

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Dudley-Charlton Regional School Committee
Wednesday, May 10, 2023, at 7:00 PM
Shepherd Hill Regional High School
68 Dudley-Oxford Road
Dudley, MA 01571

Minutes

I. Call Meeting to Order

School Committee Members in Attendance:

Cathy Carmignani
Nicole Enberg
Jaime Dell'Ovo

Caitlynn Panczyk
Pauline Aucoin

Kelly Szela
Jeanne Costello

The meeting was called to order at 7:01 pm.

II. Pledge of Allegiance

III. Moment of Silence

IV. Consent Agenda Items

- a. Approval of the Warrant (Voucher #1088-1091)
- b. Approval of Minutes Regular Meeting – April 26, and May 3, 2023
- c. Approval of Minutes Special Meeting – May 4, 2023
- d. Approval of Executive Session Minutes – April 26, 2023
- e. Consideration of Out-of-State Travel/Overnight Trip – Policy IJOA
 1. #276 – SHRHS – May 15, 2023 – National Honor Society– Mystic Aquarium – CT

A motion by K. Szela seconded by P. Aucoin to approve all consent agenda items was approved unanimously.

P. Aucoin – Yes
J. Costello – Yes
C. Carmignani – Yes
C. Panczyk – Yes
J. Dell'Ovo – Yes
J. Terry – Yes
K. Szela – Yes

V. Mason Road Elementary School Student Showcase – Principal Desto

Amelia (Millie) Young, Miyuki Li, Kenji Li and Luke Goyette read examples of their writing and ask the School Committee to guess what they're describing in their examples.

VI. Dudley-Charlton Leadership Council – SHRHS

Officers from the Dudley-Charlton Leadership Council (DCLC) join the School Committee to showcase what they've been working on with Superintendent Lamarche during the 2022-2023 School year, their goals, past projects and future endeavors.

VII. Communications

SEPAC is meeting at the Charlton Middle School Library on May 17, 2023, to present on Transitions for ages 14+, the IEP Process, secondary and post-secondary vision and what's next.

Superintendent Lamarche mentions the number of communications the School Committee received from District Staff surrounding the current FY24 budget discussions.

VIII. Student Representative Report – Ms. Olivia Lombardi

Senior Graduation will be held at the DCU Center on June 4, 2023, at 1 PM.

The Senior class trip to Block Island will be May 31, 2023.

On June 3, 2023, graduating seniors will walk the halls of the schools they once attended one last time.

The music department is holding a Disney themed spaghetti dinner on Friday, May 12, 2023. The Saturday event was cancelled.

Show Choir auditions are taking place May 22 and May 24.

On May 15, 2023 the Gay/Straight Alliance will be holding their annual Day of Silence.

IX. Superintendent's Report

Superintendent Lamarche welcomes back Jaime Dell'Ovo after a successful Charlton re-election and introduces and welcomes new committee member, Nicole Enberg, who will be taking Jamie Terry's open seat.

SHRHS hosted "Art Through the Ages" on May 5, 2023. DCRSD Art Teachers Dawn Gravel, Deborah Griffin, Crystal Logan, Amy Paquette, Shane Schimke, Kathleen Small, as well as Art Show co-chairs Stephanie Lashua and Lisa Hines are thanked for their support of showcasing student work. SHRHS Advanced Art Students Teddie Amaral, Sydney Roland, Charles Karp, Julia Corriveau, Jarred Bezanson, Lily Rayess, Marlee Eckbold, Jessica Surmiak, Ashley Erikson and Lauryn Dyer are recognized with a showcase table of their work.

Middle School students Thomas Ide, Olivia Jankowski, Addison Dono and Colden Blackwell are recognized as this year's New England League of Middle Schools Middle Level Distinguished Student Awardees.

On May 9, 2023, the Edward Davis Company joined the DCRSD for the second session of a multi-hazard table-top exercise. The exercise is part of the \$7,000 grant received from the Fels Family Foundation this past December (2022). The exercise included internal DCRSD group members, school committee representatives, the Chiefs of Police and Fire from Dudley and Charlton, additional first responders, Mr. Justin R. Dolan, the Assistant Director of Campus Services Department of Facilities Management and Mr. Jason Osborne, the Manager of Emergency Management and Preparedness for UMASS Memorial Health – Harrington.

X. Public Comment

Eloise Thomas – Charlton

Ms. Thomas, a seventh grader at Charlton Middle School, speaks on the staff cuts and the negative affect cutting sports and the arts will have on students' mental health.

XI. New Business

A. Report of the Dir. of Finance and Operations and the Budget and Finance Subcommittee - Dir. Mathieu and Chair Aucoin

a. Fiscal Year 2022 – End-of-the-Year Audit

The EOYR has been completed with no findings submitted to the Department of Elementary and Secondary Education.

b. Update Business Office Staff

Ms. Diane Wilson has been named permanent payroll specialist for the District.

Ms. Mary Ann Abasciano has filled the District Accounting position.

c. Update Capital Projects

The District received the breakdown of costs for the Dudley and Charlton Middle School roofs. The roof project came in significantly lower than the original estimates and will have a 30-year warranty.

The video cameras and fire alarm panels and devices are expected to be completed prior to the start of the next school year.

d. Update FY24 Assessment

The district is still unclear on the Dudley assessment for its share of the feasibility study as it is part of the ballot question that will be put in front of voters on June 12, 2023.

A motion by K. Szela second by C. Panczyk to approve a one-time assessment for the town of Charlton in the amount of \$2,037,000 and the town of Dudley in the amount of \$463,000 was passed unanimously.

P. Aucoin – Yes

J. Costello – Yes

C. Carmignani – Yes

C. Panczyk – Yes

J. Dell'Ovo – Yes

J. Terry – Yes

K. Szela – Yes

B. Continued Discussion Fiscal Year 2024 to include Level Funded Reductions – Steven Lamarche School Building Principals join Superintendent Lamarche to discuss the FY24 Level-Funded Reductions. a level funded budget requires a reduction of at least \$1.9 million. A level services budget maintains existing student experiences, student supports and instructional resources while absorbing increased fixed costs. We have 3.6 million in fixed costs increases going into the next fiscal year in order to continue providing specialized services which have substantially increased dramatically. These specialized services include transportation costs. specialized instruction, employee benefits, substantial increases in utilities, project or fixed

costs. There has to be equal cause and effect, so in order to add something to the discussion, something else must be taken away.

