

Southern Berkshire Regional School District
SCHOOL COMMITTEE MEETING #1,582

Date: Thursday, May 21, 2020

Time: 6:00 p.m.

Location: via Zoom - Join Zoom Meeting by computer, Smartphone, or Tablet
<https://themanagementsolution.zoom.us/j/97988142970>

Call in by phone: 1-929-205-6099

When prompted enter the Meeting ID: 979 8814 2970

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**
2. **Standing Reports**
 - a. Approval of School Committee Minutes of meeting #1581 (open session)
 - b. Approval of Amended Minutes of October 24, 2019 (open session)
 - c. Approval of Executive Session Minutes of October 23, 2019
 - d. Approval of Executive Session Minutes of October 24, 2019
 - e. Approval of Executive Session Minutes of November 5, 2019
 - d. Miscellaneous Correspondence
3. **Student Representative Report**
4. **Student Spotlight**
5. **Public Comment**
6. **New Business**
 - a. Discussion on How Best to Communicate the Status of the FY21 Budget with Member Towns
 - b. College & Career Planning Initiatives for FY21 and Beyond
 - c. Report of College Submissions
7. **Unfinished Business**
8. **Business with District Member Towns**
 - a. Update on Regional School District Planning Board
9. **Subcommittee Reports**
 - a. Finance Subcommittee – D. Sears
 - b. Policy Subcommittee – D. Sears
 - c. Building, Grounds & Technology – A. Batacchi
 - d. Curriculum Subcommittee – D. Travis
 - e. Executive Evaluation Subcommittee – D. Travis
 - f. Community Outreach and Input Subcommittee – B. Silvers
 - g. Negotiation Subcommittee – B. Silvers

10. **Chairman's Report**
11. **Superintendent's Report**
12. **Curriculum & Professional Development Coordinator's Report**
13. **Director of Student Services Report**
14. **Business Manager's Report**
 - a. Approval of Warrants: May 1, 2020 and May 15, 2020
 - c. Vote to Accept Grants and Gifts
 - d. Budget Transfers
15. **Future Agenda Items**
16. **Executive Session**
18. **Adjourn**

Next School Committee Meetings:
June 18, 2020

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.

2a

Southern Berkshire Regional School District
Per Governor Baker's order suspending certain
provisions of the Open Meeting Law, G.L. C. 30A sec. 20,
the meeting was held via an online Zoom
conference under meeting ID 97301649376
Thursday, April 30, 2020
Meeting #1581 (Open Session)

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

Absent:

Administration: Beth Regulbuto, Amy Lyn, Jesse Carpenter, Judy Houle, Charles Miller, Sandra Hubbard, Christopher Desjardins

Others: Lynette Gagnon, Bob Giumarro, Sofia Giumarro, Tara White, Nadine Hawver, Camila Tabor, Dan Weston, Meghan Licatta

1. **Call to Order**

Jane Burke, Chair, called meeting #1581 to order at 5:36 p.m.

2. **Standing Reports**

- a. Approval of School Committee Minutes of meeting #1579 and Special School Committee Meeting #1580 (open session)

Motion to approve the minutes of school committee meeting #1579 as presented.

By: Dennis Sears

Second: David Travis

Discussion: None

Vote: Art Batacchi - Yes, Jane Burke - Yes, Bonnie Silvers - Yes, Jon Bruno - Yes, Marcella Bush, - Yes, Maryellen Brown - Yes, Jeffrey Blaugrund - Yes, Dennis Sears - Yes, David Travis - Yes, Danile Kelly - Yes

Motion to approve the open session minutes of special school committee meeting #1580 as presented

By: Dennis Sears

Second: David Travis

Discussion: None

Vote: Art Batacchi - Yes, Jane Burke - Yes, Bonnie Silvers - Yes, Jon Bruno - Yes, Marcella Bush, - Yes, Maryellen Brown - Yes, Jeffrey Blaugrund - Yes, Dennis Sears - Yes, David Travis - Yes, Danile Kelly - Yes

- b. Miscellaneous Correspondence - None

3. **Student Representative Report** - None

4. **Student Spotlight** - None

5. **Public Comment**

Jane Burke read an email from Meghan Licata and Bella sharing their experience on how remote learning is going for them. Ms. Licata is thankful for everything that is being done by the District to make this difficult time a little easier for her family.

6. **New Business**

- a. Massachusetts Association of School Superintendent Award – B. Regulbuto
Superintendent Regulbuto announced that she had selected Sofia Giumarro to be Southern Berkshire Regional School District's 2019-2020 recipient of the Massachusetts Association of School Superintendents Certificate of Academic Excellence Award. Superintendent Regulbuto read aloud the letter that was sent to Sofia. Sofia was thrilled to receive this award. She will be attending Williams College. The school committee congratulated her on this achievement.
- b. Vote to Participate in the Massachusetts School Choice Program for the 2020-21 School Year

Motion that the Southern Berkshire Regional School District participate in the School Choice Program for the upcoming 2020-2021 school year.

By: Bonnie Silvers

Second: Jonathan Bruno

Discussion: There was a brief discussion on the school choice numbers for next year and questions were answered.

Vote: Art Batacchi - Yes, Jane Burke - Yes, Bonnie Silvers - Yes, Jon Bruno - Yes, Marcella Bush, - Yes, Maryellen Brown - Yes, Jeffrey Blaugrund - Yes, Dennis Sears -Yes, David Travis - Yes, Danile Kelly - Yes

c. SBRSD Remote Learning Plan

Various members of the Curriculum Subcommittee had posed questions to the administrative team regarding SBRSD's Remote Learning Plan. The administrative team responded to the questions and presented a PowerPoint.

- Superintendent Regulbuto went over the Timeline of Events and Family & Student Participation
- Sandi Hubbard explained the Social Emotional Support that is ongoing
- Amy Lyn talked on Learning Opportunities for Students and Professional Learning Opportunities for faculty
- Charles Miller and Jesse Carpenter addressed Leadership Challenges
- Chris Desjardins briefly talked on next year's budget.

The School Committee passed a budget back in March that was based on the Governor's State Budget Proposal, which was then sent to the member towns for approval at their respective town meetings. As a result of the global pandemic, there is a significant revenue shortfall anticipated and the entire state budget process has been scrapped as the House Ways & Means Committee starts from scratch. This news means that it is not likely that the towns will be able to have town meetings prior to the next fiscal year beginning on July 1st, and that the District may have to operate on a 1/12th Budget until the new numbers are released from the state and planning can continue.

- Graduation is still set for June 6th. There are on-going discussions on how this will take place.

Questions and discussion ensued. Jane Burke thanked the team for the amazing, comprehensive presentation. Jeff Blaugrund recommended that gaps be ranked so as to prioritize what needs to be done when this wave comes again.

Bonnie Silvers mentioned that May 1st was Food Service Recognition day and hopes that our amazing SBRSD food service team is recognized.

7. **Unfinished Business - None**

8. Business with District Member Towns

a. Update on Regional School District Planning Board

The Regional School District Planning Board met on April 29th

Jane Burke reported that she and few other members attended this meeting. Votes were taken that had to do with an agreement to hire a facilitator/consultant. Three subcommittees will be formed to deal with Curriculum, Operations and Finance and to create a shared vision/setting norms. This group will meet again in six weeks with choices of the two positions, which will be voted on.

