

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Dudley-Charlton Regional School Committee
Wednesday, August 30, 2023, at 7:00 PM
Charlton Middle School
2 Oxford Road
Charlton, MA 01507

MINUTES

I. Call Meeting to Order

The meeting was called to order by Chair Carmignani at 7:00 PM.

II. Pledge of Allegiance

III. Moment of Silence

IV. Consent Agenda Items

- a. Approval of the Warrant (Voucher #1109-1114 (FY23) and #1000-1005 (FY24))
- b. Approval of Minutes Regular Meeting – August 1 and 21, 2023
- c. Approval of Executive Session Minutes – August 1, 2023
- d. Approval of Middle Level Waivers SHRHS Athletics (Field Hockey/Cross Country)

The 8/21/23 Minutes was removed from the consent agenda items and will be added to the next meeting on 9/13/23.

A motion by C. Panczyk, second by M. Chickering to approve all consent agenda items (with the exception of the 8/21/23 minutes) was approved.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Abstained

V. Communications

Chair Carmignani received questions if the District would be moving to a full ALICE protocol this year. Superintendent Lamarche responded and confirmed that the District will be fully utilizing the ALICE protocols. Principal Olson is the lead on ALICE training and all new staff will be trained on the first ½ day in September and all staff will receive a refresher course in the fall.

J. Costello spoke to the first Special Education Parents Advisory Council (SEPAC) coffee and conversation gathering that will be 9/6 at 9:00 AM in Dudley and the first SEPAC meeting that will be on 9/20 at CMS.

VI. Superintendent's Report

Superintendent Lamarche spoke to the new website roll out that occurred on 8/21/23. Kelly McDonald and Aryn Clarke are continuing to work on the website content and navigation for the site in conjunction with guidance from the District Office and school administrators.

Superintendent Lamarche provided an overview of the first day of school, Tuesday August 29, 2023, and expressed a sincere level of understanding and flexibility to all staff and families as last-minute adjustments were made.

Superintendent Lamarche publicly thanked the voters of Dudley for their supportive vote on Thursday August 17, 2023 and spoke to the hiring approach that was taken in August to ensure quality and qualified staff were in place for a favorable vote as well as the risk of an unfavorable vote on the 17th. Although many positions were filled, all seven schools have vacancies to start the school year.

On 8/24/23, the Department of Elementary and Secondary Education has officially terminated the Dudley Charlton Regional School District from the 1/12th budget set forth pursuant to MGL, C71 section 16B.

Superintendent Lamarche recognized Mr. Ken Deary who received the District 3 Joao Rodriguez Award. This award recognized one individual from each of the 9 MIAA state athletic districts who have volunteered their services to the school and communities.

Lastly, Superintendent Lamarche recognized SHRHS senior Grace Garon who received the District 3 Mickey Sullivan Student Achievement Award. The MIAA award is presented annually to a student who is recognized for making a meaningful lasting contribution to their high school athletic program and community.

VII. Public Comment

No one from the public utilized public comment at this meeting.

VIII. New Business

A. Introduction of new DCRSD SY 2023-2024 Leadership Team members

The new DCRSD SY 2023-2024 Leadership Team Members were introduced and are the following:

1. CES Principal Laura Ramos
2. CMS Principal Dr. Stacy Monette
3. DMS Principal Eugene Rich
4. Director of Pupil Personnel Services Heather Harriman
5. Acting Assistant Superintendent/Principal of Dudley Elementary School Kelly True

B. Report of the Dir. of Finance and Operations - Dir. Mathieu

a. SHRHS Bleacher Rental Bid

The rental bleachers were put out to bid. Given the status of the Mass. School Building Authority's (MSBA) engagement with the District, Director Rich Mathieu recommends a five-year contract at \$263,652.

A motion by K. Szela, second by M. Chickering to approve a 5-year contract for rental bleachers

was approved unanimously.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

J. Dell'Ovo questioned if this was funded through the athletic budget. Director Rich Mathieu responded that it has been included in the operating budget over the years.

K. Szela asked about the process for repairs. Director Rich Mathieu confirmed that there are inspections twice a year.

b. Fiscal Year 2024 Final Budget Revenues

The state finalized its FY24 budget near the end of July. The District will not be eligible for the original regional transportation reimbursement based on two factors – the expense and the factor of the percentages of reimbursement based on the annual ridership survey. Director Mathieu believes the surplus transportation revenue from FY23 will cover this revenue loss, but that will have an impact for the FY25 budget. Once staffing of open positions is completed, a final FY24 budget will be brought forward for both expenses and revenues.

c. First Student status update

First Student is fully staffed for the start of the school year, including spare drivers based at the Charlton hub.

Director Rich Mathieu promoted the First View App for parents and families to track buses and get notifications based on geographic boundaries that are inputted by the user.

Chair C. Carmignani asked for an update on late buses. They are currently at Charlton Middle School, Dudley Middle School and Shepherd Hill Regional High School and will start the second week of school.

d. School Lunch Pricing

For the upcoming year the state guidance for minimum pricing is \$3.55, however since the DCRSD's increase last year was so dramatic, the DCRSD is allowed to go up only \$0.10 to \$3.40. Staff pricing will remain at \$5.00 for lunch and \$2.00 for breakfast. Student pricing for breakfast will remain at \$1.75 for anyone who wants a second breakfast.

Note - this price only impacts students who choose to order a second lunch or breakfast.

A motion by C. Panczyk, second by K. Szela to approve the school lunch pricing as presented was passed.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - No
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

J. Dell'Ovo wanted to ensure communications to families is sent to notify that money is still required if a second lunch or breakfast is requested. Director Rich Mathieu spoke to the MySchoolBucks account that is still a viable option for parents for sending money to school.

e. Roof Update

The roof projects at both middle schools are in its final stages. 14 days of work were lost due to weather conditions this summer; however, the project remains in good shape. The Dudley Middle roof installation and drain replacements are completed. In Charlton, the roofs over the classrooms are complete. It is anticipated that the remaining roof will be completed by the end of the week of September 4. A more in-depth debrief on the project will be presented to the Committee and the public in September.

f. Treasurer Position

Mrs. Baron has provided her resignation as the Treasurer for Dudley-Charlton. The position has been posted and it is hoped that a recommendation will be brought forward to the School Committee at a September meeting.

K. Szela questioned why this position was not included in the list of open school positions. It was not listed as there are current candidates that have applied compared to other positions that do not currently have candidates.

