

Southern Berkshire Regional School District
SCHOOL COMMITTEE MEETING #1,542 - AMENDED

Date: Thursday, March 15, 2018

Time: 6:00 p.m.

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

Agenda

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. Miscellaneous Correspondence
3. **Student Representative Report**
4. **Public Comment**
5. **New Business**
 - a. Student Spotlight (Project 351)
 - b. Approval of Overnight Field Trip (April 18-21, 2018) to Tampa, Florida (Grades 7&8) to provide students hands-on science experiences related to aquatic habitats. - A.VonRuden
 - c. **School Cancellations - Propose Half Day for March 30, 2018**
 - d. Adoption of FY'19 Operating, Transportation, and Capital Budgets
6. **Unfinished Business**
7. **Business with District Member Towns**
 - a. Move the April 12th meeting from Town of New Marlborough to the Sheffield campus
 - b. Letter from the Town of Monterey dated March 8, 2018 regarding school closing (attached)
8. **Subcommittee Reports**
 - a. Policy Subcommittee –D. Sears
Second Reading:
Policy ADF – School District Wellness Program
Policy EFD – Meal Charge Policy
Policy GBEBD – Online Fundraising and Solicitations
Policy ILD – Student Submission to Educational Surveys and Research
9. **Chairman's Report**
10. **Superintendent's Report**
11. **Curriculum & Professional Development Coordinator's Report**
12. **Director of Student Services Report**
13. **Business Manager's Report**
 - a. Approval of Warrants: March 9, 2018
 - b. Vote to Accept Grants and Gifts
 - c. Budget Transfers
14. **Future Agenda Items**
 - a. College & Career Planning Initiatives for FY19 and Beyond – April 12th Meeting
 - b. Report of College Submissions – April 12th Meeting

Next School Committee Meetings:

March 20, 2018 Public Hearing Town of Monterey

March 21, 2018 Public Hearing Town of Egremont

March 28, 2018- Monterey/Egremont Public Hearings-TACPAC

April 12, 2018 (Mt. Everett Library)

April 26, 2018 (Monterey)

May 10, 2018 (Egremont)

June 7, 2018 (Alford)

June 28, 2018 (Sheffield)

Upcoming Events:

| | | |
|----------|----------------|--|
| March 21 | 5:30-8:00 p.m. | Parent Workshop with Scott Noyes |
| March 22 | 6:30-7:30 | Grade 8 Parent Information Night – Mt. Everett Cafeteria |
| March 23 | 7 p.m. | Godspell the Musical- TACPAC |
| March 24 | 3 p.m. | Godspell the Musical – TACPAC |
| March 25 | 3 p.m. | Godspell the Musical - TACPAC |
| March 28 | 6 p.m. | Public Hearing – Monterey – TACPAC |
| March 28 | 8 p.m. | Public Hearing – Egremont – TACPAC |
| May 16 | 7-8:30 p.m. | Spring Instrumental Concert – TACPAC |
| May 30 | 6:30-7:15 p.m. | Gr 3-6 Elementary Choral Concert – TACPAC |
| May 31 | 6-7 p.m. | Gr 5-6 Elementary Spring Band Concert - TACPAC |

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.

Posted on: Monday, March 12, 2018 at 4:15 p.m.

Amended: Monday, March 12, 2018 at 5:30 p.m.



Southern Berkshire Regional School District

OVERNIGHT FIELD TRIP

Teacher in Charge: Asha Von Ruden Principal: Glenn Devoti

Trip Location: Tampa, FL Grade Level of Students: 7 & 8

Departure Date: Wed, April 18, 2018 Departure Time: morning - approx. 6am

Return Date: Sat, April 21, 2018 Return Time: evening - approx 9pm

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: Students participate in hands-on science activities related to fresh and salt water ecosystems

(Provide specific description of objectives and details.)

How will student learning be assessed? Students keep a journal of their learning during the various activities, and are given extra credit from their science teacher upon return.

Description of Itinerary: Students visit various locations around Tampa, Florida and participate in activities that include snorkeling with manatees, shark and squid dissections, kayaking through a mangrove swamp, species collection and ID, and visit a zoo and an aquarium

Overnight accommodations:

Facility: Springhill Suites Phone # 813-639-7600

Address: 4835 W. Cypress St, Tampa, FL 33607

(OVER)

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

Transportation: airline, coach bus

Meal Plan: all meals included, various locations

Funding Source students/parents

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

Names & phone #'s of chaperones:

| | |
|--------------------------|-------|
| <u>Asha VonRuden</u> | _____ |
| <u>Elizabeth Kuzmech</u> | _____ |
| <u>John Makuc</u> | _____ |
| <u>Danielle Pedretti</u> | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

CORI

Fingerprints

yes

✓

yes

✓

yes

✓

yes

✓

(Attach additional sheet of paper, if necessary)

Emergency Contact (SBRSD Administrator): Glenn Devoti

(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: 20

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

.....

Principal's Approval: *Glenn Devoti*

Date: 3/7/18

Superintendent's approval: *Benedetto*

Date: 3/9/18

Nurse's Approval: *Jeanne Moran RN, BSN*

Date: 3-6-18

School Committee approval date: _____

Comments: _____



**Ms. Von Ruden - Mt Everett Regional School
Tampa April 18 - April 21, 2018**

Here's Who Has Signed Up So Far:

- | | |
|--|---|
| 1 Andrew Boundy | 13 Nadia Makuc |
| 2 Tyler Candelari | 14 Kaila Martel |
| 3 Benjamin Cohen | 15 Mikel Nourse |
| 4 Riley Davis-Gagnon | (16 Danielle Pedretti) <i>chaperone</i> |
| 5 Michael Devoti | 17 Olivia Pedretti |
| 6 Michael Fass | 18 Tyler Sermini |
| 7 Emma Goewey | 19 Megan Shippa |
| 8 Walter Hewins | 20 Jordyn Stockwell |
| (9 Elizabeth Kuzmech) <i>chaperone</i> | 21 Julianna Valentini |
| 10 Carter Lotz | (22 Asha Von Ruden) <i>chaperone</i> |
| 11 Grace Makuc | 23 Nathaniel Von Ruden |
| (12 John Makuc) <i>chaperone</i> | 24 Jessica Yauri Cambi |

Sign up today and don't miss out!

**Visit www.worldstrides.com/register and sign up for our
Trip ID 148450**

2018 Tampa, FL Trip

Dear Parents and Students,

I am excited to announce that I will lead a group of Mt Everett Regional School students on a WorldStrides program to Tampa, FL. On this once-in-a-lifetime adventure, students will explore some of our nation's most diverse marine ecosystems, experience incomparable learning moments, and gain a new appreciation for science. This will be a trip that your child will be talking about for years to come!

Your child will return home excited to tell you about:

- Swimming with manatees and interacting with this endangered species
- Snorkeling in crystal clear water and getting close to Florida's unique wildlife
- Uncovering the mystery of the mollusks during a squid dissection, then preparing and enjoying calamari
- Kayaking through mangrove-lined forests, one of the most unique coastal ecosystems

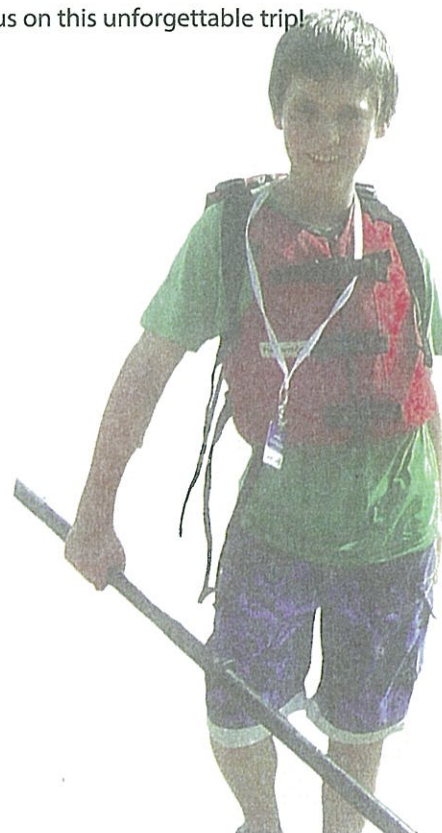
Our travel partner will be WorldStrides because of their exceptional service, unmatched safety record, and 50 years of experience delivering top-quality educational travel programs. I have led this program for many years now and look forward to leading it again. I will chaperone the program with other teachers as needed, and throughout the program our group will be guided by a WorldStrides-certified Course Leader 24 hours a day. Since this is not a school sponsored trip, we will not be attending as representatives or employees of the school.