9. Subcommittee Reports

a. Finance Subcommittee – D. Sears

The Finance subcommittee has not met since the last school committee meeting. This group will meet on Thursday, May 7, 2020 at 6 p.m. to discuss the FY21 budget.

b. Policy Subcommittee – D. Sears

The Policy subcommittee has not met since the last school committee meeting.

c. Building, Grounds & Technology – A. Batacchi

The BG&T subcommittee has not met since the last school committee meeting.

d. Curriculum Subcommittee – D. Travis

The Curriculum subcommittee will be meeting on Tuesday, May 5, 2020.

e. Executive Evaluation Subcommittee – D. Travis

The Executive Evaluation Subcommittee has not met since the last school committee meeting.

f. Community Outreach and Input Subcommittee – B. Silvers reported on the success of the food outreach to the communities.

g. Negotiation Subcommittee – B. Silvers

The Negotiation subcommittee has not met since the last school committee meeting.

Marcella Bush left the meeting at 6:45 p.m.

10. Chairman's Report

Jane Burke informed the committee that she had participated in a MASC zoom conference call. It was heartening to hear how other districts are working on bus contracts, negotiations.

11. Superintendent's Report

Beth Regulbuto mentioned the Food Service Recognition – May 1st.

12. Curriculum & Professional Development Coordinator's Report

Covered in the power point presentation. Curriculum subcommittee meeting on May 5th.

13. Director of Student Services Report- Report Attached

Sandra Hubbard thanked the faculty and staff for everything that they are doing.

14. Business Manager's Report

a. Approval of Warrants: April 3, 2020 and April 17, 2020

Motion to approve the warrant report as presented

By: Jonathan Bruno

Second: Bonnie Silvers

Discussion: None

Vote: Art Batacchi - Yes, Jane Burke - Yes, Bonnie Silvers - Yes, Jon Bruno - Yes, Maryellen Brown - Yes, Jeffrey Blaugrund - Yes, Dennis Sears -Yes, David Travis - Yes, Danile Kelly - Yes

c. Vote to Accept Grants and Gifts - None

d. Budget Transfers - None

15. **Future Agenda Items**

- a. College & Career Planning Initiatives for FY21 and Beyond
- b. Report of College Submissions

16. **Executive Session**

Motion to enter Executive Session at 7:04 p.m. pursuant to Purpose 1 of the Open Meeting Law (M.G.L. c.30A, §21(a)(1)), to consider Open Meeting Law complaints against public officers, namely the members of the School Committee, such complaints having been filed with the District by Jennifer Brown on October 18, 2019; October 24, 2019; and November 5, 2019; and pursuant to Purpose 3 (M.G.L. c.30A, §21(a)(3)) to discuss strategy with respect to litigation, namely an appeal of the Attorney General's Open Meeting Law determination, OML 2020-50, if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares; 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., as an open session will have a detrimental effect on the Committee's litigating position and the committee will reconvene in open session.

By: Jeffrey Blaugrund

Second: Bonnie Silvers

Discussion: None

Roll Call Vote: Art Batacchi - Yes, Jane Burke - Yes, Bonnie Silvers - Yes, Jon Bruno - Yes, Maryellen Brown - Yes, Jeffrey Blaugrund - Yes, Dennis Sears -Yes, David Travis - Yes, Danile Kelly - Yes

The school committee reconvened in open session at 7:57 p.m. Members present were: Jane Burke, David Travis, Art Batacchi, Dennis Sears, Danile Kelly, Jonathan Bruno, Jeffrey Blaugrund, Bonnie Silvers

17. **Further discussion of OML determination if necessary**

Jane Burke reported that the school committee had passed a motion not to appeal the decision of the Attorney General's response to Open Meeting Law complaint OML2020-50.

18. **Adjourn**

Motion to adjourn at 7:58 p.m.

By: Dennis Sears

Second: Art Batacchi

Vote: Art Batacchi - Yes, Jane Burke - Yes, Bonnie Silvers - Yes, Jon Bruno - Yes, Jeffrey Blaugrund - Yes, Dennis Sears -Yes, David Travis - Yes, Danile Kelly - Yes

Documents presented at this meeting:

- *Agenda #1581*
- *Minutes of meeting #1579 and open session minutes of meeting #1580*
- *Email from Meghan Licata to the school committee*
- *Letter to Sofia Giumarro – MASS Award*
- *School Choice projected enrollment*
- *SBRSD Remote Learning Plan/Power Point Presentation*
- *Director of Student Services Report*
- *Warrant Report – April 30, 2020*
- *Open Meeting Law Complaint Determination letter from Office of Attorney General OML 2020-50*

2b

Southern Berkshire Regional School District
Mt. Everett Library, 491 Berkshire School Rd, Sheffield, MA 01257

October 24, 2019

Minutes of Meeting #1571-Amended

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, Judy Houle

Press: CTSB TV; Evan Triantafilidis – Berkshire Record

Others:

1. **Call to Order**

Jane Burke called meeting #1571 to order at 6:10 p.m.

2. **Standing Reports**

a. Approval of School Committee Minutes #1570 of October 3, 2019

Motion to approve the school committee minutes #1570 of October 3, 2019.

By: David Travis

Second: Jonathan Bruno

Discussion:

Bonnie Silvers - Change Michelle Shalaby to Mary Shalaby

Jane Burke – Alto Ego will be free and not going to be selling it. Amend minutes to reflect that they will not be sold.

Jane – question about Bonnie Silvers’s motion in item #9 regarding the planning committee.

Delete the sentence “The planning committee will become the planning board”

Vote: D. Travis and A. Batacchi Abstain; Everyone else – Yes. Motion passes: 8 yes/2 abstain

Motion to approve the amended minutes #1570

By: Dennis Sears

Second: Bonnie Silvers

Vote: D. Travis and A. Batacchi Abstain; Everyone else – Yes. Motion passes: 8 yes/2 abstain

b. Miscellaneous Correspondence - None

3. **Student Representative Report - None**

4. **Student Spotlight**

Mr. Miller provided slides from the “Annie” musical. Courtney English gave a recap of the production which featured students in grades 3 through 6. Almost 60 students were involved in the musical. Our tech students got to experience what it was really like to work back stage. Frozen Jr. will be the next show coming up for students in grades 6 – 9.

School Committee members thanked Courtney for all her efforts.

Chris Thompson distributed the passport to the The Berkshire County STEAM Challenge Night. They are working with Flying Cloud. Mt Everett Robot Team will be here to demonstrate their vex robot, underwater robot, drones, 3D printing.

5. **Public Comment**

J. Brown – Presented the School Committee with an OML violation of the meeting of October 23, 2019

C. Stewart – Requested a copy of the email message sent by the Chair of School Committee that is the subject of the complaint by J. Brown's and any responses to the email

Also requested copies of certifications with dates on them of the ten members of the school committee's certifications stating receipt of the OML.

Having an executive session on the OML complaint is completely improper. On the advice of counsel you cited a number of statutes in the agenda – this is called bootstrapping - does make it proper and another one of the statutes cited is the Massachusetts privacy act which has absolutely no relevance. I did some research on Massachusetts case law and referred to decisions and case law under New York OML and Oregon OML, very similar to mass. This is an improper executive session. If this meeting is held you will have another OML complaint from me tomorrow. Secondly, on #17 there is no provision for taking a vote on the decision. The OML states in relevant part a complaint is made and is delivered to the school committee and the school committee has to respond with 14 days. There is no provision in the law for taking a vote on the response. You are discussing this in private, it's a public matter, and then coming out to vote on it.

C. English – Concern regarding the disappointing disregard of teacher input in scheduling grade 6 grade music. Grade 6 music was cut significantly – some students get 6 times a month and some 3 times a month. Requesting that teachers be included in scheduling in the future.