C. School Year 2024 Opening

Superintendent Lamarche gave an overview of the opening day and showed appreciation for the energy that the entire staff brought together as a group as well as to the students the next day.

a. Request for a 1.0 FTE Kindergarten Paraprofessional CES

A first-grade teacher from Charlton Elementary School was moved to Kindergarten based off of enrollment numbers for year, allowing for an average size class of 20-22 for all of Kindergarten and First Grade. With this change, a 1.0 FTE Kindergarten Paraprofessional is required. This position should fall within the existing employee budget as positions are filled.

A motion by K. Szela, second by J. Dell'Ovo to approve a 1.0 FTE Kindergarten Paraprofessional at CES was approved unanimously.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

K. Szela questioned if there can be a deadline for enrollments, however, by law, our Public School District will take enrollments year-round as new students move to our District.

Principal Desto spoke to the new enrollments for the PK/K classes and how class size is 23-24 and could go up to 25. The schools make the best assessments based on the current census but that does not always align with actual enrollments.

D. DCRSD Handbooks

a. Elementary, middle and high school edits

There are no substantive changes for elementary and middle school handbooks with exception of names and dates.

A motion by C. Panczyk, second K. Szela to approve the elementary and middle school handbooks was approved unanimously.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

C. Panczyk questioned the middle school handbook having Spanish as a core class and if that will be a requirement going forward with the potential for it be eliminated in some years due to budgetary concerns. She also mentioned that there can be a negative impact for students that take Spanish and have a larger workload to make honors compared to those that take exploratory. Superintendent Lamarche said he along with the Middle School Principals would look into that and get back to the School Committee.

Chair Carmignani mentioned that school handbooks will be moved to a spring meeting for next year so there is time to make adjustments prior to beginning of the school year.

Principal Elwell spoke to the changes to the SHRHS Student Handbook. The vast majority of the changes on the first and second page are updating the district's policies to the newer versions that are now found on the district's website along with additional formatting, removing pandemic regulations and meeting state laws and requirements.

Chair Carmignani questioned if ALICE Training is in the handbook and asked if that could be added into the handbook for next year.

A motion by K. Szela, second by M. Chickering to approve the Shepherd Hill Regional High School handbook was approved unanimously.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

b. DCRSD Staff Resource Handbook

The DCRSD handbook was presented in December 2022 to School Committee and has since had 2 changes. One change is around the emergency protocols but those are not added to public review. Any questions from parents around emergency protocols can be addressed directly to Superintendent Lamarche and can be reviewed on a 1-1 basis.

Another change has been around gender identity – The Dudley Charlton Regional School District will work directly with a student's family, supporting a student who is exploring their gender identity and expressing a desire to change their pronouns is an important and sensitive matter that will involve the parents or guardians. Every student family experience is unique and it is essential to approach the situation with sensitivity and respect. It will be crucial to

create a safe environment for the student and their family. School Based administration and student support personnel will work directly with the family and their child.

A motion by C. Panczyk, second by K. Szela to approve the DCRSD Staff Resource handbook was approved unanimously.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

Chair Carmignani questioned who would handle appeals now that Superintendent Lamarche is the Civil Rights Coordinator. Appeals will fall under the Superintendent and may require support from Council if needed.

E. Present required DCRSD LRE (Least Restrictive Environment) work – Director Harriman

The results of the presentation were from the Tiered Focus Monitoring in April of 2023 which occurs every three years. An analysis of data and staff interviews indicated that IEP Team do not always consider the least restrictive environment for students. Least restrictive environment (LRE) shall mean the educational placement that assures that, to the maximum extent appropriate, students with disabilities, including students in public or private institutions or other care facilities, are educated with students who are not disabled, and that special classes, separate schooling, or other removal of students with disabilities from the general education environment occurs only when the nature or severity of the student's disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

By September 12, 2023, the LRE committee will meet and conduct a data analysis and identify and prioritize actionable root causes. By October 13, 2023, the LRE committee will develop and submit an action plan to address overall inclusion rates and any identified discrepancies based on subgroups, including Hispanic students.

Chair Carmignani questioned if there is has been an analysis of students and how we schedule students across teams and Director Heather Harriman confirmed that is something that can be taken a look into.

F. Vote to disband the Shepherd Hill School Building Committee – Steven Lamarche

Superintendent Lamarche spoke to the unanimous vote that took place that morning to remove Shepherd Hill Regional High School from the MSBA project. There is no plan to submit another SOI this current year for Shepherd Hill but the District may look at an accelerated repair program with MSBA for the Shepherd Hill Roof Project.

A motion by C. Panczyk, second by M. Chickering to disband the Shepherd Hill School Building Committee was approved unanimously.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes

N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

G. Discussion – 2023-2024 School Committee and Superintendent Goals

K. Szela would like to create more unity in our community, increase communication and strengthen relationships with our community leaders, stakeholders, students and families. She recommends creating a workshop with various members of the District and Dudley and Charlton Communities to help set goals as a group.

J. Costello thinks that two of the goals from last year are still worthwhile to continue, but would like to see actual benchmark objectives that can be measured. Creating meetings and town halls will invite more active participation of collaboration with our communities as well as help communicate information.

Chair Carmignani feels positive about the communication to families with students in the District, but there is an opportunity to improve communications to the remaining part of the communities that are not active in our schools, particularly during budget season.

She would also like to have an operational audit done at the school levels to see if there are efficiencies that can be made.

For Superintendent goals, Chair Carmignani would like to see leadership capacity with our District to ensure that we are building our teams with members that are capable of taking on promotions within our District. K. Szela would like to see unity within the district and at the staffing level, similar to the energy that was brought the opening day for SY 2024.

Superintendent Lamarche spoke to the continued goals that include a focus on High Quality Instructional Material (HQIM), rolling out Infinite Invisions for our financial management personnel software, continued focus on the District Plan as well as managing the District office without the Assistant Superintendent role. He is requesting the goal setting to be the second meeting in September and the evaluations will need to be done prior to the next set of elections within both towns at the end of April.

IX. Executive Session: To discuss strategy with respect to bargaining [District Administrators] or litigation [Personnel Matter] if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, only to reconvene into regular session, to take votes if necessary, and adjourn.

A motion by K. Szela, second by N. Enberg to adjourn the regular School Committee meeting and enter the Executive Session was unanimously approved through roll call at 8:26 PM.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

The General Session was called to back to order at 8:47 PM.