There will be a trip information meeting to discuss this wonderful opportunity on September 19, 2017 at 6:30 PM in room H2. All parents and students are invited to attend this brief, 30-minute meeting where I'll share more information about WorldStrides, review some of the trip highlights, and explain some of the tools available to help pay for the trip. I strongly encourage you to attend this meeting. Please read the enclosed brochure, look over the sample itinerary on the back of this page, and visit www.worldstrides.com/discoveries for more details. If you have any questions, you can contact me at (413) 229-8734.

I look forward to seeing you at the trip information meeting and having your child join us on this unforgettable trip!

Sign up by September 29, 2017

Asha Von Ruden
Program Leader



Habitat H2O Sample Itinerary

DAY 1

Arrive in **Tampa**

Meet your WorldStrides representative and begin your once-in-a-lifetime experience!

Hotel check-in

Orientation Meet your WorldStrides Course Leader and get an overview of some of the key concepts you'll cover throughout the program.

Enjoy a pizza dinner and a pool party at the hotel!

DAY 2

Breakfast

American Pro Dive Shop Get outfitted with snorkel gear and receive a lesson in snorkel safety from expert divers.

Crystal River: Snorkel with the Manatees Board a pontoon boat and navigate the Crystal River in search of manatees. Your guide will educate you on the history and conservation of the endangered manatee. Then, slip into the water for a refreshing snorkel and watch these gentle giants swim around you.

Lunch

Rainbow River Discover abundant wildlife as you swim to the bottom of the crystal-clear water in search of prehistoric sharks' teeth, which are being released as the underground limestone caverns erode.

Homosassa Springs State Wildlife Park View Florida's endemic species, including American alligators, river otters, and bobcats. Descend into the park's underwater observatory to photograph West Indian manatees up close.

Dinner

Return to hotel

DAY 3

Breakfast

Island Adventures At Fort DeSoto State Park, explore one of Florida's most popular beaches! Participate in a shark dissection and coastal clean-up on the beach, kayak around mangroves, snorkel alongside a historic beachside fort from the Spanish-American War, and grab a net to explore marine life in seagrass beds.

Lunch

Depart for **Clearwater**

Clearwater Marine Aquarium This incredible facility believes in preserving both marine life and the environment while inspiring the human spirit through leadership in education, research, rescue, rehabilitation, and release. Tour this marine life rescue center, then get hands-on with a squid dissection.

Dinner

Clearwater Beach Take the opportunity to discover this beautiful Gulf Coast beach. Enjoy a stroll and a chance to discover!

Return to **Tampa**

DAY 4

Breakfast

Hotel check-out

Busch Gardens® Come face-to-face with more than 2,500 exotic creatures, explore fascinating cultures of faraway lands, and experience some of the most thrilling rides in the Southeast!

African Safari Journey through the African veldt in an open-truck tour to discover the magnificent wildlife inhabiting this 65-acre Serengeti Plain. Your professional wildlife expert will introduce you to an array of exotic species including zebras, giraffes, and rare white rhinos. You'll find many opportunities to photograph these incredible animals and the breathtaking views!

Lunch

Busch Gardens® Exhibits Explore a variety of animal interactions, thrilling coasters, and fascinating shows throughout the park.

Depart **Tampa** for home



Tampa, FL Trip Details:

TRIP DATES

Trip ID#: 148450 - Use this to sign up!

Destination: Tampa, FL

Departing: Wednesday, April 18, 2018

Returning: Saturday, April 21, 2018

TRIP MEETING

There will be a trip information meeting to discuss this wonderful opportunity on September 19, 2017 at 6:30 PM in room H2.

TRIP PRICE

Prices are based on 15 full-paying participants.

Student: \$1,933 quad occupancy.

Adult: \$2,223 double occupancy.

Payment can be made in full or spread out into monthly installment payments*. Select EZPay when choosing monthly installment payments and have your payments automatically deducted from your bank account saving you time and potential missed payments.

Full Refund Program: An additional \$209 protects your investment if you need to cancel for any reason. It is recommended that you enroll in this valuable program by electing the Full Refund Program when you sign up. See reverse for more information.

FLAG financial assistance: FLAG financial assistance may be available for families with an adjusted gross income up to \$85,000. See reverse for details.

*Installment amounts may vary in price based on when you sign up and optional inclusions. Your last payment must be made by the final payment deadline and may be larger than your previous installment payments. Your final payment is due on 02/02/2018.

INCLUDES

- Round-trip transportation
- Sightseeing transportation
- Course Leader
- Quality hotel accommodations
- Night Chaperones in hotel
- Accident/health insurance
- Field journals
- Online educational resources
- All meals
- All admissions fees
- Evening activities
- 24-hour emergency support

SIGN UP TODAY!

Sign Up By: 9/29/2017

Deposit Amount: \$99 (non-refundable) - This is a **special, reduced** deposit amount for signing up prior to 9/29/2017.

Sign Up:

- Online at www.worldstrides.com/signup (use **Trip ID# 148450** to sign up)
- By phone - call WorldStrides' Customer Service Team at 1-800-468-5899
- By mail - use the registration form **on reverse**

Sign up today for the trip of a lifetime!



ONLINE

worldstrides.com/signup



PHONE

800-468-5899



MAIL

Fill out the attached form
and return by mail

MOTION

I move that the school committee approve the FY19 Operating, Transportation and Capital Budget as follows:

Seconded: _____

FY19 Budget

| | | |
|---|--|----------------------------|
| • | <i>Operating Expenditure Budget</i> | <i>\$ 14,744,965</i> |
| • | <i>Transportation Expenditure Budget</i> | <i>\$ 1,313,568</i> |
| • | <i>Capital Expenditure Budget</i> | <i>\$ 358,461</i> |
| • | <i>Capital Project Bond Repayment</i> | <i>\$ 273,017</i> |
| | TOTAL EXPENDITURE BUDGET | <i>\$16,690,011</i> |

FY19 Assessments

| | | |
|---|--|----------------------------|
| • | <i>Operating Assessment</i> | <i>\$ 12,175,107</i> |
| • | <i>Transportation Assessment</i> | <i>\$ 771,263</i> |
| • | <i>Capital Assessment</i> | <i>\$ 358,461</i> |
| • | <i>Capital Project Interest Assessment</i> | <i>\$ 273,017</i> |
| | TOTAL TO BE ASSESSED | <i>\$13,577,848</i> |

Roll Call Vote:

SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT
 FY19 PROPOSED BUDGET
 for SCHOOL COMMITTEE ADOPTION, MARCH 15, 2018

| EXPENDITURES, BY FUNCTIONAL AREA | FY15 ACTUAL | FY16 ACTUAL | FY17 ACTUAL | FY18 BUDGET | FY19 BUDGET | CHANGE, FY18 TO FY19 |
|--|-------------|-------------|-------------|-------------|-------------|----------------------|
| 0000 - UNDESIGNATED | - | - | - | 78,000 | 200,000 | 122,000 |
| ADMINISTRATION | 540,509 | 626,195 | 587,707 | 636,474 | 659,395 | 22,921 |
| INSTRUCTIONAL LEADERSHIP | 916,737 | 955,072 | 983,259 | 1,016,174 | 1,044,131 | 27,957 |
| CLASSROOM AND SPECIALIST TEACHERS | 3,864,308 | 3,931,239 | 4,143,759 | 3,866,350 | 4,237,874 | 371,524 |
| OTHER TEACHING SERVICES | 1,122,047 | 1,117,737 | 1,317,423 | 1,338,135 | 1,387,972 | 49,838 |
| PROFESSIONAL DEVELOPMENT | 124,283 | 99,527 | 104,018 | 105,386 | 116,229 | 10,843 |
| INSTRUCTIONAL MATERIALS, EQUIPMENT, TECHNOLOGY | 187,150 | 243,276 | 236,951 | 287,972 | 340,956 | 52,984 |
| GUIDANCE, COUNSELING AND TESTING | 425,185 | 452,825 | 438,795 | 490,924 | 486,938 | (3,986) |
| PUPIL SERVICES | 1,658,482 | 1,700,202 | 1,683,276 | 1,902,358 | 1,830,014 | (72,344) |
| OPERATIONS AND MAINTENANCE | 1,224,706 | 1,026,935 | 1,134,018 | 1,052,084 | 1,134,017 | 81,933 |
| RETIREMENT, SEPARATION AND INSURANCE COSTS | 3,174,603 | 3,407,056 | 3,692,863 | 3,873,971 | 3,869,427 | (4,544) |
| LEASES, OTHER FIXED CHARGES | 51,309 | 85,613 | 110,858 | 120,880 | 96,579 | (24,301) |
| COMMUNITY SERVICES | - | 29 | 5 | 5 | - | (5) |
| ASSET ACQUISITION (CAPITAL) | 452,179 | 360,553 | 326,459 | 390,000 | 358,461 | (31,539) |
| LONG-TERM DEBT - PRINCIPAL AND INTEREST | - | - | - | 430,000 | 273,017 | (156,983) |
| TUITION EXPENSE | 840,039 | 777,019 | 548,689 | 778,000 | 655,000 | (123,000) |
| TOTAL EXPENDITURES | 14,581,536 | 14,783,279 | 15,308,079 | 16,366,713 | 16,690,011 | 323,298 |

| | |
|---------------------------------------|--------------------------|
| FY19 ASSESSMENTS | |
| OPERATING | 12,175,107 |
| TRANSPORTATION | 771,263 |
| OPERATING & TRANSPORTATION | <u>12,946,370</u> |
| CAPITAL (NON-BOND) | 358,461 |
| CAPITAL - BOND | 273,017 |
| GRAND TOTAL | <u><u>13,577,848</u></u> |

| | |
|---------------------------------------|--------------------------|
| FY19 BUDGET | |
| OPERATING | 14,744,965 |
| TRANSPORTATION | 1,313,568 |
| OPERATING & TRANSPORTATION | <u>16,058,533</u> |
| CAPITAL (NON-BOND) | 358,461 |
| CAPITAL - BOND | 273,017 |
| GRAND TOTAL | <u><u>16,690,011</u></u> |

5d

| REVENUES | FY15 ACTUAL | FY16 ACTUAL | FY17 ACTUAL | FY18 BUDGET | FY19 BUDGET | CHANGE, FY18 TO FY19 |
|---|---------------|---------------|---------------|---------------|---------------|----------------------|
| E-RATE REVENUE | \$ - | \$ 8,694 | \$ - | \$ - | \$ - | \$ - |
| TUITION - REGULAR | \$ 150,156 | \$ 112,696 | \$ 69,946 | \$ 48,000 | \$ 18,000 | \$ (30,000) |
| STATE- CHAPTER 70 DISTRIBUTION | \$ 1,869,289 | \$ 1,888,246 | \$ 1,927,571 | \$ 1,947,431 | \$ 1,960,311 | \$ 12,880 |
| CHARTER SCHOOL REIMBURSEMENT | \$ 107 | \$ - | \$ - | \$ - | \$ - | \$ - |
| STATE-CHAPTER 71 TRANSPORTATION REIMBURSEMENT | \$ 428,500 | \$ 568,200 | \$ 633,365 | \$ 586,476 | \$ 542,305 | \$ (44,171) |
| STATE-MEDICAID REIMBURSEMENTS | \$ 93,606 | \$ 201,783 | \$ 140,163 | \$ 100,000 | \$ 120,000 | \$ 20,000 |
| ASSESSMENTS - OPERATING AND TRANSPORTATION | \$ 11,647,944 | \$ 11,652,072 | \$ 12,116,719 | \$ 12,356,806 | \$ 12,946,370 | \$ 589,564 |
| ASSESSMENTS - CAPITAL | \$ 402,500 | \$ 385,406 | \$ 484,735 | \$ 390,000 | \$ 358,461 | \$ (31,539) |
| ASSESSMENTS - ROOF/BOILER/SPRINKLER PROJECT | \$ - | \$ - | \$ - | \$ 430,000 | \$ 273,017 | \$ (156,983) |
| EARNINGS ON INVESTMENTS | \$ 6,249 | \$ 9,181 | \$ 6,510 | \$ 7,000 | \$ 7,000 | \$ - |
| LOCAL - OTHER | \$ 3,135 | \$ 5,915 | \$ 446 | \$ 300 | \$ 300 | \$ - |
| COMMUNITY SERVICE | \$ - | \$ 31 | \$ - | \$ - | \$ - | \$ - |
| P-CARD REBATES | \$ 481 | \$ 726 | \$ 486 | \$ 700 | \$ 700 | \$ - |
| TRANSFERS FROM E&D FUND | \$ 336,500 | \$ 540,120 | \$ 511,803 | \$ 500,000 | \$ 463,547 | \$ (36,453) |
| TRANSFERS FROM SPECIAL REVENUE | \$ 14,763 | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTALS | \$ 14,953,230 | \$ 15,373,069 | \$ 15,891,743 | \$ 16,366,713 | \$ 16,690,011 | \$ 323,298 |
| | | | | | | 1.98% |