6. **New Business**

- a. Approval of Memorandum of Understanding, Unit A, Schedule C – Vote Required
Motion to approve the Memorandum of Understanding, Unit A, Schedule C (Theatre Stipends)
By: Dennis Sears
Second: David Travis
Discussion: Bonnie Silvers explained that the MOU fits in within the money available for stipends and no additional funds are being requested. This MOU becomes part of the SBRSD Unit A contract and once approved Jane will sign it and then it will be signed by the Union President.
Vote: Unanimous

- b. MCAS Presentation – Slide presentation
Mr. Dufresne presented the SBRSD MCAS Performance Report. Moved from Legacy MCAS to the Next Generation MCAS. For more information go to School and District Profile Reports on the DESE website. Currently SBRSD is making Moderate Progress towards our Improvement Targets. Snapshot of sophisticated data. Mr. Dufresne presented a comparison of the south county districts. Questions and discussion ensued.

7. **Unfinished Business** – None.

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

9. **Subcommittee Reports**

- a. SBRSD SBEF – Dennis Sears – No meeting of this committee. Jane Burke informed the committee that they did attend the 8 town meeting last week. Would like the whole committee to know of the progress being made by this group. The school committee members do not have a vote in this group, we are invited to this last meeting so that we could hear reports from MARS about the process involved with considering consolidation and hear from our representative from MASC about their views about consolidation.

This group received the information, digest it, and come back on November 19th to decide what their next would be moving forward. If people have particular questions there were materials that were distributed that Jane has available.

- b. Policy Subcommittee – Dennis Sears – No report, no meeting held
- c. Executive Evaluation Subcommittee – D. Travis
There were two items on the agenda.
To discuss the goals that are being drafted for this current school year and that will be considered with the full school committee in the next couple of weeks.
Also talked about the rubric for assessment that is a more common assessment tool that DESE is piloting this year that would enable us to have a structured, clear way to evaluate the superintendent based on a rubric that lays out the criteria that is required to get a proficient or exemplary or needs improvement rating along the various standards.
The subcommittee will meet on November 12th review the goals before the full school committee meeting on the 14th to have a vote.
- d. Negotiation Subcommittee – B. Silvers
Approved the MOU- Theatre Stipends
Consideration was to extend for a year the Unit E contract which was approved last time.
Discussion regarding the issue of substitutes and whether we could look at the question of substitute policy. Suggestions will be brought back to Beth on the meeting of today.
- e. Building, Grounds & Technology Subcommittee – A. Batacchi – No meeting held.
- f. Community, Input and Outreach Subcommittee – B. Silvers – No meeting held
- g. Curriculum Subcommittee – D. Travis & P. Dufresne
Have not met as yet, would like to set up something within the next two weeks.
- h. Finance Subcommittee – D. Sears – Have not met as yet.

10. **Chairman's Report**

Jane Burke - Appreciate the hard work of the school committee. Our major goal is to improve student learning and the quality of our education. We have been working very hard to deal with a lot of incoming information and it is very frustrating because we are limited by advice from counsel of what we can discuss. Thanks to everyone who has been under stress and I encourage everyone to stay positive because we know our purpose is to work for the best of our children and that is our mission.

11. **Superintendent's Report**

- Tomorrow, with Mr. Carpenter and Mr. Miller, Beth has been asked to be one of the judges at Trunk or Treat
- As an opportunity to get the message out of all the good that happens in our district, we have been working through different tactics, newsletters, social media. One of the things we just talked about is revamping the website. Have met with some people who are interested in maybe helping us with that, and we want to host a brainstorming session on what we might like and how to improve that tool as a means of communication. A meeting is tentatively set for Monday, November 4th at 3:30 p.m. Will follow up with more details. This is an emerging idea and we really want people who have helped on it before or use it on a daily basis to give some input on what they would like to see and how that tool can be more helpful.

- We have a proposal from Alexander Design Works. We have a Website design stipend position that has not been filled.
Mr. Sears suggested that MARS and MASC may have resources to help with website design.
Mr. Travis suggested that if anyone is interested look at other school websites and come with a list of URLs and a list of what you like and why instead of building it from scratch.

12. **Curriculum & Professional Development Coordinator's Report**

No report. Dave asked about professional development. Mr. Dufresne informed the committee that we had just had a professional development day. Training on professional licensure process, how to stay licensed in Massachusetts. Educators need between 150 and 180 PDP (Professional Development Points) to keep their license every 5 years. Also had positive safety training table top exercises led by Officer Zucco and Superintendent Regulbuto. County Wide PD day is coming up on November 5th.

Working on arranging for SEI classes for the teachers to get endorsed – looking at collaborating with other districts.

We are partnering with Simons's Rock regarding training in content areas.

13. **Director of Student Services Report**

Sandra Hubbard was not present – Report attached. On behalf of Sandi, Beth wanted to make it known that the special ed advisory council SEPAC meeting was last night.

14. **Business Manager's Report**

- a. Approval of Warrants: October 4, 2019 and October 18, 2019
Motion to approve the warrants of October 4, 2019 and October 18, 2019 as presented.
By: Dennis Sears
Second: Jeffrey Blaugrund
Discussion: None
Vote: Unanimous
- b. Vote to Accept Grants and Gifts
Motion to accept the gift of \$23,000 from the Alice Pederson Educational Trust.
By: Jeffrey Blaugrund
Second: Art Batacchi
Discussion: None
Vote: Unanimous
- c. Budget Transfers – None.

15. **Future Agenda Items**

- Superintendent's Goals –November 14, 2019 meeting
- Strategy for Continuous Improvement – November 14, 2019 meeting
- School Improvement Plans – December 19, 2019 meeting

16. **Executive Session**

Motion to enter executive session pursuant to Purpose 1 of the Open Meeting Law (M.G.L. c.30A, §21(a)(1)), to consider an Open Meeting Law complaint against a public officer, namely the members of the School Committee, such complaint having been filed with the District by Jennifer Brown on October 18, 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: Jonathan Bruno
Second: Art Batacchi
Discussion ensued.

Roll Call Vote: Jane Burke Yes, Jonathan Bruno - Yes, Maryellen Brown - Yes, Marcella Bush - Yes, Dennis Sears - Yes, Danile Kelly - Yes, Jeffrey Blaugrund - Yes, Art Batacchi - Yes, David Travis – No, Bonnie Silvers - No

Jonathan Bruno called open meeting session to order at 8:35 p.m.

17. Vote on Response to Open Meeting Law Complaint

Motion to approve advice from counsel regarding the letter in response to the Open Meeting Law complaint from J. Brown

By: Jeffrey Blaugrund

Second: Dennis Sears

Discussion: Jane Burke read the email of October 7th and the letter in response to the OML complaint.

Vote: Unanimous

18. **Executive Session:**

Motion to enter executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel and not to reconvene in open session.

By: J. Burke

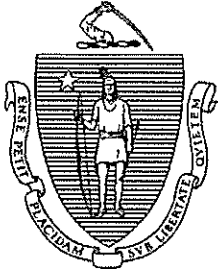
Second: Jeffrey Blaugrund

Roll Call Vote: Jane Burke Yes, Jonathan Bruno - Yes, Maryellen Brown - Yes, Marcella Bush - Yes, Dennis Sears - Yes, Bonnie Silvers - Yes, Danile Kelly - Yes, Jeffrey Blaugrund - Yes, Art Batacchi - Yes, David Travis – Yes

Open session meeting adjourned at 8:38 p.m.

