



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, January 9, 2024, 5:00pm
Tahanto Regional Middle/High School
Multipurpose Room

Revised

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;

Also Present: Ms. Francene Gleason, Mr. Nicochlas Wiedeman, and Miss Emerson Walsh

I. Call to Order - Mrs. Meagan Grill called the meeting to order at 5:04pm

II. Pledge of Allegiance

III. Public Comments - None

IV. Communications - Mrs. Jessica Degliaberti received a communication from the town of Berlin, that microphones were being given to the BBRSD school committee as a permanent loan for use at the meetings

V. Consent Agenda - mike 6,0 motion passes

1. Payroll and Payable Warrants
2. 10/06/2023 Superintendent Evaluation Subcommittee Minutes - **Vote**
3. 10/19/2023 Policy Subcommittee Minutes - **Vote**
4. 10/24/2023 Open Meeting Minutes - **Vote**
5. 11/2/2023 Open Meeting Minutes - **Vote**

6. 12/1/2023 Superintendent Evaluation Subcommittee Minutes - **Vote**
7. 12/08/2023 Budget, Facilities, and Safety Subcommittee Minutes - **Vote**
8. 12/08/2023 Student Success and Technology Subcommittee Minutes - **Vote**
9. 12/12/2023 Open Meeting Minutes - **Vote**

VI. Reports

1. Chair's Report – *Mrs. Meagan Grill (5 min)* - *The annual report for the town of Boylston is due on the 15th. Mrs. Grill will get information on if there needs to be a vote.*
2. Tahanto Student Council Representative - *Miss Emerson Walsh (5 min)* - Miss Emerson Walsh reported that the Tahanto students are loving the new lunch choices. Additionally, the school will be performing the Disenchanted musical, new clubs have started up and prom will be held at The Chocksett Inn, in Sterling.
3. MCAS Update - *Ms. Francene Gleason (10 min)* - Ms. Francene Gleason noted that Tahanto has been recognized as a Blue Ribbon School. Nine out of twenty-one 10th graders are meeting or exceeding expectations for the Math Department. The students who have been through the MCAS remediation class have since passed the test. The test itself is not designed for the whole school to get meets/exceeds. All grades performed above state expectations for Math. The Math Department compares how the students progress throughout the grades. They have rearranged pathways so that students would take algebra 1 in the 8th grade, to ensure they have the knowledge base to work with. Ms. Gleason explained that students with special needs consist of students with an IEP, students whose primary language is not English, students with disabilities, or low socioeconomic status(income of household). This makes up 31.3% of students. Mr. Totman inquired about how low socioeconomic students are affected at school. Ms. Lisa Sequeria explained the difficulties low socioeconomic students face. Mr. Totman asked what the school committee could do to help students. Ms. Costello spoke about the importance of getting students exposed to more things. The Scheduling Committee is looking at how to adjust the day to help with meeting those students' needs. The Math Department is also looking at class sizes. Ms. Gleason expressed needing another math teacher to offer the needed classes and to handle the class load. There are two position spots in the budget one for math teacher and one for an athletic director. Ms. Gleason finds the remediation class to be very beneficial and would like to continue to be able to offer the class. She is teaching a class about multivariable calculus to students who want to pursue math further. In the future, she would like to offer an AP precalculus course.
4. Director of Finance and Operations - *Ms. Nancy Konisky (20 min)*
 - a. Business Office Update - review
 - b. Capital Budget - Five-Year Capital Plan - Ms. Nancy Konsiky worked with Mr. Dan Ayala and Mr. Paul Mara on the plan. Ms. Konisky reviewed the changes, which included removing a BMS bus, walkie talkies moved into all three schools' general budget, removing the BMS intercom system (being done this year), and the gym floor being taken out since it is covered by Berlin Recreation. Additionally, the BES bathroom update has been adjusted, detail added for playground equipment, moved water heaters and parking lot to a later fiscal year, and added a playground fence needed for the preschool program if it is moved to BES. Heat is also needed in the cafeteria, but may need to wait to be done. For Tahanto, the floor scrubber was taken off, storage moved fiscal years, HVAC controls were added and a line item was put in for athletic field renovation. The committee will determine which costs to the buildings should be covered by the town. The Budget, Facilities, and

Safety subcommittee discussed looking at if BES should have repairs done or if a new school is needed. The committee wanted to talk further to Ms. Sykes about the BES playground fence.