EXPENDITURES, BY FUNCTION

| Description | FY15 ACTUAL | FY16 ACTUAL | FY17 ACTUAL | FY18 BUDGET | FY19 PROPOSED BUDGET | CHANGE, FY18 to FY19 |
|---|--------------|--------------|--------------|--------------|----------------------|----------------------|
| 000 CONTINGENCY | \$ - | \$ - | \$ - | \$ 78,000 | \$ 200,000 | \$ 122,000 156.4% |
| 000 UNDESIGNATED | \$ - | \$ - | \$ - | \$ 78,000 | \$ 200,000 | \$ 122,000 156.4% |
| 1110 SCHOOL COMMITTEE | \$ 25,861 | \$ 17,347 | \$ 21,560 | \$ 16,900 | \$ 13,700 | \$ (3,200) -18.9% |
| 1210 SUPERINTENDENT | \$ 204,365 | \$ 198,801 | \$ 185,018 | \$ 231,837 | \$ 234,405 | \$ 2,568 1.1% |
| 1230 OTHER DISTRICT ADMINISTRATION | \$ 10,950 | \$ 11,805 | \$ 6,606 | \$ 3,400 | \$ 1,500 | \$ (1,900) -55.9% |
| 1410 BUSINESS & FINANCE | \$ 217,146 | \$ 253,469 | \$ 241,413 | \$ 260,088 | \$ 269,352 | \$ 9,265 3.6% |
| 1420 HUMAN RESOURCES | \$ 38,833 | \$ 45,709 | \$ 43,530 | \$ 53,542 | \$ 50,938 | \$ (2,604) -4.9% |
| 1430 LEGAL SERVICES | \$ 43,354 | \$ 72,765 | \$ 65,943 | \$ 45,000 | \$ 61,000 | \$ 16,000 35.6% |
| 1450 INFORMATION MANAGEMENT & TECHNOLOGY ADMINISTRATION | \$ 540,509 | \$ 626,195 | \$ 587,707 | \$ 636,474 | \$ 659,395 | \$ 22,921 3.6% |
| 2110 CURRICULUM DIRECTORS | \$ 166,220 | \$ 222,192 | \$ 238,722 | \$ 233,949 | \$ 241,056 | \$ 7,107 3.0% |
| 2210 SCHOOL PRINCIPALS/BUILDING LEADERSHIP | \$ 511,920 | \$ 541,190 | \$ 545,772 | \$ 596,138 | \$ 602,265 | \$ 6,127 1.0% |
| 2220 CURRICULUM LEADERS | \$ 89,222 | \$ 47,530 | \$ 46,247 | \$ 48,780 | \$ 50,875 | \$ 2,095 4.3% |
| 2250 BUILDING TECHNOLOGY | \$ 149,376 | \$ 144,160 | \$ 152,518 | \$ 137,308 | \$ 149,936 | \$ 12,628 9.2% |
| INSTRUCTIONAL LEADERSHIP | \$ 916,737 | \$ 955,072 | \$ 983,259 | \$ 1,016,174 | \$ 1,044,131 | \$ 27,957 2.8% |
| 2305 CLASSROOM TEACHERS | \$ 2,986,631 | \$ 2,937,656 | \$ 3,151,810 | \$ 2,734,783 | \$ 3,168,953 | \$ 434,170 15.9% |
| 2310 TEACHER SPECIALISTS | \$ 877,677 | \$ 993,584 | \$ 991,949 | \$ 1,131,567 | \$ 1,068,921 | \$ (62,646) -5.5% |
| CLASSROOM AND SPECIALIST TEACHERS | \$ 3,864,308 | \$ 3,931,240 | \$ 4,143,759 | \$ 3,866,350 | \$ 4,237,874 | \$ 371,524 9.6% |
| 2315 TEAM LEADERS | \$ 980 | \$ 2,171 | \$ 2,324 | \$ 2,400 | \$ 2,400 | \$ - 0.0% |
| 2320 MEDICAL/THERAPEUTIC | \$ 170,125 | \$ 146,349 | \$ 139,868 | \$ 159,149 | \$ 158,049 | \$ (1,100) -0.7% |
| 2325 SUBSTITUTES | \$ 188,756 | \$ 161,943 | \$ 159,515 | \$ 147,985 | \$ 147,985 | \$ - 0.0% |
| 2330 EDUCATIONAL SUPPORT PERSONNEL (PARAPROFESSIONS/ESPs) | \$ 639,511 | \$ 677,133 | \$ 879,307 | \$ 885,629 | \$ 932,994 | \$ 47,365 5.3% |
| 2340 LIBRARY/MEDIA | \$ 122,676 | \$ 130,142 | \$ 136,409 | \$ 142,972 | \$ 146,545 | \$ 3,573 2.5% |
| OTHER TEACHING SERVICES | \$ 1,122,047 | \$ 1,117,737 | \$ 1,317,423 | \$ 1,338,135 | \$ 1,387,972 | \$ 49,838 3.7% |
| 235x PROFESSIONAL DEVELOPMENT | \$ 124,283 | \$ 100,006 | \$ 104,018 | \$ 105,386 | \$ 116,229 | \$ 10,843 10.3% |
| PROFESSIONAL DEVELOPMENT | \$ 124,283 | \$ 100,006 | \$ 104,018 | \$ 105,386 | \$ 116,229 | \$ 10,843 10.3% |
| 2410 TEXTBOOKS | \$ 18,439 | \$ 19,034 | \$ 28,058 | \$ 17,750 | \$ 37,845 | \$ 20,095 113.2% |
| 2415 INSTRUCTIONAL MATERIALS | \$ 68,077 | \$ 69,685 | \$ 49,725 | \$ 100,527 | \$ 120,642 | \$ 20,115 20.0% |
| 2415 INSTRUCTIONAL MATERIALS | \$ 1,936 | \$ 1,438 | \$ 2,909 | \$ 7,450 | \$ 4,100 | \$ (3,350) -45.0% |
| 2430 GENERAL SUPPLIES | \$ 52,991 | \$ 47,400 | \$ 40,244 | \$ 41,470 | \$ 44,675 | \$ 3,205 7.7% |
| 2440 OTHER INSTRUCTIONAL SERVICES | \$ 36,322 | \$ 53,477 | \$ 69,491 | \$ 66,615 | \$ 77,275 | \$ 10,660 16.0% |
| 2451 CLASSROOM INSTRUCTIONAL TECHNOLOGY | \$ 8,701 | \$ 8,698 | \$ 12,698 | \$ 6,750 | \$ 6,750 | \$ - 0.0% |
| 2455 INSTRUCTIONAL SOFTWARE | \$ 683 | \$ 43,063 | \$ 33,826 | \$ 47,410 | \$ 49,669 | \$ 2,259 4.8% |
| INSTRUCTIONAL MATERIALS, EQUIPMENT, TECHNOLOGY | \$ 187,149 | \$ 242,797 | \$ 236,951 | \$ 287,972 | \$ 340,956 | \$ 52,984 18.4% |
| 2710 GUIDANCE/COUNSELING | \$ 302,538 | \$ 329,229 | \$ 347,642 | \$ 399,203 | \$ 392,773 | \$ (6,430) -1.6% |
| 2720 TESTING AND ASSESSMENT | \$ 8,203 | \$ 4,848 | \$ 3,809 | \$ 4,000 | \$ 4,294 | \$ 294 7.4% |
| 2800 PSYCHOLOGIST SERVICES | \$ 114,444 | \$ 118,749 | \$ 87,344 | \$ 87,721 | \$ 89,871 | \$ 2,150 2.5% |
| GUIDANCE, COUNSELING AND TESTING | \$ 425,185 | \$ 452,825 | \$ 438,795 | \$ 490,924 | \$ 486,938 | \$ (3,986) -0.8% |
| 3200 SCHOOL HEALTH SERVICES | \$ 151,526 | \$ 134,817 | \$ 144,427 | \$ 144,899 | \$ 140,696 | \$ (4,203) -2.9% |
| 3300 TRANSPORTATION SERVICES | \$ 1,185,209 | \$ 1,045,187 | \$ 1,211,043 | \$ 1,366,516 | \$ 1,313,568 | \$ (52,948) -3.9% |
| 3400 FOOD SERVICES | \$ 56,323 | \$ 238,076 | \$ 57,163 | \$ 63,517 | \$ 41,637 | \$ (21,720) -34.3% |
| 3510 ATHLETICS | \$ 154,063 | \$ 154,131 | \$ 147,835 | \$ 187,500 | \$ 188,830 | \$ 1,330 0.7% |
| 3520 OTHER STUDENT ACTIVITIES | \$ 73,854 | \$ 89,192 | \$ 81,784 | \$ 91,224 | \$ 91,425 | \$ 201 0.2% |
| 3600 SECURITY | \$ 37,508 | \$ 38,798 | \$ 41,024 | \$ 48,862 | \$ 53,858 | \$ 4,996 10.2% |
| PUPIL SERVICES | \$ 1,658,482 | \$ 1,700,201 | \$ 1,683,276 | \$ 1,902,358 | \$ 1,830,014 | \$ (72,344) -3.8% |

