

Central Berkshire Regional School Committee

Regular Meeting

Thursday, May 28, 2009

A regular meeting of the Central Berkshire Regional School Committee, held at Wahconah Regional High School, Dalton, MA, on Thursday, May 28, 2009, was called to order by Chair Susan Carroll-Lombardi at 7:00 p.m.

ROLL CALL

Present: Members Chivers, Conner, Farley (7:01 p.m.), Grallert, Henderson, Hopper (7:20 p.m.), Lacatell, Les, Wagner, Welts, Yates and Carroll-Lombardi.

Absent: Members Darby, Goddard, Harvey.

Also Present: Superintendent Donna Harlan, Assistant Superintendent James Stankiewicz, Business Manager Marge Foster, CBEA Executive Secretary Joanne Dowling, Recording Secretary Diane Koch.

ARTICLE 9662 RESPONSES FROM THE AUDIENCE

No public audience present.

ARTICLE 9663 STUDENT AFFAIRS

A. Wahconah Report

No student was present to give a report. In response to a question, Chair Carroll-Lombardi explained for members that seniors are busy this time of year and that a student representative is usually not present at meetings now through September.

ARTICLE 9664 SECRETARY'S REPORT

A. Minutes of Regular Meeting of May 14, 2009

MOVED BY MEMBER LES, SECONDED BY MEMBER CHIVERS

Member Henderson stated that her vote was inaccurate on page 133, in regards to M.G.L. C.32B, section 19(e) and asked that it be recorded as a nay.

To approve the minutes of the regular meeting of May 14, 2009, with the correction.

Ayes: Ten members voting.

Nays: None.

Motion carried unanimously.

ARTICLE 9665 FINANCIAL REPORT

A. Warrants

MOVED BY MEMBER LES, SECONDED BY MEMBER CHIVERS

To approve Warrant No. 2009-47, in the total amount of \$653,477.47, as printed.

Warrant No. 2009-47, dated May 28, 2009

ACCOUNTS PAYABLE
OPERATING EXPENSE

Accounts Payable	\$126,971.90	
Insurance Payment	\$325,451.59	
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		\$452,423.49
Transfers		\$71,837.86
Federal Funds		\$7,967.03
School Lunch		\$29,737.24
Circuit Breaker		\$20,073.90
Reimbursable Property Damage		\$158.24
Summer Drama		\$25.00
WRHS Student Activity		\$60,218.06
NRMS Student Activity		\$5,000.00
Becket Washington Pre-school		\$183.35
BTES Enrichment Program		\$225.00
WRHS Softball Revolving		\$1,399.85
WRHS Baseball Revolving		\$1,613.65
WRHS Tennis Revolving		\$360.25
WRHS Boys' Track Revolving		\$352.63
WRHS Girls' Track Revolving		\$117.62
WRHS Renovation		<u>\$1,784.30</u>
TOTAL ACCOUNTS PAYABLE		\$653,477.47

Ayes: Ten members voting.

Nays: None.

Motion carried unanimously.

MOVED BY MEMBER LES, SECONDED BY MEMBER CHIVERS

To approve Warrant No. 2009-48, in the total amount of \$587,185.32, as printed.

Warrant No. 2009-48, dated May 28, 2009

PAYROLL

Operating Expense	\$526,378.52
School Lunch	\$14,483.30
Becket Washington Preschool	\$2,292.15
Berkshire Trail Revolving Account	\$150.00
Craneville Homework Club	\$266.37
WRHS Boys' Track Revolving	\$135.00
WRHS Girls' Track Revolving	\$370.00
Connecting Activities	\$643.20
Federal Funds	<u>\$42,466.78</u>
TOTAL PAYROLL	\$587,185.32

Ayes: Eight members voting.

Nays: None.

Abstentions: Members Chivers and Welts.

Motion carried.

MOVED BY MEMBER LES, SECONDED BY MEMBER WAGNER

To approve Warrant No. 2009-48D, in the total amount of \$220,796.58, as printed.

Warrant No. 2009-48D, dated May 28, 2009

PAYROLL DEDUCTIONS

Operating Expense	\$213,954.74
FICA Expense	<u>\$6,841.84</u>
TOTAL DEDUCTIONS	\$220,796.58

Ayes: Eight members voting.

Nays: None.

Abstentions: Members Chivers and Welts.

Motion carried.