- c. Update on Whitsons' Food Service and transition to district - Ms. Konisky mentioned that Whitsons has been well received and they are slowly introducing new items, so staff can be trained. Rob is the new Food Service Director. The principals at Tahanto are informally gathering data on student feedback. Mr. John Campbell said powerpacks are very popular at BMS. Mr. Totman would like an electronic signature on documents so they are easier to read/search. If BBRSD goes with Whitsons in FY25 there is a contract template from DESE. BBRSD will have to go out to bid in the spring. Ms. Costello will review all options. The revolving account goal is to break even or a little surplus. The surplus option from Whitsons may be a great option going forward.
- d. Quarterly Budget Review (FY24) - Ms. Konisky would like to do transfers on a quarterly basis for transparency. These are planned transfers, with no impact to the total budget. BBRSD is in a good position. Circuit breaker forecast done due to movement. Mr. Totman asked for clarification on the transfer items. Ms. Konisky will provide more clarification at the next meeting.

5. Subcommittee Updates

- a. Student Success and Technology Subcommittee - *Mrs. Jessica Degliaberti (5 min)* - Mrs. Degliaberti discussed that future items for the subcommittee are to review all handbooks and the website. Mrs. Grill thanked the town of Berlin for the audio equipment loan. Ms. Nicole Bilotta will move Ms. Costello's goals into the 2024 drive folder.
- b. Budget and Facility Subcommittee - *Mrs. Meagan Grill (5 min)* - Mrs. Grill noted the committee reviewed items Ms. Konisky spoke about earlier in the meeting. The biggest area of concern is what BBRSD does with BES.
- c. Superintendent Evaluation Subcommittee - *Mrs. Lori Hart (5 min)* - Mrs. Hart was not in attendance, so Mrs. Degliaberti explained the committee reviewed the superintendent evaluation, and that there is a pre-recorded webinar link in the drive on how the evaluation works for self-evaluations and the superintendent. Mrs. Degliaberti mentioned the suggestion to Ms. Costello of using specific color coding for goal documents next year.
- d. Policy Subcommittee - *Mr. Michael Totman (5 min)* - Mr. Totman noted there was no policy subcommittee meeting and there are first reads up for a vote at this meeting.

6. Superintendent of Schools Report - *Ms. Carol Costello (15 min) - discussion in executive session*

- Email Response - Town of Berlin - Ms. Costello spoke about the response to Berlin about the above service level budget. Ms. Costello wanted to wait to send things until they had more information. MARS is working on the town report for BBRSD. Mrs. Mair offered a word change.
- Assabet Valley Collaborative - Annual Audit Report - Ms. Costello explained items were monitored and they have the auditors come and present to the group. BBRSD will send the final audit and Ms. Costello has invited them to the February meeting to explain key points, and recommendations.
- SRO Forum Reminder- On January 22, there will be a presentation in the Tahanto auditorium Both town police departments, finance and select boards have been invited. Ms. Bilotta had it added to town sites and sent to the Item. They are determining the best way for the public to ask questions. The inclement weather date is set for the 24th. Mrs. Grill will post as an official meeting in case there is a school committee quorum.