A motion by C. Panczyk, second by M. Chickering to approve an annual COLA of 2.75% for the Superintendent and Director of Finance and Operations retro to July 1, 2023 was approved unanimously.

C. Carmignani - Yes
M. Chickering - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes
C. Panczyk - Yes
K. Szela - Yes

X. Adjourn

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.

A motion by J. Dell'Ovo, second by K. Szela to adjourn the School Committee meeting was approved unanimously at 8:48 PM.

"...to advance the knowledge and well-being of our children and our community."

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, September 13, 2023, 7:00 PM Shepherd Hill RHS

Budget and Finance Subcommittee: TBD – Video Conference (*R. Mathieu*)

Policy Review Subcommittee: TBD – Video Conference (*S. Lamarche*)

Curriculum Subcommittee for Teaching and Learning: TBD – Video Conference (*K. True*)

Capital Outlay/Safety Subcommittee: TBD – Video Conference (*R. Mathieu*)

Future Agenda Items: Superintendent Goals (September), School Committee Goals (September), Update HQIM (September), School Showcase (September), School Councils (October)

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Agenda

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II. Pledge of Allegiance

III. Moment of Silence

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- a. Approval of the Warrant (Voucher #)
- b. Approval of Minutes Regular Meeting – August 1 and 21, 2023
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V. Communications

VI. Superintendent's Report

VII. Public Comment

VIII. New Business

- A. Introduction of new DCRSD SY2023-2024 Leadership Team members
- B. Report of the Dir. of Finance and Operations - Dir. Mathieu
 - a. SHRHS Bleacher Rental Bid
 - b. Fiscal Year 2024 Final Budget Revenues
 - c. First Student status update
 - d. School Lunch Pricing
- C. School Year 2024 Opening
 - a. Request for a 1.0 FTE Kindergarten Paraprofessional CES
- D. DCRSD Handbooks
 - a. Elementary, middle and high school edits
 - b. DCRSD Staff Resource Handbook
- E. Present required DCRSD LRE (Least Restrictive Environment) work – Director Harriman
- F. Vote to disband the Shepherd Hill School Building Committee – Steven Lamarche
- G. Discussion – 2023-2024 School Committee and Superintendent Goals

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X. Adjourn

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Curriculum Subcommittee for Teaching and Learning: TBD – Video Conference (*K. True*)

Capital Outlay/Safety Subcommittee: TBD – Video Conference (*R. Mathieu*)

Future Agenda Items: Superintendent Goals (September), School Committee Goals (September), Update HQIM (September), School Showcase (September), School Councils (October)

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

TO: School Committee Members
FROM: Richard J. Mathieu, Director of Finance and Operations
CC: Steven Lamarche, Superintendent
DATE: August 24, 2023
SUBJECT: Finance Director Update – August 30, 2023

Bleacher Rental Bid

The rental bleachers were put out to bid again. The bid asked for pricing of a 2 year contract with a three year option, and a five year contract. There was one response – the current vendor Marr Scaffolding Company. Given the status of the Mass. School Building Authority's (MSBA) engagement with the District, I believe the five year contract makes the most sense. The cost is as follows:

Year 1 - \$47,588
Year 2 - \$50,085
Year 3 - \$52,616
Year 4 - \$53,313
Year 5 - \$58,050
Total - \$263,652

The option for a 2 year with a 3 year extension is slightly higher at \$267,652.

FY24 Final Budget - Revenues

The state finalized its FY24 budget near the end of July. I have attached the Cherry Sheets. The one area that I have concerns on is the regional transportation reimbursement. My calculations do not show that the District will be eligible for the amounts listed on the Cherry Sheets based on two factors – the expense and the factor of the percentages of reimbursement based on the annual ridership survey. I believe the surplus transportation revenue from FY23 will cover this revenue loss, but that will have an impact for the FY25 budget.

Once staffing of open positions is completed, a final FY24 budget will be brought forward for both expenses and revenues.

First Student status update

First Student is fully staffed for the start of the school year, including spare drivers based at the Charlton hub. This is a different situation from the start of last year when there were not enough subs, and regular positions that were open. We expect a normal start of the year for transportation – which translated to real world language means we expect most things to be smooth and normal, but with a couple of hiccups that will be ironed out as they occur in the first weeks of school.

School lunch pricing

As everyone is aware, the state has authorized free breakfast and lunch for the upcoming 2023-24 school year. Last year we raised the cost of lunches from \$2.90 (a pre-covid price) to \$3.30. For the upcoming year the state guidance for minimum pricing is \$3.55, however since our increase last year was so dramatic, we are allowed to go up only \$0.10 to \$3.40.

This price only impacts students who choose to order a second lunch. Staff pricing will remain at \$5.00 for lunch and \$2.00 for breakfast. Student pricing for breakfast will remain at \$1.75 for anyone who wants a second breakfast.

Roof Update

The roof projects at both middle schools are in its final stages. The weather was not the worst, but between the rain and some very hot afternoons (few luckily) there were about 14 days lost in the schedule. The plan included fewer days than that, but even with them the project stands in good shape.

As of the writing of this memo, Dudley Middle roof installation and drain replacements are completed. There remains some small work which will be done next week, with noisy tasks planned to be done after 3PM daily and on the weekend until that project is complete. In Charlton, the roofs over the classrooms are complete. Roofing still remains to be done over the gymnasium and the auditorium. Once those areas are complete, the same straggling items as Dudley will need to be completed. Coordination between the vendors and CMS administration will be daily so that there are clear expectations of what sections will be done by vendors, so that school administration can keep students and staff clear of those areas. It is anticipated that the remaining roof will be completed by the end of the week of September 4. We will look to a future meeting to do a more in-depth debrief on the project for the Committee and the public.

Treasurer Position

Mrs. Baron has provided her resignation as the Treasurer for Dudley-Charlton. The position has been posted and it is hoped that a recommendation will be brought forward to the School Committee at a September meeting.

