

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Dudley-Charlton Regional School Committee

Wednesday, April 10, 2024, at 6:30 PM

Charlton Middle School

2 Oxford Road

Charlton, MA 01507

MINUTES

I. Call Meeting to Order

The meeting was called to order at 6:31 PM.

In attendance:

Cathleen Carmignani, Chair

Nicole Enberg

Kelly Szela

Caitlynn Panczyk was not in attendance

Jeanne Costello, Vice-Chair

Jaime Dell'Ovo

Maureen Chickering

II. Pledge of Allegiance

III. Moment of Silence

IV. Town of Charlton Fire Department Substation – Town Administrator Andrew Golas

Charlton Town Administrator, Andrew Golas spoke to the proposed building of a new Fire Department station on Oxford Road in Charlton. As this is an agreement between the town and the District, they are looking for School Committee support to help get the word out there and stay informed with the project that has been a necessity for the town for about 20 years. A key component is to provide a public safety asset to the school system and become a landmark that provides protection and immediate response to the schools, with a goal of an increased response time by 2-3 minutes. At 15,000 square feet, the building itself is designed to fit within the character of the community and would be 1.5 miles to the three Charlton Public Schools and Bay Path Vocational School. The estimated cost of this project in total is \$19 million. The estimated impact of that debt exclusion is approximately \$150 per year, to the average single-family taxpayer. Construction would be about a 12-to-18-month timeframe with a proposed operational start date at the beginning of 2026.

N. Enberg asked about the potential for increased traffic congestion in that area. Town Administrator Andrew Golas stated as they continue to develop the plan, they will include developing advance warning signals to ensure that the exit is properly marked and potentially improving the entrance to the schools.

V. Consent Agenda Items

- a. Approval of the Warrant (Voucher #1122-1143)
- b. Approval of Minutes Regular Meeting – March 13, 2024
- c. Approval of Executive Session Minutes – March 13, 2024

A motion by M. Chickering, second by J. Costello to approve all consent agenda items was approved unanimously.

C. Carmignani – Yes

M. Chickering – Yes

K. Szela – Yes

J. Costello – Yes

N. Enberg – Yes

J. Dell' Ovo – Yes

VI. Communications

J. Dell'Ovo spoke to an informational night called COVID and Vaccine Facts for Regular People on April 25, 2024 at 6pm at the Beagle Club in Charlton.

K. Szela mentioned there are still spots for the John Paire Golf Tournament being held on May 18, 2024 at Heritage Golf Club.

J. Costello shared that the SEPAC meeting (Special Education Parents Advisory Council) was being held this evening at CMS/Google meet at 7PM where there is an opportunity to have question and answer time with an occupational therapist and a physical therapist.

C. Carmignani shared that many of the School Committee members attended the Charlton Board of Selectmen meeting on Tuesday, April 9, 2024, the Dudley Board of Selectmen meeting on Monday, April 8, 2024 and encouraged the members of the school committee to attend the Dudley Board of Selectmen and the FAA joint meeting on Thursday, April 11, 2024.

VII. Student Representative Report – Sofia Poplawski

Student Representative, Sofia Poplawski, was not in attendance during tonight's School Committee meeting.

VIII. Superintendent's Report

- o Superintendent Lamarche shared that Shepherd Hill, Dudley and Charlton Middle School Athletic Director, Mr. James Scanlon, has accepted an Athletic Directorship in another District. The position is posted and Principal Elwell will oversee the search for the next Athletic Director.
- o The Dudley-Charlton Education Foundation (DCEF) "Heroes Among Us" event on April 6, 2024 was a huge success, honoring 10 members of the Dudley-Charlton Community.
- o The Dudley Middle School March 26, 2024 Titan Times is out and features several great articles written by our Dudley Middle School students and gave special thanks to DMS Faculty Advisor, Ms. Tracy Ide.
- o Superintendent Lamarche attended the Massachusetts Science and Engineering Fair on Friday, April 5, 2024 at Gillette Stadium and publicly acknowledged Ms. Karin Lebeau from Shepherd Hill Regional High School as she is on the MSEF Board of Directors.
- o The official last day of school, without further closure, is Thursday, June 13, 2024 and is an early-release day for all students. All schools are on Spring Break the week of April 14, 2024, there is an early-release day, Friday, May 29, 2024 and the DCRSD high school graduation is Sunday, June 2, 2024.
- o The job descriptions for the Superintendent and Assistant Superintendent have been attached for public review and can also be found on dcrsd.org.

IX. Public Comment

There was no one to speak during public comment this evening.

X. New Business

A. Action – Appointment of Mr. Joseph DeSantis – Director of Finance and Operations

Superintendent Lamarche recommends Mr. Joseph DeSantis for the permanent position of Director of Finance and Operations pending final contract negotiations. Mr. DeSantis, since 2020, has been the Finance Director for the Town of Little Compton, RI. Prior to that experience, Mr. DeSantis was the

Assistant Vice President of Finance Risk for the Citizens Financial Group and the Officer of Risk and Finance for State Street Bank and Trust. He has a Bachelor of Science in Finance from Rhode Island College and an MBA from Curry College. Superintendent Lamarche recommends a favorable vote by the School Committee to appoint Mr. Joseph DeSantis as the next Director of Finance and Operations for the Dudley-Charlton Regional School District.

A motion by J. Costello, second by K. Szela to appoint Mr. Joseph DeSantis as Director of Finance and Operations for the Dudley-Charlton Regional School District was approved unanimously.

C. Carmignani – Yes

J. Costello – Yes

M. Chickering – Yes

N. Enberg – Yes

K. Szela – Yes

J. Dell’ Ovo – Yes

B. Action - Disposal of Surplus Materials – Camie Lamica

The District owns four postage machines that are obsolete and as of July 1, 2024 will no longer process the new mail indicator stamp. The machines are over ten years old and require new software in order to replicate the new required stamping information. The machines are located in the District Office, Shepherd Hill Regional High School, Dudley Middle School and Charlton Middle School. New postage machines will replace the obsolete machines.

A motion by J. Costello, second by M. Chickering to dispose of four postage machines that have become obsolete as of July 1, 2024 was approved unanimously.

C. Carmignani – Yes

J. Costello – Yes

M. Chickering – Yes

N. Enberg – Yes

K. Szela – Yes

J. Dell’ Ovo – Yes

C. Fiscal Year 2025 – Updates – All

The Fiscal Year 2025 Discussion was moved to the end of the agenda. This agenda item was discussed at 7:42 PM.

Superintendent Lamarche shared the latest House information, including that regional transportation is earmarked for reimbursement from the Governor’s budget; however, the Governor’s budget increased the minimum per pupil expenditure from \$30 to \$104.

The House does continue to support the Universal School Lunch Program for all students. Areas that remain flat include transportation, circuit breakers and Charter School reimbursements.

There is a meeting scheduled for Thursday, April 11, 2024 with the Dudley Board of Selectmen and FAA.

Superintendent Lamarche attended the Charlton Board of Selectmen meeting with FINCOM and stated that the town of Charlton has supported the School Committee’s recommendations for this current year. The School Committee is still working with the town of Dudley and that will help set Charlton’s assessment contribution.