Documents presented at this meeting:

- *Agenda #1571*
- *Minutes of meeting #1570*
- *MOU – Unit A, Schedule C – Drama Stipends*
- *MCAS Performance Report*
- *Sped Director's Report*
- *Warrant Report, Acceptance of Gift*
- *OML Complaint from J. Brown dated October 18, 2019 -includes email of October 7, 2019*



Jeffrey C. Riley
Commissioner

6a

Massachusetts Department of
Elementary and Secondary Education

75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-3000
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April 23, 2020

Guidelines on FY2021 Regional School District Interim or 1/12th Budget Process

Due to the COVID-19 outbreak and the ensuing Governor's declaration of a state of emergency, many cities and towns may be unable to hold the city council and town meetings required to pass municipal budgets for FY2021 before the end of Fiscal Year 2020 (FY2020). Accordingly, these municipalities will be unable to vote on the proposed FY2021 budgets for the regional school districts of which they are members.

In order to address this and other challenges resulting from the current COVID-19 public health emergency, on April 10, 2020 the Governor signed Chapter 56 of the Acts of 2020: *AN ACT TO FURTHER ADDRESS CHALLENGES FACED BY MUNICIPALITIES, SCHOOL DISTRICTS AND STATE AUTHORITIES RESULTING FROM COVID-19* (the Act).¹ The Act addresses, among other matters, the regional school district budget process. The Department of Elementary and Secondary Education (Department) issues this initial guidance to inform regional school committees (committees), district administrators, municipal officials and other interested parties of the steps needed to secure an interim monthly budget (1/12th budget) by July 1, 2020, so that the regional school district may expend funds and continue operations until a local budget is approved by the member municipalities (members).

M.G.L. c. 71, §16B and 603 CMR 41.05 allow the Commissioner of Elementary and Secondary Education, or his designee, (Commissioner) to set a 1/12th budget for a regional school district if a local budget is not approved by July 1. Existing law and regulations did not contemplate a situation such as this, however, and required committees to follow the steps outlined in M.G.L. c. 71, §16 and §16B to ensure a regional school district budget for an upcoming fiscal year is adopted. Under M.G.L. c. 71, §16 and §16B, the Commissioner had no authority to intervene and set a 1/12th budget until after a regional school committee and its members had followed some of these steps. Section 8 of the Act allows the Commissioner to intervene regardless of whether all these steps have been followed, so that the regional school district (district) can function and expend funds in FY2021 though a budget has not yet been locally approved.

¹ The relevant language of the Act is Section 8, which states that:

"SECTION 8. Notwithstanding section 16B of chapter 71 of the General Laws or any other general or special law to the contrary, if a vote on the approval of a fiscal year 2021 regional school district budget by a town or city is delayed beyond June 30, 2020 as a result of the outbreak of the 2019 novel coronavirus, also known as COVID-19, and the declaration of a state of emergency issued by the governor on March 10, 2020, the budget approval process described in said section 16B shall be suspended and the district shall notify the department of elementary and secondary education of a lack of a budget and the commissioner, or a designee, shall certify an amount sufficient for the operation of the district commencing July 1, 2020 in an amount not less than 1/12 of the total budget approved for the district in the most recent fiscal year. Similar sums shall be certified for each successive month to ensure the continued provision of services by the district until such time as a budget is adopted and approved by the regional committee and member towns or cities in the manner otherwise provided in said section 16B. The department may issue guidelines or regulations for the implementation of this section." St. 2020, c. 56.

Typical Regional School District Budget Process

Most regional school committees have already held public hearings, pursuant to M.G.L. c. 71, §38N, and have approved their FY2021 budgets, pursuant to M.G.L. c. 71, §16 and §16B.² In those cases, the committee should proceed according to the law, as it typically would: Within 30 days from the date on which the FY2021 budget is adopted by a two-thirds vote of the committee, but not later than April 30, the amounts apportioned for each member shall be certified by the treasurer to the treasurers of the member municipalities. The district treasurer shall provide a copy of the adopted budget to the chairmen of the boards of selectmen, chairmen of the finance committees, mayors, presidents of the city councils and the treasurers of the members. The next step would, under normal procedures, be for the member municipalities to vote on the budget.

Under the Act, if a member vote or votes are delayed beyond June 30, 2020 due to the COVID-19 outbreak, then the requirements of M.G.L. c. 71, §16B shall be suspended. The district must notify the Department of the lack of a budget, and the Commissioner, or his designee, shall certify an amount sufficient for the operation of the district in FY2021 commencing July 1, 2020.

Required Notification to the Commissioner

By no later than June 1, 2020 (or earlier, if possible), following a determination by the member municipalities that annual city council or town meetings will not be held before June 30, 2020 to act on the regional school district's FY2021 budget, the superintendent must send a request for a 1/12th budget to the Office of Regional Governance (ORG). The request must include the following information:

- District's proposed FY2021 total budget and proposed assessment for each member.
 - Itemize general fund revenues used to support the FY2021 budget request, including the use of the July 1, 2019 available certified excess and deficiency (E & D) funds.
 - Include all capital and debt obligations in the budget and specify whether these obligations represent a change from FY2020.
 - Include the method used to calculate assessments to the members in FY2021.
 - To the extent the district seeks a 1/12th budget using the alternative assessment, the district must provide:
 - letters of support for using the alternative assessment method for the FY2021 budget from every member's select board and/or mayor; and
 - acknowledgement that the district's budget will be calculated using the statutory method if any member disapproves the FY2021 budget when the members vote.
 - District's approved final FY2020 total budget and assessment for each member.
 - Itemize general fund and non-recurring revenues used to support the FY2020 budget, including the use of certified excess and deficiency funds.
 - Include all capital and debt obligations in the budget.
 - Include the method used to calculate assessments to the members in FY2020.
- Note: The FY20 budget, assessments and use of E&D must match Schedule 19 of the FY2019 End of Year Financial Report.***
- Anticipated schedule of member town meetings/city council meetings.

² School Committees that have not passed their budget should contact the Office of Regional Governance.

- Steps taken to date by the district to secure an approved budget (e.g., public hearing, committee adoption of budget, member votes held to date (if any), reconsidered budgets, etc.)
- Any other steps to be taken by the district to secure an approved budget (e.g., timeline of scheduled school committee meetings to reconsider the budget).
- Any other information the committee and /or superintendent deems relevant to a 1/12th budget determination, such as any large planned expenditures that occur in the month of July.

The Department will also distribute a form for districts to complete and submit with the above information.

All such requests and accompanying documentation must be addressed to the Commissioner, signed by the superintendent, and sent via email to Michelle.L.Griffin@mass.gov and ChristineM.Lynch@mass.gov by June 1, 2020, at the latest.

Setting the Interim or 1/12th Budget

The Department will review the request and accompanying information, and the Commissioner will set a budget in an amount not less than 1/12th of the total budget approved for the district in FY2020. The Commissioner may, in his discretion, consider other factors in setting the 1/12th budget.

A letter will be sent from the Commissioner to the superintendent, establishing the 1/12th budget and the method the district must use to calculate assessments (statutory or alternative/agreement method); a copy will be sent to the member municipalities. See definition of assessment methods in [603 CMR 41.01](#).