**FY2024 Preliminary Cherry Sheet Estimates
Dudley Charlton**

PROGRAM	FY2023 Cherry Sheet Estimate	FY2024 Governor's Local Aid Proposal	FY2024 House Budget Proposal	FY2024 Senate Budget Proposal	FY2024 Conference Committee
Education Receipts :					
Chapter 70	24,788,383	24,886,633	24,984,883	24,984,883	24,984,883
Charter Tuition Reimbursement	101,792	79,770	32,075	30,922	16,760
Regional School Transportation	1,932,506	2,017,339	2,689,785	2,501,500	2,501,500
Offset Receipts :					
School Choice Receiving Tuition	954,686	901,280	901,280	901,280	966,671
Total Estimated Receipts :	27,777,367	27,885,022	28,608,023	28,418,585	28,469,814
Estimated Charges :					
Special Education	0	845	845	844	844
School Choice Sending Tuition	450,954	391,713	391,713	391,713	349,583
Charter School Sending Tuition	293,208	308,407	187,809	188,309	188,809
Total Estimated Charges :	744,162	700,965	580,367	580,866	539,236
Total Receipts Less Charges :					
Net Receipts :	27,033,205	27,184,057	28,027,656	27,837,719	27,930,578

BELIEVE

We are Dudley-Charlton

**Welcome to
2023-2024**



We are Dudley-Charlton



“I think things come into our lives to help us get from one place to a better one”

TED LASSO

BELIEVE

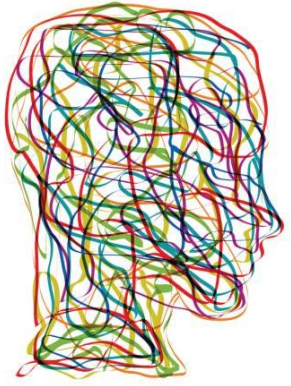


Agenda

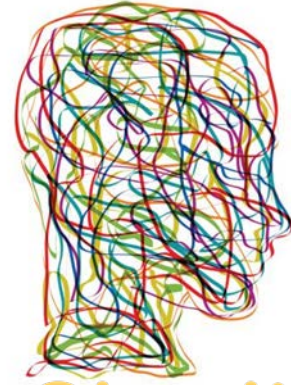
- Welcoming Remarks
- Introduction of New Staff
- Quo Vadis
- District Plan/Look Fors/LRE
- Opening Remarks DCTA/DCPA
- All Special Education Teachers and Related Service Providers



We are Dudley-Charlton



We are Dudley-Charlton



“I shouldn’t bring an umbrella to a brainstorm”

BELIEVE

TED LASSO



Welcoming Remarks

DCRSD School Committee

- Cathleen Carmignani, Chair
- Jeanne Costello, Vice Chair
- Kelly Szela
- Jaime Dell'Ovo
- Caitlynn Panczyk
- Nicole Enberg
- Maureen Chickering



- Charlton PTO – Kristin Lemire
- SHMPA – Scott Henault
- SH Boosters – Leah Adamuska
- DCEF – Sabrina Webb
- Dudley PTO – Mary Norton
- SEPAC – Kenneth Laferriere



We are Dudley-Charlton

2023-2024 Introductions



BELIEVE

We are Dudley-Charlton



2023 Quo Vadis Recipients

We are Dudley-Charlton

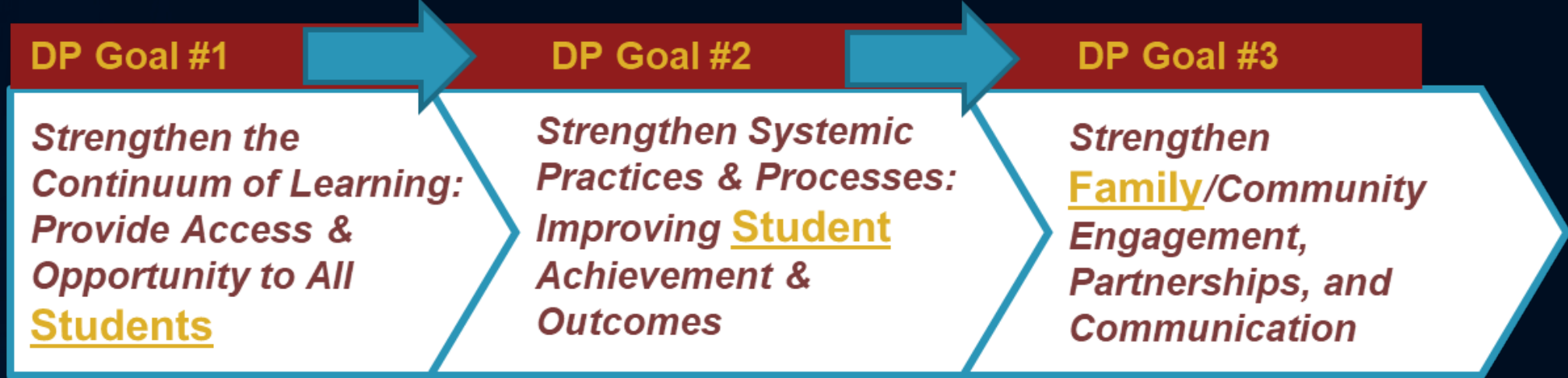
KATIE MATTHEWS REBECCA PATTERSON

*“What do you say we do
what the man says and
make today our
masterpiece”*

TED LASSO



2023-2024 District Plan and Look Fors



Standard I - Curriculum and Planning
Subject Matter Knowledge

Standard II – Teaching All Students
Student Engagement
Safe Learning Environment

Student Success

Standard III - Collaboration
Curriculum Support

Standard IV – Professional Culture
Shared Responsibility

BELIEVE



We are Dudley-Charlton





We are Dudley-Charlton

“Taking on a challenge is a lot like riding a horse, isn’t it? If you’re comfortable while you’re doing it, you’re probably doing it wrong.”

TED LASSO



LRE = Least Restrictive Environment - What is it?

603 CMR 28.02

(12) Least restrictive environment (LRE) shall mean the **educational placement that assures that, to the maximum extent appropriate, students with disabilities**, including students in public or private institutions or other care facilities, **are educated with students who are not disabled**, and that special classes, separate schooling, or other removal of students with disabilities from the general education environment occurs only when the nature or severity of the student's disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.



We are Dudley-Charlton



DESE Tiered Focus Monitoring Improvement Area

Criterion: SE 20 - Least restrictive program selected

Rating: Partially Implemented

Description of Current Issue: An analysis of data and staff interviews indicated that IEP Team do not always consider the least restrictive environment for students.