- Community Meeting Dates - Ms. Costello asked the school committee to put the community meeting dates in their calendar. Mrs. Grill will try to go to as many as she can, mainly the morning ones. She asked the committee if they could try to attend.
 - **Berlin Lease Agreement** - Ms. Costello and Mrs. Grill have reviewed the Berlin lease agreement and it has been vetted by the attorney. Ms. Costello asked the committee if there was anything they wanted to add/change. She wants the committee to think about whether there should be wording about events when school is not in session. Mr. Campbell noted that he would not change the way BMS operates. Ms. Costello suggested seeing what the town has to say and then going from there.
7. Canada Field Trip Permission – *Mr. Nicholas Wiedeman (5 min)* -Mr. Nicholas Wiedeman presented a four-day trip over MLK weekend for Tahanto students in 2025. There are two potential itineraries with Quebec city and Montreal. The tour company has been used to take a trip in the past. The trip gives french students an immersive experience in a french speaking culture and an opportunity to use their own french speaking skills. Jumpstreet is organizing the trip, which is used by West Boylston. They would travel by coach bus. The cost is variable based on the student number. At most, students would be looking at \$1,400 per student, but it could be less based on numbers. Fundraising efforts would take place for the students’ trip. Mid-november final payments would be due. The preliminary number of students interested is around 50. Insurance would be mandatory and would be the only additional cost along with their passports. Ms. Costello thanked Mr. Wiedman for bringing these types of trips back to the school.
 8. Hyannis Student Council Field Trip Permission - *Ms. Emily McCarthy (5 min)* - Ms. Lisa Sequeira presented the field trip to the committee. The trip is for a Tahanto Student Council MASC trip as a result of winning an award last year. The purpose of the trip is to help support the student council. It provides valuable experience for the students and Tahanto has had students attend for the last decade. The trip is funded by fundraising and parents. Mrs. Mair brought up the bus date needs to be adjusted on the form.

VII. Business Items -

- Approval of Canada Field Trip- **Vote - Motion made by Mrs. Degliaberti and seconded by Mrs. Lee 5-0 vote, motion passes**
- Approval of Hyannis Student Council Field Trip - **Vote - Motion made by Mrs. Lee and seconded by Mrs. Degliaberti, 5-0 vote, motion passes**
- Approval of Budget Transfers - **Vote - Vote on next meeting.**
- Approval of the TAH Afterschool Chess Evening Game Club - **Vote - Another chess club was developed to include students who participate in other activities. - Motion made by Mrs. Mair and seconded by Mrs. Degliaberti , 5-0 vote, motion passes**
- Approval of Unibank \$500 to put towards materials and supplies for our Competency Based Education and Portrait of a Graduate initiatives - *Ms. Sally Stukuls* - **Vote - Ms. Sally Stukuls explained that the donation is funds to cover food for the Portrait of Graduate sessions. Mr. Totman requested that there be a letter from the donor for the funds intended use. Ms. Stukuls had emails with the donor, but will request a letter. Ms. Bilotta will place the letter in the drive once BBRSD receives one. Motion made by Mrs. Lee and seconded by Ms. Mair, 4-0 vote, Mr. Totman abstained, motion passes**
- **Approval of Berlin Lease Agreement - Vote - motion made by Mrs. Degliaberti and seconded by Mrs. Lee, 5-0 vote, motion passes**
- Policies for review -

- IGA - Curriculum Development - **Vote - Motion made by Mrs. Lee and seconded by Mrs. Degliaberti, 5-0 vote, motion passes**
- JJH-E-1 - Educational Field Trip Application - **Vote - Motion made by Mrs. Lee and seconded by Mrs. Mair, 5-0 vote, motion passes**
- IGB - Support Services Programs - **Vote - Motion made by Mrs. Lee and seconded by Mrs. Degliaberti, 5-0 vote, motion passes**
- IHBA - Programs for Students with Disabilities - **Vote - Amendment to include names of district personal and the MASC legal Motion made by Mrs. Lee and seconded by Mrs. Degliaberti, 5-0 vote, motion passes**
- IHBF - Homebound Instruction - **Vote - Mrs. Jannel Fitzpatrick would like the required form by DESE included- Amended to include a hyperlink for a physician's form. Motion made by Mrs. Lee and seconded by Mrs. Degliaberti, 5-0 vote, motion passes**
- IHBH - Alternative School Programs - **Vote - Motion made by Mrs. Degliaberti and seconded by Mrs. Lee, 5-0 vote, motion passes**
- IJ - Instructional Materials - **Vote - Motion made by Mrs. Lee and seconded by Mrs. Mair, 5-0 vote, motion passes**

VIII. Future Agenda Item Proposals

- Survey to poll public
- Student success subcommittee handbooks
- Ms. Costello mid year report
- Program of studies

IX. Upcoming Meeting Dates

- Monday, January 22nd, 2024, 5:00PM- SRO Public Forum
- Tuesday, February 27th, 2024, 5:00PM- Regular Meeting

Meeting was adjourned at 7:46pm

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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