| Description | FY19 PROPOSED | | | | | CHANGE, FY18 to FY19 |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|-------------------------|
| | FY15 ACTUAL | FY16 ACTUAL | FY17 ACTUAL | FY18 BUDGET | BUDGET | |
| 4110 CUSTODIAL SERVICES | \$ 410,284 | \$ 401,044 | \$ 411,796 | \$ 417,852 | \$ 438,026 | \$ 20,174 4.8% |
| 4120 HEATING OF BUILDINGS | \$ 233,703 | \$ 114,436 | \$ 150,515 | \$ 126,612 | \$ 148,450 | \$ 21,838 17.2% |
| 4130 UTILITY SERVICES | \$ 181,359 | \$ 226,468 | \$ 247,353 | \$ 225,422 | \$ 260,773 | \$ 35,351 15.7% |
| 4210 MAINTENANCE OF GROUNDS | \$ 209,623 | \$ 190,862 | \$ 199,305 | \$ 172,565 | \$ 88,335 | \$ (84,230) -48.8% |
| 4220 MAINTENANCE OF BUILDINGS | \$ 57,564 | \$ 42,322 | \$ 53,338 | \$ 17,775 | \$ 136,969 | \$ 79,194 137.1% |
| 4230 MAINTENANCE OF EQUIPMENT | \$ 31,996 | \$ 32,424 | \$ 36,953 | \$ 36,562 | \$ 43,500 | \$ 6,938 19.0% |
| 44xx NETWORKING, TELECOMMUNICATIONS, TECHNOLOGY MAINTENANCE OPERATIONS AND MAINTENANCE | \$ 100,176 | \$ 19,381 | \$ 34,757 | \$ 15,296 | \$ 17,964 | \$ 2,668 17.4% |
| | \$ 1,224,706 | \$ 1,026,935 | \$ 1,134,018 | \$ 1,052,084 | \$ 1,134,017 | \$ 81,933 7.8% |
| 5100 EMPLOYER RETIREMENT CONTRIBUTIONS | \$ 393,519 | \$ 405,512 | \$ 422,262 | \$ 448,903 | \$ 463,669 | \$ 14,766 3.3% |
| 5150 EMPLOYEE SEPARATION COSTS | \$ - | \$ 12,513 | \$ 44,088 | \$ 23,000 | \$ 10,000 | \$ (13,000) -66.5% |
| 5200 INSURANCE - ACTIVE EMPLOYEES | \$ 2,068,385 | \$ 2,190,610 | \$ 2,453,904 | \$ 2,634,568 | \$ 2,627,758 | \$ (6,810) -0.3% |
| 5250 INSURANCE - RETIRED EMPLOYEES | \$ 670,827 | \$ 753,695 | \$ 726,717 | \$ 719,500 | \$ 720,000 | \$ 500 0.1% |
| 5260 INSURANCE - OTHER NON-EMPLOYEE RETIREMENT, SEPARATION AND INSURANCE COSTS | \$ 41,871 | \$ 44,727 | \$ 45,892 | \$ 48,000 | \$ 48,000 | \$ - 0.0% |
| | \$ 3,174,603 | \$ 3,407,056 | \$ 3,692,863 | \$ 3,873,971 | \$ 3,869,427 | \$ (4,544) -0.1% |
| 5300 RENTAL/LEASE EQUIPMENT | \$ 51,309 | \$ 51,765 | \$ 77,398 | \$ 85,200 | \$ 85,579 | \$ 379 0.4% |
| 5450 SHORT-TERM INTEREST -BANS | \$ - | \$ 22,575 | \$ 26,452 | \$ 26,250 | \$ - | \$ (26,250) -100.0% |
| 5500 OTHER FIXED CHARGES | \$ - | \$ 11,273 | \$ 7,008 | \$ 9,430 | \$ 11,000 | \$ 1,570 16.6% |
| | \$ 51,309 | \$ 85,613 | \$ 110,858 | \$ 120,880 | \$ 96,579 | \$ (24,301) -20.1% |
| 6200 COMMUNITY SERVICE | \$ - | \$ 29 | \$ 5 | \$ 5 | \$ - | \$ (5) -100.0% |
| COMMUNITY SERVICES | \$ - | \$ 29 | \$ 5 | \$ 5 | \$ - | \$ (5) -100.0% |
| 7xxx ASSET ACQUISITION AND IMPROVEMENTS | \$ 452,179 | \$ 360,553 | \$ 326,459 | \$ 390,000 | \$ 358,461 | \$ (31,539) -8.1% |
| ASSET ACQUISITION (CAPITAL) | \$ 452,179 | \$ 360,553 | \$ 326,459 | \$ 390,000 | \$ 358,461 | \$ (31,539) -8.1% |
| 8100 DEBT RETIREMENT - SCHOOL CONSTRUCTION | \$ - | \$ - | \$ - | \$ 280,000 | \$ 146,667 | \$ (133,333) -47.6% |
| 8200 LONG-TERM DEBT - INTEREST | \$ - | \$ - | \$ - | \$ 150,000 | \$ 126,350 | \$ (23,650) -15.8% |
| LONG-TERM DEBT | \$ - | \$ - | \$ - | \$ 430,000 | \$ 273,017 | \$ (156,983) -36.5% |
| 9100 TUITION TO MA PUBLIC SCHOOLS | \$ - | \$ 405 | \$ - | \$ - | \$ - | \$ - 0.0% |
| 9100 SCHOOL CHOICE TUITION EXPENSE | \$ 689,513 | \$ 600,232 | \$ 548,689 | \$ 580,000 | \$ 555,000 | \$ (25,000) -4.3% |
| 9200 OUT-OF-STATE TUITION | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - 0.0% |
| 9300 TUITION TO MA PRIVATE SCHOOLS | \$ 150,526 | \$ 176,382 | \$ - | \$ 198,000 | \$ 100,000 | \$ (98,000) -49.5% |
| TUITION EXPENSE | \$ 840,039 | \$ 777,019 | \$ 548,689 | \$ 778,000 | \$ 655,000 | \$ (123,000) -15.8% |
| TOTAL - OPERATING, TRANSP & CAPITAL (including Roof/Boiler Bond) | \$ 14,581,536 | \$ 14,783,279 | \$ 15,308,079 | \$ 16,366,713 | \$ 16,690,011 | \$ 323,298 1.98% |

7a.

Gagnon, Lynette

From: Mari Enoch <nmbos@newmarlboroughma.gov>
Sent: Wednesday, March 07, 2018 11:31 AM
To: Gagnon, Lynette
Cc: Tara White; tarabw@verizon.net
Subject: Re: Date of School Committee Meeting - CHANGE

Dear Lynette,

The Board of Selectmen have noted that the School Committee will be voting on the closure of the Monterey and Egremont schools at its meeting on April 12th. Currently that meeting is scheduled to be held in the Town of New Marlborough. The Board feels that it would be more appropriate for that meeting to take place in its usual location and hereby request the meeting location be moved back to Mt. Everett. The Board would still welcome a School Committee meeting in New Marlborough at another time, but understands it will not happen before annual town meetings.

Thanks,
Mari

Anne Marie Enoch
Town Administrator
Town of New Marlborough
PO Box 99
Mill River, MA 01244
nmbos@newmarlboroughma.gov
(413) 229-8116 fax (413) 229-8253



TOWN OF MONTEREY

435 Main Rd. P.O. Box 308
Monterey, MA 01245

Southern Berkshire Regional School District School Committee
491 Berkshire School Rd. P.O. Box 339
Sheffield, MA 01257

March 8, 2018

Dear Members of the SBRSC

The Town of Monterey respectfully requests that all proceedings to close the Monterey School be 'tabled', so that the residents of Monterey may have time to express their wishes directly to the Monterey Selectboard and School representative.

The Town of Monterey is aware and wholly sympathetic to the budgetary challenges that the Southern Berkshire Regional School District faces. With this understanding, if this request is approved and the closure vote is 'tabled', the Town of Monterey will assume all operational costs of the Monterey School during the 'tabling period'.

Respectfully,

Steven Weisz, Chair
Monterey Select Board

SB/mn

Carol Edelman

Kenneth Basler

Phone: 413.528.1443 x114 Fax: 413.528.9452
admin@montereyma.gov
www.montereyma.gov

*Request to have
this on the at
agenda at
SC mtg.
3/15/18.*

SCHOOL DISTRICT WELLNESS PROGRAM

The School Committee recognizes the relationship between student well-being and student achievement as well as the importance of a comprehensive district wellness program. Therefore, the school district will provide developmentally appropriate and sequential nutrition and physical education as well as opportunities for physical activity. The wellness program will be implemented in a multidisciplinary fashion and will be evidence based.

