

PLEASE POST

Posted: December 12, 2019

Amended Agenda posted: December 12, 2019 at 4:30 p.m.

Amended Agenda Posted: December 16, 2019 at 2:30 p.m.

Southern Berkshire Regional School District

**SCHOOL COMMITTEE MEETING #1,573 - AMENDED**

**Date:** Thursday, December 19, 2019

**Time:** 6:30 p.m.

**Location:** Mt. Everett Regional School Library, 491 Berkshire School Road, Sheffield, MA

**A g e n d a**

All interested members of the public are invited to attend.

*[The listing of matters is those reasonably anticipated by the Chairman 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.]*

1. **Call to Order**
3. **Standing Reports**
  - a. Approval of Minutes of School Committee Meeting #1572
  - b. Enrollment
  - b. Miscellaneous Correspondence
4. **Student Representative Report**
5. **Student Spotlight**
6. **Public Comment**
7. **New Business**
  - A. **Approval of FFA Overnight Field Trip to North Oxford, MA (January 10 – 11, 2019)**
  - B. School Improvement Plans
    - i. Elementary School Improvement Plan– Charles Miller
    - ii. Middle/High School Improvement Plan – Jesse Carpenter
  - C. Approval of Superintendent’s Goals – Vote required
  - D. Discussion and possible action on forming a Student Advisory Committee for SBRSD
8. **Unfinished Business**
9. **Business with District Member Towns**
10. **Subcommittee Reports**
  - a. Finance
  - b. Building, Grounds & Technology
  - c. Community Outreach and Input
  - d. Curriculum
  - e. Executive Evaluation
  - f. Policy
  - g. SBEF

11. **Chairman’s Report**
12. **Superintendent’s Report**
13. **Curriculum & Professional Development Coordinator’s Report**
14. **Director of Student Services Report**
15. **Business Manager’s Report**
  - a. Approval of Warrants: November 15, 2019 and November 29, 2019
  - b. Vote to Accept Grants and Gifts
  - c. Budget Transfers
16. **Future Agenda Items**
17. **Executive Session**
  - a. Pursuant to M.G.L. c. 30A, s. 21(a) (3) to discuss strategy with respect to litigation as an open meeting may have a detrimental effect on the litigating position of the public body, as declared by the chair and not to reconvene in open session. Roll Call Vote.
  - b. Pursuant to M.G.L. c. 30A, s. 21(a) (2) to conduct strategy sessions in preparation for and to conduct contract negotiations with nonunion personnel (Superintendent of Schools) and not to reconvene in Open Session. Roll Call Vote.

**Next School Committee Meetings:**

<i>January 9, 2020</i>	<i>January 30, 2020</i>	<i>February 13, 2020</i>	
<i>March 5, 2020</i>	<i>March 12, 2020</i>	<i>April 2, 2020</i>	<i>April 30, 2020</i>
<i>May 21, 2020</i>	<i>June 18, 2020</i>		

*The SBRSD shall post all School Committee and Subcommittee meetings on its website (<http://www.sbrsd.org/school-committee.html>) in compliance with Open Meeting Law and pursuant to the regulations of the Massachusetts Attorney General’s Office 940 CMR 29.03(4). Please visit the SBRSD’s website for all meeting information. All approved meeting minutes of the SBRSD school committee are posted on the district’s website on the school committee page.*

*Southern Berkshire Regional School District does not discriminate on the basis of age, race, color, sex, gender identity, religion, national origin, sexual orientation, disability or homelessness.*

School Committee: Jane Burke, Jonathan Bruno, Maryellen Brown, Marcella Bush, Dennis Sears, Bonnie Silvers, Danile Kelly, Jeffrey Blaugrund, Art Batacchi, David Travis

Administrators: Superintendent Regulbuto, Peter Dufresne, Charles Miller, Jesse Carpenter, Chris Desjardins, Amy Lyn, Doug Daponde, Sandra Hubbard

Press: CTSB TV; Evan Triantafilidis – Berkshire Record

Others: Carl Stewart, Jennifer Brown,

1. **Call to Order** – Beth Regulbuto, Superintendent called meeting #1572 to order at 6:00 p.m.

2. **Reorganization** (Please see enclosed District policies)

a. Election of Chair (will assume duties immediately upon election)

Superintendent Regulbuto called for nominations of Chair.

Jeff Blaugrund nominated Jane Burke. Marcella Bush seconded.

Bonnie Silvers nominated Dennis Sears. Maryellen Brown seconded.

Superintendent asked those that were nominated to speak about why they are interested in being Chair.

Jane Burke spoke as to why she should be considered for the position of Chair. It has been a year since she was elected to the school committee. She has many years of experience in education and being Chair will give her the biggest opportunity to do what is best for this district. It is important for the district to maintain continuity and being Chair again would give the district an opportunity for this.

Dennis Sears spoke as to why he should be considered for the position of Chair. He does not have the years of experience in education but has many years of experience as a school committee member. He has never been interest in the position of Chair but the reason he accepted the nomination is that the district is in an interesting place. Looking toward the future, with possible consolidation, he could capitalize on his experience to serve in this capacity.

Comments from the school committee members followed.

Vote for Jane Burke: Art Batacchi, Jeff Blaugrund, Danile Kelly, David Travis, Jane Burke, Marcella Bush, Jonathan Bruno

Vote for Dennis Sears: Bonnie Silvers, Dennis Sears, Maryellen Brown

Jane Burke is elected as Chair.

b. Election of Vice Chair

Jane Burke, Chair called for nominations of Vice Chair

Jeff Blaugrund nominated Jonathan Bruno. Seconded by Art Batacchi

Vote: Jon Bruno – Abstain; Art Batacchi, Jeff Blaugrund, Danile Kelly, David Travis, Jane Burke, Marcella Bush, Dennis Sears: Bonnie Silvers, Dennis Sears, Maryellen Brown

Appointment of the following:

Dennis Sears moved to appoint the slate of positions as presented, seconded by Bonnie Silvers.

- Secretary of the School Committee – Beth Regulbuto
- Treasurer – Harvey Thompson
- District's Law Firm – Murphy, Lamere & Murphy, PC
- Clerk to the School Committee – Lynette Gagnon



- MD for the School District – Lisa Sylvia  
Vote: Unanimous

3. **Student Spotlight**

Students playing in Shakespeare’s production of “A Midsummer’s Night Dream” invited the school committee to attend the plays that were upcoming.

4. **Student Representative Report** – None.

5. **Executive Session**

Motion: Pursuant to Purpose 1 of the Open Meeting Law (M.G.L. c.30A, §21(a)(1)), to consider Open Meeting Law complaints against a public officer, namely the members of the School Committee, such complaints having been filed with the District by Jennifer Brown on November 5, 2019; and Carl Stewart, received on November 6, 2019; and pursuant to Purpose 7 (M.G.L. c.30A, §21(a)(7)) to comply with or act under the authority of a Massachusetts General Law by receiving legal advice from counsel protected from disclosure under Massachusetts General Law with the relevant citations of law being M.G.L. c.4, §7(26); M.G.L. c.30A, §21(a)(1); and M.G.L. c.214, §1B. and to reconvene in open session to vote on response to OML complaint.

By: Bonnie Silvers

Second: Art Batacchi

Roll Call Vote: A. Batacchi – Yes; J. Blaugrund – Yes, D. Kelly – Yes; D. Travis – Yes, J. Burke – Yes; J. Bruno – Yes; M. Brown – Yes; M. Bush – Yes; B. Silvers – Yes, D. Sears – Yes

The school committee reconvened in open session at \_\_\_\_\_ p.m.