We are Dudley-Charlton



Placement Categories in Special Education

Full Inclusion Program - *IEP services are provided outside the general education classroom less than 21% of the time (80% inclusion).*



Partial Inclusion Program - *IEP services are provided outside the general education classroom at least 21% of the time, but no more than 60% of the time.*

Substantially Separate Classroom - *IEP services are provided outside the general education classroom for more than 60% of the time.*



Full Inclusion and Partial Inclusion Data

Full Inclusion:

- State rate 67.2%
- DCRSD all eligible students 57.4%
- DCRSD eligible Hispanic students 40.5%



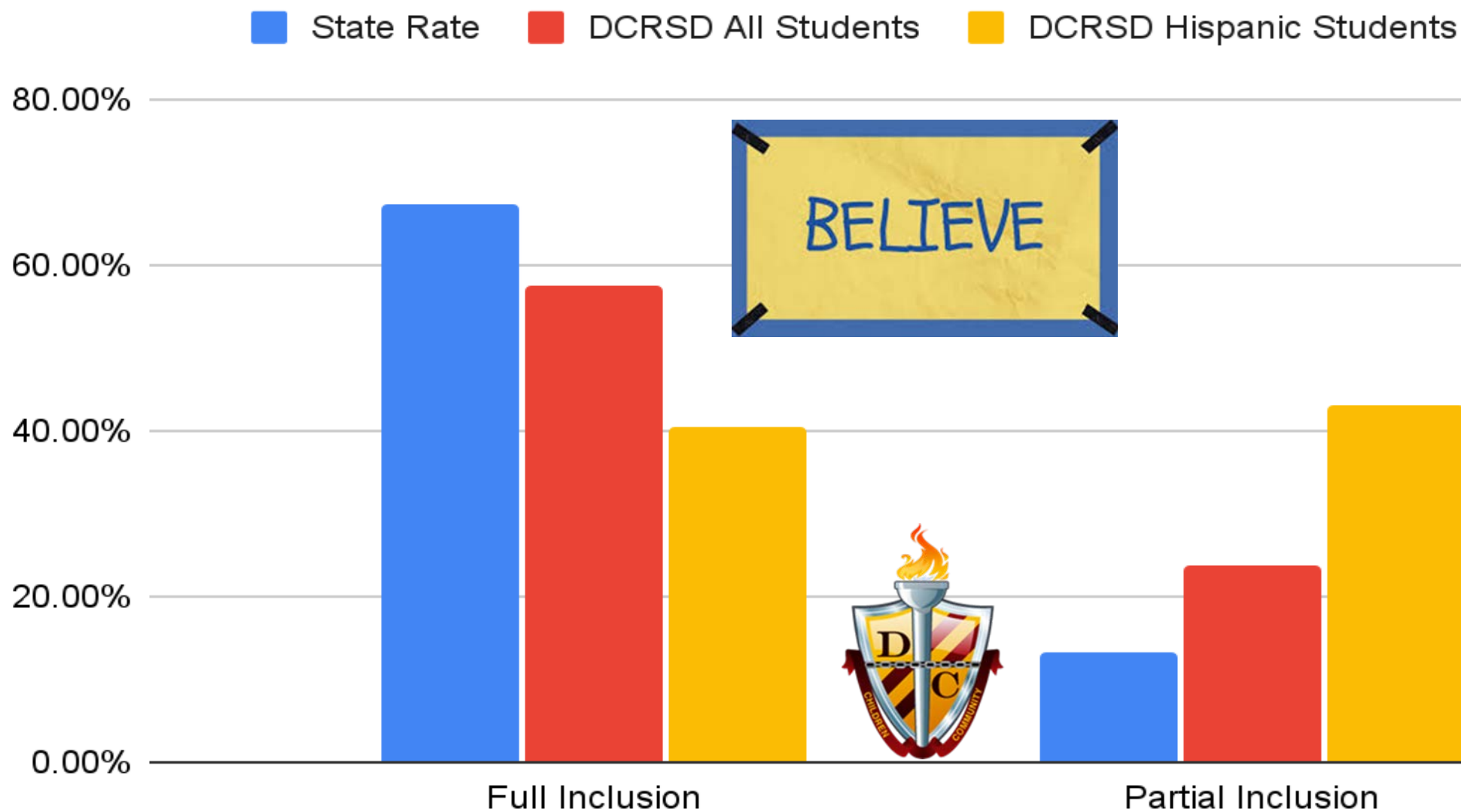
Partial Inclusion:

- State rate 13.2%
- DCRSD all eligible students 23.9%
- DCRSD eligible Hispanic students 43%

We are Dudley-Charlton



Full Inclusion and Partial Inclusion



#We are Dudley-Charlton

LEA Outcome per DESE



The district will **always** consider the least restrictive environment for **all** eligible students, while maintaining a specific focus on Hispanic students, and will ensure that appropriate services and interventions are in place to support inclusion in the general education setting.

We are Dudley-Charlton



How?

- In **May 2023**, DESE provided a training to district leadership that focuses on planning data reviews, conducting root cause analysis, and developing an appropriate action plan to address the rates of inclusion.
- Following the meeting, the district established an LRE committee, which has met twice so far.
- By **September 12, 2023**, the LRE committee will meet and conduct a data analysis and identify and prioritize actionable root causes.
- By **October 13, 2023**, the LRE committee will develop and submit an action plan to address overall inclusion rates and any identified discrepancies based on subgroups, including Hispanic students.



We are Dudley-Charlton

How? Continued.....



- IEP teams will consider the least restrictive environment for all students and will use district entry and exit criteria for services that take place outside the general education classroom (i.e., small group academic pullout services, ILC programs, TLC programs)
- Continue to utilize principles of UDL to meet the needs of all students in the general education classroom
- Continue to utilize a tiered system of support for all students



We are Dudley-Charlton

How? Continued.....



Measurement Mechanism (per DESE): Each semester, the Director of Pupil Personnel Services will review the district's special education placement data to ensure continued progress in addressing the overall inclusion rates and discrepancies by student subgroups, including Hispanic students. The results will be discussed with district leadership. Additionally, the district will provide annual professional development to all relevant staff on LRE requirements and strategies for ensuring appropriate supports and services in inclusion settings. Other initiatives will be implemented based on the root cause analysis, action plan, and results from ongoing progress monitoring.