Jaime Dell'Ovo, Charlton, speaks not only as a committee member but as a parent. Ms. Dell'Ovo states a failed override will be catastrophic to our schools. She speaks on the necessity of Reading Specialists, Paraprofessionals, and extracurricular activities to help support the positive mental health of the district's students.

C. Update Shepherd Hill School Building Committee – Steven Lamarche

a. Feasibility Study

The town of Dudley moved forward with funding the feasibility study as a capital exclusion which would be a one-year increase. They moved in that direction because the debt for the municipal complex is coming off the books. The town will vote on June 12, 2023.

XII. Public Comment (revisited)

Kathy Hurst – Dudley

Ms. Hurst questions the difference between team leaders and department heads due to issued stipends for the positions. She also brings up positions opening due to retirements and asks how those are being filled/transitioned and questions the use of ESSER funds. She comments on the fact the town of Dudley does not appear to be making any cuts themselves, but instead plans to add positions.

Jamie Terry – Charlton

Ms. Terry voices concern that half-day kindergarten is back on the list of budget discussions even after the committee deemed it a non-starter. She's worried that those students at the most basic learning level are going to be compromised if time is cut or children are added to classes to make them larger due to teaching staff cuts. She stresses that the District **cannot** afford to cut anywhere else due to the number of cuts already made prior to this year's discussion.

Anya Kennedy – SHRHS Librarian

Ms. Kennedy is the last certified librarian in the entire DCRSD. She stresses that if the high school librarian position and the instructional assistants in the elementary schools' libraries are cut, library, programming in this district will be completely eliminated. She questions how will the district will be able to ensure student access to the resources they need to do their very best and to have the same opportunities and be as prepared as students in other districts.

Shannon Sullivan – Special Education Teacher at SHRHS

Ms. Sullivan speaks on behalf of the library and the benefits it provides not only to the special education students, but the entire student body. She states there are students that may not feel comfortable anywhere else than the library. They lunch here. They come here to work on their studies. They meet here after school. This library is a lot more than a library, it is a place where students and staff feel safe together and feel like they feel like they can learn together and learn about different things, but also be part of something more than themselves.

Katie Piehl – Kindergarten Teacher at MRS

Ms. Piehl voices her concerns over how devastating the cuts will be to the students and the community of Dudley Charlton if the budget does not pass. The students will suffer due to larger class sizes, less paraprofessionals, less access to guidance professionals, and no outlet to express themselves through extracurricular activities.

David Smolski – Charlton

Mr. Smolski stresses the importance of sports in regard to students' mental health. He states that the positions being cut have helped his family personally and are incredibly important to the district. He believes that the attention should be placed on those positions that are student-facing.

Rachel Lemansky – Paraprofessional with DCRSD

Ms. Lemansky tearfully explains the importance of the positions in jeopardy and how the largest cuts are focused on positions that directly support students every single day. She mirrors Anya Kennedy's sentiments about the importance and benefits of having a certified librarian in the district. She states that adjustment counselors and the librarian are key positions, especially at a younger level where the students cannot eloquently express their feelings.

Kimberly Lundquist – Kindergarten Teacher at MRS

Ms. Lundquist stresses the impact on the Kindergarteners if their structure has to be changed. She states Kindergarten is very different than it was years ago. The children are learning more advanced lessons than they were before (addition, subtraction, complex words).

Evan Bartlett – Middle School Band Teacher at CMS

Mr. Bartlett wants to make sure that the District is not prioritizing one thing over another that we're trying to like balance as much as humanly possible, because the extracurricular cuts being discussed have high impacts on the students.

Madison McNamara – Student Athlete at SHRHS and daughter of teacher Sean McNamara

Ms. McNamara is a strong believer that sports clubs and after school activities differentiate one student from another. She speaks today as an advocate for not only the importance of extracurricular activities, but that of the middle school health teacher.

Daniel Duffy – Science Teacher at SHRHS

Mr. Duffy states if you're a member of the public watching this meeting, and you think the potential cuts are unacceptable, or if you or your child was ever affected by a health teacher, or sports program or a music program, or fell in love with foreign language and traveled abroad in schools then please go advocate because the District needs money.

Linnea Bond – Health Education Teacher at CMS

Ms. Bond speaks on the importance and impact teachers and adults have on children's lives.

XIII. Adjourn

A motion by K. Szela seconded by J. Dell'Ovo to adjourn the School Committee meeting at 9:12 PM was approved unanimously.

P. Aucoin – Yes
J. Costello – Yes
C. Carmignani – Yes
C. Panczyk – Yes
J. Dell'Ovo – Yes
J. Terry – Yes
K. Szela – Yes

The items listed, which may be discussed at the meeting, are those reasonably anticipated by the chair. Not all items listed may, in-fact be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law. The School Committee may vote on all items listed on this agenda.

2022-2023 School Committee Goals

Budget and Finance

DCRSD will work with all stakeholders to establish a FY24 budget that maintains the integrity of existing programs, seeks input on priorities of staff, students, and community members during the budgeting process, communicates transparency in process and expenditures, and provides our students with a comprehensive educational experience.

Shepherd Hill Building Project

By the conclusion of the 2022-2023 school year, the DCRSD will engage the families and community members in the Towns of Dudley and Charlton to prepare both communities for entry into the Massachusetts School Building Authority's Feasibility Grant Program for the Shepherd Hill Regional High School.

Communication

During the 2022-2023 school year, DCRSD will increase outreach to our communities through strengthening our working relationships with local boards and increased presence at school/community events. We will continue to provide opportunities for all stakeholders to understand resources available to our students and families within the district as well as any major initiatives within the District.