Calculation of Assessments Under the Interim or 1/12th Budget

Whenever the Commissioner establishes a 1/12th budget for a regional school district, the treasurer of the district must calculate and certify to the members their respective assessments based on the method indicated in the Commissioner's letter. In doing so, the district treasurer must use the final or most recent state aid amounts, general fund revenues and minimum local contributions for the FY2021 budget year. Since state aid and minimum local contributions for members may change between the time the initial budget is proposed by the committee and the time a 1/12th budget is established by the Commissioner, the final or most recent minimum local contribution and state aid amounts must be used in calculating assessments under the 1/12th budget. **Assessments to members, therefore, will not be the same as the previous year's budget even if the total budget is the same as the previous year.**

Payment by Member Municipalities Under the Commissioner's 1/12th Budget Determination

Each member is required to appropriate and pay to the district the assessments as calculated by the district treasurer for the support of the 1/12th budget. Payment of the assessments shall be due and payable from the members in accordance with the dates or timelines specified in the district's regional agreement. Each member's total payments under the Commissioner's 1/12th budget will be deducted from the total FY2021 assessment that will be charged to that member when the district's final FY2021 budget is approved.

Authority of the School Committee to Expend Funds Under the 1/12th Budget

Under a 1/12th budget the regional school committee has the authority to spend up to the amount authorized in the Commissioner's 1/12th budget in July and in each successive month of FY2021 until a local budget is approved. Funds unexpended by the school committee under the 1/12 budget in one month may be carried forward for use in subsequent months.

Excess and deficiency funds not included in the FY2021 budget approved by the school committee cannot be subsequently added to the Commissioner's 1/12th budget. The committee may continue to expend funds from balances in authorized school choice or revolving accounts and expend grant funds as authorized by state or federal law.

Ongoing Steps to Secure a Local Budget

In order to secure a final FY2021 budget following the establishment of a 1/12th budget by the Commissioner, regional school committees must continue to work with their members consistent with the steps outlined in M.G.L. c. 71, §16B, to the extent these steps have not already been taken.

Initial Budget

The budget, as adopted by the regional school committee, and each member's assessment, as certified by the district treasurer, shall be placed before the local appropriating authority of each member for its consideration. Approval of the budget shall require an affirmative vote of the appropriating authorities of two-thirds of the members under the statutory assessment method.

The use of the alternate assessment method requires the approval of all of the members; such approval may be given by a separate vote of the appropriating authority, or if a separate vote is not taken, approval of a budget or assessment based on the alternate method shall be deemed approval of the method.

Reconsidered Budget

If the initial budget is not approved by at least two-thirds of the members (or, if the alternative assessment was used, if the initial budget is not approved by all members), the regional school committee must, within thirty days, reconsider, amend and resubmit a budget on the basis of the issues raised. The committee must then reapportion the amounts required to be raised between or among the members and provide a copy of the amended budget, not later than seven days from the date the amended budget was adopted by the committee, to the chairs of the boards of selectmen, chairs of the finance committees, mayors, presidents of the city councils and treasurers of the members. With the approval of the Commissioner, a regional school committee may have an additional fifteen days within which to reconsider, amend and reapportion the budget. The new member assessments must be recertified by the district treasurer to the treasurers of the members not later than seven days from the date the amended district budget was adopted by the committee.

Prior to the expiration of forty-five days from the date on which the reconsidered budget was adopted by the committee, each member must hold a meeting of the local appropriating authority to act upon the appropriation of the budget so reapportioned and recertified to it. If the appropriating authorities of at least two-thirds of the members vote (under the statutory method) or all of the members vote (under the alternative method) to appropriate the amounts so reapportioned and recertified to them, the budget shall

be considered approved and shall be apportioned between or among the members and paid by the members, in accordance with the terms of the regional district agreement.

Reconsidered Budget Not Approved

If the reconsidered budget is not approved by the appropriate number of members, the next steps differ depending on the number of members in the regional school district.

In the case of a regional school district having three or more members, the budget shall again be recommitted to the regional school committee for action. The committee must follow the steps above to reconsider the budget, reapportion and recertify it to the members for a vote.

In the case of a two-member regional school district, if the appropriating authority of either member votes not to appropriate the amount so reapportioned and recertified to it, the regional school committee shall convene a special district-wide meeting, consistent with requirements of law.

Additional Considerations

We understand that regional school districts build their budgets based on the Governor's budget recommendation. We expect the House budget, when proposed and passed, could differ from the Governor's budget. As a result, items like minimum local contributions and state aid may differ. Any differences should be reviewed by the school committee and could inform changes to the previously approved school committee budget.

We also understand that many cities and towns are accustomed to voting on their assessments, rather than or in addition to voting on the school committee budget. The Department recommends that each member explicitly vote on the total school committee budget rather than vote to appropriate its assessment share. This will provide flexibility to the members and to the regional school committee and avoid the need to resubmit and revote the assessments if and when the minimum local contributions and/or state aid do change.

Likewise if the school committee desires to add or to increase the amount of excess and deficiency funds originally included in its approved budget to reflect possible decreases in state aid or lessen the impact on members' assessments, the school committee should reconsider its budget to reflect such usage prior to the establishment of a 1/12th budget by the Commissioner and prior to the start of FY2021.

The Department will issue future guidelines to address additional questions and ongoing issues. We will continue to work with the Director of Accounts at the Division of Local Services, Massachusetts Municipal Association and the Massachusetts Association of Regional Schools as we develop additional guidelines.

Questions?

Questions concerning this guidance or the 1/12th budget process should be emailed with "RSD 1/12 questions" in the subject line to Michelle Griffin at Michelle.L.Griffin@mass.gov and Christine Lynch at ChristineM.Lynch@mass.gov.

SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

ALFORD • EGREMONT • MONTEREY • NEW MARLBOROUGH • SHEFFIELD

OFFICE OF CURRICULUM AND PROFESSIONAL DEVELOPMENT

Amy E. Lyn, PhD - Director

P.O. Box 326 - Sheffield, Massachusetts 01257

413-229-8778, Ext. 300

12

May 21, 2020

To: Superintendent Regalbuto, School Committee Members, and the SBRSD School Community
From: Amy E. Lyn, Director of Curriculum, Instruction, and Professional Development
Re: May 21, 2020 Director's Report for School Committee Meeting

Dear SBRSD Community Members,

The faculty and staff continue to rally together to support students and families. Their dedication is remarkable and appreciated. Part I of this report is a detailed update on the professional development and resources that have been offered to faculty and staff thus far. Part II is an update on the additional items this office has been addressing during the past few weeks.

Part I

Last week Superintendent Regalbuto sent to you via email the "Professional Development and Resources" packet I put together and sent out to faculty and staff on April 3, 2020. This packet included a list of PD opportunities and the resources section included a host of tools for online and remote learning. A few highlights from that list include:

- *SETDA Coalition for elearning* – Extensive resources for teachers interested in designing elearning, going from face-to-face learning to elearning, online tools and tutorials.
- *Kahn Academy* – A large series of videos, not only about using Kahn, but other topics relevant to remote learning such as motivating and engaging students.
- *Ed Web - Coaching in Crisis: Revise and Rethink eLearning on the Fly* - This EdWebinar looks at how to design eLearning experiences with your community in mind.