6. **Vote on Response to Open Meeting Law Complaint**

The school committee discussed with the attorney and approved the response to the OML complaints from Jennifer Brown and Carl Stewart. Chair, Jane Burke read aloud the response letter addressed to Carl Stewart and also stated that the response to Jennifer Brown was the same (copies attached).

Motion: The School Committee approves that the letters be sent to Jennifer Brown and Carl Stewart in response to the OML complaints.

By: Dennis Sears

Second: Jeff Blaugrund

Discussion ensued.

Vote: A. Batacchi – Yes; J. Blaugrund – Yes, D. Kelly – Yes; D. Travis – Yes, J. Burke – Yes; J. Bruno – Yes; M. Brown – Yes; M. Bush – Yes; B. Silvers – Yes, D. Sears – Yes

7. **Public Comment**

Carl Stewart stated that he was not happy about doing this, and was hesitant to say that he disagrees with counsel’s opinion on this but won’t disagree until after he has read the citations to decisions by the Attorney General, that consulting with an attorney is a valid reason to enter executive session. You cite the privacy sections of Mass General Laws. He is the person affected, he can waive his right to privacy but the committee does not have that right. Cannot be reason 1 and reason 7. Will not make a further complaint until he has had a chance to review the decisions by the attorney general on the rights of a public body to go into executive session.

8. **Standing Reports**

a. Approval of School Committee Minutes #1571 of October 24, 2019

Motion to approve the school committee minutes of #1571 of October 24, 2019 as presented.



By: Bonnie Silvers  
Second: Jeff Blaugrund  
Vote: Unanimous

- b. Enrollment – This report was not available for this meeting.
- c. Miscellaneous Correspondence – none.

9. **New Business**

- a. Vote to open an 8<sup>th</sup> Grade Activity Account  
No information was available –  
Motion to table this item to a future meeting.  
By: Jon Bruno  
Second: Jeff Blaugrund  
Vote: Unanimous

- b. Vote to Enter into Negotiations with the Superintendent  
Motion that the school committee enter into negotiations with the Superintendent of Schools.  
By: Art Batacchi  
Second: Marcella Bush  
Discussion ensued. The school committee clarified that this was a motion in open session that was made in executive session to enter into negotiations with the Superintendent regarding renewing her contract.  
Vote: Bonnie Silvers - No; Maryellen Brown - Abstain; Art Batacchi – Yes, Danile Kelly – Yes; Jeff Blaugrund – Yes; David Travis – Yes; Jane Burke – Yes; Jon Bruno – Yes, Marcella Bush – Yes, Dennis Sears – Yes  
Motion Passes.

- c. Draft of Superintendent’s Goals for Review and Consideration  
Jane Burke stated that the Exec Evaluation Subcommittee, especially David Travis, had done a lot of work on the superintendent’s goals. It is important to set goals that have a meaning to the community, teachers and admin team.  
David Travis showed a video on the process for developing and approving the Superintendent’s Goals and sharing this with the committee and community. He also shared and explained the new rubric that the State of Massachusetts has established. The packet included the Superintendent Goals for Educator Evaluation for 2019-2020. Also included in the packet was the MA Model System for Educator Evaluation/Superintendent and District Administrator Rubric.  
Discussion and questions and answers followed.

Jane Burke also commented that the school committee needs to set their own goals which are related to the Superintendent’s goals. The training, conducted by a representative from MASC, will be held either on December 3, 4 or 17, all before the next regular school committee meeting.

Motion to hold a special school committee meeting to discuss evaluation process.  
By: Jonathan Bruno  
Second: Jeffrey Blaugrund  
Vote: Unanimous

Superintendent Regulbuto stated that she would like to discuss the process. There is a reason for an Executive Evaluation subcommittee. She is open to learning about the new process. The

report shows that there is a significant amount of work expected from any superintendent in the state. We should all be talking about this in a way that it makes sense to improve the district.

d. SBRSD Strategy for Continuous Improvement – 2019-2020

Superintendent Regulbuto gave a brief explanation of how the District Strategy for Continuous Improvement was developed. This District Improvement Plan was a 3 year plan approved by the school committee last year and this is an update to that plan. This is a living working document that will be reviewed throughout the year. The school community got together and developed a shared vision for our district. The plan defines progress, modifications or action steps.

The Administrative Team talked about the different initiatives and shared the work that has been done or will be done and where the district is headed. (Plan is attached)

e. Election of Subcommittee Members (previous listing enclosed for reference)

Dennis Sears recommended that the committee temporarily set aside Policy BDE.

Motion to set aside Policy BDE for the purpose of getting the subcommittees appointed.

By: Dennis Sears

Second: Bonnie Silvers

Vote: Jon Bruno – No; Everyone Else Yes. Motion passes.

Motion to go through the list of subcommittees and choose the members and make a final motion after the members are selected.

By: Jon Bruno

Second: Jeff Blaugrund

Vote: Unanimous

- Buildings, Grounds & Technology  
Art Batacchi, Jeffrey Blaugrund, Maryellen Brown, David Travis, Jon Bruno
- Collective Bargaining/Negotiations  
Bonnie Silvers, Dennis Sears, Art Batacchi, Jon Bruno, Jane Burke
- Community Input & Outreach Committee  
Jeff Blaugrund, Marcella Bush, Danile Kelly, Bonnie Silvers, Jon Bruno
- Curriculum  
Jeff Blaugrund (Alt), Jane Burke, Marcella Bush, Jon Bruno, Bonnie Silvers, David Travis
- Executive Evaluation  
Jane Burke, Marcella Bush, Jon Bruno, David Travis, Danile Kelly
- Executive Minute Review  
Dennis Sears, Bonnie Silvers, Maryellen Brown, Jeff Blaugrund, Jane Burke
- Finance  
Art Batacchi, Jeff Blaugrund, Maryellen Brown, Bonnie Silvers, Dennis Sears, Jane Burke (Alt)
- Policy  
Art Batacchi, Jane Burke, Jon Bruno, Dennis Sears, Danile Kelly



- Regional Agreement Review Committee  
Art Batacchi, Jeff Blaugrund, Dennis Sears, Bonnie Silvers
- SBRSD Future of South Berkshire County Education Ad-Hoc Committee  
Jane Burke, Marcella Bush (Alt), Dennis Sears, Bonnie Silvers, Jeff Blaugrund, Jon Bruno
- Warrant Representative: Dennis Sears (All board members serve as alternates)
- Berkshire County Education Futures Representative – Dennis Sears
- Eagle Fund Representative – David Travis, Jeffrey Blaugrund (Alt)
- MA Association of School Committees Representative – Dennis Sears
- Undermountain/Mt. Everett Youth Athletics Association (UMEYAA) Liaison  
Art Batacchi
- Liaison to Southern Berkshire Child Care Program – Bonnie Silvers
- Liaison to Wellness Committee – Marcella Bush
- Legislative Representative – Dennis Sears
- Liaison to Early Childhood Committee – Jane Burke

Motion to accept school committee members nominated for subcommittees as listed above

By: Jon Bruno

Second: Jeff Blaugrund

Vote: Unanimous

Motion that the school committee reinstate Policy BDE.

By: Dennis Sears

Second: Art Batacchi

Vote: Unanimous

10. **Unfinished Business** - None

11. **Business with District Member Towns** - None

12. **Subcommittee Reports**

a. SBRSD SBEF – Dennis Sears – Nothing to report - no meeting

b. Policy Subcommittee – Dennis Sears – Nothing to report – no meeting

c. Executive Evaluation Subcommittee – D. Travis presented at the beginning of the meeting on Superintendent Goals.

d. Negotiation Subcommittee – B. Silvers

Negotiation subcommittee will be meeting next Wednesday.