Next Meeting Dates

School Committee Meeting: Wednesday, May 24, 2023, 7:00 PM Charlton Middle School

Budget and Finance Subcommittee: TBD – Video Conference

Policy Review Subcommittee: TBD – Video Conference

Curriculum Subcommittee for Teaching and Learning: TBD – Video Conference

Capital Outlay/Safety Subcommittee: TBD – Video Conference

Future Agenda Items: Dudley Town Override (May), Charlton Town Meeting (May), Fiscal Year 2024 (May), Student Showcase – CMS (May), Dudley-Charlton Staff Resource Handbook (June), Student Achievement Report (June), Superintendent's Evaluation (June), School Committee Reorganization (June)

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V. Mason Road Elementary School Student Showcase – Principal Desto

VI. Dudley-Charlton Leadership Council – SHRHS

VII. Communications

VIII. Student Representative Report – Ms. Olivia Lombardi

IX. Superintendent's Report

X. Public Comment

XI. New Business

- A. Report of the Dir. of Finance and Operations and the Budget and Finance Subcommittee - Dir. Mathieu and Chair Aucoin
 - a. Fiscal Year 2022 – End-of-the-Year Audit
 - b. Update Business Office Staff
 - c. Update Capital Projects
 - d. Update FY24 Assessment
- B. Continued Discussion Fiscal Year 2024 to include Level Funded Reductions – Steven Lamarche
- C. Update Shepherd Hill School Building Committee – Steven Lamarche
 - a. Feasibility Study

XII. Adjourn

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District Office, DCRSD <districtoffice@dcrsd.org>

Request #276 Complete

1 message

Form Approvals <districtoffice@dcrsd.org>Tue, May 2, 2023 at 10:16 AM

Reply-To: cstefan@dcrsd.org

To: districtoffice@dcrsd.org

REQUEST #276 | APR 28, 2023

Field Trip/Event Form - Day Trips (In or Out of State)

The request is now **complete**.

Approval history

Complete

- Approved by delwell@dcrsd.org
- Copy Sent to cchampagne2@dcrsd.org
- Approved by mresener@dcrsd.org
- Approved by backerman@dcrsd.org
- Copy Sent to districtoffice@dcrsd.org
- Copy Sent to eglenn@dcrsd.org
- Copy Sent to aclarke@dcrsd.org
- Copy Sent to cchampagne2@dcrsd.org

Requestor:	cstefan@dcrsd.org
School:	SHRHS
Lead teacher requesting:	Corey Stefan
Grade/group:	National Honor Society; Mrs. Dieterle's Special Education Classroom
Field trip/event title:	National Honor Society

Address/destination of field trip/event:	Mystic Aquarium
Location contact/telephone number:	(860) 572-5955
As a result of selecting this field-based curriculum experience or event, how will your students benefit and what will your students know and be able to do as a result?:	<p>Each year, we like to take all current members of NHS somewhere to recognize our efforts toward scholarship and community service; this year, our members have collectively completed at least 1,500 hours of community service all while maintaining an average weighted GPA of 3.9.</p> <p>Our plan is to visit the Mystic Aquarium in Connecticut on Tuesday, May 16th. This is our ideal date as it falls on the week following AP exams and is the week before finals and senior events. Additionally, we plan on using the district bus and all costs would be paid for by the NHS, no contributions from students would be necessary. Along with all current members, we are going to invite Mrs. Dieterle and her students.</p>
What are your student followup activities or lessons?:	To tie this trip into the foundations of the National Honor Society, we will donate all profits from our Cornhole Tournament to their SAFE species program. Furthermore, with our trip being to the aquarium, there are many educational opportunities.
Field trip/event date:	May 15, 2023
Departure time:	7:30 AM
Return time:	2:10 PM
Number of students:	65
Number of chaperones/adults:	5
List the names of all chaperones/adults attending:	Corey Stefan; Kylie Dubey; Stephanie Dieterle; two aides from Dieterle's classroom
Are substitutes required?:	Yes
Number of substitutes required:	2
Do all chaperones have an up-to-date CORI completed by the DCRSD?:	Yes
Two weeks prior to the event/field-trip, the Special Education Coordinator must receive a list of attending students. The Special Education Coordinator will review the needs of students	Understood

with disabilities and identify accommodations or supports that may be needed to ensure each student can access and participate in the planned activities.:

Did your school nurse review a preliminary list of attending students?: Yes

You are required to present your school nurse with a complete list of attendees two weeks prior to departure.: Understood

Funding Source: No funding required

Total cost of the field-trip/event including transportation: 960

Per student cost: 16

Additional information: Stephanie Dieterle has requested the use of of a van for one of the students who is wheelchair bound.

This is an automated email sent by formapprovals.com; do not reply to or forward this email. You are receiving this email because you are a workflow participant of this request. Your form administrator is districtoffice@dcrsd.org



Dudley-Charlton Leadership Council



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- Introduction of Officers
- Our goals as the superintendent's council
- Our past projects
- Our current projects
- Future direction

Introduction of Officers

President:

Nicole Moore

Secretary:

Nicholas Damelio

Vice President:

Rami Rachid

Treasurer:

Allison Castañeda-Moreno

DCLC Members

Vanessa Baclawski
Lily Durda
Donovan Ennis
Genisa Filep
Sandy Fontes
Chloe Graves
Rosalie Knowlton
Timothy Krysinski
Sevin LaVoie

Sofia McCarty
Joseph Montville
Madelyn Parker
Sofia Poplawski
Elton Randolph
Olivia Salem
Helene Weimbs

Our Goals

- To empower our fellow students by sustaining enriched learning environments throughout the Dudley-Charlton community
- To act as a voice for the student body and discuss current issues and events at Shepherd Hill
- To construct year long projects that will benefit the needs of the district as whole

Our Past Projects

- Epipen Installation - 2022
- Internship Projects - 2022
- DCLC Website - 2019 - current ([Forum | Dudley-Charlton Lead \(dclcwebsite.wixsite.com\)](https://forum.dudley-charlton-leads.com/))
 - AP Resource Tab