Since that time, I have sent numerous updates to faculty regarding course offerings from the Collaborative for Educational Services. EdWeb, another resource linked in the initial packet has also offered a wide range of professional development webinars such as:

- Special Education: What COVID19 Has Taught Us and How We Can Take Lessons Learned into Re-Entry
- How to Create Daily Schedules to Support Home-Based Learning for Students with Autism
- Engagement by Design: Creating Virtual Learning Environments Where Students Thrive
- Online Learning During COVID19: Data, Stories, and Tips from the School Front Lines

Additional professional development opportunities and resources for remote learning have also continued to be shared. On April 27th the "Teaching Online Toolkit" published by Corwin and Sage was sent out coupled with their webinar series. Topics covered by this toolkit include:

- Instructional Best Practices of Online Learning
- Assessment in Online Learning
- Student Engagement in Online Learning
- Feedback in Online Learning
- Family Communication and Engagement in Online Learning
- Other Online Resources for Teachers and Students During this Season
- Connecting with Other Teachers Online

When we received DESE's updated guidance in late April, I created a checklist ("DESE Guidance to School Districts") for administration and faculty to assess where we are in relation to DESE's expectations and where we might be able to improve. This was disseminated by the principals along with DESE's "Strengthening Our Remote Learning Experience" booklet to all faculty and staff on May 2nd. A series of optional meetings to follow up on any questions or concerns were then offered. The DESE booklet also include a long list of professional resources for teachers to use and expand their practice of remote learning.

It is understandable there is some concern about the quality and consistency of teaching and learning across the district. Indeed, it is a concern across the state, the country, and beyond. I believe it is important that we continue to support each other and maintain compassion for all. Our faculty and staff are facing unprecedented expectations. This is true of the entire community.

Part II

Planning for Title I summer school has been underway. While we wait for more definitive guidance from the state, invitations for the Title I Summer Reading Program have been created and will go out to students soon. The invitations indicate that the program may be remote or onsite and more details will be shared according to the guidance we receive.

The Title I state reporting requirements have been received. This will be completed by June 30th.

Plans for professional development and curriculum mapping are also being considered. I am excited to work closely with Maria Rundle and Flying Cloud to bring a unique curriculum development project to our district. We intend to launch this professional development series in the summer (remote or onsite) and weave it into our professional days for the year. The design will be a "train-the-trainer" model. If all continues to go well this will be open to ten teachers who will then share their knowledge and skills with additional teachers next summer. We are only in the beginning phases of collaboration so more will unfold soon and I will be excited to share this with you all.

I am eagerly awaiting the right time to launch the Curriculum, Instruction, and Professional Development Committee. In the meantime, I continue to map out the work of this committee along with preparing a calendar of professional learning for faculty and staff for the upcoming school year's designated professional days.

Thank you to everyone in the community for their support.

Respectfully submitted,

Amy

Amy E. Lyn, PhD

College and Career Readiness Initiatives FY21

- Active participation in the South County College and Career Task Force
 - Goals for South Country Schools:
 - 1) all students graduate with a solid college/career plan. Starts in middle schools, follows a student's engagement through graduation. Ensures students are engaged.
 - 2) Engage more faculty in teacher externships. Allows school faculty to connect with local business and learn what is happening to connect back to the classroom.
 - 3) Develop pathways - MM first and only district that has two DESSE approved pathways. Goal to continue to see how these pathway programs can be shared with other districts.
 - 4) Formalize teams in each district.
 - 5) Provide more resources for teachers and students.
- Develop shared college and career pathway programming with Lee, Lenox and Monument where possible.
- Explore the option of sharing trades skills programs
- Develop additional career awareness, exploration and immersion opportunities for students within the region's critical sectors.
 - Building Trades
 - Healthcare
 - Hospitality / Tourism
 - STEM & Advanced Manufacturing.
- Promotion of externships
 - Kimberly will be participating in an externship with Comalli Electric.
- Shared Programming (ie. Building trades with Construct/Greenagers).
- Enhancing career readiness programming in grades 6-8.
 - Mini Career Expo for 7th grade.
- Long Term Goals:
 - All students graduate with a completed college and career plan
 - Increase teacher externships by promoting and encouraging candidates to apply for this (professional development)
 - Review existing pathways / develop more if appropriate
 - Collaborate with partner schools to expand career teams in South County
 - Increase the number of students participating in internships/work based learning.
- Career Village
 - A free resource available to connect students with the world of work through questions and answers.
 - Also a good resource for college search.
 - Aligns with Berkshire Workforce Board goals.
 - Currently in use with all grade 8, 10 and internship students.

- Expand to include more students.
- Partnership with area businesses
 - Career Speaker Series
 - Virtual Career presentations
 - Career Fair - could be held at one central location so as not to burden career specialists.
 - Build a relationship with Interprint and Comalli Electric.
 - Combine with other schools to do tours of businesses.
- Encourage teachers to incorporate college and career activities into their lessons
 - Report activities to MassHire for data collection
- Maintain academic rigor of work based learning / internship experiences.
- Continue to link internships to career plans.
- Continue to Promote Bridge to College /Dual Enrollment offerings through Berkshire Community College. .
- Continue to Promote Early College Programs through BCC and MCLA (summer programs)
- Continue to Promote “Start with 15” - BCC program that works towards students graduating high school with 15 college credits completed.
- Continue to explore concurrent courses taught at Mount Everett.
- Continue to develop partnership with Bard to offer College Level courses.

COLLEGE REPORT

Class of 2020: 55 students, 175 Applications - 65% accepted - 5 applications per student. *of those that applied to college.

Student outcome Data Summary

<u>Outcome</u>	<u>Number</u>	<u>% of students</u>
2 Yr College	10	18.2%
2 Yr College (Unspecified)	1	1.8%
4 Yr College	20	36.4%
4 Yr College (Unspecified)	1	1.8%
Apprenticeship Program	0	0%
Career Education	1	1.8%
College Prep School	0	0%
Dropped-out	0	0%
Employed	7	12.7%
Military	4	7.3%
Non-U.S. College	0	0%
Non-U.S. College (Unspecified)	0	0%
Other	0	0%
Other Schools	0	0%
Undecided/No Plans	0	0%
Unknown	6	10.9%
Year Off	5	9.1%

Student Summary by Gender

(M/F)

4 yr college:

Public In State: 3 (1 / 2)

Private In State: 6 (1/ 5)

Public out of Sate: 4 (1/ 3)

Private out of State: 7 (4/3)

Totals: 21 (7/14)

2 yr College:

In state: 8 (4/4)

Unspecified: 2 (1/1)

Totals: 10 (5/5)

Other:

Career Education: 1 (F)

Military: 5 (M)

Employed: 7 (6/1)

Gap Year: 5 (F)

Unknown: 5 (4/2)

College Applications

Adelphi University
American University
The University of Arizona
Assumption College
Bacon College
Barnard College
Bay Path University
Bennington College
Bentley University
Berkshire Community College
Boston College
Boston University(College of Arts and Sciences)
Bowdoin College
Bridgewater State University
Bristol Community College
Brown University
Bryant University
Bryn Mawr College
Carnegie Mellon University
Castleton University
Central Connecticut State University
University of Central Florida
Clark University
Clarkson University
University of Connecticut
Cornell University
Dartmouth College
Davidson College
Dean College
Elmira College
College of Our lady of the Elms
Endicott College
Fisher College
Florida Atlantic University
Fordham University
Framingham State University
Furman University

George Washington University
University of Georgia
Harvard College
College of the Holy Cross
Iona College
Ithaca College
Le Moyne College
Loyola Marymount University
Lynn University
University of Maine
Manhattan College
Marist College
Marymount California University
Massachusetts College of Liberal Arts
University of Massachusetts Dartmouth
University of Massachusetts Amherst
Massachusetts Maritime Academy
University of Massachusetts Boston
Merrimack College
University of Michigan-Ann Arbor
Mildred Elley
Mount Holyoke College
University of New England
University of New Hampshire
University of New Haven
New York University
Nichols College
The University of North Carolin at Chapel Hill
Northwestern Connecticut Community College
University of Notra Dame
Paul Smiths College of the Arts and Science
Pennsylvania State University
Plymouth State University
Providence College
Queens College of the CUNY
Quinnipiac University