We are Dudley-Charlton





LRE Committee Members (DCRSD Staff)

Jennifer Desto

Jamie DiMille

Randi Booth

Stacey Proscio

Kelleigh Maisonette

Amanda Lotter

Kerrie Flynn

Lisa Fitton

Heather Blanchard

Barbara Marderosian

Kelly True

Katie Lyons

Tammy Martin-Allison



We are Dudley-Charlton

LRE Committee Members (Community Representatives)

Jeanne Costello - SEPAC & school committee

Maureen Chickering - school committee

Julia Casasanto-Ferro - parent

Monique Coulson - parent

Patrick Boyle - parent

Beth Paradis - parent

Teresa Pecyna - parent

Lisa Goodspeed - parent

Shakira Santiago - parent

Hannah Andronic - parent

Lauren Rice - parent

Christian Hanson - parent

Kim Legere - parent



We are Dudley-Charlton



“For me, success is not about the wins and losses. It’s about helping these [kids] be the best versions of themselves [i]n and o[ut] [of school]”

TED LASSO



We are Dudley-Charlton



Additional Shared Expectations



APOLITICAL

SOCIAL MEDIA

*“You know how they say that
‘youth is wasted on the young’?
Well, I say don’t let the wisdom
of age be wasted on you”*

TED LASSO

We are Dudley-Charlton



What's New!



BELIEVE

We are Dudley-Charlton



BELIEVE
TED LASSO

WEBSITE

ARXED – MANDATORY TRAININGS

“It may not work out how you think it will or how you hope it does. But believe me it will all work out”



TED LASSO





“You know who the happiest animal in the world is? A goldfish. Why? It’s got a 10-second memory.” TED LASSO



We are Dudley-Charlton



We are Dudley-Charlton



Keon



We are Dudley-Charlton



DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Steven M. Lamarche
Superintendent of Schools

MaryEllen Cerbone
Director of Human Resources



68 Dudley-Oxford Road
Dudley, Massachusetts 01571
508-943-6888
508-943-1077 – fax
www.dcrsd.org

Heather Harriman
Director, Pupil Personnel Services

Richard J. Mathieu
Director of Finance and Operations

August 30, 2023

TO: The Dudley-Charlton Regional School Committee
RE: Annual consideration of School/Student Handbook updates

- Elementary and Middle School Handbooks – CES, MRS, HES, DES, DMS and CMS

There are no substantive updates to the 2023-2024 Elementary and Middle School Handbooks. Updates are specific to names and dates only.

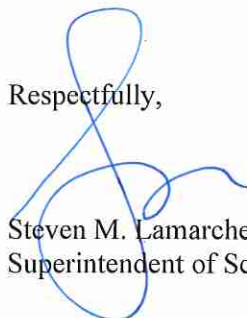
I respectfully request that the School Committee move to approve the Elementary and Middle School Handbooks as such.

- SHRHS Student Handbook –

Please see attached and as presented by Principal Darren Elwell

I respectfully request that the School Committee move to approve the changes to the SHRHS Student Handbook as presented.

Respectfully,


Steven M. Lamarche
Superintendent of Schools

**2023-2024 Proposed Handbook Changes
Shepherd Hill Regional High School**

(Note: Routine grammatical and formatting changes not included.)

Current	Proposed	Rationale
DCRSD Logo on Cover	50th Anniversary Logo by Sydney Roland	Commemorative/student-produced
Foreword to Students	Update Principal's Message, add SPED Coordinator, update School Committee Members, Central Administration	Routine updates
Handbook Changes Page	Insert after the Table of Contents	Appeared at end of Handbook last year
Technology Acceptable Use Policy IJNDBA (pp. 12-18)	Replace with updated Student Technology Acceptable Use DCRSD Policy IJNDBA (Amended June 14, 2017)	General update. Now includes, for example, language regarding G Suite.
Complaints Concerning School Personnel/Instructional Material (p. 22)	Remove the passage. Replace with DCRSD Policy KE (General Complaints from the Community) and Policy KEC (Complaints Concerning Instructional Materials)	General updates with more specificity
Use of Alcoholic Beverages Policy JICH (page 37)	Remove and replace with Alcohol, Tobacco, and Drug Use by Students Prohibited DCRSD Policy JICH (2020)	General update

Harassment Policy ACA and Sexual Harassment Policy ACAB	Remove and replace with DCRSD Policy ACBB Harassment (2021)	General update
Teaching About Alcohol, Tobacco, and Drugs Policy IHAMA	Include full policy	Currently a link to full policy
Physical Restraint of Students Policy JKA	Include full policy	Currently a link to full policy
Bell Schedule	Insert after staff directory	More intentional placement
Staff Directory	Update personnel	Routine updates
School Citizenship The Facts of School Life (p. 50)	Remove	Dated language. Address in-person via expectations assemblies.
Driver Education (pp. 52-54)	https://docs.google.com/document/d/1Bz1-T1-rkq2HUgQfJ7zgQaoMevlzxZmCcnKWlc6DaU4/edit?usp=sharing	Updates submitted by Mr. Provost, Driver Education Coordinator
Pass System (p. 60)	Remove underlined passage “Please utilize the pass system by scanning a QR code...”	Pandemic-era practice no longer employed
Advanced Placement Fees (p. 62)	Insert “Students in need of financial assistance who qualify for free/reduced lunch should consult with the AP Coordinator.”	Informs students of available College Board assistance

Class Dues (p. 62)	Insert “Students experiencing financial hardship should consult with their Class Advisor.”	Informs students of available hardship options
Attendance and Suspension #6 and #7 (p .66)	Remove	Creates unnecessary confusion and is at odds with both state absence reporting and continued academic progress as outlined in 37H3/4
Promotion and Graduation MCAS Scores (p. 69)	Update required passing scores for Classes of 2024 and 2025: ELA - Either a 472 or higher, OR 455–471 and fulfill the requirements of an Educational Proficiency Plan Math - Either a 486 or higher, OR a score of 469–485 and fulfill the requirements of an Educational Proficiency Plan STE - Earn a score of 220 or higher on a legacy STE test, or the interim passing standard for next-generation Biology (467) or Introductory Physics (470)	General update
Extracurricular Activities and Requirements (p. 73)	Strike the first paragraph. Replace all references to “20 periods” and replace with “4 classes that meet every day of the week.”	Less confusing terminology
Athletics (pp. 74-79)	https://docs.google.com/document/d/1zWPSrlwNU9GwO9SQWZgPhF3xGavpYQ93Uil8zTDujp0/edit?usp=sharing	Submitted by Mr. Scanlon, Athletic Director

School Clubs & Activities 80-84	Remove advisors and room locations	Subject to change throughout the course of the year
Saturday Detentions (p. 85)	Remove	No longer offered
Out-of-School Suspension (p. 86)	Replace “Refer to Policy 5114” with “Refer to Policy JK.”	General update