- e. Building, Grounds & Technology Subcommittee – A. Batacchi  
Nothing to report – no meeting.
- f. Community, Input and Outreach Subcommittee – B. Silvers  
Met on Tuesday. Brenda Ullrich had to withdraw and will be replaced by Michelle Raszl.  
2 motions were approved at this meeting.
  - 1. Motion that the CI&O subcommittee recommends that a letter be developed and approved by the full school committee which will explain the merger issues with BHRSD and will be sent to the SBRSD community. Secondly, also set a date for a question and answer quorum for community members to be held at the TACPAC regarding consolidation and merger issues.

Dennis Sears volunteered to put together a first draft that the school committee will review and recommend to be sent out. This will be a first draft of what would be sent out. This would be placed on our website and local publications. Jeff – approach it from a FAQ perspective.

Motion that the Community Input and Outreach Subcommittee address the issue of consolidation by sending out a FAQ document to the community.

By: Bonnie Silvers  
Second: Jeffrey Blaugrund  
Vote: Unanimous

- 2. Second motion – CI&O recommends to the full school committee that there be a communication goal in the Superintendent’s goals specifically in closing the gap in special education.

By: Bonnie Silvers  
Second: Jeff Blaugrund

Discussion ensued. Beth stated that she did not feel comfortable about this methodology. A subcommittee should not recommend to the school committee on what should be added to the Superintendent’s goals. The community does not evaluate the superintendent, the school committee does.

Jane Burke stated that she was not sure that this motion should be passed. We go through a process to conduct the Superintendent’s evaluation. The Superintendent sets her goals and the School Committee works with her to make sure they are aligned. Each individual in their respective jobs sets their own goals and they then get evaluated on whether or not they are meeting them.

Bonnie Silvers stated that she is willing to bring this motion to the Executive Evaluation for their review.

Motion to withdraw the motion that the CI&O recommend to the full school committee that there be a communication goal in the Superintendent’s goals specifically in closing the gap in special education.

By: Bonnie Silvers  
Second: Jeff Blaugrund  
Vote: Unanimous



g. Curriculum Subcommittee – D. Travis & P. Dufresne - No meeting – nothing to report

h. Finance Subcommittee – D. Sears – Nothing to report – no meeting

13. **Chairman’s Report**

Jane Burke – the district received a report on the investigation and an executive meeting needs to be scheduled to review this. Set the meeting for November 20<sup>th</sup> at 4:45 p.m.

14. **Superintendent’s Report** – No report

15. **Curriculum & Professional Development Coordinator’s Report** – No report

16. **Director of Student Services Report** - Report attached.

17. **Business Manager’s Report**

a. Approval of Warrants: November 1, 2019

Motion to approve the warrant of November 1, 2019

By: Art Batacchi

Second: Jon Bruno

Vote: Unanimous

b. Vote to Accept Grants and Gifts - None

c. Budget Transfers – report attached

Motion to approve the budget transfers for \$2000 from Professional Development Contracted to Staff Professional days and \$400 from ME Art field trips to ME Art Repair.

By: Jeffrey Blaugrund

Second: Art Batacchi

Vote: Unanimous

Received a bill for FY19 - seeking school committee approval.

Motion to approve payment of a FY19 bill.

By: Dennis Sears

Second: Art Batacchi

Vote: Unanimous

Chris reported that we have signed a contract for copiers. We are looking to change the contract, reallocate the number of copies that will be included in the contract cost. Replacing some of the black and white copiers with color copiers.

Motion to approve the new copier contract with Xerox for five years.

By: Art Batacchi

Second: Dennis Sears

Discussion ensued.

Vote: Unanimous

Chris also presented a draft of the FY21 Budget calendar for the Committee to review and schedule Finance meetings.

18. **Future Agenda Items**

- School Improvement Plans – December 19, 2019 meeting
- Jeffrey Blaugrund – discussion on collaborating with the Jewish community and other faith leaders on anti-Semitism in Berkshire county.

19. **Adjourn**

Motion to adjourn the meeting at 9:00 p.m.

By: Jon Bruno

Second: Art Batacchi

Vote: Unanimous

*Documents presented at this meeting:*

- *Agenda for meeting #1572*
- *Minutes of meeting #1571*
- *Superintendent's Goals (draft)*
- *MA Model System for Educator Evaluation (Superintendent and Admin Rubric)*
- *SBRSD Strategy for Continuous Improvement*
- *Warrant – November 1, 2019*
- *FY20 Budget Transfer Request*
- *SBRSD Copier Contract Proposal*
- *Draft FY21 Budget Calendar*





## SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

*Via Electronic Mail and First-Class Mail*

November 14, 2019

Beth L. Regulbuto

*Superintendent*

Jane Burke

*School Committee Chair*

Jonathan R. Bruno

*School Committee Vice Chair*

*School Committee Members*

Arthur J. Batacchi, Jr.

Jeffrey Blaugrund

Maryellen A. Brown

Marcella Bush

Danile Kelly

H. Dennis Sears

E. Bonnie Silvers

David Travis

Carl Stewart, Esq.  
100 North Egremont Road  
Alford, MA 01230  
[carlstewartlaw@gmail.com](mailto:carlstewartlaw@gmail.com)

Re: Open Meeting Law Complaint, received November 6, 2019

Dear Mr. Stewart:

As you know, you submitted an Open Meeting Law Complaint (hereinafter, the "Complaint") to the Southern Berkshire Regional School Committee (hereinafter, the "Committee") dated October 26, 2019, a copy of which is attached hereto. This Complaint was received by mail on November 6, 2019. On behalf of the Committee, I submit this response to your Complaint.

As it pertains to the Open Meeting Law, your Complaint appears to be based on an allegation that the Committee improperly met in executive session on October 24, 2019 to discuss an Open Meeting Law complaint against one or more members of the Committee. It is well-established that discussion of an Open Meeting Law complaint may take place in executive session pursuant to M.G.L. c.30A, §21(a)(1), as a complaint against the public body members as individual public officials, and/or pursuant to M.G.L. c.30A, §21(a)(7), to comply with the Open Meeting Law. See, e.g., Massachusetts Attorney General Determinations OML 2019-57; OML 2017-132; OML 2017-4; OML 2016-138; OML 2015-179; OML 2015-105; OML 2014-78; OML 2013-82; OML 2012-119; OML 2011-6. As indicated by the Committee's duly posted agenda for October 24, 2019, the executive session in question was held pursuant to M.G.L. c.30A, §21(a)(1) and M.G.L. c.30A, §21(a)(7) to discuss the Open Meeting Law complaint identified therein. A copy of this agenda can be found on the District's website, and Open Meeting Law Determinations are publicly available from the Office of the Attorney General.

Based on the foregoing, there was no violation of the Open Meeting Law as alleged by your Complaint, and the Committee will not take any further action in response thereto.

Sincerely,

A handwritten signature in cursive script that reads "Jane Burke" followed by a stylized flourish.