D. Update HQIM (High Quality Instructional Material) ELA – Middle Schools – Kelly True

Acting Assistant Superintendent/Principal Kelly True spoke to the latest update on the education curriculum within our District.

- The Dudley Charlton Regional School District is in its 3rd year leveraging CKLA within K-4th grade and is continuing to refine and work together collaboratively to find different ways to

make that curriculum come alive.

- o The Curriculum Coordinators have been working all year on aligning the Districts Standard Based Report card to the new curriculum and hoping to roll out in SY 2024-2025.
- o The middle schools are currently underway with professional development for High Quality Instructional Materials (HQIM) and have included Houghton Mifflin in the rollout for Math 6th-8th Grade.
- o Kelly True has been working with both principals at the middle schools to do some walkthroughs with our grant team, with the leadership team in math to set some goals for the year and working with the grant leader to refine some of our professional development practices.
- o The Grant Manager for Open SciEd has also been involved and looking at different opportunities for students in the classroom.
- o This year Science Teachers are required to roll out two units of Open SciEd, with a total of six units by the end of three years and with a goal of rotating through the six units every year.
- o There has been some work around HQIM in English Language Arts at the middle school level that is not grant funded, but due to a need within that area of curriculum. A committee was put in place and identified four different options and are looking to pilot one of those options with a potential rollout by the end of May 2024.
- o Massachusetts has come out with a Comprehensive History curriculum that is open source and therefore free for educators. It was developed throughout the state and is being implemented in several Massachusetts districts. Many history teachers within the District will be trying some of the units this year and will provide feedback.
- o There is also a focus on the civics curriculum for grade 8 and the need for civic projects that will correlate to High School and the DCRSD Showcase. Many civics grants are available and would be ideal for our District to apply for these grants
- o The District is piloting a Character Building curriculum at the elementary level. There is a need for our students, especially coming back from COVID, to have some character development. Kelly True will send out a survey at the end of this year to ask for feedback on that program and if they would like to see an adoption by or for that to continue into next year and beyond.
- o K. Szela asked if the ELA pilot for middle schools includes 5th grade and Kelly True confirms it does and follows a similar structure to CKLA. K. Szela also asked about the need for an updated science curriculum for the elementary Schools. Kelly True stated that the elementary schools are leveraging Mystery Science which meets standard required but there is an opportunity to develop a more rigorous program as well as a need for an updated social studies and math curriculum at the elementary level.
- o Superintendent Lamarche confirmed that with the adoption of the ELA curriculum would come as a presentation to the committee and the committee would vote on that adoption with a timeline set for June 2024 and also confirmed that this would be accounted for within the budget.
- o C. Carmignani recognized the work that Kelly True has put in this year as Acting Assistant Superintendent and stated it showcases the need to have a full-time position in the District focusing on curriculum.
- o C. Carmignani asked what communications have been sent to parents so that the language that a school is using can also be the language used at home regarding the Character-Building curriculum. Kelly True confirmed that many classrooms are sending home letters with Everyday Speech around the discussions they are having, however, as this is a pilot, there is not a formal adoption yet.

E. Action – School Choice 2024-2025 School Year – Steven Lamarche

Annually the Dudley-Charlton Regional School Committee votes to participate in the Massachusetts School Choice Program. The District recommends the continued participation in the School Choice Program for students grades 5-12. This requires a vote of the School Committee for participation in the

School Choice Program grades 5-12 not to exceed 200 slots. Current School Choice Students total 155 students (112 at SHRHS, 21 at CMS and 22 at DMS).

J. Dell'Ovo confirmed with Superintendent Lamarche that the total program of 200 max students includes existing School Choice students as well as any new enrollments. Once a student enrolls and is accepted through School Choice, they can remain in the Dudley Charlton Regional School District through graduation.

Additional conversations included the budget and the placement of students to not increase new sections of classes. Currently School Choice brings in-between \$700,000 and \$800,000 for the operational budget. There is a request to know how many Dudley Charlton students are School Choice to other districts.

A motion by J. Costello, second by N. Enberg to approve participation for School Choice for the 24-25 school year with a maximum of 200 students for grades five through 12, was approved unanimously.

C. Carmignani – Yes

J. Costello – Yes

M. Chickering – Yes

N. Enberg – Yes

K. Szela – Yes

J. Dell' Ovo – Yes

F. Action – 2024-2025 Enrollment of DCRSD Staff students per agreements – Steven Lamarche

Annually the Dudley-Charlton Regional School Committee votes to approve the enrollment of students of DCRSD staff members per their agreements. The District has reviewed a new request for enrollment in the 2023-2024 school year and supports a positive vote this evening. The District has 13 enrolled for the 2024-2025 school year.

A motion by J. Dell'Ovo, second by J. Costello to approve the enrollment requests for DCRSD staff members in accordance with the applicable employment for the 24-25 school year was approved unanimously.

C. Carmignani – Yes

J. Costello – Yes

M. Chickering – Yes

N. Enberg – Yes

K. Szela – Yes

J. Dell' Ovo – Yes

G. Action – Posting Notice of Meetings [Open Meeting Law] – Steven Lamarche

The School Committee would like to change the meeting notice posting via a vote of their committee, as permitted in the January 2018 OML Guide and Educational Materials. As indicated on the bottom of Page 8, "As an alternative method of notice, a regional or district public body may post a meeting notice on the regional or district's website. The regional district committee must file and post notice of the website address, as well as directions on how to locate notices on the website, in each city or town within the region or district. A copy of the notice must be filed and kept by the chair of the public body or the chair's designee."

C. Carmignani questioned if the DCRSD website could provide alerts when meetings have been added. Superintendent Lamarche confirmed that an alert is not a capability at this time, however, the towns can and will redirect to the DCRSD website for all School Committee and School Council meetings. K. Szela stated that she leverages the notifications from the towns and finds it helpful to have alerts for all town meetings and is concerned that there will be a lack of awareness going forward.

Additional conversations were around the ability to drive awareness, including posting full year calendar dates to the towns, putting a link on the town's website to DCRSD.com, continuing to provide the agendas to the towns as a secondary location, adding a link to the DCRSD website for town alerts, promoting through school newsletters and looking into an alert capability with the DCRSD website.

A motion by J. Costello, second by M. Chickering to designate the district website as the official location for posting meetings to meet open meeting laws was approved unanimously.

C. Carmignani – Yes

J. Costello – Yes

M. Chickering – Yes

N. Enberg – Yes

K. Szela – Yes

J. Dell’ Ovo – Yes

H. DCRSD School Committee Subcommittee Updates

a. Budget and Finance

The next meeting is scheduled for Tuesday, April 16, 2024

b. Capital Outlay and Safety

The next meeting is scheduled for Wednesday, May 15 2024 at 3:00 PM. The architectural review should be completed on May 1, 2024 and there will be enough time to review prior to that meeting.

c. Policy Review

The following policies were presented and distributed by Superintendent Lamarche as part of the policy adoption process.

1. ADDA – Background Checks – (Amend) – Distribution

ADDA was originally called background checks. It's not a redline version as it's a total rewrite of this particular policy to incorporate Criminal Offender Record Information (CORI) and Sex Offender Registry Information (SORI).

