



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, December 12, 2023, 5:00pm
Tahanto Regional Middle/High School
Multipurpose Room

Stream link <https://www.youtube.com/@bbrsdlive2893/streams>

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

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

Administration: Ms. Carol Costello, Superintendent; Ms. Nicole Bilotta, Executive Assistant to the Superintendent; Mr. John Campbell, Berlin Memorial Principal; Ms. Nancy Konisky, Director of Finance & Operations; Ms. Lisa Sequeira, Tahanto Middle/High School Principal; Ms. Sally Stukuls, Director of Curriculum and Grants, Grades 6-12; Ms. Cinthia Sykes, Boylston Elementary Principal.

Also present: Whitson's representatives and members of the public

I. Call to Order – 5:04pm

II. Pledge of Allegiance

III. Public Comments- None

IV. Communications – Mr. Mike Totman noted that individuals reached out to him after hearing BBRSD talk about curriculum including DEI and inclusion. They were wondering with the Tahanto Mascot being a stag, why wouldn't BBRSD want to be inclusive with the mascot of all students, not just male students. Ms. Carol Costello could potentially get feedback from the community and it could possibly be an item for the future.

V. Consent Agenda - Mrs. Lori Hart made a motion and Mr. Totman seconded, 6-0, motion passes

Mrs. Julie Lee asked a question about a warrant for bussing costs. Ms. Nancy Konisky let her know on the invoice for the month of October there were several away games. The rate is \$3.21 per mile and \$47.52 per hour. = \$5,884.43 Mrs. Lee also inquired about Diamond Athletics and the procedures done to the fields and about AJ irrigation.

1. Payroll and Payable Warrants
2. October 5, 2023 Budget Facilities and Safety Meeting Minutes– **Vote**
3. October 10, 2023 Open Meeting Minutes – **Vote**
4. November 2, 2023 Policy Subcommittee Meeting Minutes – **Vote**
5. November 3, Budget Subcommittee Meeting Minutes – **Vote**
6. November 3, 2023 Superintendent Evaluation Subcommittee Minutes – **Vote**
7. November 28, 2023 Open Meeting Minutes - **Vote**

VI. **Reports**

1. Chair's Report – *Mrs. Meagan Grill* -

a. Reappointments to Subcommittees

Mrs. Meagan Grill reviewed the current reappointments to the subcommittees:

- Policy Subcommittee – Mr. Totman as chair, Mrs. Hart as a member
- Superintendent Evaluation Subcommittee – Mrs. Hart as chair, Mrs. Jessica Degliaberti as a member and removing Mrs. Grill
- Student Success and Technology Subcommittee – Mrs. Degliaberti as chair, Mrs Lisa Mair as a member
- Budget, Facility and Safety Subcommittee – Mrs. Grill as chair, Mrs. Lee as a member

Mrs. Grill explained the drive procedure she would like. For anything requiring a vote she would like a memo style document on what the committee is to vote on and why. She would like the documents in the drive in a timely manner. For donations she would like amounts, source, and as much background as possible. For clubs she would like the cost to the district, what the kids are doing in the club, who is the advisor, and when it takes place. She would like information in the drive to be as detailed as possible so the meeting can just be a discussion.

2. Tahanto Student Council Representative - *Miss Emerson Walsh* – Miss Emerson Walsh gave an update on things happening at Tahanto. She noted the achievements of the girls varsity soccer team, the boys soccer team, and the football team. There will be an upcoming football parade, the middle school is having spirit week, and the seniors had a Krispy Kreme fundraiser, which raised a total of \$1,200. She also mentioned they recently held a food drive and the student council had a giving tree. Lastly, she mentioned that the Student Council Advisory Committee has been talking about bussing and ensuring students feel safe. The issues with buses have been worked out with the Tahanto principals and NRT this year.
3. Director of Finance and Operations - *Ms. Nancy Konisky*
 - a. Business Office Update - Ms. Konisky informed the group BBRSD has their meeting with the Berlin Finance Committee on December 13th. The FY25 budget is in the system and Ms. Konisky and Ms. Costello are meeting with the individuals in charge of the certain areas to make sure it is correct.
 - i. Food Service Director resignation - Ms. Konisky introduced the Whitsons Culinary Group and explained that the current Food Service Director resigned and BBRSD needed an emergency procurement solution. She explained that nothing will happen to the current BBRSD staff. They are still employed by the school district this year. Ms. Konisky and Ms. Costello went to Grafton and were able to see a display of the Whitsons' food, which they were impressed by. Whitson's would help eliminate staffing issues. They would start serving on January 2nd. Mr. Totman felt that there was not enough information in the drive ahead of time and spoke about communication issues and not knowing if he could vote. Ms. Konisky explained the job was posted for two weeks, but there were no

qualified applicants. BBRSD looked into other avenues and getting documents has taken some time. Ms. Costello and Mrs. Grill have been in communication about the resignation and will work in future on how the committee is informed on issues.