Wellness Committee

The school district will establish a wellness committee that consists of at least one (1): parent/guardian, student, nurse, school food service representative, School Committee member, school administrator, member of the public, and other community members as appropriate. If available, a qualified, credentialed nutrition professional will be a member of the wellness committee. The Superintendent will designate a Wellness Policy Coordinator. The Wellness Committee shall be responsible for devising a plan for implementation and evaluation of the District Wellness Policy and is charged with operational responsibility for ensuring that schools meet the goals of the District Wellness Policy. The Wellness Committee Chair will report to the School Committee annually as part of the annual budget process.

Nutrition Guidelines

It is the policy of the school district that all foods and beverages made available on campus during the school day are consistent with School Lunch Program nutrition guidelines. Guidelines for reimbursable school meals will not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to law. The district will create procedures that address all foods available to students throughout the school day in the following areas:

- Guidelines for maximizing nutritional value by decreasing fat and added sugars, increasing nutrition density and moderating portion size of each individual food or beverage sold within the school environment;
- Separate guidelines for foods and beverages in the following categories:
 1. Foods and beverages included in a la carte sales in the food service program on school campuses;
 2. Foods and beverages sold in vending machines, snack bars, school stores, and concession stands;
 3. Foods and beverages sold as part of school-sponsored fundraising activities; and
 4. Refreshments served at parties, celebrations, and meetings during the school day; and
 5. Specify that its guidelines will be based on nutrition goals, not profit motives.
 6. All meals claimed for reimbursement will include at least ½ cup of fruit or vegetable.

School Day Celebrations

Celebrations in schools should follow the SBRSD's Severe and Life Threatening Allergies Procedure.

Schools shall limit celebrations that involve food to no more than one per class per month. Foods and beverages served at schools will meet or exceed the nutrition recommendations of the US Dietary Guidelines for Americans and USDA Regulations for School Meals, and Massachusetts School Nutrition Standards (105 CMR 225.000PDF)

Cultural enrichment-Staff members who are planning to serve food as part of their cultural enrichment curriculum activity should contact the SBRSD's food director or school culinary programs for food preparation suggestions and food safety guidelines.

SBRSD employees and volunteers shall not use foods or beverages as rewards in the classroom for academic performance or good behavior: nor shall they withhold food or beverages, including food served through school meals, as punishment.

Not with standing paragraph 4 above, there may be instances where schools will promote alternate choices to candy as an academic reward. In these instances, the school will review these with Wellness Committee Chair.

Nutrition and Physical Education

The school district will provide nutrition education aligned with standards established by the USDA's National School Lunch Program and the School Breakfast Program in all grades. The school district will provide physical education training aligned with the standards established by the Dept. of Elementary and Secondary Education.

Nutrition Education

Students receive nutrition education that teaches the skills they need to adopt and maintain healthy eating behaviors.

Nutrition education is offered in the school cafeteria as well as in the classroom, with coordination between the foodservice staff and other school personnel, including teachers.

Students receive consistent nutrition messages from all aspects of the school program.

Division health education curriculum standards and guidelines address both nutrition and physical education.

Nutrition is integrated into the health education or core curricula (e.g., math, science, language arts).

Schools link nutrition education activities with the coordinated school health program. Staff who provide nutrition education have appropriate training.

The level of student participation in the school breakfast and school lunch programs is appropriate.

Physical Education Activities

Students are given opportunities for physical activity during the school day through physical education (PE) classes, daily recess periods for elementary school students, and the integration of physical activity into the academic curriculum where appropriate.

Students are given opportunities for physical activity through a range of before- and/or after- school programs including, but not limited to, intramurals, interscholastic athletics, and physical activity clubs.

Schools encourage parents and guardians to support their children's participation in physical activity, to be physically active role models and to include physical activity in family events.

Schools provide training to enable staff to promote enjoyable, lifelong physical activity among students.

Other School-Based Activities

The Wellness Committee is charged with developing procedures addressing other school-based activities to promote wellness.

An adequate amount of time is allowed for students to eat meals in adequate lunchroom facilities.

All children who participate in subsidized food programs are able to obtain food in a non- stigmatizing manner.

Environmentally-friendly practices such as the use of locally grown and seasonal foods, school gardens, and non-disposable tableware have been considered and implemented where appropriate.

Physical activities and/or nutrition services or programs designed to benefit staff health have been considered and, to the extent practical, implemented.

Community Health Promotion Activities: These may include health fairs, informational booths, etc.

Evaluation

The Wellness Committee will assess all education curricula and materials pertaining to wellness for accuracy, completeness, balance and consistency with the state and district's educational goals and standards.

SOURCE: SBRSD February 21, 2018 version, MASC, School Wellness Committee, Policy Subcommittee

FIRST READING: MARCH 9, 2018

LEGAL REFS.:The Child Nutrition and WIC Reauthorization Act of 2004, Section 204, P.L. 108 -265
The Richard B. Russell National School Lunch Act, 42 U.S.C. §§ 1751 - 1769h

The Child Nutrition Act of 1966, 42 U.S.C. §§ 1771 - 1789 CROSS REFS.: EFC, Free and Reduced-Cost Food Services IHAMA, Teaching About Alcohol, Tobacco and Drugs KI, Public Solicitations/Advertising in District Facilities

MEAL CHARGE POLICY

The School Committee is committed to providing students with healthy, nutritious meals each day so they can focus on school work, while also maintaining the financial integrity of meal programs and minimizing any impact on students with meal charges. However, unpaid meal charges place a large financial burden on the school district, as food services is a self-supporting entity within the district. The purpose of this policy is to ensure compliance with federal reporting requirements of the USDA Child Nutrition Program, as well as provide oversight and accountability for the collection of outstanding student meal balances.

The provisions of this policy pertain to regular priced school meals only. The School Committee will provide a regular meal to students who forget or lose their lunch money.

Meal Charges and Balances

Students will pay for meals at the regular rate approved by the School Committee and for their meal status (regular, reduced-price, or free) each day. Payment options will be delineated in student handbooks and provided to parents of incoming students. After the balance reaches zero and enters the negative, students will not be allowed to purchase a la carte items including but not limited to a second entrée, snack, ice cream, or an additional beverage. The student will still be allowed to take a meal, and that meal will continue to be charged to the account at the standard lunch rate based on their meal status. The parent/guardian is responsible for any meal charges incurred. If there is a financial hardship, a parent/guardian should contact food services directly to discuss payment options such as an individualized repayment plan.

Payments

Parents/Guardians are responsible for all meal payments to the food service program. Notices of low or deficit balances will be sent directly to parent/guardians via email or regular postal mail at regular intervals during the school year. At no time shall any staff member give payment notices to students unless that student is known to be an emancipated minor who is fully responsible for themselves or over the age of 18. If parent/guardians have issues with student purchases they should contact food services for assistance.

Parents/Guardians may pay for meals in advance. Further details are available on the school district webpage and in student handbooks. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student, whether positive or negative, will be carried over to the next school year.

All school cafeterias possess computerized point of sale/cash register systems that maintain records of all monies deposited and spent for each student and those records are available to parents by setting up an online account (see student handbooks for more details) or by speaking with the school's food service

manager. The point of sale system is designed to prevent direct identification of a student's meal status. Parents will receive automated low-balance emails or mailed notices weekly, if applicable. If notices do not result in payment, parents will receive a phone call from food services. If the phone call does not result in payment the food service manager shall turn the account over to the business office.

Refunds

Refunds for withdrawn and/or graduating students require a written request (email, postal, or in person) for a refund of any money remaining in their account to be submitted. Graduating students also have the option to transfer funds to a sibling's account or to donate to a student in need with a written request.

Delinquent Accounts/Collections

Failure to maintain up to date accounts may result in a delay of a student's extra-curricular school services, especially those that are fee based. Graduating seniors may lose the ability to participate in certain graduation related activities.

The Superintendent shall ensure that there are appropriate and effective collection procedures and internal controls within the school district's business office that meet the requirements of law.

If a student is without meal money on a consistent basis, the administration may investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child. Each school handbook shall contain detailed instructions for parental assistance.