B. Acceptance of Gifts and Contributions

MOVED BY MEMBER CHIVERS, SECONDED BY MEMBER LES

That the Central Berkshire Regional School Committee accepts the following gifts and contributions, as recommended by the district treasurer:

\$750 from Robert and Dee Farrell to the Wahconah Regional High School Senior Assembly
\$488.20 from Shannon Shepardson to the Richard Bellinger Scholarship Fund
\$600 from Kelli Zespy to the Central Berkshire Regional School District General Scholarship Fund
\$2,000 from Pittsfield Cooperative Bank to the Central Berkshire Regional School District General Scholarship Fund

Ayes: Ten members voting.

Nays: None.

Motion carried unanimously.

C. Quarterly Report on the Budget and Finances

The Quarterly Report on the Budget and Finances was given later in the meeting.

ARTICLE 9666 COMMUNICATIONS

A. Report of the Chair

1. Dalton Community Cable

Chair Carroll-Lombardi reviewed some scenarios for taping school committee meetings. Discussion followed about possible solutions and the suggestions included asking for volunteers, having a school committee member set up a camera and let the tape run, and putting a plea out to the community for volunteers and/or funding to hire someone. Dalton Community Cable will still edit the recording. In answer to a question, the Chair thought that originally a member of the Dalton Select Board asked to have the meetings taped. More options will be sought and further discussion will take place at the next meeting.

B. Remaining Annual Town Meeting Date

Chair Carroll-Lombardi reminded members that Peru is the last annual town meeting. Hinsdale's meeting was last night and the budget has passed there. The Chair thanked Member Conner for his help. Member Conner was appreciative of the Superintendent's presentation at the meeting and commented on a job well done.

Peru (first Saturday in June)

June 6, 2009, 7:00 p.m.

ARTICLE 9667 SUBCOMMITTEE REPORTS AND RECOMMENDATIONS

A. Reports

1. Education

The subcommittee has not met, but a meeting is scheduled for June 4, 2009, at 7:00 p.m.

Member Hopper arrived.

2. Finance

a. Approval of Budget Transfers, FY – 2009

MOVED BY MEMBER CHIVERS, SECONDED BY MEMBER HENDERSON

That the Central Berkshire Regional School Committee authorizes the budgetary transfers for fiscal year 2009, effective May 28, 2009, as recommended by the Finance Subcommittee.

Member Chivers distributed a handout and Business Manager Foster explained for the Committee where the correction to the spreadsheet from the May 14th meeting was made. The rubbish removal at Wahconah in the amount of \$4,500 should have been charged to Wahconah Renovations and therefore has been removed from the spreadsheet members were given tonight.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

b. Legal Counsel

MOVED BY MEMBER CHIVERS, SECONDED BY MEMBER HENDERSON

That the Central Berkshire Regional School Committee appoints Dupere Law Offices as General Counsel and Labor Relations Counsel for the Central Berkshire Regional School District from June 1, 2009 to June 30, 2010, as recommended by the Finance Subcommittee.

Discussion followed on using two law firms to represent the District, the outstanding cases and that Dupere will be on a retainer and not per hour making representation more economical. Chair Carroll-Lombardi added that the firm of Murphy, Hesse, Toomey and Lehane will still be used for special education.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

c. Authorization for Building and Grounds Manager Position

MOVED BY MEMBER CHIVERS, SECONDED BY MEMBER GRALLERT

That the Central Berkshire Regional School Committee approves a Building and Grounds Manager position be created and funded through reallocation of funds from existing contractor services: plumbing and HVAC, as recommended by the Finance Subcommittee.

Business Manager Foster explained the position, how the position would be funded and that the district would seek someone with a plumber's license and experience with HVAC. The Business Manager told members the district currently spends between \$80,000 and \$90,000 per year for plumbing and HVAC services and will see an estimated savings of approximately \$40,000 annually by creating this position. Member Les pointed out that the person would be more familiar with the buildings and their nuances thus better able to handle issues that arise. In answer to a question about this position in relationship to current head custodians, it was said that this position would be assessing and planning maintenance for the district's aging buildings, the head custodians will still be in charge of their buildings. In response to a question on the duration of a contract for the new position, Chair Carroll-Lombardi responded the new position would be under contract for one year and then revisited.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

d. Quarterly Report on the Budget and Finances

Members were given a handout. Member Chivers reported that the budget was on target. The subcommittee has discussed bus routes and the possibility of deleting one run which would save money. Member Chivers also reported that the Finance Subcommittee would be reviewing the policy regarding the budget process and passing recommendations on to the Policy Review Committee. The auditors will be giving a presentation at the next Finance Subcommittee meeting on June 9; all members were invited to attend.