2. FCB – Retire Facilities – (New) – Distribution

FCB is the new policy for the School Committee, in the event that there is a retirement of a facility within the Dudley Charlton Regional School District. This policy will ensure a closing study if conducted to see what would happen to the building once it is closed.

3. FF – Naming of Facilities – (New) – Distribution

FF is a new policy for the School Committee as requests have come in the past to name buildings and/or subsections of existing structures or facilities such as classrooms, auditoriums and gymnasiums.

4. LBC – Relations with Non-Public Schools – (New) – Distribution

LBC is a new policy for the School Committee where if an individual, vendor or company wants to start a private school within the community of Dudley and Charlton, it would require your vote from the School Committee to approve it.

5. LDA – Student Teachers – (Amend) – Distribution

LDA was last updated in 2012 and there are recommendations from MASC for additional updates regarding student teachers and internships.

XI. Executive Session - To discuss strategy with respect to collective bargaining or litigation [To consider the purchase, exchange, lease of real property, Personnel Matter, Assistant Superintendent] 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 M. Chickering, second by J. Costello to enter into Executive Session at 7:46 PM was passed unanimously by roll call vote.

C. Carmignani – Yes

J. Costello – Yes

M. Chickering – Yes

N. Enberg – Yes

The School Committee returned from Executive Session at 8:29 PM.

XII. 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 N. Enberg, second by J. Costello to adjourn the meeting at 8:31 PM was passed unanimously.

C. Carmignani – Yes

J. Costello – Yes

M. Chickering – Yes

N. Enberg – Yes

K. Szela – Yes

J. Dell’ Ovo – Yes

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

2023-2024 School Committee Goals

Fiscal Responsibility

- *The Dudley-Charlton School Committee will revise its Capital Plan to reflect the needs for Shepherd Hill Regional High School.*
- *The Dudley-Charlton School Committee will continue its commitment to seeking cost-saving opportunities to ensure a sustainable budget for FY25.*
- *The Dudley-Charlton School Committee will seek input on budget priorities from staff, students, and community members and will educate the constituents on all aspects of the budget development process.*
- *The Dudley-Charlton School Committee will commission an operational audit during the 2023-2024 school year.*

Enhance Educational Excellence

- *The Dudley-Charlton School Committee will seek to maintain the integrity of a comprehensive educational experience for all students.*
- *The Dudley-Charlton School Committee will ensure that students have access to modern equipment and technologies.*

Enhance Community Outreach and Stakeholder Engagement

- *The Dudley-Charlton School Committee will increase outreach to our communities by strengthening our working relationships with local boards and expanding our presence at school and community events.*
 - *We will continue to provide opportunities for all stakeholders to be cognizant of the 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, April 24, 2024, 6:30PM Shepherd Hill RHS

Budget and Finance Subcommittee: Tuesday, April 16, 2024, 10:00 AM - Video Conference

Policy Review Subcommittee: Wednesday, April 24, 2024 – 9:30 AM - District Office

Curriculum Subcommittee for Teaching and Learning: TBD – Video Conference

Capital Outlay/Safety Subcommittee: TBD – Video Conference

Future Agenda Items: DCRSD Student Achievement Report (April), Superintendent’s Evaluation (April), School Councils (May), SEPAC (May), Student Handbooks (May), Capital Planning (June), ERS Operational Audit (June)

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Dudley-Charlton Regional School Committee

Wednesday, April 10, 2024, at **6:30 PM**

Charlton Middle School

2 Oxford Road

Charlton, MA 01507

Agenda

I. Call Meeting to Order

II. Pledge of Allegiance

III. Moment of Silence

IV. Town of Charlton Fire Department Substation – Town Administrator Andrew Golas

V. Consent Agenda Items

- a. Approval of the Warrant (Voucher #1122-1143)
- b. Approval of Minutes Regular Meeting – March 13, 2024
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VI. Communications

VII. Student Representative Report – Sofia Poplawski

VIII. Superintendent's Report

IX. Public Comment

X. New Business

- A. Action – Appointment of Mr. Joseph DeSantis – Director of Finance and Operations
- B. Action - Disposal of Surplus Materials – Camie Lamica
- C. Fiscal Year 2025 – Updates - All
- D. Update HQIM (High Quality Instructional Material) ELA – Middle Schools – Kelly True
- E. Action – School Choice 2024-2025 School Year – Steven Lamarche
- F. Action – 2024-2025 Enrollment of DCRSD Staff students per agreements – Steven Lamarche
- G. Action – Posting Notice of Meetings [Open Meeting Law] – Steven Lamarche
- H. DCRSD School Committee Subcommittee Updates
 - a. Budget and Finance
 - b. Capital Outlay and Safety
 - c. Policy Review
 - 1. ADDA – Background Checks – (Amend) – Distribution
 - 2. FCB – Retire Facilities – (New) – Distribution
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 - 5. LDA – Student Teachers – (New) – Distribution

XI. Executive Session - To discuss strategy with respect to collective bargaining or litigation **[To consider the purchase, exchange, lease of real property, Personnel Matter, Assistant Superintendent]** 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.

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- *The Dudley-Charlton School Committee will continue its commitment to seeking cost-saving opportunities to ensure a sustainable budget for FY25.*
- *The Dudley-Charlton School Committee will seek input on budget priorities from staff, students, and community members and will educate the constituents on all aspects of the budget development process.*
- *The Dudley-Charlton School Committee will commission an operational audit during the 2023-2024 school year.*

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- *The Dudley-Charlton School Committee will increase outreach to our communities by strengthening our working relationships with local boards and expanding our presence at school and community events.*
- *We will continue to provide opportunities for all stakeholders to be cognizant of the resources available to our students and families within the district, as well as any major initiatives within the District.*

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DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

School Committee

Superintendent's Report

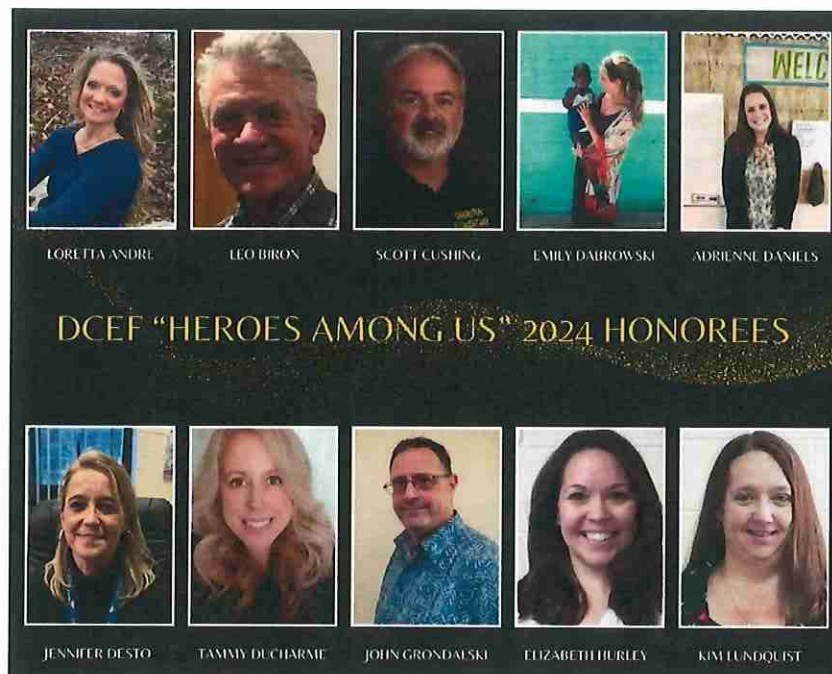
04.10.2024



This evening I write to share that the Shepherd Hill, Dudley and Charlton Middle School Athletic Director, Mr. James Scanlon, has accepted an Athletic Directorship in another District. It is hard to believe and comprehend, that Mr. Scanlon was our first fulltime Athletic Director. His leadership helped shape the role here in Dudley-Charlton. He led us through a pandemic and ensured we met all levels of increased accountability by our families, community and the MIAA. We wish him well with his next position and thank him for his dedication to the Dudley-Charlton RSD.