Our Current Projects

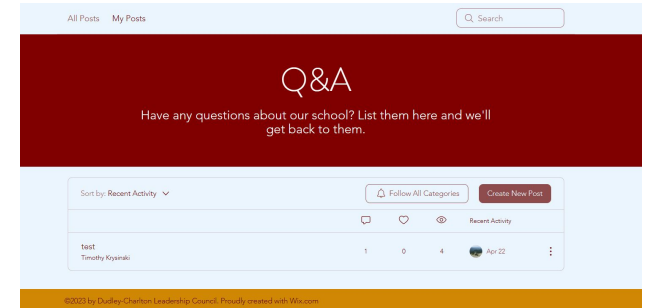
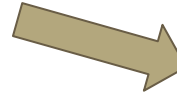
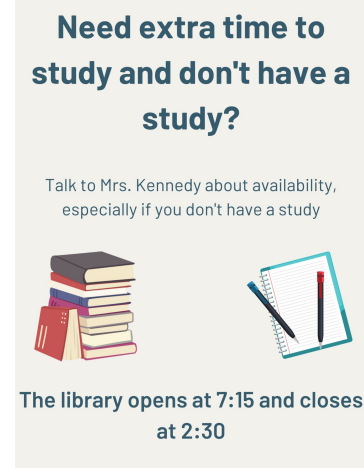
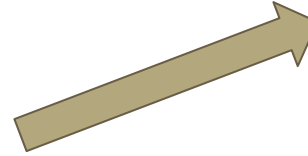
- Mental Health Improvement Project
- DCLC Website - 2019 - current ([Forum | Dudley-Charlton Lead \(dclcwebsite.wixsite.com\)](#))
 - Q&A Forum - 2023

Mental Health Project - A Series of Small Projects

Project	Names
Designated library times.	Sofia McCarty Chloe Graves Madelyn Parker
Update DCLC website for students to ask questions regarding the school.	Rosalie Knowlton Lily Durda Tim Krynsinski Donovan Ennis
Teacher-student check-ins.	Helene Weimbs Sofia Poplawski

Mental Health Project Description

- Designated library times - Sofia McCarty, Chloe Graves, Madison Parker
 - Spreading awareness about the availability of the Library before and after school
- Update DCLC website for students to ask questions regarding the school - Tim Krysinski, Rosalie Knowlton, Lily Durda, Donovan Ennis
- Teacher-student check-ins - Sofia Poplawski and Helene Weimbs
 - Students receive more frequent check-ins to ensure that trust and communication is established between students and teachers.



Future Direction

- Improve website
 - Continue providing students with resources available
- Expand upon mental health project
- Introduce new project based on what the council thinks is an issue that needs to be addressed

THANK YOU!

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

School Committee

Superintendent's Report

05.10.2023



I have a number of items to share this evening.

I want to publicly congratulate Ms. Jaime Dell'Ovo in her successful Charlton reelection and return to the Dudley-Charlton RSD School Committee. These are trying times and your commitment to the Committee and the District is acknowledged and appreciated.

In addition, I congratulate and welcome for the first time School Committee member Ms. Nicole Enberg. We also appreciate your interest in becoming a member of the Dudley-Charlton executive board and look forward to your contributions as we navigate the current fiscal delimits in front of us. Unfortunately, you're stepping right in at one of the most difficult times in the District. We look forward to your insight, direction and support of the students, staff and administrators in the Dudley-Charlton Regional School District.

Last Friday, May 5th, was our annual "Art through the Ages" at Shepherd Hill RHS. The parking lot was full and the art work was on full display from one end of the cafeteria through the gymnasium. This is always an incredible display of art work from our students and is facilitated by our District Art teachers. I recognize our DCRSD Art Teachers Dawn Gravel, Deborah Griffin, Crystal Logan, Amy Pauquette, Shane Shimke, Kathleen Small and our Art Show Co-advisors, Lisa Hines and Stephanie Lashua for their support of showcasing student work.

Additionally, I recognize SHRHS 12th grade Advanced Art Students who have a showcase table of their work. Teddie Amaral, Sydney Roland, Charles Karp, Julia Corriveau, Jarred Bezanson, Lily Rayess, Marlee Eckbold, Jessica Surmiak, Ashley Erikson, and Lauryn Dyer.

This is the time of the year that we recognize our middle school NELMS or New England League of Middle Schools Middle Level Distinguished Student Awardees. An awardee is chosen by their school as someone with the following qualities: teamwork, dependability, productivity, service to others, respect, respect for diversity, personal goals, empathy for others and someone who has positive interactions with others. This year's recipients are: Thomas Ide and Olivia Jankowski from Dudley Middle School, and, Addison Dono and Colden Blackwell form Charlton Middle School. Congratulations to all four NELMs Middle Level Distinguished Student Award recipients.

Yesterday, May 9, 2023 we completed a second session with the Edward Davis Company. If you recall, I reported in December 2022 that we received a \$7,000 grant from the Fels Family Foundation to partner with the Edward Davis Company and complete multi-hazard table-top exercises on two occasions, internally and with external representation.

An internal engagement held April 5th, 2023 provided the DCRSD staff to include District Administrators, Principals, Assistant Principals, the Nurse Coordinator, Maintenance and our School Resource Officer. As a team we walked through active shooter scenarios and touched upon other multi-hazard experiences.

Our engagement yesterday included the same internal DCRSD group members, school committee representatives, the Chiefs of Police and Fire from Dudley and Charlton, additional first responders, Mr. Justin R. Dolan, the Assistant Director of Campus Services Department of Facilities Management and Mr. Jason Osborne, the Manager of Emergency Management and Preparedness for UMASS Memorial Health – Harrington. We continue table top scenarios regarding relocation and reunification. Additionally, we discussed communication protocols and processes in the event of a multi-hazard experience.

To that end, we have identified a number of areas that required enhanced protocols and areas for further development are relocation, reunification and communication. The time was invaluable to have all community partnerships face-to-face to re-enforce open line of communication. DCRSD's work in these areas require inter-departmental voices and agreement. What we learned, is that everyone wants to ensure the best possible outcomes, that we all have a role, but we must understand, appreciate and respect each other's role in any event.