Jane Burke, Chair  
Southern Berkshire Regional School Committee

Enclosure

cc: Southern Berkshire Regional School Committee  
Office of the Attorney General, Division of Open Government





## SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

*Via Electronic Mail  
and First-Class Mail*

November 14, 2019

**Beth L. Regulbuto**

*Superintendent*

**Christine Regan**

*Business Administrator*

**Jane Burke**

*School Committee Chair*

**Jonathan R. Bruno**

*School Committee Vice Chair*

*School Committee Members*

**Arthur J. Batacchi, Jr.**

**Jeffrey Blaugrund**

**Maryellen A. Brown**

**Marcella Bush**

**Danile Kelly**

**H. Dennis Sears**

**E. Bonnie Silvers**

**David Travis**

**Jennifer Brown**  
636 Campbell Falls Road  
Southfield, MA 01259  
[jeniusmummy@gmail.com](mailto:jeniusmummy@gmail.com)

Re: Open Meeting Law Complaint, received November 5, 2019

Dear Ms. Brown:

As you know, on November 5, 2019, you submitted an Open Meeting Law Complaint (hereinafter, the "Complaint") to the Southern Berkshire Regional School Committee (hereinafter, the "Committee"), a copy of which is attached hereto. On behalf of the Committee, I submit this response to your Complaint.

As it pertains to the Open Meeting Law, your Complaint appears to be based on an allegation that the Committee improperly met in executive session on October 24, 2019 to discuss one of your prior Open Meeting Law complaints against one or more members of the Committee. It is well-established that discussion of an Open Meeting Law complaint may take place in executive session pursuant to M.G.L. c.30A, §21(a)(1), as a complaint against the public body members as individual public officials, and/or pursuant to M.G.L. c.30A, §21(a)(7), to comply with the Open Meeting Law or any other applicable law. See, e.g., Massachusetts Attorney General Determinations OML 2019-57; OML 2017-132; OML 2017-4; OML 2016-138; OML 2015-179; OML 2015-105; OML 2014-78; OML 2013-82; OML 2012-119; OML 2011-6. As indicated by the Committee's duly posted agenda for October 24, 2019, the executive session in question was held pursuant to M.G.L. c.30A, §21(a)(1) and M.G.L. c.30A, §21(a)(7) to discuss the Open Meeting Law complaint identified therein. A copy of this agenda can be found on the District's website, and Open Meeting Law Determinations are publicly available from the Office of the Attorney General.

Based on the foregoing, there was no violation of the Open Meeting Law as alleged by your Complaint, and the Committee will not take any further action in response thereto.

Sincerely,

A handwritten signature in cursive script that reads "Jane Burke" followed by a stylized flourish.

Jane Burke, Chair

Southern Berkshire Regional School Committee

Enclosure

cc: Southern Berkshire Regional School Committee

✓ Office of the Attorney General, Division of Open Government

**ENROLLMENT 2019-2020**

As of	8/1/2019	9/1/2019	10/1/2019	11/1/2019	12/1/2019	1/2/2020	2/1/2020	3/1/2020	4/1/2020	5/1/2020	#####
<b>Undermountain</b>											
Pre-K	24	24	21	21	21						
Early K	11	13	2	3	17	1					
Kindergarten	28	29	1	29	29						
Grade 1	29	30	1	30	30						
Grade 2	28	29	1	28	28						
Grade 3	37	38	1	37	36	-1					
Grade 4	40	42	2	42	42						
Grade 5	46	45	-1	44	43	-1					
<b>Total UME</b>	<b>243</b>	<b>250</b>	<b>7</b>	<b>247</b>	<b>246</b>	<b>-1</b>					
<b>New Marlborough</b>											
Pre K	11	11	11	11	11						
Early K	4	6	2	6	6						
Kindergarten	10	11	1	11	11						
Grade 1	16	16	16	16	16						
Grade 2	4	5	1	5	5						
Grade 3	16	17	1	18	18						
Grade 4	10	12	2	12	11	-1					
<b>Total NMC</b>	<b>71</b>	<b>78</b>	<b>7</b>	<b>79</b>	<b>78</b>	<b>-1</b>					
<b>S. Egremont</b>											
Early K	0	0	0	0	0						
Kindergarten	11	9	-2	9	9						
<b>Total S.Egremont</b>	<b>11</b>	<b>9</b>	<b>-2</b>	<b>9</b>	<b>9</b>						
<b>Total Elementary</b>	<b>325</b>	<b>337</b>	<b>12</b>	<b>335</b>	<b>333</b>	<b>-2</b>					
<b>Mt Everett</b>											
Grade 6	42	40	-2	39	39						
Grade 7	51	55	4	54	55	1					
Grade 8	40	41	1	42	41	-1					
Grade 9	56	56	55	55	55						
Grade 10	53	50	-3	50	50						
Grade 11	50	50	51	51	52	1					
Grade 12	55	57	2	57	57						
<b>Total MSHS</b>	<b>347</b>	<b>349</b>	<b>2</b>	<b>348</b>	<b>349</b>	<b>1</b>					
<b>Total all Schools</b>	<b>672</b>	<b>686</b>	<b>14</b>	<b>683</b>	<b>682</b>	<b>-1</b>					





# Southern Berkshire Regional School District

7A

## OVERNIGHT FIELD TRIP

Teacher in Charge: Tanya Michaud Principal: \_\_\_\_\_

Trip Location: North Oxford, MA 01537 Grade Level of Students: 11 & 12

Departure Date: January 10 Departure Time: 2pm

Return Date: January 11 Return Time: 4pm

### Purpose of Trip:

- Approach to a unit of work
- Enrichment experience related to curriculum framework
- Culminating activity to a unit
- Research for unit
- Enhancement of student learning in fine arts, world language
- Athletic event

Objectives of Trip: To provide knowledge & tools to strengthen personal skills for employability. Also, to develop leadership skills and work collaboratively as a team.

(Provide specific description of objectives and details.)

How will student learning be assessed? These skills to be developed are ongoing. Students participate in many leadership workshops throughout the year. Skills are not necessarily "assessed" @ the workshop.

Description of Itinerary: Check in @ 5pm. Attend a 3 hour workshop from 6 to 9pm. Breakfast from 8-9am, attend workshop until 12pm. Attend another workshop from 1 to 3pm.

### Overnight accommodations:

Facility: Barton Center for Disease Education Phone # 508-987-2056

Address: North Oxford, MA 01537

(OVER)

**SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT  
FIELD TRIP PERMISSION FORM**

Transportation: Marshmallow Bus

Meal Plan: Breakfast & lunch provided

Funding Source Students pay \$60/each

Overnight trips are asked to provide 1 chaperone for every 6 students.

Names & phone #'s of chaperones:

CORI

Tanya Michaud 413-854-3565

✓

Mary Hoover 413-717-0076

✓

(Attach additional sheet of paper, if necessary)

Emergency Contact (SBRSD Administrator): Jesse Carpenter

(Parents' names and phone numbers are to be provided to the emergency contact to be used in case of an emergency.)

Number of students attending: 5

Names of student participants (listing to be attached to this slip)

Principal's Approval: *Ann Blount* Date: 12/16/19

Superintendent's approval: *Brad Repullento* Date: 12/16/19

Nurse's Approval: *Jeanne Moran RN, BSN* 12/16/19 Date: \_\_\_\_\_

School Committee approval date: \_\_\_\_\_

Comments: \_\_\_\_\_

Justin Wald

Hailey Thieriot

Savannah Tinker

Tommy Netzer

Lizzy Sarnacki



# ELEMENTARY SCHOOL IMPROVEMENT PLAN SY19-20

## District Vision

Providing a rigorous educational environment that prepares and inspires all students to be resilient, curious, and ethical global citizens.

## Building Core Values

Learners who embrace the challenges of an ever-changing world through a commitment to our core values of opportunity, excellence, character, & community.

## Priority 1

**Academic Rigor:** Ensure the district provides all students access to a high quality, demanding, and rigorous academic program, aligned with the Massachusetts Curriculum Frameworks (including SEL). Make certain that teaching methods are based on accepted and proven methodology, reaching all children through differentiated instruction while instilling a love of lifelong learning.