The position is posted and Principal Elwell will oversee the search for the next Athletic Director.

The Dudley-Charlton Education Foundation (DCEF) "Heroes Among Us" event did not disappoint with laughter, surprises and honored guests. It was a sellout and for a very good reason as it is one of the best Dudley-Charlton events during the school year. We look forward to next year's event and will be sure to share the particulars as DCEF establishes them.



The Dudley Middle School March 26, 2024 [Titan Times](#) is out. Check out this 12-page edition. You will find great articles like, “The Big Success of the Winter Ball” by Arianna Breault, Bridget Boyle and Ezra Lillie, as well as “The Moon is Rusting?!” by Charity Acquaa-Mensah. Lilly Conner and Finley O’Shea, or “How the Ravens Failed Everyone in the AFC Championship” by Maximus Abrams. You will also find several opinion pieces to include “Perfume Review: Which Smells the Best?” by Maya Gorski, Lena Gago, Gigi Jones and Michaela Keefe. There are also student pieces on Art & Culture and Gaming & Entertainment.

It is with great appreciation that I publicly acknowledge Ms. Tracy Ide as the DMS faculty advisor for the Titan Times.

I am pleased to share that I attended the Massachusetts Science and Engineering Fair this past Friday at Gillette Stadium. It was an incredible event and I wish to publicly acknowledge Ms. Karin Lebeau from Shepherd Hill Regional High School as she is on the MSEF Board of Directors. I also came to learn that Ms. Lebeau’s role with MSEF is to coordinate the representation of Massachusetts MSEF students at the annual International Science and Engineering Fair. This year it is held in Los Angeles, CA. While we did not have Shepherd Hill students compete this year, we look forward to future opportunities.

With last Thursday’s unexpected weather-related closure of the schools, our official last day, without further closure, is now Thursday, June 13, 2024. This day is a scheduled early-release day for all students.

As a reminder, all schools are on Spring Break next week, April 15-19th. We have an early-release day, Friday, May 29th and our high school graduation is Sunday, June 2, 2024.

As a continuation of sharing, the Job Descriptions for the Superintendent and Assistant Superintendent, as well as all current Job Descriptions, are posted on the [District website](#) under the [District Policies](#) tab for public review. In addition, both job descriptions are attached to this report.

As a reminder, these are the School Committee fiscal year 2025 budget priorities.

1. *Maintain existing staff size and programs without reductions*

- | | |
|--|---|
| ○ Maintain foreign language staffing 5-12 | ○ Retain kindergarten aides |
| ○ Restore 0.5 FTE librarian at each middle school | ○ Add accounting/data specialist |
| ○ Maintain average class size of 22 for Grades K-8 | ○ Explore full day pre-k programs |
| ○ Maintain co-curricular programs | ○ Add new technologies to support learning |
| | ○ Complete an “ <i>Operational Audit</i> ” of administrative/management service |

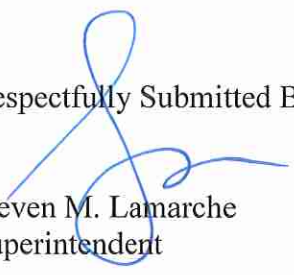
2. Continue to look for innovative ideas for cost savings without impact to programs

- Explore in-district specialized transportation rather than contracted service model
- Explore outcomes from the capital plan architectural review of all school facilities
- Explore solar power options for all DCRSD schools

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)

Respectfully Submitted By:



Steven M. Lamarche
Superintendent

Assistant Superintendent for Teaching and Learning

Reports to: Superintendent of Schools

Qualifications

Education:

- Master's Degree in Education required. Doctorate or advanced degree preferred.
- Coursework in Curriculum Development, Educational Administration, Reading, Language Arts or other applicable areas is preferred
- Certification as a Superintendent/Assistant Superintendent in Massachusetts

Experience:

- Minimum of 5 years of classroom experience with preference across grade levels; other educational experiences will be considered
- Minimum of 3 -5 years of administrative experience at the building or Central Office level

Essential functions:

- To provide PK-12 leadership in the areas of:
 - Curriculum
 - Instruction
 - Learning Strategies
 - Student Assessment
 - Staff Development and Training
 - Grant Writing and Management
 - Budget Development

Responsibilities:

The Assistant Superintendent for Teaching and Learning may perform all or a combination of several of the following duties:

- Collaborates with the superintendent, directors, principals and other district and building-based staff to develop and implement instructional programs to ensure a high level of student achievement.
- Effectively communicates instructional programs, philosophies, beliefs and policies of the district to staff, students and the community.
- Encourages, Plans and Evaluates classroom and system-wide instructional technology and other innovations consistent with proven educational practice and evidence-based research
- Facilitates collaborative groups to recommend major content resources to the District
- Provides oversight and guidance through a district approval process for all field-based curriculum experiences and service-learning opportunities
- Facilitates the analysis of the results of district and state assessment, determines trends and recommends plans for improvement in instruction
- Reviews and guides the District Educator Evaluation System
- Works with district staff to establish a comprehensive professional development program aligned with district objectives
- Collaborates with district leaders to implement and appropriate orientation and mentor program for teachers new to Dudley-Charlton Regional School District.
- Assists in the recruitment and selection of system-wide instructional and non-instructional staff