Policy Communications

This policy shall be communicated to all staff and families at the beginning of each school year and to families transferring to the district during the year.

FIRST READING: March 8, 2018

LEGAL REFS: MGL 71:72; USDA School Meal Program Guidelines May 2017

CROSS REFS: JQ, Student Fees, Fines & Charges

SOURCE: MASC February 2018

Online Fundraising And Solicitations - Crowdfunding

School District employees shall comply with all of the following provisions relating to online solicitations and the use of crowdfunding services for school-related purposes as well as all applicable laws, regulations and district policies. No online fundraising may occur except as provided below.

The Superintendent shall have final authority to approve any online fundraising activities by school district employees and shall determine and communicate to Principals the circumstances under which online fundraising proposals shall require Superintendent or School Committee approval in accordance with law and school district policy (KCD). The Principal of each school shall approve all online fundraising activities within their buildings prior to any employee posting any such fundraising solicitation.

Any solicitation shall be for educational purposes only (field trips, supplies, supplemental materials, books, etc.). The solicitation of personal items (coats, nutritional snacks, etc.) shall only be to benefit students directly. To the extent an employee solicits any technology or software, the employee shall secure the prior written approval of the Director of Technology or designee prior to any such solicitation. Any employee seeking to display or post a photograph of a student in conjunction with a fundraising solicitation must first secure the written consent of the student's parent or guardian.

Employees shall not use a crowdfunding source, or set up their appeal in such a way, that they are asking for donations directly from people over whom the employee making the request has authority, or with whom the public employee is having official dealings (such as parents of student's in a teacher's classroom - the solicitation can say "Classroom X needs tissues and crayons," but it shouldn't be directed to parents who have shared email addresses with the teacher for purposes of communicating about their student).

Employees using crowdfunding services shall periodically disclose in writing to the Superintendent the names of all individuals whom the employee has directly solicited in any manner including but not limited to oral, written, or electronic solicitation. The Superintendent shall maintain these disclosures as public records available for public review.

Employees may only use crowdfunding services that send the items or proceeds solicited by the employee directly to the employee's school or to the school district. Employees must verify under the crowdfunding service's terms and conditions that they meet all requirements for such solicitation. Items or proceeds directly sent to employees are considered gifts to the employee and may result in violation of state ethics laws.

If an employee's proposal is approved by the crowdfunding service, the employee agrees to use the donated materials solely as stated in the employee's proposal.

If a solicitation is not fully funded within the time period required by the crowdfunding service, or the solicitation cannot be concluded for any reason, every attempt will be made to return donations to the donors. Donations unable to be returned shall only be used as account credits for future solicitations.

Unless otherwise approved by the Superintendent in writing, all goods and/or proceeds solicited and received through any online solicitation shall become the property of the School Committee, and not of

the individual employee who solicited the item(s) or funds. The employee is prohibited from taking any such item(s) or funds to another school or location, without the Superintendent's written approval.

FIRST READING: MARCH 8, 2018

LEGAL REFS: MGL 44:53A; 71:37A; 268A:3; 268A:23; Ethics Commission Advisory Opinion EC-COI-12-1;

CROSS REFS: GBEA, Staff Ethics/Conflict of Interest;
GBEBC, Gifts To and Solicitations by Staff;
KCD, Public Gifts to Schools

SOURCE: MASC February 2018

NOTE: Crowdfunding services are defined as any online service used for the solicitation of goods, services, or money from a large number of people via the internet or other electronic network. Examples include GoFundme, Kickstarter, Indiegogo, YouCaring, and DonorsChoose.

STUDENT SUBMISSION TO EDUCATIONAL SURVEYS AND RESEARCH

In this policy, "surveys, analyses, or evaluations" refer to methods of gathering data for research purposes.

Without the prior written consent of the student's parent/guardian, or of the student if he/she is at least 18 years of age, no student shall be required as part of any program wholly or partially funded by the U.S. Department of Education to submit to any survey, analyses, or evaluation that reveals information concerning:

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine eligibility for school programs or for receiving financial assistance under such program.

All instructional materials, including teachers' manuals, films, tapes, or other supplementary material which will be used in connection with any such survey, analysis, or evaluation shall be available upon request for inspection by the student's parent/guardian. For the purpose of this policy, "instructional material" does not include academic tests or assessments.

A parent may inspect, upon request, a survey created by a third party before the survey is administered or distributed to a student.

The Superintendent or designee will be responsible for implementing any procedures necessary to protect the privacy of participating students and to provide parents with access to surveys within a reasonable time before administration or distribution.

The School District will notify parents of this policy at least annually at the beginning of the school year and within a reasonable time of any substantive change in policy. Where practical, the District will also directly notify parents annually at the beginning of the school year when surveys, analyses, or evaluations are scheduled or anticipated. Parents shall have the opportunity to opt their child out of participation in any survey, analysis, or evaluation. Students who are 18 years of age or older may opt out of such surveys, analyses, or evaluations.

Parents or eligible students who believe their rights have been violated may file a complaint with the Family Policy Compliance Office of the U.S. Department of Education.

FIRST READING: March 8, 2018

LEGAL REF.: Protection of Pupil Rights Amendment, 20 U.S.C. § 1232h

CROSS REF.: JRA, Student Records

SOURCE: MASC February 2018

SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

ALFORD • EGREMONT • MONTEREY • NEW MARLBOROUGH • SHEFFIELD

Kerry Burke, Curriculum & Professional Development Coordinator School Committee Report for Thursday, March 15, 2018

Curriculum Subcommittee Meeting

Our next meeting of the Curriculum Subcommittee originally was scheduled for Tuesday, March 20, 2018, at 10:30 AM in F-1. Due to a number of conflicts for committee members, we must reschedule this meeting to a future date. Expect details via email to members prior to the posting of this rescheduled meeting.

Middle School Task Force Update

I have tabulated our first round of data from the table discussions at our meeting on Thursday, March 1, 2018, regarding what needs we must address to reconfigure Mount Everett middle school to include grade 6 with grades 7 and 8. Supt. Regulbuto and I are reviewing that data with a plan to share it with MSTF members before posting it on the District's website easing and addressing it with the School Committee. The next MSTF meeting is slated for either April 4, 2018, or at an earlier date if possible.

In the meantime, we continue to direct interested parties to this link below on the SBRSD website under the Middle School Task Force tab where there is anyone may access to submit input anonymously to the MSTF:

<http://www.sbrsd.org/middle-school-task-force.html>

Professional Development Agenda for March 16, 2018

Attached you will find a copy of the schedule for tomorrow's professional development and training events. I develop this menu in collaboration with the administrative team, and we align it with identified district and school based goals/needs. I issue a similar document prior to each professional development daylong or half-day session with any changes or additions updated that day by direct supervisors. As we soon will begin MCAS testing, our ESPs (paraprofessionals) will be present on March 16, 2018, for test administration training to comply with MA DESE security requirements. In addition, several events are continuation of professional development that we began earlier this school year and/or that address implementation needs for curriculum programming slated for SY 2018-19. Our last professional development half-day is Friday, May 25, 2018.