4. Whitsons Food Service Presentation – Whitsons food representatives gave a presentation on their company, which is a Long Island based family run organization, with the ability to source from local vendors. They have a big presence in Massachusetts school systems already. They are the only company that provides on-site contract management and prepared meal services. The current BBRSD employees will remain employees. Their goal is to have 68% school lunch participation. Children are able to come back through the lunch line for fruits and vegetables. Whitsons reviewed financial numbers for a look January 2nd through the last day of school for the year. There would be an on-site general manager and district manager. Studies have been done on their food services and nutrition in the classroom.
5. Med-Delegation - Medication Administration for Staff Members - *Ms. Lisa Lamoureux* – Ms. Lamoureux explained that the Med-Delegation is a process to allow nurses to delegate the administration of certain medications to students from non-medical staff. It is not for something on a daily basis, but more in an emergency situation with very specific medication, only taken by mouth. All nurses have done the training. Policies would need to be put in place and then Ms. Lamoureux would train the other nurses on how to train the staff. Ms. Lamoureux has a list of drugs that will be provided.
6. Subcommittee Updates
 - a. Student Success and Technology Subcommittee - Presentation of MASS/MASC Joint Conference Nov 2023 - *Mrs. Jessica Degliaberti* – Mrs. Degliaberti and Mrs. Lisa Mair shared their experience at the MASS/MASC conference on Cape Cod. Mrs. Degliaberti highlighted the Blackstone Valley Collaborative and JobCore. Mrs. Mair talked about Communicating with the Community, Navigating Polarizing Debates, Transformative Relationships, Interest Based Bargaining, Supporting Culturally Responsive Social Studies with Investigating History, Artificial Intelligence, Legal Advice, Communication Styles sessions. Mrs. Hart is to be responsible for the school committee facebook page. Ms. Costello will be sharing her newsletter with the towns. BBRSD will be working on district and strategic plans within the upcoming years.
 - b. Budget and Facility Subcommittee - *Mrs. Meagan Grill* – Mrs. Grill and Ms. Costello will be meeting with the Berlin Finance Committee meeting Dec 13th and Shared Use of Facilities Policy. In the past there was no charge for Berlin custodian/facility use. There is a policy stating a custodian needs to be paid. The custodial cost is not built into the fees at the present time. The policy needs to be adjusted. The Berlin Memorial School was designed for the community to use the school.
 - c. Superintendent Evaluation Subcommittee - *Mrs. Lori Hart* – Mrs. Hart and Mrs. Degliaberti updated the evaluation rubric to go along with Ms. Costello’s goals. There is a webinar online about Superintendent evaluations.
 - d. Policy Subcommittee - *Mrs. Lori Hart* – There are two policy votes and seven first reads. MASC suggested changes and BBRSD went with all of them.
7. Superintendent of Schools Report - *Ms. Carol Costello*
 - a. Safety and Security Going Forward – Ms. Costello is trying to figure out how to approach the situation. Her biggest initiative is to keep the students safe and is the reason for the crisis team development. BBRSD has been looking at the security of the buildings beyond the school day. Tahanto is the bigger concern with how the school is built. Having doors open after hours hurts the effort for safety during the day. Mrs. Grill suggested having a subcommittee to work with certain

groups to come up with the best safety plans. Talked about building a security guard into the budget. It was proposed that all double doors would be shut off in Tahanto during the weekend. Custodians would keep them closed and the only access is given to the gym and bathrooms.

- b. SRO Forum date for Boylston January 22nd 5-7am. Mrs. Grill will be meeting with a group to set up what they will be discussing with a Q&A period.
 - c. Community Outreach and Town Meeting Committee Coverage – Ms. Costello would like to get out more to the general population, not just the school community and hear what their concerns are. She is starting coffee chats and between her and the school committee they will make sure town meetings are covered.
8. MCAS Update – *Mr. Peter Doherty, Ms. Francene Gleason, and Ms. Tannis Smith – Bio in 8th grade above the state.* Ms. Tannis Smith spoke to the science department MCAS results. Science professional development has been done within the past year. Ms. Sally Stukuls and the Principals spoke to ways the subjects are being enriched within the schools, ways to improve involvement going forward and promote kids thinking. The best schools in the state do not reach 90% of meeting/exceeding. BBRSD high needs tenth grade students are fifth in the state for English testing. Ms. Smith expressed needing faculty in the buildings to help improve testing scores. Mr. Peter Doherty expressed that he was pleased with the English scores within the past year, which puts BBRSD within top five percent. The MCAS test in general is not a good indicator of how students are doing. Some students do better with performance based measures. If a student receives a partially meeting score there are different avenues the school uses to still help the student meet the graduation requirement. Mr. Doherty is working on building databases to track kids longitudinally. Additionally, they are trying to work on student behavior. The Scheduling Committee is reviewing the school day schedule for the students, as well.
9. Shared Use of Facilities Policy Discussion - *Mrs. Julie Lee* – There is a BBRSD policy in place that requires a custodian be onsite while the facility is in use by groups from outside of BBRSD and they are to be paid time and a half. In the past, Berlin has not charged youth groups to use their facility. Mrs. Lee has been running the program for ten years and the Berlin Recreation department pays for the floor and hoops. Originally, Mrs. Lee was going to ask to just pay the three hour required time minimum like at Boylston, but would like to have the fees waived for this season instead. Mrs. Grill proposed option one to the committee of waiving the fees for the season and that the policy would need to be changed in the future. Option two would be what Ms. Costello proposed three hours on Saturday and on Sunday paid by the program, which is in line with the policy. The program does not have the funds to cover the fees. The policy will be reviewed by Mr. Totman and Mrs. Hart as part of the Policy Subcommittee. The final proposal is that the fees will be waived for Berlin Youth Basketball through the end season and Mrs. Lee will be responsible for security and cleanliness. Mrs. Lee requested that it be noted that she would like this to be done for Boylston, as well. Mrs. Hart wanted to make note that Ms. Costello was following the policy, which is what the committee has been asking for.