Summary of Compliance Criteria Ratings

Tiered Focus Monitoring April 2023

	Universal Standards Special Education	Universal Standards Civil Rights and Other General Education Requirements
IMPLEMENTED	SE 1, SE 2, SE 3, SE 3A, SE 6, SE 7, SE 8, SE 9, SE 9A, SE, SE 10, SE 11, SE 12, SE 13, SE 14, SE 17, SE 18A, SE 19, SE 22, SE 25, SE 26, SE 29, SE 35, SE 37, SE 39, SE 40, SE 41, SE 42, SE 43, SE 44, SE 45, SE 46, SE 47, SE 48, SE 49	CR 10C, CR 13, CR 14, CR 18
PARTIALLY IMPLEMENTED	SE20, SE34	
NOT IMPLEMENTED	None	
NOT APPLICABLE	SE38	

DESE Tiered Focus Monitoring Improvement Area

Criterion: SE 20 - Least restrictive program selected

Rating: Partially Implemented

Description of Current Issue: An analysis of data and staff interviews indicated that IEP Team do not always consider the least restrictive environment for students.

LRE = Least Restrictive Environment - What is it?

603 CMR 28.02

(12) Least restrictive environment (LRE) shall mean the **educational placement that assures that, to the maximum extent appropriate, students with disabilities**, including students in public or private institutions or other care facilities, **are educated with students who are not disabled**, and that special classes, separate schooling, or other **removal of students with disabilities from the general education environment occurs only when the nature or severity of the student's disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.**

Placement Categories in Special Education

Full Inclusion Program - IEP services are provided outside the general education classroom less than 21% of the time (80% inclusion).

Partial Inclusion Program - IEP services are provided outside the general education classroom at least 21% of the time, but no more than 60% of the time.

Substantially Separate Classroom - IEP services are provided outside the general education classroom for more than 60% of the time.

Full Inclusion and Partial Inclusion Data

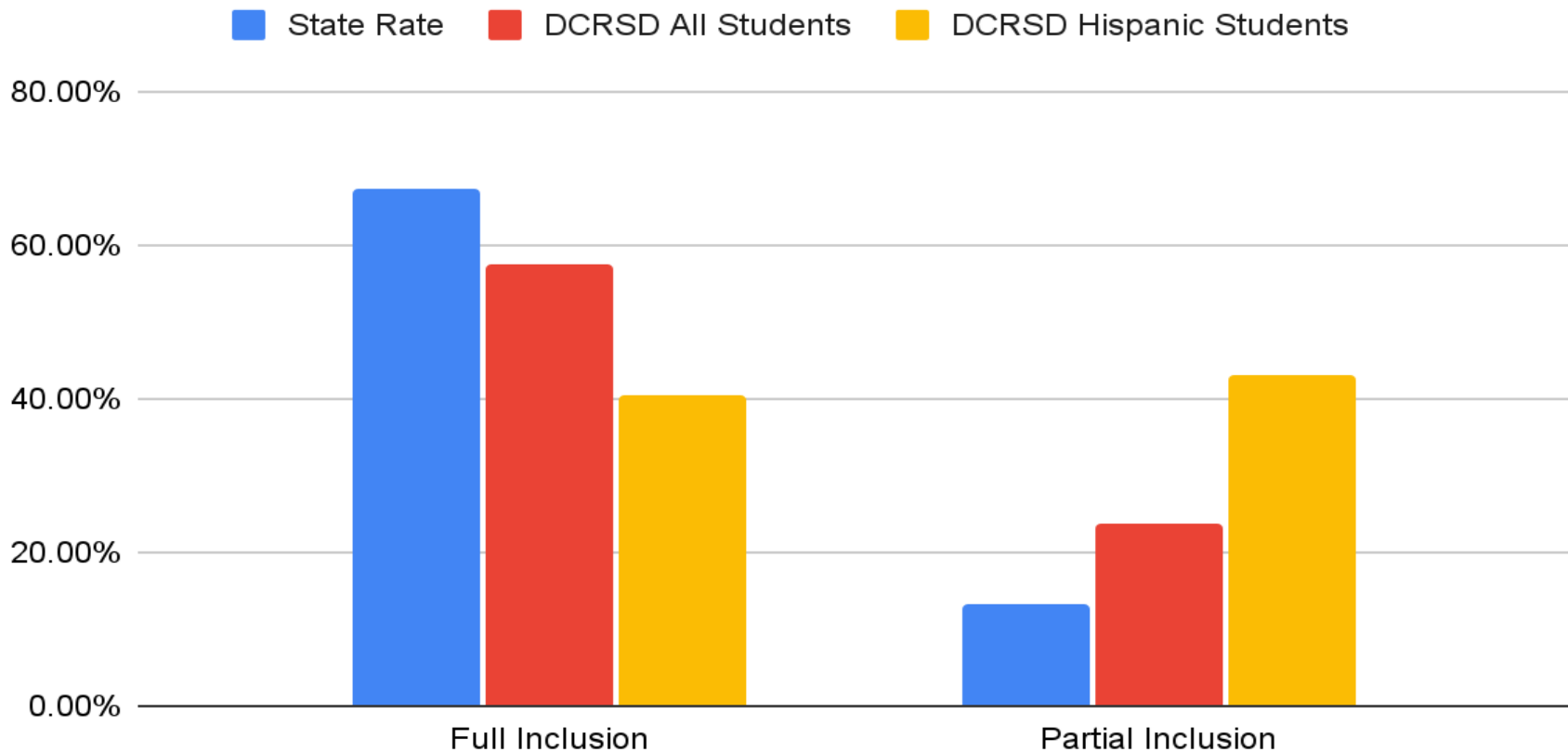
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LRE Committee Members

Staff Members

Jennifer Desto - principal, MRS
special education teacher, DMS

Jamie DiMille -

Randi Booth - special education teacher, MRS
coordinator, SHRHS

Stacey Prosko - special education

Kelleigh Maisonette - special education teacher, CES

Amanda Lotter - special education teacher, SHRHS

Kerrie Flynn - special education coordinator, CMS/DES
SHRHS

Lisa Fitton - special education teacher,

Heather Blanchard - EL teacher, grades 2-4
teacher, SH, EL coordinator

Barbara Marderosian -

Kelly True - principal, DES
education teacher, CMS

Katie Lyons - general

Tammy Martin-Allison - special education coordinator, HES/DES

LRE Committee Members

Community

Jeanne Costello - SEPAC & school committee

Lisa Goodspeed - parent

Maureen Chickering - school committee
parent

Shakira Santiago -

Julia Casasanto-Ferro - parent
Andronic - parent

Hannah

Monique Coulson - parent
Rice - parent

Lauren

Patrick Boyle - parent
Christian Hanson - parent

Beth Paradis - parent
Kim Legere - parent





Shepherd Hill Regional High School

RE: Massachusetts School Building Authority (MSBA)

Must establish a School Building Committee (SBC) within 60 days of commencement of MSBA Eligibility Thursday, September 1, 2022 through Friday, October 28, 2022, updated 11.17.2022 and December 14, 2022.

