,940,238 to be certified. This amount represents 3% of the current year's budget. At this time, we have one year of school choice revenues in reserve.

Discussion also ensued about the potential for four (4) significantly autistic children who are aging in, and, at this time, do not have space available for additional students.

Director Duval reported that the food service department sold their highest number of reimbursable meals at 540 and have hit the 500 mark for 47 days.

d) Teacher Advisory Council

- Evan Barringer, QRTA President spoke to the current attendance procedures. He stated that the teachers are very happy with the new attendance procedure and feel that students are adhering to it. He also spoke to the change in flex block time to first period. Some were concerned that this would "allow" students to be late, but, once implemented, realized that this time is helping students. Students are on time and using flex block time for extra help or homework. Mr. Barringer thanked Dr. Muir for her hard work with Professional Development. He recognized that creating a plan over seven (7) schools in a district this size was extremely difficult. Professional Development used to be "blanket" for all. Teachers now have ownership and choices for Professional Development. Teachers are seeing positive results and changes in their classrooms.

e) Student Advisory Council

- Celine Aubuchon, senior at QRHS, reported that the high school is currently in the midst of Humans vs. Zombies which is a three day game of tag in the hallways. This event has brought people together and participants include students and teachers. There have been 260 students participating.
- Cedulie Benoit-Smith, sophomore class treasurer at QRHS, reported that last Friday, student government held a retreat at the Central Office PDC. This was a team building exercise in which all student government students participated.
- Joe Day, junior class president at QRHS reported that Quabbin's culture is now one of motivation – motivated administration, motivated teachers and motivated students. New student government advisors are helping plan

4. SUBCOMMITTEE REPORTS

a) Administrative Review

- No report was given.

b) Audit

- Review of FY 17 Audit Report - Richard Sullivan, Partner for the Auditing Firm Powers & Sullivan reviewed the FY17 audit report, financial statement and federal report. Mr. Sullivan reported that Cheryl Duval and the financial team were, once again, audit ready. All reports were consistently on time and accurate. Any questions that the team had during the audit were answered quickly and accurately. Mr. Sullivan indicated that he had no unusual items to report to the Committee. The results of audit testing resulted in a "clean audit" or "no findings", which is the best you can expect. In summary, Mr. Sullivan indicated that there was nothing to report to consider a deficiency, no internal control issues, and the FY17 audit was very positive and consistent with previous years. The audit was for approximately \$6,000,000, and was not a penny off. Financial results of the audit showed a general fund profit of \$829,000. The School Committee publicly commended Director Duval and the financial team for the professionalism and exemplary job done through the audit process. Motion was made by Mr. Brophy and seconded by Mr. Kelly to accept the Auditor's report as written. The motion passed unanimously.

c) Budget

- FY 18 Budget Transfer Request – Director Duval discussed budget transfers that need to be made in the amount of \$14,401 as follows: Transfer \$14,041 from line 2100 -3200 Undesignated and Regular Educational Instructional Support to line 2100 -3200 Special Education Instructional Support, and \$500 from Undesignated & Regular Education line item 1000-1435 District Administration to Undesignated & Regular Education line item 3400 Food & Nutritional Services.

Motion made by Mr. Brophy and seconded by Mr. Kelly to transfer \$14,041 from Regular Education Instructional Support to Special Education Instructional Support and \$500 from District Administration to Food & Nutritional Services.

Motion passed unanimously by a roll call vote.

d) Central Office

- Strategic Plan Update – Currently waiting for feedback from DESE on the Planning for Success model workshop which will be held in late November or early December. This will help the District put together an action plan aligned with school improvement plans.
- Superintendent Search Update – MASC has community forums planned for late November and early December.

d) Collective Bargaining

- No report was given

e) Elementary School

- There was some discussion as whether or not to discontinue the Elementary School Subcommittee. The discussion was tabled for further consideration.

f) Plant and facilities

- No report was given.

g) Adhoc OCS Asbestos Abatement

- OCS abatement was completed in 4-1/2 days. The whole process started at 7:00 a.m. on October 30th. Air quality cleared for noon on Friday, November 3rd. Discussion with the town of Oakham is currently centered around the type of flooring that should now be laid. Discussion ensued as to the timeline of students moving back. Dr. Marshall explained that a discussion in regard to that would have to take place between she and Mrs. Worthington as to what is best for the students' education.

h) Policy & Review

- Equal Employment Opportunity (GBA) – addition to “protected classes”
Motion made by Mr. Brophy and seconded by Mr. Sarabia to place Policy GBA on the table for 30 day review. Motion passed unanimously.
- Professional Staff Hiring (GCF) – addition to “protected classes”
Motion made by Mr. Brophy and seconded by Mr. Sarabia to place Policy GCF on the table for 30 day review. Motion passed unanimously.
- Professional Development in the QRSD – In Dr. Allan's absence, Mr. Sarabia reported that a number of teachers had attended the last Policy Subcommittee meeting and had presented on the what is involved on professional development days, as well as the advantages of professional development sessions with their peers. Mr. Sarabia stated that he was very impressed by the amount of work that is being done with professional development.
- Review of Attendance Regulations – There has been discussion amongst parents and the community about the regulations which took effect in September. A student may be absent unexcused or tardy unexcused 3 times in a trimester. On their 4th unexcused absence or tardy, the student received social suspension for two weeks. These regulations are being reviewed to see if there should be exceptions. Review of these regulations should be complete in March.

i) Special Education

- No report was given.

j) Task Force

- Update on CMRPC – CMRPC discussed at the October 25th meeting that this has gone from being just a school issue to a discussion of how the district and the communities can best work together. Over the course of the next 6 – 8 months, CMRPC will be reporting monthly to the task force. They are currently working on a survey with targeted questions for stakeholders, and will be identifying some joint procurement opportunities.

k) Technology

- No report was given.

5. UNFINISHED BUSINESS

- None

6. PUBLIC COMMENT

- None

7. SCHOOL COMMITTEE CONCERNS

- Discussion ensued about finding ways to put more funds into the OPEB account. Mr. Wolanin reported that the School Committee members and the Wachusett School Committee members are going to have a joint meeting on Tuesday, November 28th with a representative from the Auditor's office. Discussion also ensued in regard to the success of the MS Boys' undefeated soccer team; the undefeated boys' cross country team which includes a Central MA champ, and boys' golf named as league champs with a Central MA champ.

8. NEW BUSINESS

- Request for Approval: Educational tour to Italy and Greece during April break, 2019 – Mr. Devine requested permission for an educational trip for student to Italy and Greece during April break, 2019 to be chaperoned by Eleni Marinelli and Patricia Stolz. Motion made by Mr. Wigler and seconded by Mr. Sarabia to approve an educational tour to Italy and Greece, April 2019 with the usual provisos. Motion passed unanimously.
- Letters of commendation presentation – Olivia Amato-Hansen, Sara Aremburg were commended as being nominated for the National Merit Scholarship due to their PSAT scores. They were recognized as in the top 50,000 students out of 3,500,000 who took the test.

9. REQUEST FOR EXECUTIVE SESSION

- None

10. ADJOURNMENT

A motion was made by Mr. Brophy and seconded by Mr. Sarabia to adjourn the meeting at 8:55 p.m. The motion passed unanimously.

Respectfully submitted,

Jessica A. Bennett
School Committee Secretary