Reed College
Rensselaer Polytechnic Institute
University of Rhode Island
Roberts Wesleyan College
University of Rochester
Saint Anselm College
Saint Michael's College
Salem State University
Siena College
Skidmore College
Smith College
University of Southern California
Springfield College
Springfield Technical Community College
St. John's University
Suffolk University
SUNY College of the Technology at Canton

Syracuse University
The University of Tampa
Temple University
The New School - All Divisions
Vanderbilt
University of Vermont
Virginia Commonwealth University
Wellesley College
Wentworth Institute of Technology
Western Connecticut State University
Western New England University
Westfield State University
Wheaton College
Williams College
University of Wisconsin
Worcester State University

College Matriculation

<u>Name</u>	<u>College</u>	<u>College Type</u>	<u>City</u>	<u>State</u>	<u>Country</u>
Atwood, Ashley Maisy	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States
Bautista-Cruz, David Nmn	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States
Benoit, Ethan Savvas	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States
Blodgett, Sierra Madison	Bay Path University	4 Yr Private NP	Longmeadow	MA	United States
Boardman, Nicholas Peter	University of New Haven	4 Yr Private NP	West Haven	CT	United States
Broderick, Spencer William	The University of Tampa	4 Yr Private NP	Tampa	FL	United States
Chatham, Kaylee Michelle	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States
Consolini, Andrew Robert	Springfield Technical Community College	2 Yr Public NP	Springfield	MA	United States
Destromp-Crews, Olyver	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States
Duval, Carly Ann-Marie	Assumption College	4 Yr Private NP	Worcester	MA	United States
Duval, Cole Lawrence	Bentley University	4 Yr Private NP	Waltham	MA	United States
Duval, Grayson Eric	Massachusetts Maritime Academy	4 Yr Public NP	Buzzards Bay	MA	United States
Enoch, Elisabeth Bernadette	Wellesley College	4 Yr Private NP	Wellesley	MA	United States
Giumarro, Sofia Jade	Williams College	4 Yr Private NP	Williamstown	MA	United States
Gogel, Marc Anthony	University of Rhode Island	4 Yr Public NP	Kingston	RI	United States
Green, Alex Eliza	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States
Holst-Grubbe, Mercedes	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States
Kerzner, Bethany Nicole	Westfield State University	4 Yr Public NP	Westfield	MA	United States
Lewis, Rose Marie	Mildred Elley (Pittsfield Massachusetts)	0-2 Yr Private FP	Pittsfield	MA	United States
Makuc, Madeleine Rose	University of Connecticut	4 Yr Public NP	Storrs	CT	United States
Markham, Sarah Peggy	Siena College	4 Yr Private NP	Loudonville	NY	United States
Martin, Jake William	George Washington University	4 Yr Private NP	Washington	DC	United States
Mullen, Laynie Elizabeth	University of Vermont	4 Yr Public NP	Burlington	VT	United States
Shalaby, Mary McAuley	Syracuse University	4 Yr Private NP	Syracuse	NY	United States
Smith, Megan Ashley	University of Maine	4 Yr Public NP	Orono	ME	United States
Soudant, Madeleine Daley	Nichols College	4 Yr Private NP	Dudley	MA	United States
Tinker, Shelby Kathryn	Siena College	4 Yr Private NP	Loudonville	NY	United States
Tomascak, Jeremiah Michael	Cornell University	4 Yr Private NP	Ithaca	NY	United States
VonRuden, Madeline Sophie	Bridgewater State University	4 Yr Public NP	Bridgewater	MA	United States
Wagner, Devon Miguel	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States
Wilkinson, Tucker	Berkshire Community College	2 Yr Public NP	Pittsfield	MA	United States

SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

ALFORD • EGREMONT • MONTEREY • NEW MARLBOROUGH • SHEFFIELD

OFFICE OF STUDENT SERVICES

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13

May 18, 2020

To: Superintendent Regalbuto, School Committee Members, and the SBRSD School Community
From: Sandi Hubbard, Director of Student Services
Re: May 21, 2020 Director's Report for School Committee Meeting

Hello!

I hope this finds you healthy and enjoying some nicer weather! The Department of Student Services continues to provide services remotely to our students through a variety of means. This can include Google Classroom, Zoom meetings, phone conversations, emails, and packets. Faculty and staff have been absolutely incredible...working with families to schedule and be available whenever it works best for all. The creativity in services and provision of resources is remarkable. The Individual Remote Learning Plans for students who are educated under Individualized Education Plans (IEPs) and our English Learners are complete and have been mailed to parents. We are ready and available to amend and adapt wherever needed!

We continue to conduct Virtual IEP and 504 meetings, in an effort to maintain timelines and discuss ideas for providing equitable access to education remotely and upon our return to school. At this point, many have been held across the district already and the feedback on the process continues to be very positive. Individual teams have been able to share evaluation results during eligibility meetings, through screen-sharing and extremely clear and concise reporting. Follow up with families is always offered, as a way to clarify any details, answer more specific questions, or to go over evaluation details in more depth. We are also exploring available information on remote assessments, about which there is less guidance. Validity is always a concern and we want to make sure we have a complete understanding about the implications for our students and staff. More information forthcoming on our research and plan.

We await guidance from DESE regarding Extended School Year (ESY—summer services) now that Governor Baker has unveiled his plan for reopening. Some state-level meetings are scheduled this week, so it is our hope to have a clearer picture as we move forward with planning. We are working on options: face to face, remote, or a combination of both. Our goal, as always, is to make sure our students, staff, and families are safe. We continue to have weekly meetings with our nurses to discuss updates they are receiving from local and state professional organizations and the Department of Public Health. Dr. Sylvia, our school physician, plans to join us in a meeting soon to share her expertise and thoughts on student and family needs and a safe reopening plan. We will share updates on our plan as soon as we are able.

Just for your information, I am attaching a link to some information for families who need additional support at this time <https://www.map-ebt.org/>

Wishing you good health!

All the best,
Sandi Hubbard



FY20 WARRANTS REPORT

May 21, 2020

Date	Voucher #	Total Amount:	General Fund Amount:	Other Funds	NOTES
5/6/2020		\$ 364,007.56	\$ 327,447.90	\$ 36,559.66	
		<u>\$ 364,007.56</u>	<u>\$ 327,447.90</u>	<u>\$ 36,559.66</u>	
5/1/2020	1702	\$ 140,898.31	\$ 140,874.66	\$ 23.65	MANUAL CHECK WARRANT
5/15/2020	1902	\$ 408,523.37	\$ 356,928.83	\$ 51,594.54	ROUTINE PAYABLES, FEDERAL GRANTS, BOND PAYMENT
		<u>\$ 549,421.68</u>	<u>\$ 497,803.49</u>	<u>\$ 51,618.19</u>	
Total of all warrants:		<u>\$ 913,429.24</u>	<u>\$ 825,251.39</u>	<u>\$ 88,177.85</u>	

Submitted by The Management Solution, Inc.





