



Mission Statement: To support and challenge all students to achieve personal and academic excellence in a student-centered environment.

BERLIN-BOYLSTON REGIONAL SCHOOL COMMITTEE

Tuesday, August 22nd, 5:00pm

Via Zoom -

<https://us06web.zoom.us/j/83333171590>

This meeting may be recorded, and your image or voice may be broadcast.

Present:

School Committee: Mr. Michael Totman, Chair; Ms. Meagan Grill, Vice Chair; Ms. Lori-Anne Hart, District Clerk; Ms. Jessica Degliaberti; Ms. Julie Lee; Ms. Lisa Mair

Administration: Ms. Carol Costello, Superintendent; Ms. Nicole Bilotta, Executive Assistant to the Superintendent; Mr. John Campbell, Berlin Memorial Principal; Mr. Peter Doherty; Mr. Jeremiah Gallant; Ms. Nancy Konisky, Director of Finance & Operations; Mr. Paul Mara, Technology Coordinator; Chief Michael McQuillen, Berlin Fire Chief; Ms. Lisa Sequeira, Tahanto Principal; Ms. Sally-Ann Stukuls, Director of Curriculum 6-12

(Open Meeting Minutes taken by Nicole Bilotta, Executive Assistant to the Superintendent)

I. Call to Order

a. Mr. Totman called the meeting to order at 5:05pm.

II. Pledge of Allegiance

III. Public Comments-

IV. Communications

V. Consent Agenda –

Ms. Lori Hart made a motion to pass a consent agenda. Ms. Lisa Mair seconded. Vote: 6-0, motion passes

1. Payroll and Payable Warrants
 - a. FY23
 - b. FY24
2. [5-1-23 Open Meeting Minutes](#) - **Vote**
3. [5-3-23 Open Meeting Minutes](#) - **Vote**
4. 4-4-23 Executive Session Meeting Minutes - **Vote**
5. [June 6, 2023 Open Meeting Minutes](#) - **Vote**

VI. Reports

1. Chair's Report - *Mr. Michael Totman* - 5 mins
 - a. Long Term Planning
 - i. 2024 election – There will be three seats up for election: two for Berlin – Ms. Hart and Ms. Mair and 1 for Boylston – Ms. Grill
 - ii. 2025 contract – The contract will be the first big task of new committee to take on
2. Berlin Fire Chief - *Michael McQuillen*
 - a. Status of fire Suppression Pump Progress – Chief McQuillen detailed the status of the Berlin Memorial School fire pump. Two weeks ago, the fire suppression pump caught fire from motor failure in the unit and back-fed the electrical system in the school, but did not spread beyond that. The result is there is no working sprinkler system. Chief McQuillen explained that moving forward there will be fire watch details with firefighters assigned at the school from 7:30am to 4:30pm. The fire department will work with the school based on school needs. It was noted that the sprinkler system's intent is to help evacuate the school, not extinguish the fire and that many schools throughout the commonwealth are without sprinklers due to codes for those buildings. Mr. Dan Ayala estimated that the pump replacement could take two weeks for the estimate for damages and one to two months to replace – 3-month total. There is no way to expedite that process due to supply chain issues. The insurance company will be contacted to determine the potential cost coverage or it may be covered otherwise. Chief McQuillen is available to talk to anyone who has questions.
3. Superintendent of Schools [Report](#) - *Ms. Carol Costello* - 20 mins
 - a. Introduction of new Administrative Team members Ms. Cynthia Sykes, Ms. Lisa Sequeira, Ms. Renee Legendre and Mr. Rich Cameron.
 - b. Summary of summer activities and follow-ups – Pro-bono workshops ideas are to be sent to Mr. Totman.
 - c. Superintendent Goals – Specific Focus Areas – Superintendent Costello is working on a snapshot draft. The subcommittee will get together to help with superintendent goals.
 - d. MASS/MASC November Conference – Superintendent Costello and Ms. Jessica Degliaberti will be attending. Ms. Lisa Mair would like to attend, as well. Conference dues are covered.
 - e. [Background Checks](#) –
 - i. There have been questions about fingerprinting volunteers and issues with the cost and potential hardship with transportation. A CORI/SORI are run for all volunteers. Superintendent Costello is looking for a way to clarify in policy what is needed. Mr. Totman noted it is at the discretion of the superintendent to decide who needs fingerprints. The next policy meeting will address this issue.

4. Technology Coordinator – *Paul Mara - 5 mins*

a. **TAH Cellular Survey Results**

- i. Mr. Paul Mara discussed the June site survey of Tahanto building, which involved all areas, including the roof. There is poor to nonexistent cell signal throughout the building and on the roof. The plan is to install small cell hardware to help, provided directly from Verizon and AT&T to make building a small cell site. Verizon is adding 5g repeaters that may help outside the building, but may not help inside.
- ii. Fiberoptic grant could help improve internal ability to communicate between buildings.
- iii. Mr. Mara noted they have no concern about signals from hardware in the schools. Mr Totman noted it can be reviewed at the technology and success meeting. Ms. Mair proposed to have Cece Doucet come to a meeting to speak to the group (MA4safetech). There is a 30 day quote for the cell work.

4. Director of Finance and Operations-*Ms. Nancy Konisky, Mr. Daniel Ayala - 20 mins*

- a. BMS Fire Suppression Pump – update previously covered earlier in the meeting
- b. BES HVAC – update – Mr. Dan Ayala informed the group that ML Smith and Electrical won the bid for the BES HVAC plan. The town of Boylston told them that they need a structural engineer for the roof work and also need engineer design for the mini splits on the side of the building. Cost would be \$20k for an engineered plan from ML Smith. Ms. Grill expressed concerns about placement not interfering with anything related to school. The idea going forward would be to proactively talk to town first with any upcoming projects to avoid delays or issues.
- c. **BES Facilities Assessment** – discussion – The BES roof will cost 5.46 million dollars and 492k for the metal roof on the library. The assessment detailed items they felt were priorities. Ones 7 million and twos 5 million, The budget sub committee will review the proposed costs further.