As a reminder, these are the School Committee fiscal year 2024 budget priorities.

1. Maintain existing staff size and programs without reductions

- Maintain foreign language programs at the middle schools
- Restore 0.5 FTE librarian at each middle schools
- Maintain average class size of 22 for Grades K-8
- Update District website utilizing internal resources
- Retain kindergarten aides
- Add accounting/data specialist
- Explore full day pre-k programs

2. Continue to look for innovative ideas for cost savings without impact to programs

- Explore in-district specialized transportation rather than contracted service model
- Explore regionalization of middle schools by grade level to see if there are potential budgetary savings

3. Work with the communities of Dudley and Charlton to find recurring revenues to support annual sustainable budget increases for the District while providing support for prudent fiscal planning

- Reduce annual usage of Excess and Deficiency support to \$500,000 per year, and increase contingency line item so that budget matches usage.
- Reduce reliance on School Choice by 20% (\$180,000)
- Eliminate the use of Transportation Revolving Fund support or reach understanding with both communities that this is an amount which will vary year to year and should be viewed as an additional reduction to the assessment, rather than a fixed/promised budgetary offset.

Respectfully Submitted By:

Steven M. Lamarche
Superintendent

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

TO: School Committee Members
FROM: Richard J. Mathieu, Director of Finance and Operations
CC: Steven Lamarche, Superintendent
DATE: May 8, 2023
SUBJECT: Finance Director Update – May 10, 2023

FY22 End of Year Report Audit

The EOYR audit has been completed with no findings submitted to the Dept. of Elementary and Secondary Ed. Hard copies will be brought to the meeting on Wednesday.

Business Office Staff

Ms. Diane Wilson has been named permanent payroll specialist for the District. Ms. Wilson has stepped into an unexpected vacancy with all of the energy, intelligence and dedication a manager can only dream of having, and has done so extremely well to date. This critical position for the District is in very capable hands.

The District 8 hour per week accounting position has also been filled. There were three applicants, one in error who thought it was 8 hours per day. Interviews were scheduled, but one was missed. The successful candidate is our retired payroll specialist Mary Ann Abasciano, a perfect fit the highest priority tasks involved. I do not anticipate requesting additional time for this position prior to FY2025.

Update on Capital Items

The District received the breakdown of costs for the Dudley and Charlton Middle School roofs. The good news is that the roof project came in significantly lower than the original estimates, and though the District was not able to go with the preferred built-up roof, the EPDM product will have a 30 year warranty. The other projects are in various stages of completion, with the video cameras and fire alarm panels and devices expected to be completed prior to the start of the next school year. The radio communication project has changed – more information on this will be forthcoming at a future meeting.

FY24 Budget Assessments – Capital

Included with the School Committee packet are updated assessments. Under the normal assessment pages. I have added a separate section for the FY24 assessments that are one-time in nature – the feasibility study and for Charlton the payment towards their share of the capital projects approved in September 2022. The District is still unclear on the Dudley assessment for its share of the feasibility study as it is part of the ballot questions that will be put in front of voters on June 12, 2023. This question has been separated from the operational override question, with thorough discussion with the Board of Selectmen and Finance, Appropriation and Advisory Committee on May 4, 2023.

Dudley-Charlton Regional School District
Phase I - Priority Capital Needs
Updated 5/5/2023

	Charlton Projects	Dudley Projects	Total
Roof Replacements			
CMS Roof	\$ 2,700,000	\$	2,700,000
DMS Roof		\$ 1,700,000	\$ 1,700,000
Professional fees	\$ 198,750	\$ 176,250	\$ 375,000
Subtotal Roof Replacements	\$ 2,898,750	\$ 1,876,250	\$ 4,775,000
School Safety			
Fire Alarm panels and devices			
Dudley Middle School		\$ 121,626	\$ 121,626
Charlton Middle School	\$ 133,923		\$ 133,923
Dudley Elementary School		\$ 54,343	\$ 54,343
Charlton Elementary School	\$ 85,000		\$ 85,000
Mason Road School		\$ 74,948	\$ 74,948
Cameras and video infrastructure	\$ 111,903	\$ 108,096	\$ 219,998
Radio Communication - D/W	\$ 27,941	\$ 27,467	\$ 55,408
Subtotal School Safety	\$ 358,767	\$ 386,479	\$ 745,246
Future Planning - all schools except Shepherd Hill			
Architectual Review - 6 buildings	\$ 75,000	\$ 75,000	\$ 150,000
Subtotal Future Planning	\$ 75,000	\$ 75,000	\$ 150,000
	\$ 3,332,517	\$ 2,337,729	\$ 5,670,246

Dudley-Charlton Regional School District

2023-2024 Budget - House Budget - Version 1 - Meeting Charlton \$1.9M assessment

	Revised Final Budget 2022-23	House Budget Ver. 1 2023-24 4/26/2023	FY24 Updated Budget 4/26/2023
EXPENSES			
Operating Budget	53,159,803	56,822,986	3,663,183
Capital Budget	204,638	198,638	(6,000)
Total Expenses	\$ 53,364,441	\$ 57,021,624	\$ 3,657,183
REVENUES			
State Aid - Chapter 70	24,688,393	24,984,883	296,490
State Aid - Transportation	1,844,739	2,519,089	674,350
State Aid - Charter Reimbursement	100,000		(100,000)
Reserves - Annual	1,097,390	1,097,390	-
Reserves - One Time			-
Medicaid	200,000	200,000	-
Reserve for Sewer Charges			-
Reserves Transportation	252,396	240,936	(11,460)
Reserves Transportation Add'l			-
Reserves Transportation Add'l - Carryforward			-
Reserve & Donations for Capital	64,974	3,454	(61,520)
Sub Total	\$ 28,247,892	\$ 29,045,752	797,860
Assessment to Towns	\$ 25,116,549	\$ 27,975,872	2,859,323