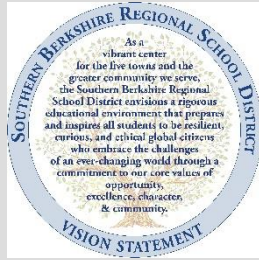
**FY20 BUDGET TRANSFER REQUESTS
MAY 21, 2020 SCHOOL COMMITTEE MEETING**

From	10000.9.310.5110.02.2110	\$	5,637.04	Curr. Director Salary
To	10000.9.310.5110.00.1210	\$	5,637.04	Supt. Salary
From	10000.9.310.5110.02.2110	\$	326.32	Curr. Director Salary
To	10000.9.310.5210.00.1210	\$	326.32	Supt. Assist. Salary
From	10000.9.310.5110.02.2110	\$	687.29	Curr. Director Salary
To	10000.9.310.6166.00.1210	\$	687.29	Travel & Conf. Admin.
From	10000.5.113.5110.02.2210	\$	13,145.00	Supt. Support Asst. Salary
To	10000.9.210.6110.01.1430	\$	13,145.00	Contr. Serv. Sped Legal
From	10000.7.155.5110.00.2305	\$	1,727.77	P.E. Teacher - Elementary
To	10000.9.310.6541.00.1210	\$	1,727.77	Gen. Supplies - Central Office
From	10000.7.155.5110.00.2305	\$	3,803.71	P.E. Teacher - Elementary
To	10000.9.310.5110.00.1410	\$	3,803.71	Salaries - Business Administrator
From	10000.7.155.5110.00.2305	\$	6,000.00	P.E. Teacher - Elementary
To	10000.9.330.6360.04.1210	\$	6,000.00	Public Relations
From	10000.7.155.5110.00.2305	\$	764.80	P.E. Teacher - Elementary
To	10000.9.176.6360.00.1410	\$	764.80	Acct. software Maint
From	10000.7.155.5110.00.2305	\$	55.74	P.E. Teacher - Elementary
To	10000.9.310.5210.00.1410	\$	55.74	Business Office Assistants
From	10000.7.155.5110.00.2305	\$	12,400.70	P.E. Teacher - Elementary
To	10000.9.305.6110.01.1430	\$	12,400.70	Legal Fees
From	10000.7.155.5110.00.2305	\$	2,689.16	P.E. Teacher - Elementary
To	10000.9.210.6110.01.1430	\$	2,689.16	Contr. Serv. Sped Legal
From	10000.7.155.5110.00.2305	\$	474.98	P.E. Teacher - Elementary
To	10000.4.110.5210.00.2210	\$	474.98	UME Secretary Salary
From	10000.7.155.5110.00.2305	\$	579.56	P.E. Teacher - Elementary
To	10000.9.310.6360.05.1420	\$	579.56	Computer Payroll Service
From	10000.7.155.5110.00.2305	\$	656.02	P.E. Teacher - Elementary
To	10000.9.310.6360.10.1420	\$	656.02	Contr. Services - HR
From	10000.7.155.5110.00.2305	\$	605.10	P.E. Teacher - Elementary
To	10000.7.110.5110.00.2210	\$	605.10	Elem. Princ. Salary
From	10000.7.155.5110.00.2305	\$	44.40	P.E. Teacher - Elementary
To	10000.9.170.5110.01.2250	\$	44.40	Tech Admin Salary
From	10000.7.155.5110.00.2305	\$	159.26	P.E. Teacher - Elementary
To	10000.9.525.5120.02.2325	\$	159.26	Salary Subs - Class Fill-ins
From	10000.7.155.5110.00.2305	\$	9,926.09	P.E. Teacher - Elementary
To	10000.9.210.6361.50.2440	\$	9,926.09	Contr. Serv. Sped Summer
From	10000.7.155.5110.00.2305	\$	3,900.96	P.E. Teacher - Elementary
To	10000.9.210.6361.01.2440	\$	3,900.96	Sped Job Coaching
From	10000.4.215.5110.01.2330	\$	57,140.00	Sped Caseworkers UME
To	10000.9.512.6370.01.3300	\$	57,140.00	Transportation - Reg. Ed. Routes
From	10000.5.215.5110.01.2330	\$	60,065.00	Student Serv. Caseworkers ME
To	10000.9.512.6370.01.3300	\$	60,065.00	Transportation - Reg. Ed. Routes
From	10000.9.510.5310.00.2330	\$	63,249.13	District-wide Paras
To	10000.9.512.6370.01.3300	\$	63,249.13	Transportation - Reg. Ed. Routes

TOTAL \$ 244,038.03

Prepared by:





Superintendent's Report *May 21, 2020*

FY21 Budget Update ~

On Tuesday, MASS hosted a presentation by Mike Long who acts as counsel to the group. There was much information on what do if the FY21 Budget numbers change significantly and require Districts to make drastic changes as a result. The most important takeaway for me was to make sure that we have ongoing and frequent communications with the public around the budget, and that when we have information it is shared so that all school community stakeholders are aware of the process and how decisions are being made based on this information. I greatly appreciate the work of the Finance Subcommittee led by Chairman Sears, and the consistent participation and work of the town officials and finance committee members who meet regularly with the Finance Subcommittee or as part of the Superintendent's Regional Roundtable, as this is exactly the type of open and direct communication that will collectively create a budget that continues to support the District's goals for students and that is fiscally responsible for our member towns. With that said, the revenue picture is glib. The revenues from March 15 through April 15th were down 25%, and they expect the next month's to be worse. I think it is important to acknowledge what certain levels of cuts would look like to SBRSD if the reductions in revenue do come to fruition:

17,167,547	TOTAL OP/TRANS/CAP (NON-BOND)	
171,675	1% REDUCTION	
343,351	2% REDUCTION	
515,026	3% REDUCTION	
858,377	5% REDUCTION	
1,716,755	10% REDUCTION	
2,575,132	15% REDUCTION	
3,433,509	20% REDUCTION	

It was stated on Tuesday that the earliest we might know what the House Ways & Means budget looks like is in July. I have reached out to the SBREA and asked for an extension to issue reduction in force letters, and they have agreed to a date of June 30th. In light of this new projected budget information, I am probably going to ask for more time in an effort to have some idea of what the actual numbers are and to avoid making more drastic reductions than needed. We are also waiting on the possibilities of federal funding to help states with the gap in revenues. To add to all of this, we are waiting for the guidance for re-opening to see what requirements will be implemented and the associated costs that could accompany these new plans. There are lots of moving parts, but we will continue to have the conversations and to work through potential scenarios based on the ever-changing landscape.

ASBO International Professional Standards Committee ~

I have been chosen to be a voting member of the ASBO International Professional Standards Ad Hoc Committee who is charged with reviewing the School Business Management Professional Standards and Code of Ethics. The committee will provide the scope of the revision and overall guidance for the project. Voting members are chosen based on their interest category and/or field of work related to school business administration. The professional standards presented in this document are intended to:

- Assist those currently working in the profession of school business management to perform their duties as expertly as possible.
- Delineate the content of both the pre-service and professional development experiences of those entering or seeking growth in the profession.
- Provide a framework for establishing accreditation standards for higher education institutions involved in training school business officials.
- Present a model from which to build certification standards for the profession and aid local decision makers in seeking and securing the best person for the school business official position.

DESE Remote Learning Survey ~

Superintendents received a link to a Remote Learning Survey from DESE to provide the state with an understanding of how Districts and schools have approached student engagement in learning during the closure. The information

collected will better inform DESE on where to focus their guidance and support, and it will provide the public and key stakeholders information on effective remote learning programs for all students. I have submitted responses on behalf of the District which needed to be completed by May 22, 2020.

New Deadline for SOA Plans ~

Commissioner Riley has given Districts an extension on the deadline to submit the SOA (Student Opportunity Act) Plans. The new date is June 19, 2020. This may be extended further depending on the timeline of the release of state budget information.

As always, please feel free to reach out with questions or concerns.