**SY 2019-2020 FOCUS** on reviewing and improving our writing instruction and student learning as it pertains to all subjects. This involves aligning our curriculum with MA ELA Curriculum Frameworks and pulling out the power writing standards at each grade level. In addition, we are using common planning time and collaboration time with teachers to plan/look at writing lessons and student work and we have aligned many of our teacher's student centered learning goals with writing instruction.

## Objective

To coordinate, assess, and improve our writing instruction and learning in pk-5

## Timeline/Lead Staff

SY 2019-2020 Charles Miller/Amy Lyn/Dan Weston/Teachers/Support Staff

## Resources Needed

Faculty Meetings, Curriculum Leader Meetings  
MA ELA Frameworks & Assessment Tools  
Collaboration Time Meetings  
PLC on Trauma & SEL

## Theory of Action

If we unpack the writing standards and coordinate teacher instructional goals, coaching, collaboration time, with a focus on bolstering our writing instruction, and regularly meet to assess and measure student learning, then writing instruction across disciplines will improve and student outcomes will improve.

## Indicators and Outcomes

Teachers are able to pull out the power standards for writing and improve their writing instruction. Student performance on writing assessments improves.

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# ELEMENTARY SCHOOL IMPROVEMENT PLAN SY19-20

## District Vision

Providing a rigorous educational environment that prepares and inspires all students to be resilient, curious, and ethical global citizens.

## Building Core Values

Learners who embrace the challenges of an ever-changing world through a commitment to our core values of opportunity, excellence, character, & community.

## Priority 2

**School Culture:** Foster a professional culture of pride, motivation, reflective practice, interpersonal support, high standards and professionalism at all levels, as well as collaboration between the administration and SBREA. Ensure that administrators provide ongoing feedback, resources, professional development, and support to all teachers, designed to bring about optimal student growth.

**SY 2019 - 2020 FOCUS** on continuing to improve staff morale and school climate. The elementary theme for the year is positivity and unity. We will rework the PAC meetings, add a regular staff spotlight to our internal communications and continue to publicly praise and support staff through relevant PD, internal leadership opportunities, and frequent positive feedback.

## Objective

Improve school climate and morale by providing a common elementary vision, supportive feedback, and transparent communication.

## Timeline/Lead Staff

**SY 2019-2020** Charles Miller/Amy Lyn/Sandi Hubbard/Pete Defrense

## Resources Needed

Faculty meetings, notes of the week, educator coaching sessions, PAC meetings, PD for staff, RBT Leadership training

## Theory of Action

If the administrative team provides teachers with consistent support, timely feedback, a shared vision, distributive leadership, the teachers and staff will feel more empowered, positive, and exciting about continuous improvement and shared goals.

## Indicators and Outcomes

Staff google form results, formative and summative assessment results and school climate survey.



# ELEMENTARY SCHOOL IMPROVEMENT PLAN SY19-20

## District Vision

Providing a rigorous educational environment that prepares and inspires all students to be resilient, curious, and ethical global citizens.

## Building Core Values

Learners who embrace the challenges of an ever-changing world through a commitment to our core values of opportunity, excellence, character, & community.

## Priority 3

**Family & Community Engagement:** Ensure that the elementary schools expands engagement with families, local resources, community-based organizations, governmental agencies, and regional businesses in order to expand and enhance the educational experience for all students for all students.

**SY 2019-2020 FOCUS** Family Communication: Cultivate partnerships and build relationships with families through outreach and communication through personal contact, email, newsletters, and other events. Intra-District Communication: Maintain and improve intra-district communication and transition activities.

## Objective

To maintain and build community trust, support, and partnerships, and improve communication in and out of school

## Timeline/Lead Administrators

**SY 2019-2020** Charles Miller/Camila Tabor/Amy Lyn/Dan Weston/ Sandi Hubbard/  
Shannon Ruane/Alice Tortoriello/Teachers

## Resources Needed

Email Updates, Newsletters, Family Events, Coordination with PTO and PTA, SEPAC, Administrative meetings with parents, conferences, and being available.

## Theory of Action

If we foster a school environment where Elementary parents, community members, and other stakeholders feel a sincere partnership in the education of our kids, then we will be able to improve student outcomes more holistically and effectively. If we strive to communicate with more openness and transparency, our students and families will benefit.

## Indicators and Outcomes

Parent participation and attendance at school events. Data collected through a school climate survey. Increased understanding and awareness of elementary school initiatives, programs, and practices.



# MOUNT EVERETT REGIONAL SCHOOL SCHOOL IMPROVEMENT PLAN 2019-2020

7Bii

Building Core Values	
<p><b>District Vision</b></p> <p>Providing a rigorous educational environment that prepares and inspires all student to be resilient, curious, and ethical global citizens.</p>	<p>Learners who embrace the challenges of an ever-changing world through our commitment to our core values of opportunity, excellence, character, &amp; community.</p>
GOAL 1	
<p><b>Creation of Pathways:</b> Ensure that students have a variety of pathways to graduation that are based on student passions and interests.</p>	
<p><b>SY 2019-2020</b> Focus on refining current pathways (General Graduation, Liberal Arts, Arts, Entrepreneurship, Global Education, and Technology) and developing (or reconfiguring) electives to fit into existing pathways in order to make for a more robust experience.</p>	
Objective	Timeline
<p>To gauge student interest, look at additional certifications and credit opportunities while refining the pathways to meet student needs, interests, and/or passions.</p>	<p>2019-2020 school year</p>
Resources Needed	Theory of Action
<p>Meeting time (faculty meetings, Faculty Advisory Committees, department meetings), Teacher Planning Time, and student conferences with guidance counselors.</p>	<p>If we develop “strands” of coursework that are centered around content based pursuits, students will have pathways towards graduation that will be tied to their interests and ultimately their college and/or career plans.</p>
Indicators and Outcomes	
<p>Updated changes to Program of Studies, and student course and pathway enrollment data.</p>	

# MOUNT EVERETT REGIONAL SCHOOL SCHOOL IMPROVEMENT PLAN 2019-2020

7Bii

Building Core Values	
<p><b>District Vision</b></p> <p>Providing a rigorous educational environment that prepares and inspires all students to be resilient, curious, and ethical global citizens.</p>	<p>Learners who embrace the challenges of an ever-changing world through our commitment to our core values of opportunity, excellence, character, &amp; community.</p>
GOAL 2	
<p><b>Positive School Culture:</b> Ensure that every student has the skills necessary to navigate their day from a social-emotional standpoint.</p>	
<p><b>SY 2019-2020</b> Focus on helping adults in the building connect with students and address their behavioral and social-emotional needs. Develop teams to look at student struggles and design goals in instruction and emotional supports to help students and teachers.</p>	
Objective	Timeline
<p>To increase our efforts to meet the social and emotional needs of students, we will develop an SAT (Student Assessment Team) and SST (Student Support Team) to help struggling students.</p>	<p>2019-2020 school year</p>
Resources Needed	Theory of Action
<p>Meeting time, teacher planning time</p>	<p>If we create SAT and SST teams with the key members of the administrative, teacher, and student support teams, we can do a better job of creating social/emotional success plans to help struggling students.</p>
Indicators and Outcomes	
<p>Overall social/emotional health of our students.</p>	