Dudley-Charlton Regional School District

2023-2024 Budget - House Budget - Version 1 - Meeting Charlton \$1.9M assessment

	Revised Final Budget 2022-23	House Budget Ver. 1 2023-24 4/26/2023	FY24 Updated Budget 4/26/2023
ASSESSMENTS TO TOWNS			
CHARLTON			
Operating Assessment	14,040,283	15,937,620	1,897,337
Transportation Assessment	925,777	898,862	(26,915)
Capital Assessment	80,023	108,799	28,776
Net Assessment	\$ 15,046,083	\$ 16,945,281	\$ 1,899,198
DUDLEY			
Operating Assessment	9,189,853	10,169,209	979,356
Transportation Assessment	820,972	774,997	(45,975)
Capital Assessment	59,641	86,385	26,744
Net Assessment	\$ 10,070,466	\$ 11,030,591	\$ 960,125
Total District Assessments	\$ 25,116,549	\$ 27,975,872	2,859,323
One Time Assessments - Town of Charlton			
Feasibility Study	-	537,000	537,000
Capital Vote - September 2022 (voluntary)	-	1,500,000	1,500,000
	-	2,037,000	2,037,000
One Time Assessments - Town of Dudley			
Feasibility Study	-	463,000	463,000
	-	463,000	463,000

Dudley-Charlton Regional School District

2023-2024 Budget - House Budget - Version 1 - Meeting Charlton \$1.9M assessment

	Revised Final Budget 2022-23	House Budget Ver. 1 2023-24 4/26/2023	FY24 Updated Budget 4/26/2023
CHARLTON			
Operating Assessment - Required	11,793,404	12,737,269	943,865
Operating Assessment - Additional	2,246,879	3,200,351	953,472
Transportation Assessment	925,777	898,862	(26,915)
Capital Assessment	80,023	108,799	28,776
Net Assessment	\$ 15,046,083	\$ 16,945,281	\$ 1,899,198
DUDLEY			
Operating Assessment - Required	7,197,338	7,409,875	212,537
Operating Assessment - Additional	1,992,515	2,759,334	766,819
Transportation Assessment	820,972	774,997	(45,975)
Capital Assessment	59,641	86,385	26,744
Net Assessment	\$ 10,070,466	\$ 11,030,591	\$ 960,125
	25,116,549	27,975,872	2,859,323
One Time Assessments - Town of Charlton			
Feasibility Study	-	537,000	537,000
Capital Vote - September 2022 (voluntary)	-	1,500,000	1,500,000
	-	2,037,000	2,037,000
One Time Assessments - Town of Dudley			
Feasibility Study	-	463,000	463,000
	-	463,000	463,000

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

TO: School Committee Members

FROM: Steven Lamarche, Superintendent
Richard J. Mathieu, Director of Finance and Operations

DATE: May 8, 2023

SUBJECT: *FY 2024 – Budget Message #6*

The difficult process of identifying the almost \$2,000,000 worth of reductions to meet the level funded assessment from Dudley has begun. Superintendent Lamarche is crafting an updated budget presentation to include the positions identified for reduction. However, each reduction has the potential to have ripple effect across the District, as seniority and licensure potentially change the “who” that is impacted. Hypothetically a reduction at Shepherd Hill may ultimately mean someone from Charlton Elementary is the “who” that is impacted.

Cost factors involved beyond actual salary

In Superintendent Lamarche’s presentation, when specifics are known for the proposed reduction, specific salary amounts will be used. When it is still unclear about the “who” that is impacted, a placeholder approximation amount is used. Until the actual “who” is known, the other factors involved cannot be finalized.

Each individual impacted by these reductions has the right to file for unemployment. The cost of unemployment is calculated for each individual. The cost of unemployment is 36% of the gross wages paid over the past 12 months, to a maximum of \$30,450.

Some individuals who are impacted by these reductions also carry health insurance and other benefits. When that information can be included in the calculation, it will be. Again, this information cannot be known until the actual “who” is provided formal notice, not just the position.

Conclusion

As specific individuals are identified as being impacted by these reductions, actual salaries will be used. As those specifics change, so will the values involved. The cost of the unemployment benefit charges the District may face in FY24 due to these reductions will be computed as those individuals become known, as will the savings from health insurance. In the initial calculation the District was on track to meet the needed reduction, but as data changes so do the calculations. Now that the potential reduction list is “static”, the work of formally identifying the “who” will occur by June 1, 2023.

To be clear, the District needs to enact a total budget reduction of \$1,976,785. As the actual “who” are determined and factored into the budget, the actual number of staff effected may marginally change to ensure that the District can cut its budget by \$1,976,785, including the actual salaries reduced, the actual unemployment cost and any benefit savings.

It should go without saying that everyone hopes this scenario can be avoided with a positive outcome at Annual Town Meeting and the ballot vote on June 12, 2023.

“Stability with an eye for the future”

“Stability with an eye for the future”



Fiscal Year 2024

Dudley-Charlton RSD

UPDATED

May 10, 2023

Level Funded Budget Plan

Shepherd Hill RHS

FY 2024 Version 1

DCRSD.05.10.2023.lvl.f.budget.plan



Fixed Costs \$3,663,183

\$6,000 reduction in capital

Level Services – Annual Assessments

Town of Charlton -	\$1,899,198
Town of Dudley -	<u>\$ 960,125</u>
FY2024 Assessment -	\$2,859,323
MA Gov new revenues -	\$ 197,860
MA HWM addl revenues -	<u>\$ 600,000</u>
Level Funded Budget -	\$ 3,657,183





FY 2024 Version 2
Fixed Costs \$3,663,183
\$6,000 reduction in capital
Level Funding – Annual Assessments

Town of Charlton -	\$ 746,001
Town of Dudley -	<u>\$ (34,159)</u>
FY2024 Assessment -	\$ 711,842
MA state revenues -	<u>\$ 968,556</u>
Level Funded Budget -	\$ 1,680,398

Required Reduction - (\$1,976,785) H1



Town of Dudley FY24 Level Service

- FY24 Level Service Budget \$11,030,591 (H1)
- FY24 Assessment \$ 960,125
- FY24 Level Funded Balance _{fwd} \$ 34,158
- Operational Override Request **(\$ 994,283)**



W/O FY24 Dudley Operational Override

- Two towns, one School District
- Failed Dudley Override lowers Charlton's Assessment
- Level funding reduces Charlton's Assessment by \$1 Mil
- DCRSD level funded budget requires
(\$1,976,785)



Level Services Budget

- A level services budget maintains existing student experiences, student supports and instructional resources while absorbing increase fixed costs. For FY24 we have \$3.6 Mil in fixed cost increases as the cost of providing specialized services has increased dramatically. [e.g., transportation, specialized instruction, employee benefits on top of substantial increases in utilities.]