VII. **Business Items** -

- Approval of Med-Delegation – **Vote – Motion made by Mrs. Degliaberti to start the application process and to start looking at protocols under MA state laws, seconded by Mrs. Lee, 6-0, motion passes**
- Approval of TAH Mark Fidrych Foundation Donation – funds towards unified sports program and fitness programs– **Vote- An amendment was made to spend the money as the donor asks in their letter– Amended by Mr. Totman and seconded by Mrs. Hart, 6-0 amendment passes, Motion made by Mrs. Hart and seconded by Mrs. Lee to approve the donation as amended, 6-0, motion passes.**

- Approval of TAH Best Buddies Club – **Vote** – The club will be run by Michelle Peterson. **Motion made by Mrs. Degliaberti and seconded by Mrs. Hart, 6-0, motion passes.**
- Approval of TAH Sports Card Club – **Vote** – **An amendment was made by Mr. Totman and seconded by Mrs. Degliaberti to approve the club minus the buying and selling and that a permission slip will be needed to join the club as a waiver on the trading of cards and all trades are final, 6-0 amendment passes. Motion made by Mrs. Lee and seconded by Mrs. Mair to approve the Sports Card Club as amended, 6-0 motion passes.**
- Approval of BES and BMS Nature’s Classroom Trip/Fundraising – **Vote** – **Motion made by Mrs. Lee and seconded by Mrs. Hart, 6-0, motion passes.**
- Approval of BES and BMS AP Beauregard Hardwood and Tile Co. Donation – **Vote** – Funding was needed for the music program and a donation was made by AP Beauregard Hardwood and Tile Co. for both schools. **Motion made by Mrs. Hart and seconded by Mrs. Degliaberti, 6-0, motion passes.**
- Approval of BMS DonorsChoose donation – **Vote** – A new teacher didn’t know approval was needed ahead of time. The donations were for funds for sensory materials for the Bridges Program – **Motion made by Mrs. Hart and seconded by Ms. Lee, 6-0, motion passes.**
- Approval of Whitsons Food Service Management Company – **Vote** – **Motion made by Mrs. Hart and seconded by Mrs. Lee. Mr. Totman made a amended motion, seconded by Mrs. Lee to ensure current staff remained employed with the same pay and benefits and that the school committee will be consulted before making a decision for next year, 6-0, amended motion passes.**
- Approval of Facilities Policy waiver for Berlin – **Vote- Mr. Totman made the motion to waive all the fees for Berlin Youth Basketball for the remainder of the season through February 2024, seconded by Mrs. Degliaberti, 5-0 vote, motion passes.**
- Approval of MOU Club Stipend TAH- **Vote** – The agreement with the BBEA was already approved. It is funds from one club going to the next. This approval is just for the document to be in line with the contract, **Motion made by Mrs. Hart and seconded by Mrs. Degliaberti, 6-0, motion passes**
- Approval of Superintendent’s Goals – **Vote** – **Motioned made by Mrs. Hart and seconded by Mrs. Lee, 6-0 vote, motion passes.**
- Policies for review -
 - IGA - Curriculum Development - **First Read**
 - JJH-E-1 - Educational Field Trip Application - **First Read**
 - IGB - Support Services Programs - **First Read**
 - IHBA - Programs for Students with Disabilities- **First Read**
 - IHBF - Homebound Instruction - **First Read**
 - IHBH - Alternative School Programs - **First Read**
 - IJ - Instructional Materials - **First Read**
 - CHA - Development of Procedures /CHC - Procedures Dissemination – **Vote motion to approve CHA to include CHC and policy GBAA – Motion made by Mrs. Lee and seconded by Mr. Totman, 6-0, motion passes.**
 - GBAA - Policy Against Harassment and Discrimination of Employees and Adult Volunteers – **Vote - see above**

VIII. Future Agenda Item Proposals

- Survey to poll public
- Student success subcommittee handbooks
- Ms. Costello mid year report
- Mascot

Meeting adjourned at 9:38pm

IX. Upcoming Meeting Dates

- Tuesday, January 9, 2023 at 5:00pm in person

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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