- Approves requests for attendance at professional meetings and conferences for teachers, administrative assistant, and educational support personnel
- Approves requests for attendance and reimbursement to courses for college/university credit to be paid for teachers, administrative assistants and educational support personnel
- Acts on behalf of the superintendent of schools in approving and supervising home school programs
- Promotes and assists in the coordination of effective communication internal to the district and externally to the community
- Attends school committee and subcommittee meetings and prepares necessary reports for same as requested by the school committee in his/her area of responsibility. Acts on behalf of the superintendent in his/her absence
- Writes grant proposals and supervises the implementation of such grants which support system-wide needs and goals within assigned areas of responsibility. Assists, encourages and promotes such grant writing by all staff in appropriate areas
- Provides oversight to ensure compliance with the state's accountability system and administrative oversight for various state and federal grants related to instruction to include but no limited to Title I, Title IIA
- Develops and monitors district-wide assessment system for district
- Oversees and implements a curriculum renewal system for the district
- Assists and maintains the creation of all reports, records, and other paperwork as required by the school Committee, the Department of Elementary and Secondary education, and the Federal Government
- Acts as the District 504 Coordinator and Civil Rights Officer
- Acts as the District Title IX Officer
- Acts as the District McKinney-Vento liaison
- Works with Principals to ensure that teachers develop and implement measurable objectives for each student.
- Works with Principals and teacher committees in organizing and coordinating departmental and grade level meetings to effect horizontal and vertical curriculum articulation aligned to State Frameworks
- Oversees new developments in curriculum, instruction and technology and provides leadership in determining appropriateness for students.
- Evaluates existing curriculum and textbooks for their validity and relevance.
- Participates in budget development, as it relates to curriculum and staff development.
- Administers the DCRSD in the absence of the superintendent of schools
- Performs such other tasks and assume such other responsibilities as the superintendent may assign from time to time
- The Assistant Superintendent for Teaching and Learning shall perform other related job tasks as assigned by the Superintendent of Schools

Evaluated by: Superintendent of Schools

Positions reporting to and evaluated by the Assistant Superintendent for Curriculum and Instruction: Coordinator of Science, Technology, Engineering, Arts and Mathematics (STEAM)

Compensation/Classification: Independent Contract as determined by the Regional School Committee upon recommendation of the Superintendent of Schools.

Superintendent of Schools

Reports to: Dudley-Charlton Regional School Committee

Qualifications:

Education and Experience

- Master's Degree required; advanced degree including Doctorate preferred
- Ten (10) years of successful work experience in education, including five years in administration
- Previous Central Office experience preferred (not required)

License Requirements:

- Licensed as Superintendent of School in Massachusetts

Essential Functions:

- To perform all functions as the administrative and educational leader of the DCRSD for all the functions listed below:
- School Committee Operations
- District Management
- Educational and Instructional Programs
- Budget/Finance
- Personnel Management
- Pupil Services
- Support Operations
- Safety and Security
- Communications/Publicity and Community Relations
- Federal and State Laws and Regulations
- The Superintendent of Schools shall perform the functions of the job with the:
 - Highest level of professional integrity and personal ethics
 - Strong work ethic
 - Strong interpersonal and communication skills; both verbal and written
 - Solid working knowledge of public-school theory, practices, and relevant topics
 - Effective behaviors that reflect collaboration, cooperation, and compassion
- The Superintendent shall perform other related job task as assigned by the School Committee and as required by laws and regulation of the Commonwealth of Massachusetts.

Responsibilities:

- Leads with a vision for growth and excellence focused on developing lifelong learners within all student populations and on striving for excellence at every grade level.
- Understands and believes in the philosophy of educating the whole child including the role of social emotional learning in a student's success.
- Demonstrates knowledge of how to use data driven decisions to best utilize programs and services to bridge the achievement gap for all learners.
- Selects instructional priorities and curriculum consistent with the interests and needs of students and spearheads the DCRSD leadership team in implementing experiential learning experiences.
- Strong budget knowledge through the ability to effectively forecast long- and short-term budget needs; clearly explains the proposed budget, needs and priorities; and supervises the development of the annual budget and recommendations to the School Committee.

- Analyzes the fiscal effectiveness of District programs, personnel and services for their effectiveness in closing the achievement gap and for cost efficiencies.
- Develops a strong working relationship with the municipal leaders of both member towns.
- Fosters a culture that promotes continuous learning and improvement on the part of all staff and administrators through the timely implementation of the Massachusetts Educator Evaluation System.
- Develops and implements appropriate personnel procedures consistent with collective bargaining agreements, School Committee policies and State and/or Federal laws.
- Makes administrative decisions necessary for the effective and efficient operations of school.
- Leads and mentors administrative team to implement and enhance the DCRSD Strategic Plan.
- Communicates effectively to all constituents, both written and verbally.
- Develops and enhances partnerships with parents, community stakeholders, businesses, higher education, State and local authorities.

Positions reporting directly to and evaluated by Superintendent:

1. Director of Curriculum or Assistant Superintendent for Curriculum and Instruction (TBD)
2. Director of Finance and Operations
3. Director of Student Services
4. Coordinator of Buildings and Grounds
5. Building Principals

Evaluated by: Dudley-Charlton Regional School Committee

Compensation: Salary commensurate with experience; multi-year contract; benefits negotiable.

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

Cathleen Lamica
Interim Business Services

April 10, 2024

TO: The DCRSD School Committee

RE: Recommendation to Appoint Mr. Joseph DeSantis as the next Director of Finance

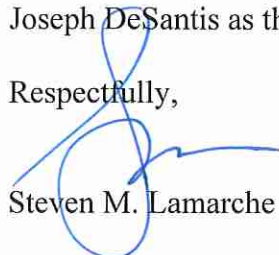
It is my distinct pleasure to recommend Mr. Joseph DeSantis for the permanent position of Director of Finance and Operations pending final contract negotiations. Mr. DeSantis presented extremely well throughout the process and gained positive momentum at each stage. A search group selected Mr. DeSantis and the response from District administrators was quite favorable. In addition, I have enjoyed my dialog with Mr. DeSantis throughout the process and believe he is the right candidate to assume the permanent role.

Mr. DeSantis, since 2020, has been the Finance Director for the Town of Little Compton, RI. Prior to that experience, Mr. DeSantis was the Assistant Vice President of Finance Risk for the Citizen's Financial Group and the Officer of Risk and Finance for State Street Bank and Trust. He has a Bachelor of Science in Finance from Rhode Island College and an MBA from Curry College.

Mr. DeSantis' references indicated that he is a collaborator as well as a strong independent, positive influence. Mr. DeSantis' is quick on his feet, quick to learn and most importantly, he anticipates the required tasks at hand with an eye on prioritization. Additionally, Mr. DeSantis is tenacious in his problem-solving and all references stated that we are making the right choice.

With that said, I fully recommend a favorable vote by the School Committee to appoint Mr. Joseph DeSantis as the next Director of Finance and Operations for the Dudley-Charlton RSD.

Respectfully,


Steven M. Lamarche

Attachment (1)

RESUME SUMMARY

CFO/Finance Director with vast experience in multiple facets of Municipal & Corporate Finance, Accounting, Regulatory Risk & Compliance, H/R, Payroll & Benefits, Investment Banking, Capital Planning, Custodial Banking, Financial Analysis, and Sales. Strong management capabilities and numerous skills to act as either a leader or independent contributor. Proficiency in Federal, State and Corporate Audit and Regulatory Requirements. Strong technical and systems acumen, as well as robust data preparation skills.