Mr. Totman proposed asking the townspeople about the potential for a new building, due to the cost of repairs. Towns also have the cell survey and assessment. Concerns are mentioned about water damage and possible mold growth. There is no timeline on the potential repairs and it needs to be figured out what responsibility the town has versus the school department. BES to have a mold test for the library and building bathrooms on August 23. Grants could also be looked into for the roof. Mr. Totman would like to have the town walk through and get all clear for children to return to before school starts

d. Miscellaneous business office updates

- i. Ms. Nicole Bilotta was introduced to the district as the new Executive Assistant to the Superintendent by Mr. Totman.
- ii. Ms. Konisky introduced Mr. Michael Onorato as the new Director of Food Services.
- iii. The bus routes to be reviewed and released to parents by Monday, August 28.
- iv. The Governor released a supplemental budget and BBRSD did not receive additional funds.
- v. Ms. Konisky to push the nurse stipend vote to the next meeting.
- vi. Ms. Konisky informed the group about a new position proposal reporting to the Director of Finance to help with HR, budget, as a split district position for 30 hours \$29-31 hours. There have been 35 new hires, 8 new subs, and 12 terminations as of August 22, 2023.

VII. Business Items

1. Overnight Field Trip: HS Band/Jazz Band/Chorus - Hershey PA, Gettysburg, PA – **Vote - motion approved – Ms. Deglialberti and Ms. Hart seconded Roll call – all in favor 6-0**
 - i. It is a repeat trip from 9 years ago to learn about Milton Hershey, which includes a tour of the Gettysburg rotunda and battlefield tour. There is an orientation meeting with the tour committee and the plan is to supplement with fundraising throughout the year. It is a good way to support the arts.
 - b. 4/25/24 through 4/28/24 (two days out of school)
 - i. [Field Trip Application](#)
2. Overnight Field Trip: Cape Cod (Nature of Being) – **Vote - motion approved –Ms. Hart and Ms. Lee seconded, 6-0**
 - a. 10/21/23 through 10/23/23
 - i. [Field Trip Application](#) and [Bus Order Form](#) Peter Doherty and Steve Pacheco – Principal fund that can be tapped into to support kids for trips. Fundraising also to help.
3. Accept Donations:
 - a. [Life-Vac](#) from Boylston Lions Club – **Vote - motion approved by Ms. Mair and Ms. Deglialberti seconded, 6-0**
 - i. Donation made by Boylston Lions club based on seeing Life-Vacs in other schools. Berlin to also have two in their schools.
 - b. [60 laptops](#) from CREST Technology- **Vote - motion approved by Ms. Deglialberti and seconded by Ms. Mair, 6-0 vote**
 - i. Laptops originally from Wentworth to be spread out by need in elementary schools
4. [Shift/Accept school choice openings to Grade 8 for three additional slots](#) – **Vote - motion approved by Ms. Hart and Ms. Lee seconded, 6-0**
 - a. Requested by Lisa Sequeira – There is a big difference between the 8th to 9th grade class sizes. The plan is to keep the cap at 90 per grade level. More seats from the upper levels would be better served in 8th grade. Proposal to shift from grade 10th to 8th grade. ****amendment to shift 3 open seats to from 10th to 8th motion approved by Ms. Hart and Ms. Grill seconded 6-0 vote**
5. [Approve 8th grade elective replacement](#) – **Vote - motion approved by Ms. Lee and Ms. Mair seconded, 6-0 vote**
 - a. Requested by Lisa Sequeira – No teacher to teach fun with Math and Alexis Maynard to teach from 8th Grade Odyssey
6. [Approve increase in additional school lunch prices](#) – **Vote - motion approved by Ms. Lee and Ms. Grill seconded, 6-0 vote**
 - a. Presented by Michael Onorato, Food Services Director – Mr. Onorato noted that there needs to be a minimum amount for school lunch for adults and an increase of pricing to \$5.25. There needs to be an adjustment to prices to make sure BBRSD is in compliance and not selling meals for less than it takes to produce them. Student lunches are free this year and second meal for elementary \$2 and Tahanto is \$2.25
7. [Approve business office assistant position](#) – **Vote - motion approved by Ms. Lee and Ms. Hart seconded, 6-0 vote**
 - a. Ms. Konisky explained the new office assistant position would be reporting to the Director of Finance to help with HR and the budget. It is a split district position for 30 hours at \$29-31 hours. Transportation saving is where money will come from and is built into the budget
8. Approve Lead School Nurse Stipend- **Vote moved to september**

VIII. Future Agenda Item Proposals - 5 minutes

1. Superintendent Goals - draft
2. BES Facility plan
3. Subcommittee Meetings – members and dates
4. District Improvement Plan – Identification of Priorities
5. School Resource Officer – discussion
6. Future Town Hall Meeting Re: BES building
7. Presentations by Month:
 - i. September – Nurse Leader – Lisa Lamoureux
 - ii. October – TAH School Counselors
8. 2024 Election

IX. Upcoming Meeting Dates

- Tuesday, September 12, 2023 at 5:00pm in person (includes presentation of new staff members)

Vote to adjourn: Approved by Ms. Hart and Ms. Lee seconded

- Meeting adjourned by Mr. Totman at 6:37

The listing of items is those reasonably anticipated by the Chair which may be discussed at the meeting. 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.

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