Level Funded Budget

- A level funded budget provides a nominal or minimal budget increase that does not address increased fixed costs. For FY24 we have \$3.6 Mil in fixed cost increases. As a result, substantial reductions are required as fixed costs must be absorbed in the operating budget to balance the budget.



Level Funded Budget Plan

- **Will** fundamentally change the student experience and opportunities in the DCRSD going forward
- **Will** establish a clear movement to compliance and what is regulatorily required
- **Will** impact accessibility and implementation of our Multi-Tiered System of Support (MTSS) Tier 2 instructional benefit for students who demonstrate a need
- **Will** fatigue the use of Excess and Deficiency to fund the FY25 operating budget





Level Funded Budget Plan

- Presented at SC meetings
 - **February 1, 2023**
 - **February 8, 2023**
 - **March 1, 2023**
 - **March 8, 2023**
 - **March 22, 2023**
 - **April 12, 2023**
 - **April 26, 2023**

As well, presentations occurred at DCRSD School Committee Subcommittee meetings and at Boards of Selectmen, Finance Appropriations and Advisory Committee, and Finance Committee Meetings for Dudley and Charlton

Feedback has been instructive in our approach to present a level funded budget plan this evening



Level Funded Budget Plan

- Target - \$1,976,785 (+ EL Teacher \$2,051,785)
- Imperfect plan
- Full of unrest, conflict, and misunderstandings
- Approach was rich in deliberation
- Approach was an exercise in balance
- Approach was reduction vs. elimination
- Results will be unacceptable to many if not everyone





Calculation of Benefits

- Unemployment
- Insurance
- Extremely complicated
- Estimated today
 - Low - \$400,000.00
 - High - \$600,000.00



Level Funded Budget Plan

The next slides
represent all
schools and all
departments

**(\$1,976,785) H1 + EL (\$2,051,785)
+ \$400,000 - \$600,000**



Mason Road Elementary (\$273,259)

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- 1.0 FTE General Education – unfilled
 - **(\$87,259)**
- 0.5 FTE Reading Specialist
 - **(\$30,000)**
- 0.5 FTE Custodian
 - **(\$20,000)**
- 0.5. Library Paraprofessional
 - **(\$15,000)**
- 1.0 FTE Kindergarten Paraprofessional
 - **(\$25,000)**
- 1.0 FTE Kindergarten Teacher
 - **(\$60,000)**
- 0.5 FTE School Adjustment Counselor
 - **(\$30,000)**
- 0.1 FTE School Psychologist
 - **(\$6,000)**



Charlton Elementary (\$186,000)

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- 0.5 FTE Reading Specialist
 - (\$30,000)
- 0.5 FTE Custodian
 - (\$20,000)
- 0.5. Library Paraprofessional
 - (\$15,000)
- 1.0 FTE Kindergarten Paraprofessional
 - (\$25,000)
- 1.0 FTE Kindergarten Teacher
 - (\$60,000)
- 0.5 FTE School Adjustment Counselor
 - (\$30,000)
- 0.1 FTE School Psychologist
 - (\$6,000)



Heritage Elementary (\$122,000)

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- 0.5 FTE Reading Specialist
 - (\$30,000)
- 1.0 FTE Custodian – unfilled Oct. 1, 2023
 - (\$35,000)
- 0.5. Library Paraprofessional
 - (\$15,000)
- 0.3 FTE Secretary
 - (\$12,000)
- 0.5 FTE School Adjustment Counselor
 - (\$30,000)



¹⁶Dudley Elementary (\$107,000)

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- 0.5 FTE Reading Specialist
 - (\$30,000)
- 0.5 FTE Custodian
 - (\$20,000)
- 0.5. Library Paraprofessional
 - (\$15,000)
- 0.2 FTE Physical Education
 - (\$12,000)
- 0.5 FTE School Adjustment Counselor
 - (\$30,000)



¹⁷Dudley Middle (\$301,816)

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- 1.0 FTE General Education – unfilled
 - **(\$84,316)**
- 1.0 FTE Foreign Language
 - **(\$60,000)**
- 1.0 FTE Art
 - **(\$60,000)**
- 1.0 FTE Health
 - **(\$60,000)**
- Middle School Athletics
 - **(\$27,000)**
- Team Leader Stipends
 - **(\$10,500)**



Charlton Middle (\$292,154)

DCRSD.05.10.2023.lvl.f.budget.plan



- 1.0 FTE Foreign Language
 - **(\$60,000)**
- 1.0 FTE Technology
 - **(\$60,000)**
- 1.0 FTE Health
 - **(\$87,154)**
- 1.0 FTE Custodian
 - **(\$40,000)**
- Middle School Athletics
 - **(\$30,000)**
- Team Leader Stipends
 - **(\$15,000)**



SHRHS (\$678,945)

- 1.0 FTE School Adjustment Counselor - unfilled
 - (\$89,111)
- 1.0 FTE Physics
 - (\$85,680)
- 1.0 FTE Special Education
 - (\$60,000)
- 1.0 FTE Technology
 - (\$60,000)
- 1.0 FTE Librarian
 - (\$87,154)