# MOUNT EVERETT REGIONAL SCHOOL SCHOOL IMPROVEMENT PLAN 2019-2020

Building Core Values	
District Vision	<p>Providing a rigorous educational environment that prepares and inspires all student to be resilient, curious, and ethical global citizens.</p> <p>Learners who embrace the challenges of an ever-changing world through our commitment to our core values of opportunity, excellence, character, &amp; community.</p>
GOAL 3	
<p><b>Curriculum and Instruction:</b> Ensure that the district provides all middle school students access to a demanding and rigorous academic program.</p> <p><b>SY 2019-2020</b> Focus on continuing the grades 6-8 middle school reconfiguration with respect to best instructional practices.</p>	
Objective	Timeline
<p>To develop ...</p> <ul style="list-style-type: none"> <li>A. Specific themes, interdisciplinary units, and assessments</li> <li>B. Specifically address social studies curriculum changes as per changes in state frameworks.</li> <li>C. Reimagining of the EXPO project to include more inquiry, analyzation of information, and evaluation of ideas.</li> <li>D.</li> </ul>	<p>September 2019 – August 2020</p>
Resources Needed	Theory of Action
<p>Meeting time, teacher planning time</p>	<p>If our administration, teachers, and support staff are given adequate time to thoughtfully plan interdisciplinary units, assessments, and instructional practices, a high quality, demanding and rigorous program will be seen.</p>
Indicators and Outcomes	
<p>Creation of interdisciplinary units and outcome assessments (projects).</p>	



GOAL 1			
Standard	Indicator	Element	Key Actions
<b>I. Instructional Leadership</b>	<b>I-B. Instruction</b>	<b>1-B-1. Student engagement</b>	
The education leader promotes the learning and growth of all students and the success of all staff by cultivating a shared vision that makes powerful teaching and learning the central focus of schooling.	Ensures that instructional practices in all settings reflect high expectations regarding content and quality of effort and work, engage all students, and are personalized to accommodate diverse learning styles, needs, interests, and levels of readiness.	<p>"Proficient" rating =</p> <p>While observing principal practice and artifacts, regularly provides feedback to ensure that principals are identifying and promoting a variety of effective, high-leverage instructional practices that are likely to motivate and engage most students.</p>	<ul style="list-style-type: none"> <li>• Administrators "learning walk-throughs" focused on implementation of curricula</li> <li>• Agendas for follow-up meetings plus "next steps" for boosting student engagement and coaching Administrative Team in providing growth</li> <li>• Weekly Administrative Team Meetings to review, discuss, share best practices for improving teaching and learning across the District</li> <li>• Using the District Strategy for Continuous Improvement as a map, we will continue to build capacity for effective standards based learning, social emotional learning, inclusive practices, and behavior intervention strategies</li> <li>• Using a combination of formal and summative assessments, observational data, and student and teacher feedback, the administrative team will provide timely feedback to educators so that adjustments can be made to instructional practices which in turn will respond to student needs, raise expectation, and improve outcomes.</li> </ul>
		<b>1-B-2. Quality of effort and work</b>	
		<p>"Proficient" rating =</p> <p>Sets and models high expectations for the content and quality of instruction and student work district-wide, and the perseverance and effort required to produce it;</p> <p>Supports all administrators and instructional staff to consistently uphold these expectations for all students.</p>	<ul style="list-style-type: none"> <li>• Work with the Administration to support the on-going development and reconfiguration of middle school program</li> <li>• Support the Administrative Team in the enhancement and refinement of pathways including the possible expansion of the arts pathway and the internship program</li> <li>• Expand/explore more early college and career opportunities for our students</li> <li>• Develop, Review and Present the District Strategy for Continuous Improvement to various stakeholder groups with the goal of setting high expectations and improving student achievement</li> <li>• Support the Principals in the development and resources needed based on the data and outcomes received as a result of the implementation of the School Improvement Plans</li> </ul>

<b>GOAL 2</b>			
<b>Standard</b>	<b>Indicator</b>	<b>Element</b>	<b>Key Actions</b>
<b>I. Instructional Leadership</b>	<b>I-D. Evaluation</b>	<b>I-D-1. Educator goals</b>	
The education leader promotes the learning and growth of all students and the success of all staff by cultivating a shared vision that makes powerful teaching and learning the central focus of schooling.	Provides effective and timely supervision and evaluation of all staff in alignment with state regulations and contract provisions.	<p>"Proficient" rating =</p> <p>Supports administrators and administrator teams to develop and attain meaningful, actionable, and measurable professional practice, student learning, and where appropriate, district/school improvement goals.</p> <p>Reviews goals for quality and supports progress.</p>	<ul style="list-style-type: none"> <li>Establish a practice of performing learning walkthroughs, consensus around best instructional practices Working with Administrative Team to ensure that they are providing meaningful evaluations, and giving effective feedback to improve teaching practices</li> <li>Administrators participating in various outside coursework to improve their own practice on teacher coaching</li> <li>Use observations and feedback from evaluations and walkthroughs to identify professional development opportunities or resources needed with a link to necessary budgetary implications</li> </ul>
		<b>I-D-3. Observations and Feedback</b>	
		<p>"Proficient" rating =</p> <p>Makes multiple visits to each school to observe administrator practice, and provides quality feedback (specific, timely, actionable) that reinforces effective practice and provides clear next steps and support for improvement.</p>	<ul style="list-style-type: none"> <li>Use observations and feedback from evaluations and walkthroughs to identify professional development opportunities or define resources needed</li> <li>Advocate for appropriate levels of resources, programming, and staffing as part of the budget development process</li> <li>Use the data from observations, evaluations, and feedback to develop, review and present the District Strategy for Continuous Improvement to various stakeholder groups with the goal of setting high expectations and improving student achievement</li> </ul>



Goal 3			
Standard	Indicator	Element	Key Actions
<b>II. Management and Operations</b>	<b>II-C. Scheduling and Management Info Systems Indicator</b>	<b>II-C-1. Time for teaching and learning</b>	
Promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and effective learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.	Uses systems to ensure optimal use of time for teaching, learning, and collaboration.	<p>"Proficient" rating =</p> <p>Ensures that schedules, procedures and related systems across the district maximize student access to quality instructional time and minimize school day disruptions and distractions for all school- level staff;</p> <p>Consistently monitors the extent to which these systems are effective.</p>	<ul style="list-style-type: none"> <li>• Create a year-long calendar of opportunities (workshops, events, discussions, etc.) to boost and clarify communication, and increase collaboration between our school communities' stakeholder groups (teachers, parents, students, school leaders, town representatives, etc.)</li> <li>• Review agendas and minutes from Administrative Team members meetings</li> <li>• Work with the Administration to develop schedules and systems that meet student needs and interests, and that maximize quality instructional time</li> </ul>
		<b>II-C-2. Time for Collaboration</b>	
		<p>"Proficient" rating =</p> <p>Sets expectations for regular collaboration among administrators, and promotes scheduling that ensures sufficient time for collaboration within and across schools.</p> <p>Establishes norms for effective collaboration, and prevents or deflects activities that may interfere.</p> <p>Supports principals to do the same for their teachers.</p>	<ul style="list-style-type: none"> <li>• Professional development time devoted specifically to strengthening adult culture i.e. creating process by which stakeholders feel they have input on the goals/outcomes of the District</li> <li>• Actively working with Administration to build in time during the day for adults to collaborate (faculty advisory, department meetings, PLCs)</li> <li>• Facilitates Administrative Team meetings and Administrative Retreats with a focus on norms, working collaboratively, on a consistent basis</li> </ul>