CORE COMPETENCIES

Municipal & Corporate Finance | Regulatory Accounting, Audit & Compliance | Sarbanes Oxley Risk & Controls | Financial Data Creation & Analysis | Budgeting & Forecasting | H/R, Payroll & Benefits | Capital Planning | Interdepartmental Planning

PROFESSIONAL EXPERIENCE

September 2020–Present | Town of Little Compton, Little Compton, RI

Finance Director

- CFO and Finance Director for the Town of Little Compton
- Acting Town Treasurer & Tax Collector, recording and reconciling all taxes
- Execute all Town Financial actions, reporting to Town Administrator
- Ensure Compliance with GASB, State & 3rd party Audit requirements
- Prepare Monthly and Annual Reporting and Reconciliations
- Administrator for H/R, Benefits, and Payroll activities, including but not limited to Healthcare/Dental, Pension, 457b Plan, Life, Payroll Processing & Taxes, Disability, PTO, and all other forms of Insurances required
- Lead the Annual and Projected Budgeting & Capital Planning process
- Liaison between School, State & Federal Agencies, and Municipal Departments for all Funding and Grant requests
- Generate and Update Fiscal and H/R policies. Identify Risks and Implement Controls

November 2016–June 2020 | Citizen's Financial Group, Cranston, RI

Assistant Vice President of Finance Risk

- Risk Manager within Sarbanes-Oxley (SOX) and Non-SOX environments
- Compute Data and Reports for CFO and other Senior Management
- CCAR/DFAST Control Manager

October 2015–September 2016 | State Street Bank & Trust, Boston, MA

Officer of Risk & Finance

- Maintain, Assess, and Mitigate Financial & Credit Risk, reporting to Senior Management regarding health of the organization
- Formulate Targeted Risk Assessments and devise risk reducing actions
- Report on large scale Overdrafts and Operating Losses. Provide Financial Planning & Analysis, as well as forecast modelling

July 2008–September 2015 | State Street Bank & Trust, Boston, MA

Operations Manager & Investment Analyst

- Manage FED Operations team of 10 employees, allocating responsibilities, and providing reporting and analysis to Senior Management. Daily, monthly and Annual Cash Flow Analysis and Forecasting

Further Backdated Work History Available Upon Request

(401) 954-0636



jmbd1282@yahoo.com



<http://linkedin.com/in/joseph-desantis-47016165>

EDUCATION

Master of Business Administration

Curry College
August 2014

Bachelor of Science in Finance

Rhode Island College
June 2008

SKILLS

Audit & Risk Compliance

Budgeting & Forecasting

GAAP/GASB Knowledge

SOX Control Compliance

H/R, Payroll and Benefits

Grant Writing

Reporting and Presentations

Oracle/Hyperion/Essbase

All Microsoft Office
Applications

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Steven M. Lamarche
Superintendent of Schools

Catherine Lamica
Interim Business Services



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

Heather Harriman
Director, Pupil Personnel Services

Kelly True
*Acting Assistant Superintendent for Teaching
and Learning*

April 8, 2024

TO: Members of the School Committee

FROM: Camie Lamica, Interim Business Services

RE: DISPOSAL OF SURPLUS MATERIALS

The District owns four postage machines that are obsolete and as of July 1, 2024 will no longer process the new mail indicator stamp. The machines are over ten years old and require new software in order to replicate the new required stamping information.

The machines are located in the district office, Shepherd Hill High School, Dudley Middle School and Charlton Middle School. New postage machines will replace the obsolete machines.

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Director of Human Resources



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Heather Harriman
Director, Pupil Personnel Services

Cathleen Lamica
Interim Business Services

TO: DCRSD School Committee
FROM: Steven M. Lamarche, Superintendent
CC: Cathleen Lamica, Interim Business Services
DATE: April 10, 2024
SUBJECT: Annual School Choice Program Election

Annually the Dudley-Charlton Regional School Committee votes to participate in the Massachusetts School Choice Program. We recommend the continued participation in the School Choice Program for students grades 5-12. This requires a vote of the School Committee and I respectfully ask for a favorable vote for participation in the School Choice Program grades 5-12 not to exceed 200 slots.

Below is information to help support a favorable vote, but I kindly request a vote for the overall numbers as the school Principals manage the School Choice Program in their respective schools.

School Choice Working Chart 2023-2024										
	SY2023-2024							SY2024-2025 total est.		
	CMS	Current	DMS	Current	SHRHS	Current	Total per grade	CMS	DMS	SHRHS
Grade 5	1	151	3	134			4	35	38	
Grade 6	6	153	5	150			11			
Grade 7	8	151	9	137			17			
Grade 8	6	151	5	144			11			
Grade 9					27	262	27			127
Grade 10					25	254	25			
Grade 11					30	204	30			
Grade 12+					30	208	30			
Current	21	606	22	565	112	928	155	35	38	127
										200
Estimated Middle School Open Slots for 2024-2025										
	CMS		DMS							
Grade 5	5		5							
Grade 6	3		9							
Grade 7	3		1							
Grade 8	3		1							
Total	14		16							

Respectfully submitted by:

Steven M. Lamarche

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

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Steven M. Lamarche
Superintendent of Schools

MaryEllen Cerbone
Director of Human Resources



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Heather Harriman
Director, Pupil Personnel Services

Cathleen Lamica
Interim Business Services

TO: DCRSD School Committee
FROM: Steven M. Lamarche, Superintendent
CC: Cathleen Lamica, Interim Business Services
DATE: April 10, 2024
SUBJECT: Annual School Choice Program Election

Annually the Dudley-Charlton Regional School Committee votes to approve the enrollment of students of DCRSD staff members per their agreements. We have reviewed a new request for enrollment in the 2023-2024 school year and support a positive vote this evening.

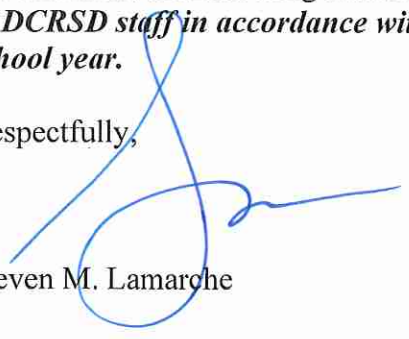
We have 13 enrolled for the 2024-2025 school year.

CES Grade K - 1
CES Grade 1 - 1
DES Grade 2 - 1
HES Grade 3 - 1
DES Grade 3 - 1
HES Grade 4 - 1

CMS Grade 5 - 1
CMS Grade 6 - 2
CMS Grade 7 - 1
DMS Grade 7 - 1
CMS Grade 8 - 1
SHRHS Grade 11 - 1

I recommend the following motion by the School Committee: ***To approve enrollment requests of DCRSD staff in accordance with applicable employment agreements for the 2023-2024 school year.***

Respectfully,


Steven M. Lamarche



Lamarche, Steven <slamarche@dcrsd.org>

Question - Meeting Notice & Regionals

3 messages

Lamarche, Steven <slamarche@dcrsd.org>
To: openmeeting@mass.gov
Cc: Steven Lamarche <slamarche@dcrsd.org>

Mon, Apr 1, 2024 at 1:39 PM

I write to request clarity regarding a pending change to how our Regional School District posts meeting notices.

Current - all postings are on our district website and we request the Town Clerk's office in both towns [we are a two town regional] as our current model.