Discussion followed on the current financial situation and the recent reduction in aid to schools. Assistant Superintendent Stankiewicz passed out a sheet detailing the reductions the District has received, reviewed it and mentioned that the Governor is back filling those cuts with stimulus money by means of grants. The figures are changing daily and the administration is meeting regularly to discuss how the stimulus money can be used. More discussion followed on possible shortfalls in FY-2010, overall \$633,169, and the possibility of additional reductions. Superintendent Harlan and Assistant Superintendent Stankiewicz told members it was too soon to know for certainty, but the E & D account as well as school choice revenue can be used to fill any shortfalls in the budget and no further action is planned at this time.

3. Policy Review

a. 2009 – 10 School Improvement Plans

MOVED BY MEMBER WELTS, SECONDED BY MEMBER CONNER

That the Central Berkshire Regional School Committee approves the School Improvement Plans for 2009 – 10 for Becket Washington School, Berkshire Trail Elementary School, Craneville School, Kittredge School, Nessacus Regional Middle School, and Wahconah Regional High School, as recommended by the Policy Review Subcommittee. (The School Improvement Plans were sent to members under separate cover.)

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

4. Personnel

Member Les distributed to members copies of Superintendent Harlan's evaluation and told members that the superintendent received an overall score of 2.3 out of a possible 3.0. Member Les added that if members were interested in the comments made to please see him.

Member Les addressed members about the Personnel Subcommittee earlier, letting members know that an executive session took place regarding future negotiations and that a recommendation for a new superintendent would be made at the next full School Committee meeting.

Chair Carroll-Lombardi led a short discussion about the process of searching for a new superintendent and the importance of the search. In response to a question about the procedures followed, the Chair informed members that she elected to send the matter to the Personnel Subcommittee before moving to the full Committee. The Chair has checked with MASC and was informed that the search for a new superintendent could be conducted in any manner chosen.

Personnel members were asked to stay at the end of the meeting to set a new date and time for a meeting.

Superintendent asked the Chair for permission to address the Committee. The Superintendent thanked the Committee for taking the time to evaluate her even though she had announced she was leaving. Superintendent Harlan explained that she felt it necessary to wait for the district's budget to pass in the member towns before announcing her plans. Dr. Harlan told members the evaluation process is very important and that she has every evaluation that she has ever received and continues to learn and grow as a result of the evaluations. She invited the community, the administrators and other staff to complete an evaluation of her superintendency as well. Dr. Harlan commented that she has set a large agenda for the Committee and takes full responsibility for it: the Strategic Plan; the Communications Task Force; and the huge financial issues all school districts are facing, but that Central Berkshire is at a point where it can continue the race. The Superintendent concluded by thanking everyone.

Chair Carroll-Lombardi thanked Member Les for tallying the evaluation results.

B. Others

1. Wahconah Building Committee

a. Appointment of Building Committee Members

MOVED BY HENDERSON, SECONDED BY MEMBER CHIVERS

That the Central Berkshire Regional School Committee appoints Martin Phillips to serve on the Wahconah Building Committee.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

b. Award of Owner's Project Manager Contract

MOVED BY MEMBER HENDERSON, SECONDED BY MEMBER CHIVERS

In response to a member's question, Member Henderson explained that the company was out of Worcester, MA, the contract was for four months and the OPM is responsible for overseeing two large projects: the green Wahconah and the athletic facilities.

That the Central Berkshire Regional School Committee awards a contract for Owner's Project Manager to Cardinal Construction Company, in the total amount of \$43,760, as recommended by the Wahconah Building Committee.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

c. Award of Designer Services Contract

MOVED BY MEMBER HENDERSON, SECONDED BY MEMBER CHIVERS

In response to a question about the meaning of basic services, Member Henderson and Business Manager Foster explained that Reinhardt Associates would supply the architectural and engineering services for all other projects at Wahconah.

That the Central Berkshire Regional School Committee awards a contract for Designer Services to Reinhardt Associates, in the total amount of \$64,000, for basic services, as recommended by the Wahconah Building Committee.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

Brief recess taken 8:20 p.m.