<b>GOAL 4</b>			
<b>Standard</b>	<b>Indicator</b>	<b>Element</b>	<b>Key Actions</b>
<b>III. Family and Community Engagement</b>	<b>III-B. Sharing Responsibility</b>	<b>III-B-1. Student Support</b>	
Promotes the learning and growth of all students and the success of all staff through effective partnerships with families, community organizations, and other stakeholders that support the mission of the school and district.	Continuously collaborates with families to support student learning and development both at home and at school.	<p>"Proficient" rating =</p> <p>Provides resources, professional development, and related supports to enable the identification of each student's academic, social, emotional, and behavioral needs, including students with disabilities and English learners.</p> <p>Supports administrators to collaborate with families to address student needs, utilizing resources within and outside of the district.</p>	<ul style="list-style-type: none"> <li>• Continue to explore and provide evidence of school extracurricular programming opportunities, community events, workshops, presentations</li> <li>• Renewed commitment to advocacy and support of active Faculty and Student Advisory Councils, SEPAC, School Councils, PTOs</li> <li>• Continue to hold Superintendent's Regional Roundtable meetings, and attend sub-committee and town meetings where appropriate to advocate for the District</li> <li>• Continue to provide news and notes to the school community to share resources, activities and student needs and achievements</li> </ul>

Goal 5			
Standard	Indicator	Element	Key Actions
<b>IV. Professional Culture</b>	<b>IV-A. Commitment to High Standards</b>	<b>IV-A-3. Meetings</b>	
<p>Promotes success for all students by nurturing and sustaining a school culture of reflective practice, high expectations, and continuous learning for staff.</p>	<p>Fosters a shared commitment to high standards of teaching and learning with high expectations for achievement for all, including:</p> <ol style="list-style-type: none"> <li>1. Mission and core values: Develops, promotes, and secures staff commitment to core values that guide the development of a succinct, results-oriented mission statement and ongoing decision-making.</li> <li>2. Meetings: Plans and leads well-run and engaging meetings that have clear purpose, focus on matters of consequence, and engage participants in a thoughtful and productive series of conversations and deliberations about important school matters.</li> </ol>	<p>"Proficient" rating =</p> <p>Regularly plans and leads well- run and engaging administrator meetings that have clear purpose, focus on matters of consequence, and engage participants in a thoughtful and productive series of conversations and deliberations about important district matters.</p> <p>Establishes clear norms for administrator team behavior that promote a supportive team culture.</p>	<ul style="list-style-type: none"> <li>• Regular and outcome-driven (monthly) meetings with key constituencies: examples include Superintendent’s Office Hours, Weekly Administrative Meetings, weekly SBREA Meetings, Budget Planning Meetings, and Public Forums etc.</li> <li>• Works with Administrative Team to develop opening day events and professional development</li> <li>• Review, update, and present the Strategy for District Improvement with various stakeholders for feedback and discussion</li> <li>• Promotes and Incorporates the District Vision and Core Values into the work on on-going basis and as part of the decision making process.</li> </ul>



GOAL 6			
Standard	Indicator	Element	Key Actions
<b>IV. Professional Culture</b>	<b>IV-D. Continuous Learning</b>	<b>IV-D-1. Continuous Learning of Staff</b>	
<p>Promotes success for all students by nurturing and sustaining a school culture of reflective practice, high expectations, and continuous learning for staff.</p>	<p>Develops and nurtures a culture in which staff members are reflective about their practice and use student data, current research, best practices and theory to continuously adapt instruction and achieve improved results. Models these behaviors in the administrator's own practice.</p>	<p>"Proficient" rating = Sets expectations for administrators and teams to reflect on and collaborate around the effectiveness of a wide range of practices related to instruction and student learning.</p> <p>Encourages and models curiosity and a growth mind-set, and ensures that all administrators use data, research, and best practices to adapt practice and plan appropriate interventions to achieve improved results.</p>	<ul style="list-style-type: none"> <li>• Works with Administrative Team to translate findings of Professional Learning Communities into actions/new practices/implementation strategies (e.g. peer coaching, observations, common planning time, and feedback)</li> <li>• Engages in regular Professional Development, actively participates in educational organizations, pursuing doctorate</li> <li>• Encourages and supports professional development opportunities for Administration and faculty and staff</li> </ul>



# SUPERINTENDENT’S GOALS ~ 2019-2020



~ **Standard I: Instructional Leadership** – The education leader promotes the learning and growth of all students and the success of all staff by cultivating a shared vision that makes powerful teaching and learning the central focus of schooling.

During 2019-2020, I will provide leadership that will impact instruction and student learning in our District through:

**Indicator I-A. Curriculum** – Ensure that Faculty and Staff assess progress across all schools and content areas to make certain that all instructional staff implement effective and rigorous standards based units of instruction.

**Indicator I-B. Instruction** – Through observations and feedback to Directors/Principals, the Superintendent will monitor and support instructional staff to ensure that there are common and well-defined learning outcomes with a focus on depth and critical thinking skills, and that there is the development and implementation of differentiated, innovative, and student-centered instructional practices.

**Indicator I-C. Assessment** – Through observations and feedback to Directors/Principals, the Superintendent will monitor and support instructional staffs’ practices that include the use of a variety of assessment methods to measure student learning and to provide targeted interventions that meet individual student needs and increased opportunities for inclusion.

**Indicator I-D. Evaluation** – The Superintendent will ensure that Directors/Principals provide effective and timely evaluations of all faculty and staff that align with state regulations and negotiated contracts.

**Indicator I-E. Data-Driven Decision Making** – The Superintendent with the support of the Administrative Staff will use various sources of student learning data including state, school, and District assessment results, to measure student growth, to design District goals and continuous improvement initiatives, to monitor faculty and staff effectiveness, and to align school improvement plans.

**Indicator I-F. Student Learning** – The Superintendent will demonstrate impact on student learning based on multiple measures of student learning, growth, and achievement.

**~ Standard II: Management and Operations – Promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and effective learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.**

During 2019-2020, I will ensure a safe, efficient and effective learning environment. This includes:

**Indicator II-A. Environment** – The Superintendent will review and develop procedures and protocols for managing District operations to ensure efficient and effective practices. The Superintendent and Administration will develop and continually assess and improve the safety and security of current District facilities. Further, current safety procedures and protocols will be reviewed and updated to ensure that staff and students can work and learn in a secure environment.

**Indicator II-B. Human Resources Management and Development** – The Superintendent will monitor and support a District-wide approach to recruiting, hiring, induction, professional development and distributive leadership opportunities that supports retaining a diverse team of administrators and educators who provide high-quality and effective practices.



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**Indicator II-C. Scheduling and Management Information Systems** – The Superintendent will empower and support the Administrative Team in the development and monitoring of schedules/systems that maximizes quality instructional time for students, optimal teaching time for faculty and staff, and provides regular opportunities for administrators to collaborate both within and across schools.

**Indicator II-D. Laws, Ethics, and Policies** – The Superintendent will provide resources and support for all school personnel to understand and comply with state and federal laws and mandates, school committee policies, collective bargaining agreements and ethical guidelines.

**Indicator II-E. Fiscal Systems** – The Superintendent will lead the Administrative Team through the budget development process and ensures that the budget aligns with the District’s vision, mission and goals while including stakeholder input. The Superintendent will proactively communicate budget rationale, and provide regular updates throughout the budget cycle.

**~ Standard III: Family and Community Engagement – Promotes the learning and growth of all students and the success of all staff through effective partnerships with families, community organizations, and other stakeholders that support the mission of the school and district.**

During 2019-2020, I will lead SBRSD in implementing key enhancements to improve community engagement. This includes:

**Indicator III-A. Engagement** – The Superintendent will promote and support practices that welcome and encourage all families and community members to actively participate in the District, the classroom, and the school community.

**Indicator III-B. Sharing Responsibility** – The Superintendent monitors and empowers the Administrative Team to regularly collaborate with families to address the whole child’s needs including academic, social, emotional, and behavioral needs, as well as connecting families to available resources and services.