Change - we rolled out a new [ADA] website this past year and our school committee would like to change the meeting notice posting via a vote of their committee, as permitted in the January 2018 OML Guide and Educational Materials. As indicated on the bottom of Page 8, *"As an alternative method of notice, a regional or district public body may post a meeting notice on the regional or district's website. The regional district committee must file and post notice of the website address, as well as directions on how to located notices on the website, in each city or town within the region or district. A copy of the notice must be filed and kept by the chair of the public body or the chair's designee."*

This leads me to my questions,

1. Are we required to file and post notices of the website address and directions for access each and every posted meeting, or once with our respective towns unless the website changed.
2. If changed by SC vote, does the DCRSD School Committee need to inform the Division of Open Government of its notice posting method?

Once again, thank you for your time.

Respectfully,

Steven M. Lamarche

Superintendent

Dudley-Charlton Regional School District

slamarche@dcrsd.org

@Super_DCRSD

68 Dudley-Oxford Road

Dudley, MA 01571

508.943.6888 x142

OpenMeeting (AGO) <openmeeting@mass.gov>
To: "Lamarche, Steven" <slamarche@dcrsd.org>

Tue, Apr 2, 2024 at 10:03 AM

Steven,

Thank you for contacting the Division of Open Government. If the regional school committee votes to adopt its website as the official location for posting its meeting notices, it must notify our Division of that decision and advise us of the website. We maintain this information in [a public spreadsheet](#). The notice to each of the municipal clerks only needs to be provided once, not with each notice.

Sincerely,

Carrie Benedon (she/her/hers)

Assistant Attorney General

Director, Division of Open Government

Massachusetts Office of the Attorney General

(617) 963-2540

From: Lamarche, Steven <slamarche@dcrsd.org>
Sent: Monday, April 1, 2024 1:39 PM
To: OpenMeeting (AGO) <openmeeting@mass.gov>
Cc: Steven Lamarche <slamarche@dcrsd.org>
Subject: Question - Meeting Notice & Regionals

CAUTION: This email originated from a sender outside of the Commonwealth of Massachusetts mail system. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

[Quoted text hidden]

Please be advised that the Attorney General has ruled that communication via electronic mail in the public domain is not confidential and is considered a matter of public record.

Lamarche, Steven <slamarche@dcrsd.org>
To: "OpenMeeting (AGO)" <openmeeting@mass.gov>

Tue, Apr 2, 2024 at 12:36 PM

Assistant Attorney General Benedon,

I write to acknowledge receipt of your reply and thank you for your time and clarity with this alternative option for our School Committee. We will be sure to communicate with the Division of Open Government if the School Committee takes a vote to adopt their website as the official location for posting meetings.

Thank you again, respectfully,

Steven M. Lamarche

Superintendent

Dudley-Charlton Regional School District

slamarche@dcrsd.org

@Super_DCRSD

68 Dudley-Oxford Road

Dudley, MA 01571

508.943.6888 x142

[Quoted text hidden]

Dudley-Charlton Regional School District

POLICY

(Substantial Overhaul)

~~Background Checks~~ C.O.R.I., S.O.R.I. REQUIREMENTS

ADDA

It shall be the policy of the Dudley-Charlton Public Schools to obtain all available Criminal Offender Record Information (C.O.R.I.) and Sex Offender Registry Information (S.O.R.I.) from the Criminal History Systems Board of prospective employee(s) or volunteer(s) of the school department including any individual who regularly provides school related transportation to children, who may have direct and unmonitored contact with children, prior to hiring the employee(s) or to accepting any person as a volunteer. State law requires that school districts obtain C.O.R.I. data for employees of transportation vendors, e.g., yellow bus or specialized transportation, that have contracted with the schools to provide transportation to pupils. In addition, Dudley-Charlton Public Schools will also require S.O.R.I. data.

The Superintendent or her/his certified designees shall periodically, but not less than every three years, obtain all available Criminal Offender Record Information from the Criminal History Systems Board and Sex Offender Records Information from the Sex Offender Registry Board (SORB) on all employees. This includes individuals who regularly provide school related transportation to children, including transportation vendors, employees and volunteers who may have direct and unmonitored contact with children during their term of employment or volunteer service.

The Superintendent or his/her certified designees may also have access to Criminal Offender Record Information and Sex Offender Records Information for any subcontractor or laborer who performs work on school grounds, and who may have direct and unmonitored contact with children, and shall notify them of this requirement and comply with the appropriate provisions of this policy.

Pursuant to a Department of Education C.O.R.I. Law Advisory dated February 17, 2003, "Direct and unmonitored contact with children means contact with a child when no other C.O.R.I. or S.O.R.I. cleared employee of the school or district is present. A person having only the potential for incidental unsupervised contact with children in commonly used areas of the school grounds, such as hallways, shall not be considered to have the potential for direct and unmonitored contact with children. These excluded areas do not include bathrooms and other isolated areas (not commonly utilized and separated by sight or sound from other staff) that are accessible to students."

In accordance with state law, all current and prospective employees, volunteers, and persons regularly providing school related transportation to children of the school district shall sign a request form authorizing receipt by the district of all available C.O.R.I. and S.O.R.I. data from the Criminal History Systems Board. In the event that a current employee has questions concerning the signing of the request form, he/she may meet with the Superintendent. However, failure to sign the C.O.R.I. or S.O.R.I. request form may result in a referral to local counsel for appropriate action. Completed request forms must be kept in secure files. The School Committee, Superintendent or her/his designees certified to obtain information under this policy, shall prohibit the dissemination of school information for any purpose other than to further the protection of school children.

C.O.R.I. / S.O.R.I. is not subject to the public records law and must be kept in a secure location, separate from personnel files and may be retained for not more than three years. C.O.R.I. / S.O.R.I. may be shared with the individual to whom it pertains, upon his or her request, and in the event of an inaccurate report the individual should contact the Criminal History Systems Board or the Sex Offender Registry Board.

Access to C.O.R.I. / S.O.R.I. material must be restricted to those individuals certified to receive such information. In the case of prospective employees or volunteers, C.O.R.I. / S.O.R.I. material should be obtained only where the Superintendent has determined that the applicant is qualified and may forthwith be recommended for employment or volunteer duties.

The hiring authority, subject to applicable law, reserves the exclusive right concerning any employment decision made pursuant to Chapter 385 of the Acts of 2002. The employer may consider the following factors when reviewing C.O.R.I.: the type and nature of the offense, the date of the offense, and whether the individual has been subsequently arrested, as well as any other factors the employer deems relevant.

Unless otherwise provided by law, a criminal record will not automatically disqualify an applicant. Rather, determinations of suitability based on C.O.R.I. checks will be made consistent with this policy and any applicable law or regulations.

If a criminal record is received from the Criminal History Systems Board (CHSB), the Superintendent will closely compare the record provided by CHSB with the information on the C.O.R.I. request form and any other identifying information provided by the applicant, to ensure the record relates to the applicant.

If the district is inclined to make an adverse decision based on the results of the C.O.R.I. check, the applicant will be notified immediately. The applicant shall be provided with a copy of the criminal record and the district's C.O.R.I. policy, advised of the part(s) of the record that make the individual unsuitable for the position or license, and given an opportunity to dispute the accuracy and relevance of the C.O.R.I. record.