- 1.0 FTE Foreign Language
 - (\$60,000)
- 1.0 FTE Art
 - (\$60,000)
- 1.0 FTE School Nurse
 - (\$60,000)
- Department Coordinators
 - (\$25,000)
- JV/Freshman Athletics
 - (\$42,000)
- Music Arts Stipends
 - (\$20,000)
- Clubs/Student Activities
 - (\$30,000)

DCRSD.05.10.2023.lvl.f.budget.plan



District Office (\$157,500)

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- 0.8 Administrative Assistants
 - **(\$40,000)**
- DCRSD Professional Development
 - **(\$40,000)**
- Change Assistant Superintendent to Director
 - **(\$20,000)**
- District Office Expenses
 - **(\$7,500)**
- DCRSD Technology Supplies
 - **(\$50,000)**



DCRSD (\$2,118,674 Running Total)

DCRSD.05.10.2023.lvl.f.budget.plan

• 18.2 FTE Teachers	(\$ 1,136,409)
• 3.2 FTE School Adj. C. and School Psychologist	(\$ 221,111)
• 3.5 FTE Custodians	(\$ 135,000)
• 1.0 FTE Librarian	(\$ 87,154)
• 1.0 FTE School Nurse	(\$ 60,000)
• 4.0 FTE Paraprofessionals	(\$ 110,000)
• 1.1 FTE Administrative Assistants	(\$ 52,000)
• Athletics (MS/Freshman/JV)	(\$ 99,000)
• Music, Clubs and Student Activities	(\$ 50,000)
• Teacher Leadership Stipends	(\$ 50,500)
• DO Position Shift and other expenses	(\$ 117,500)



DCRSD (\$2,118,674 Running Total)

DCRSD.05.10.2023.lvl.f.budget.plan

Any identified item(s) that increase the budget must then contemplate and consider an equal dollar reduction



Other areas for reductions

- Respectfully, an imperfect balanced approach was applied, therefore, any one department, subject or budget area could be presented for full reduction to balance a level budget plan
- Examples - all half-day K, all athletics, all performing arts, all elementary reading teachers, all school adjustment counselors, all health teachers, etc.
- Any item(s) can be suggested as a reduction, but an item(s) of the same value must be suggested to balance the level budget plan.



What's next

- Town of *Charlton* Annual Town Meeting
– **Monday, May 15, 2023**
- Town of *Dudley* Annual Town Meeting
– **Monday, May 22, 2023**
- Town of *Dudley* Override Ballot
– **Monday, June 12, 2023**



More Information

The next set of slides are regarding the SHRHS Feasibility Study.



SHRHS Feasibility Study

- Shepherd Hill School Building Committee and the DCRSD School Committee approved a \$1 mil Feasibility Study for SHRHS
- Charlton Assessment - \$537,000 (supported)
- Dudley Assessment - \$463,000
- Extension required (June 29)
- Feasibility Study reimbursement (50-59%)
- Returned to the town through assessments (credited)



Feasibility Study Continued

- Massachusetts School Building Authority
- Grant program (50-59%)
- First SHRHS invitation in 14 years (applications)
- Strict process and timeline to remain in the grant program
- Feasibility Study – what is next for SHRHS
 - » Selection of Owners Project Manager (OPM)
 - » Selection of Designer Selection Panel (DSP)
 - » Community input throughout
 - » Evaluation of SHRHS to include
 - » Existing conditions
 - » Renovation costs
 - » New construction costs
 - » Schematic Design
 - » Required for invitation to next grant phase



DCRSD Capital Information

- As a reminder, the Town of Dudley and Town of Charlton voters supported a DCRSD Capital Plan valued at \$7,566,838
- We continue to work with both towns to prepare for DCRSD Capital Assessments
- Charlton FY24 payment of \$1.5Mil (voluntarily)
- Dudley needs to develop a plan for FY25



What's next

- Town of *Charlton* Annual Town Meeting
– **Monday, May 15, 2023**
- Town of *Dudley* Annual Town Meeting
– **Monday, May 22, 2023**
- Town of *Dudley* Override Ballot
– **Monday, June 12, 2023**



DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Steven M. Lamarche
Superintendent of Schools

Dr. Brian Ackerman
*Assistant Superintendent of
Teaching and Learning*



68 Dudley-Oxford Road
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Robert Bergeron
Director, Pupil Personnel Services

Richard J. Mathieu
Director of Finance and Operations

May 5, 2023

Ms. Mary Pichetti
Director of Capital Planning
Massachusetts School Building Authority
40 Broad Street, Fifth Floor
Boston, MA 02109

RE: Request for 30-day Extension for Local Authorization Funding

Ms. Pichetti,

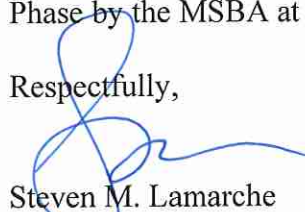
I write to request a 30-day extension for the Shepherd Hill Regional High School local authorization of funding. The Dudley-Charlton Regional School District was required to complete this remaining Eligibility Period requirement by May 29, 2023.

The Dudley-Charlton Regional School District School Committee voted for the issuance of debt to the towns of Dudley and Charlton, but our collaborative work with each community did not confirm their mechanism to fund the assessment in a timely manner. With that said, the town of Charlton has endorsed funding and it is expected their portion of the funding will be approved at their annual town meeting May 15, 2023. I am happy to say, that last evening, the town of Dudley has identified a means to fund their portion of the assessment through a capital exclusion. As a result, we will have to wait for confirmation through an initial step at their annual town meeting May, 22, 2023 and then at the ballot box June 12, 2023.

Lastly, I know that the simple answer to all of this is that the District could assess the communities as voted by the School Committee and leave it up to them to figure out how to fund the study, but we believe in working with the towns to ensure funding is viable. This will help if we are invited to move through the next phase of the MSBA grant program.

Therefore, I am respectfully requesting a 30-day extension to June 28, 2023 to secure local authorized funding in preparation for the possibility of being invited into the Feasibility Study Phase by the MSBA at a future Board meeting. I appreciate your consideration and time.

Respectfully,


Steven M. Lamarche
Superintendents of Schools