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**Indicator III-C. Communication**—The Superintendent will engage in and support administration in regular, two-way communication with families and the community stakeholders about student learning and achievement.

**Indicator III-D. Family Concerns** – The Superintendent ensures that all family concerns are addressed in a timely and effective manner throughout the District, promotes collaborative problem solving processes that are in the best interests of students.

**~ Standard IV: Professional Culture – Promotes success for all students by nurturing and sustaining a school culture of reflective practice, high expectations, and continuous learning for staff.**

During 2019-2020, I will promote the success of all students by nurturing and sustaining a reflective practice, high expectations, and continuous learning for all staff including:

**Indicator IV-A. Commitment to High Standards** – The Superintendent will foster an environment that promotes a shared commitment to high standards and high expectations for teaching, learning, and achievement through on-going support and reference to the District’s vision and core values as part of the decision-making process, and by planning and leading meetings and conversations that engage District stakeholders in deliberations about key school matters.

**Indicator IV-B. Cultural Proficiency** – The Superintendent will ensure that District policies and practices enable staff and students to interact in a culturally diverse environment where backgrounds, identities, challenges and strengths are embraced with respect, guidance, and supports.

**Indicator IV-C. Communications** – The Superintendent will demonstrate strong interpersonal, written, and verbal communications through regular and informative outreach to staff, families, the School Committee, and the school community. The Superintendent will regularly seek and consider feedback in the decision-making process.



**Indicator IV-D. Continuous Learning** – The Superintendent will develop a culture that supports regular opportunities for Administrators and Teams to collaborate on best practices and the effectiveness of those related to instruction and student learning, and encourages them to engage in continuing to improve their own leadership practice. The Superintendent will model these behaviors in her own practice.

**Indicator IV-E. Shared Vision** – The Superintendent will continue to engage all stakeholders in the implementation of the District’s shared vision and core values focused on continuous improvement of all students’ educational experience while ensuring alignment of school and District goals to this vision.

**Indicator IV-F. Managing Conflict** – The Superintendent will use strategies to respond to disagreement and dissent that are respectful and appropriate. She will reflect on these issues as opportunities for learning, as a way to resolve conflict constructively, and she will model her practice for the Administrators. The Superintendent will use strategies to build consensus within the school community while maintaining a commitment to making decisions that are in the best interests of all students.

**~ Professional Practice Goal~**

During 2019-2020, I will increase my knowledge and continue to develop skills in my professional practice and successful management of the District through:

- a) **NSIP** - Full participation in the third year of the New Superintendent Induction Program (NSIP), which is a three year professional development and support program sponsored by the Massachusetts Association of School Superintendents (MASS) and DESE. This includes participation in five full day sessions of intensive professional development content, completion of all readings, assignments, and plans, and engagement in monthly coaching sessions.

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- b) **Relationship Building** - Active participation in School Committee, District, and Town Board/Community meetings to foster communication and collaboration with all stakeholders.
- c) **Professional Development** - Advancing job related knowledge and skill development through participation in targeted professional development including MASS and MASC workshops and conferences, Berkshire Superintendent Roundtable meetings, monthly MASBO meetings, and ASBO related offerings.
- d) **Doctoral Program** – Actively participating in a program to obtain a Doctor of Education (Ed.D) in Educational Leadership.



## STUDENT ADVISORY COMMITTEES – WHY

1. REQUIRED BY MGL CHAPTER 71, SECTION 2
2. PROVIDES INPUT TO THE SCHOOL COMMITTEE ON A REGULAR BASIS COVERING ALL AREAS OF STUDENT INTERESTS AND/OR CONCERNS
3. PROVIDES PARTICIPATING STUDENTS GROWTH GAINS IN OPPORTUNITIES IN AREAS SUCH AS GOVERNANCE, DEMOCRATIC PROCESSES, RULE OF LAW, PUBLIC SERVICE, AND OTHERS

# Chapter 71

## Section 38M: Student advisory committees

Section 38M. School committees of cities, towns and regional school districts shall meet at least once every other month, during the months school is in session, with a student advisory committee to consist of five members to be composed of students elected by the student body of the high school or high schools in each city, town or regional school district.

The members of such student advisory committees shall, by majority vote prior to the first day of June in each year elect from their number a chairperson who shall serve for a term of one year. Said chairperson shall be ex-officio, nonvoting member of the school committee, without the right to attend executive sessions unless such right is expressly granted by the individual school committee. Said chairperson shall be subject to all school committee rules and regulations and shall serve without compensation.

A school committee may designate a student outreach coordinator for the purpose of ensuring the establishment of a student advisory committee and regularly informing the advisory committee of the school committee's agenda.



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**SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT**

ALFORD • EGREMONT • MONTEREY • NEW MARLBOROUGH • SHEFFIELD

**OFFICE OF STUDENT SERVICES**

**Sandra Hubbard - Director**

P.O. Box 326 - Sheffield, Massachusetts 01257

Phone (413) 229-8265

Fax (413) 229-7863

December 18, 2019

To: Superintendent Regulbuto, School Committee Members, and the SBRSD School Community

From: Sandi Hubbard, Director of Student Services

Re: December 19th Director's Report for School Committee Meeting

Hello!

Hope this finds all well and enjoying this festive and busy season!

We continue to work with local and state to discuss pre-vocational and vocational programming options for individual students in the midst of transition planning (ages 14 and up). This program has grown over the past year and has been incredibly beneficial for some of our students, as an addition to the services/programs the district currently provides. This allows our students and families to become familiar with other agency supports available to them now and as they plan post-secondary steps.

The Early Childhood Committee is looking at the Kindergarten Screening process and making some recommendations for changes based on student needs, trends in education, and early childhood programming. Much thought is directed toward coming up with a clear plan for the 2020-21 school year. More to come soon.

We are discussing student programming needs and are looking at data from a number of sources to begin budget planning. This includes goal progress, class performance, and progress monitoring data (in addition to other forms of information, such as MCAS scores). As we consider the current and future services for our students, particular needs lead to recommendations for possible program changes or additions. We will use this information to develop aspects of our Student Service budget proposal.

Wishing you all a wonderful holiday season!

Respectfully submitted,

Sandi



### FY20 WARRANTS REPORT

September, October, November, December, 2019

	Date	Voucher #	Total Amount:	General Fund	
				Amount:	Other Funds
Payroll Warrants	11/7/2019		\$ 373,861.18	\$ 327,830.04	\$ 46,031.14
	11/21/2019		\$ 373,080.45	\$ 327,640.39	\$ 45,440.06
			\$ 746,941.63	\$ 655,470.43	\$ 91,471.20
Accounts Payable Warrants	9/30/2019	9006	\$ 6,394.29	\$ 5,918.29	\$ 476.00
	10/31/2019	1005	\$ 163,347.84	\$ 163,300.36	\$ 47.48
	11/15/2019	1103	\$ 200,030.35	\$ 129,119.85	\$ 70,910.50
	11/21/2019	1104	\$ 6,690.00	\$ 6,690.00	\$ -
	11/29/2019	1105	\$ 363,800.05	\$ 331,357.79	\$ 32,442.26
	11/30/2019	1106	\$ 141,635.05	\$ 141,595.82	\$ 39.23
	12/1/2019	1201	\$ 302,728.80	\$ 284,886.64	\$ 17,842.16
	12/13/2019	1202	\$ 265,652.13	\$ 208,348.29	\$ 57,303.84
			\$ 1,450,278.51	\$ 1,271,217.04	\$ 179,061.47
Total of all warrants:			\$ 2,197,220.14	\$ 1,926,687.47	\$ 270,532.67

Submitted by The Management Solution, Inc.