The Superintendent shall ensure that on the application for employment and/or volunteer form there shall be a statement that as a condition of employment or volunteer service the school district is required by law to obtain Criminal Offender Record Information or Sex Offender Registry Information for any employee, individual who regularly provides school related transportation, or volunteer who may have direct and unmonitored contact with children. Current employees, persons regularly providing school related transportation, and volunteers shall also be informed in writing by the Superintendent prior to the periodic obtaining of their Criminal Offender Record Information or Sex Offender Registry Information.

The Superintendent shall amend employment applications to include questions concerning criminal records which the Massachusetts Commission Against Discrimination has determined may be legally asked of prospective employees. Any employment application which seeks information concerning prior arrests or convictions of the applicant shall include the following statement: "An applicant for employment with a sealed record on file with the commissioner of probation may answer 'no record' with respect to an inquiry herein relative to prior arrests, criminal court appearances, or convictions. An applicant for employment with a sealed record on file with the commissioner of probation may answer 'no record' to an inquiry herein relative to prior arrests or criminal court appearances. In addition, any applicant for employment may answer 'no record' with respect to any inquiry relative to prior arrests, court appearances, and adjudications in all cases of delinquency or as a child in need of service which did not result in a complaint transferred to the superior court for criminal prosecution."

Records sealed pursuant to law shall not operate to disqualify a person in any examination, appointment, or application for public service on behalf of the Commonwealth or any political subdivision thereof.

The Superintendent shall revise contracts with special education schools and other providers to require a signed statement that the provider has met all the legal requirements of the state where it is located relative to criminal background checks for employees and others having direct and unmonitored contact with children.

LEGAL REF: M.G.L. [71:38R](#), [151B](#), [276](#), [§.100A](#), St. 2002, c.385

MCAD Regulations and D.O.E. Advisory on C.O.R.I. Law (Feb 17, 2003) 803 CMR 3.05 (Chapter 149 of the Acts of 2004)

Adopted: June 25, 2014

Dudley-Charlton Regional School District

POLICY

(NEW)

RETIREMENT OF FACILITIES

FCB

When a school building becomes inadequate by virtue of age, condition, size of site, lack of need, or other overriding limitations, and cannot reasonably and economically be brought up to the current educational standards, the building should be considered for a comprehensive closing study. The Superintendent will recommend to the School Committee, which facilities appear to justify further analysis.

The School Committee may seek both professional advice and the advice of the community in making its recommendations as to the retirement of any school facility.

A closing study will include direct involvement by those neighborhoods considered in the study and will be concerned with all or some of the following factors:

1. Age and current physical condition of the facilities, its operating systems, and program facilities
2. Adequacy of site, location, access, surrounding development, traffic patterns, and other environmental conditions
3. Reassignment of children, including alternative plans according to Committee policy
4. Transportation factors, including numbers of children bused, time, distance, and safety
5. Alternative uses of the building
6. Cost/Savings
 - a. Personnel
 - b. Plant Operation
 - c. Transportation
 - d. Capital Investment
 - e. Alternative Use
7. Continuity of instructional and community programs

LEGAL REF.: M.G.L. [71:16](#)

Dudley-Charlton Regional School District

(NEW)

POLICY

NAMING NEW FACILITIES

FE

Naming a school facility is an important matter that deserves thoughtful attention. Personal prejudice or favoritism, political pressure, or temporary popularity should not be an influence in choosing a name for a school, a portion of a school, or a portion of school grounds. Whenever possible, the wishes of the community, including parents/guardians and students, should be considered in naming school facilities.

The School Committee has the authority to approve the naming and renaming of buildings, structures, and facilities located on school property. The School Committee also has the authority to name subsections of existing structures or facilities, such as classrooms, auditoriums, and gymnasiums.

Names and/or wording associated with school facilities shall be consistent with school district policies and promote messages aligned with the mission, vision and goals of the school district. To the extent possible, names and/or wording should be designed not to restrict the use of a space or inhibit changing the function of the space should that become necessary in the future.

When the opportunity to name or dedicate a new school or school related property, structure or facility is forthcoming, an orderly procedure will be communicated at the next available School Committee meeting. The Committee's agendas should clearly reflect the intent to consider, review, and vote on naming opportunities.

Submission of a name for a school space may be made by any resident or by the Superintendent, in writing, and should be made to the School Committee Chair. If a name is being initiated at the local school level, the Principal must take reasonable steps to include the School Council and PTA/PTO in the nomination of the name before submission to the School Committee.

The written request should specify the intent of the requestor and the reasons why this particular name would fit the facility. It should offer appropriate background information on the person or organization after which the facility will be named. An offer of a financial contribution to the School District may accompany the naming request, but the School Committee is not obligated to accept or reject a name based upon financial considerations alone. Philanthropic contributions in support of the School District are encouraged by the School Committee. The School Committee may acknowledge generous donors by designating appropriate spaces within the School District's facilities consistent with the level of financial commitment.

Following the submission of a naming request, the School Committee Chair will specify a consideration period that allows for public comment, following which the Committee will deliberate and vote on the name.

Dudley-Charlton Regional School District

POLICY

(NEW)

RELATIONS WITH NONPUBLIC SCHOOLS

LBC

In accordance with state law, the School Committee will approve a private school when it is satisfied that the school equals that of the municipality's public schools in thoroughness, efficiency, and progress made.

All of the following steps are required for approval of a private school:

1. The school submits a letter of application to the Superintendent of Schools
2. The school completes all items on the "Checklist for Approval of a Private School" and submits required documentation
3. The Superintendent or designee reviews the submitted materials
4. The Superintendent or designee visits the school
5. The school makes a presentation to the School Committee
6. The Superintendent makes a recommendation to the School Committee
7. The School Committee takes formal action on the recommendation
8. The school is notified of the School Committee's decision

The School Committee will act reasonably and in good faith to carry out its statutory approval function.

If substantial changes are made in the private school's program, the school must seek renewed approval.

The School Committee recognizes that many worthwhile contributions are made to this community by parochial and other private schools. Therefore, it will cooperate with these schools in matters of mutual benefit when law does not expressly prohibit this cooperation.

LEGAL REFS.: M.G.L. [40:4E](#); [71:48](#) and [71D](#); [71B:4](#); [74:4-7A](#); [76:1](#)

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

POLICY

Student Teachers and Internships

LDA- Amended

The Committee encourages the administration to cooperate with teacher-training institutions in the placement of student teachers in the school district. All initial arrangements with the colleges and universities will be subject to building Principal approval. A student teacher is defined as a teacher trainee. The placement of such student teachers in our schools is to be encouraged.

The Committee authorizes the administration to honor the reasonable rules and training guidelines of the sending institution.

In all arrangements made with colleges and universities, the school district will be given the privilege of interviewing and accepting or rejecting individual candidates for student teaching and internships.

The school administration will ensure there are procedures for evaluating the performance of student teachers that meet requirements of the sending institution and fit with the Committee's policies.

~~The superintendent and principals shall determine the number of trainees that shall be placed in a school at any one time. Care shall be taken to see that no school or teacher is overburdened.~~

All Student Teachers will abide by the rules and regulations contained in the faculty handbook.

~~Student teachers shall not be compensated by the district for professional services in the role as a student teacher.~~

Adopted June 29, 1972
Amended November 14, 2012