Committee reconvened at 8:27 p.m.

d. Award to Refinish Wahconah Gymnasium Floor

MOVED BY MEMBER HENDERSON, SECONDED BY MEMBER CHIVERS

Member Henderson explained that the gymnasium floor would be sanded to bare wood and refinished, a new maple kick plate will be installed, large metal rings to hold equipment will be removed and new ones installed.

That the Central Berkshire Regional School Committee awards a contract for refinishing the Wahconah Gymnasium floor to The Sandman, in the total amount of \$25,150, as recommended by the Wahconah Building Committee.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

e. Award for Replacement of Wahconah Hall Lockers

MOVED BY MEMBER HENDERSON, SECONDED BY MEMBER CHIVERS

That the Central Berkshire Regional School Committee awards a contract for the replacement of Wahconah hall lockers to Berkshire Business Equipment in the total amount of \$67,438.75, as recommended by the Wahconah Building Committee.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

f. Award for Purchase and Installation of Music Lockers

MOVED BY MEMBER HENDERSON, SECONDED BY MEMBER CHIVERS

That the Central Berkshire Regional School Committee awards a contract to Wenger for the purchase and installation of musical instrument lockers in the total amount of \$30,392, under the statewide contract, as recommended by the Wahconah Building Committee.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.

2. Communication Task Force

Member Wagner reported the next meeting will be on June 11, 6:00 p.m. at Berkshire Trail. Member Les offered to give a presentation on the new district website at that meeting.

3. School Health Advisory Committee

Member Hopper reported that the committee had met and discussed the states response to the H1N1 flu, how the school year has gone and commented on the great presentation given by Nurse Leader Barbara Westwood earlier in the year. The subcommittee has been working on updating policies and will bring those updates to the Policy Review Subcommittee very soon.

4. Regional Agreement Review Committee

Member Lacatell reported that the committee had met and discussed changes in the agreement, how capital costs are allocated and added that the meeting was interesting and productive. The next meeting will be June 22, 2009, 7:00 p.m. at Nessacus.

Chair Carroll-Lombardi reminded members to email meeting times to Mrs. Koch so that they may be posted.

ARTICLE 9668 SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

A. Reports

1. Quarterly Progress Report District Improvement Plan (DIP)

Superintendent Harlan gave members a handout of the District Improvement Plan, noted the changes were in italics, and reviewed the progress. Dr. Harlan told members it was the third update for FY-2009 due to the late start this year. Dr Harlan spoke briefly about the following additions to the DIP: MCAS scores; stimulus money and how the district plans to use it; Title I; keeping the School Committee current with Chapter 70 updates; MAP testing; Response to Intervention; behavioral program; mentor programs; the Corrective Action Plan; leadership training; the Strategic Plan; Regional Agreement Review Committee and Communications Task Force. (The District Improvement Plan is attached to the official minutes.)

Dr. Harlan told members that District Improvement Plan, as originally designed by the state department, is not only the school committee's goals for the year, but also the superintendent's goals for the year.

B. Recommendations

The Superintendent had no recommendations tonight.

C. Other

No other items were reported.

ARTICLE 9669 PERSONNEL

A. Superintendent's Review of Personnel Changes

- Nicole Laurel, paraprofessional at Berkshire Trail Elementary School, originally hired, has resigned effective May 19, 2009.
- Allison Hunsinger has been appointed English teacher at Wahconah Regional High School, effective August 28, 2009, at step A-3.
- Maura Lightsey has been appointed English teacher at Wahconah Regional High School (one-year only), effective August 28, 2009, at step A-3.
- Stephanie Friedman has been appointed grade 1 teacher at Craneville School, effective August 28, 2009, at step A-7.

Note: All salaries are set in accordance with current contracts.

ARTICLE 9670 OLD BUSINESS

There was no old business for discussion this evening.

ARTICLE 9671 NEW BUSINESS

The Committee had no new business.

ARTICLE 9672 REMARKS FOR THE GOOD OF THE COMMITTEE

Member Les asked Personnel Subcommittee members to stay so that a new meeting date could be set.

MOVED BY MEMBER WELTS, SECONDED BY MEMBER GRALLERT

To adjourn the meeting at 8:46 p.m.

Ayes: Eleven members voting.

Nays: None.

Motion carried unanimously.