SHRHS School Building Committee (SBC) Membership

Commitment 3-5 years

*Voting member

- | | |
|---|--|
| a. MCPPO Certified member – | Richard Mathieu, Director of Finance and Operations (1) |
| b. Local Executive Officer – | Steven M. Lamarche, Superintendent, Secretary |
| c. *Administrator – | Andrew Golas, Town Administrator (1) |
| d. *School Committee Members – | Cathleen Carmignani (1) |
| | Jeanne Costello (1) |
| e. *Superintendent of Schools – | Steven M. Lamarche (1) |
| f. Local Official Building Maintenance - | Joseph Caron, DCRSD Dir. of Public-School Facilities (1) |
| g. Rep. Authorized to Construct Schools - | Steven M. Lamarche, Superintendent |
| h. *Principal - | Darren Elwell (1) |
| i. *Knowledgeable of ED mission & Facility - | Lisa Fitton (1) |
| | Thomas Courtemanche (1) |
| | Eric Hensel (1) |
| | Michael Jacobs (1) |
| j. *Local Budget Official or FINCOM - | |
| k. *Community member w/architectural,
engineering, construction experience - | Richard Lucht (1), Chair |
| | Stephen Lepper (1) |
| | Dan Edmiston (1) Vice Chair |

(14)(*12)

Respectfully Submitted by:

Steven M. Lamarche

December 14, 2022





Lamarche, Steven <slamarche@dcrsd.org>

MIAA Middle Level Waiver Application Submitted

2 messages

noreply@formstack.com <noreply@formstack.com>

Mon, Aug 14, 2023 at 3:52 PM

Reply-To: noreply@miaa.net

To: ccarmignani@dcrsd.org, slamarche@dcrsd.org, erich@dcrsd.org, delwell@dcrsd.org

**Formstack Submission For: Middle Level Waiver Form v2 - NEW 9 Districts**

Submitted at 08/14/23 3:52 PM

Part A

1. District:	3
1a. School Year for Requested Waiver:	2023-2024
2. Is this a request to renew an already approved Middle Level program?:	Yes
3. Name of Senior High School:	Shepherd Hill Regional HS (Dudley)
4. Current Grades in High School:	9 10 11 12
5a. High School Enrollment All Grades (Boys):	477
5b. High School Enrollment All Grades (Girls):	466
6. Middle School Name:	Charlton/Dudley Middle Schools
Grade(s) for Requested Waiver:	8
Sport for Requested Waiver:	Field Hockey - Girls

Level for Requested Waiver:	Varsity
Varsity Participants Last Year:	17
Anticipated Varsity Participants:	18
Junior Varsity Participants Last Year:	0
Anticipated Junior Varsity Participants:	0
Freshmen Participants Last Year:	5
Anticipated Freshmen Participants:	3
9. Number of Middle Level Students Anticipated to Play:	4
10. Have You Applied for a Cooperative Team in this Sport?:	Did Not Apply
11. Does your school district offer Middle Level Participation in this Sport?:	Yes
12. Please upload the minutes of the League meeting that includes a recorded formal vote on this request. If the team or sport is not league affiliated, then the position of each opponent school regarding the request must be included.:	View File

Part B

Agree Button:	I Agree *
High School Principal Name:	Darren Elwell
High School Principal Email:	delwell@dcrsd.org
Middle School Principal Name:	Eugene Rich
Middle School Principal Email:	erich@dcrsd.org
Superintendent of Schools Name:	Steven Lamarche
Superintendent of Schools Email:	slamarche@dcrsd.org
School Committee Chair Name:	Cathleen Carmignani
School Committee Chair Email:	ccarmignani@dcrsd.org
Athletic Director Name:	Jim Scanlon
Athletic Director Email:	jscanlon@dcrsd.org

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noreply@formstack.com <noreply@formstack.com>
Reply-To: noreply@miaa.net
To: ccarmignani@dcrsd.org, slamarche@dcrsd.org, erich@dcrsd.org, delwell@dcrsd.org

Mon, Aug 14, 2023 at 3:56 PM



Formstack Submission For: Middle Level Waiver Form v2 - NEW 9 Districts
Submitted at 08/14/23 3:56 PM

Part A

1. District:	3
1a. School Year for Requested Waiver:	2023-2024
2. Is this a request to renew an already approved Middle Level program?:	No
3. Name of Senior High School:	Shepherd Hill Regional HS (Dudley)
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5a. High School Enrollment All Grades (Boys):	466
5b. High School Enrollment All Grades (Girls):	477

6. Middle School Name:	Charlton/Dudley Middle Schools
Grade(s) for Requested Waiver:	8
Sport for Requested Waiver:	Cross Country - Girls
Level for Requested Waiver:	Varsity
Varsity Participants Last Year:	16
Anticipated Varsity Participants:	7
Junior Varsity Participants Last Year:	0
Anticipated Junior Varsity Participants:	0
Freshmen Participants Last Year:	3
Anticipated Freshmen Participants:	2
9. Number of Middle Level Students Anticipated to Play:	8
10. Have You Applied for a Cooperative Team in this Sport?:	Did Not Apply
11. Does your school district offer Middle Level Participation in this Sport?:	Yes
12. Please upload the minutes of the League meeting that includes a recorded formal vote on this request. If the team or sport is not league affiliated, then the position of each opponent school regarding the request must be included.:	View File

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Superintendent of Schools Email:	slamarche@dcrsd.org
School Committee Chair Name:	Cathleen Carmignani

School Committee Chair Email:

ccarmignani@dcrsd.org

Athletic Director Name:

Jim Scanlon

Athletic Director Email:

jscanlon@dcrsd.org

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