Respectfully submitted,

Kerry Burke

Friday, March 16, 2018--Half-Day Professional Development/Training for All Staff

11:45- 12:25 Buffet Lunch \$5 in Mount Everett Cafeteria

12:30-2:45 Afternoon Session

Elementary Grades 2-6

- Expect additional details from and send any questions to Mary Turo
- Empowering Writers Webinar with Barbara Keiser
- Topic:
 - Implementation Planning for ***Expository and Opinion Writing Guides***
 - See agenda below for this webinar
 - Grades 2-6 Classroom teachers and interventionists (Title I)
- Bring new texts ***Expository and Opinion Writing Guides***
- Location: UME Art room

Agenda of Empowering Writers' Webinar for Grades 2-6 from 1:00-2:15 PM

- *Barbara Keiser will review the:*
 - *Expository & Opinion guides as implementation preparation for SY 2018-19.*
 - *Differences in how these guides are configured and used versus the **Essential Guides** introduced in SY 2017-18.*
 - *Use/partnering of both guides (Essential Guide and Comprehensive Guide).*

Elementary Grades K-1

- Expect additional details from and send any questions to Mary Turo
- Topic:
 - Grades K-1 will meet discuss *Foundations* implementation, and review next EW texts in preparation for half-day webinar the afternoon of Tuesday, April 24, from 12:30-2:45 PM with Diane Lazar from EW
 - See additional details below for this upcoming webinar
- Bring materials: ***Foundations*** and EW: ***Reading, Writing and Art Connections***
- Friday Location: Ashely Lotz's room

All Elementary Regular Ed ESPs and all Special Education ESPs-- Note 1 PM start

- Expect additional details from and send any questions to Jon Friedman
- Topic:
 - MCAS Test Administration training
- Location: UME Grade 3 & 4 computer lab
- If time is available post training, we ask ESPs to plan to work in classrooms and/or with direction from assigned faculty. Please check in with your teachers prior to tomorrow's session

Student Services Faculty and Staff

- Expect additional details from and send any questions to Sandi Hubbard
- Topic:
 - Day 3 (full day) of IEP-related training for all Special Educators with consultant Andrea Larmon
- All other staff --collaboration and individual projects
- Location: Room F-1

K-12 Specialists

- Expect additional details from and send any questions to Curriculum Leaders
- Topics:
 - Departmental time for collaboration
 - Project collaboration as assigned by supervisor
- Locations: As per department/content area/project needs
- Notes from Departments
 - World Language
 - Use time to find additional resources to support our lessons and integrate them to our programs. Goal is to find additional authentic materials to help our students improve their reading, listening, writing and speaking skills.
 - Individual library projects in elementary and secondary

Secondary

- Expect additional details from and send any questions to Glenn Devoti.
- Topics:
 - Time to
 - Revise and update safety manual.
 - Review new math materials at secondary level time
 - Organize post-secondary college and career presentations.
 - Middle school preparations pursuant to decisions to be made.
- Locations: Assigned as per topic and group needs

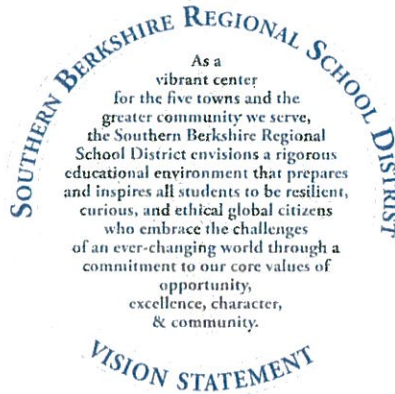
FY18 WARRANTS SIGNED
WARRANT SUB-COMMITTEE MEETING, 3-9-18

| | Date | Voucher # | Total Amount: | General Fund Amount: |
|--------------------------|------------|-----------|----------------------|----------------------|
| Manual Warrant | | | | |
| Health Insurance Warrant | 3/9/2018 | 1501 | \$ 312,448.00 | \$ 290,531.20 |
| Vendor Warrant | 3/9/2018 | 1502 | \$ 96,745.90 | \$ 70,484.14 |
| Payroll Warrant | 2/15/2018 | | \$ 352,456.00 | \$ 328,839.86 |
| P-Card Warrant | 12/31/2017 | 1206 | \$ 6,263.90 | \$ 3,664.53 |
| P-Card Warrant | 1/31/2018 | 1306 | \$ 877.53 | \$ 759.53 |
| | | | <u>\$ 768,791.33</u> | <u>\$ 694,279.26</u> |

13a.

BUDGET TRANSFER REQUESTS
MARCH 15, 2018 SCHOOL COMMITTEE MEETING

| FUNCTION | TRANSFER OUT | TRANSFER IN |
|---|--------------------|------------------|
| 1230 OTHER DISTRICT WIDE ADMINISTRATION | | 1,098.00 |
| 1450 DISTRICT WIDE INFORMATION MANAGEMENT | | 1,303.00 |
| 2210 SCHOOL LEADERSHIP - BUILDING | (2,300.00) | |
| 2250 BUILDING TECHNOLOGY | (2,231.00) | |
| 2340 LIBRARY/MEDIA SERVICES | | 45,004.00 |
| 2410 TEXTBOOKS | | 263.00 |
| 2415 INSTRUCTIONAL MATERIALS | | 359.00 |
| 2440 OTHER INSTRUCTIONAL SERVICES | | 17,700.00 |
| 2455 INSTRUCTIONAL SOFTWARE | (622.00) | |
| 3400 FOOD SERVICES | (1,303.00) | |
| 4400 NETWORKING & TELECOMMUNICATIONS | | 2,231.00 |
| 5200 INSURANCE - ACTIVE EMPLOYEES | (48,302.00) | |
| 5250 INSURANCE - RETIRED EMPLOYEES | | 2,200.00 |
| 9110 SCHOOL CHOICE TUITION | (15,400.00) | |
| | <u>(70,158.00)</u> | <u>70,158.00</u> |



Superintendent's Report *March 15, 2018*

SBRSD Cares ~ The months of March and April celebrate SBRSD's commitment to Excellence as part of our goal to show how SBRSD cares each and every day about our schools, our communities, and each other. The website and calendar will be updated to share some of the events or gestures that demonstrate excellence in education and what that means to us.

Weather –sNOw day ~ In light of the need to call the 7th full snow day this year, I have put a proposal on the agenda to keep the last day of school on Friday, June 22 which is scheduled to be a half day, and to change the calendar to reflect a half day of school on March 30, 2018 (Good Friday). The approved FY18 calendar shows this as a full day off. I have asked staff how they feel about this proposal, and have received an overwhelming response to request the change. I will seek your approval at the meeting.

Coffee with the SRO and Friends ~ We held a coffee with Ms. Tricia Zucco, the SRO and Chief Munson of Sheffield on Monday, March 12. This was an opportunity for the community to ask questions, understand the role of a school resource officer, and the different tasks that she will be working on in partnership with SBRSD. I will continue to update the School Committee and the school community on our continued efforts around safety and security.

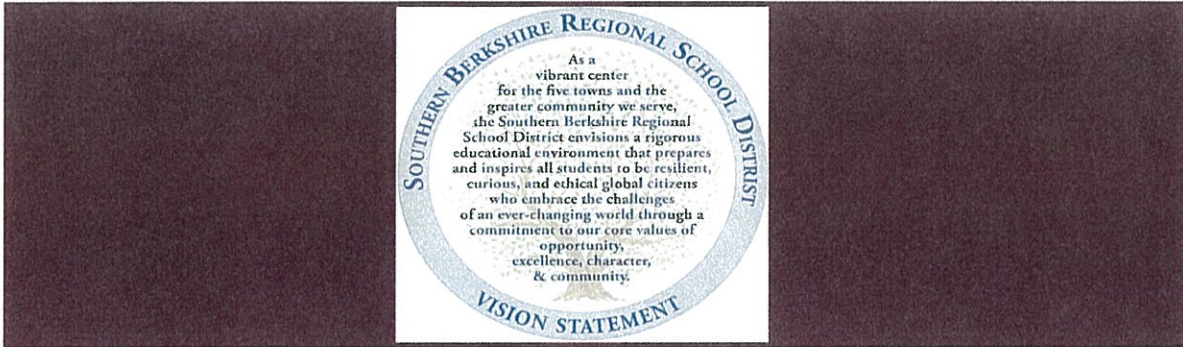
As always, there are many wonderful activities happening all over the District including the upcoming parent workshop with Scott Noyes, the Grade 8 Parent Information Night, Godspell the Musical, and much more! Please check the calendar on the website at <http://www.calendarwiz.com/sbrsd> and join us in supporting our incredibly talented students!

ENTRY PLAN REPORT~

SUMMARY OF OBSERVATIONS, FINDINGS, THEMES, AND NEXT STEPS FOR STRATEGIC PLAN DEVELOPMENT

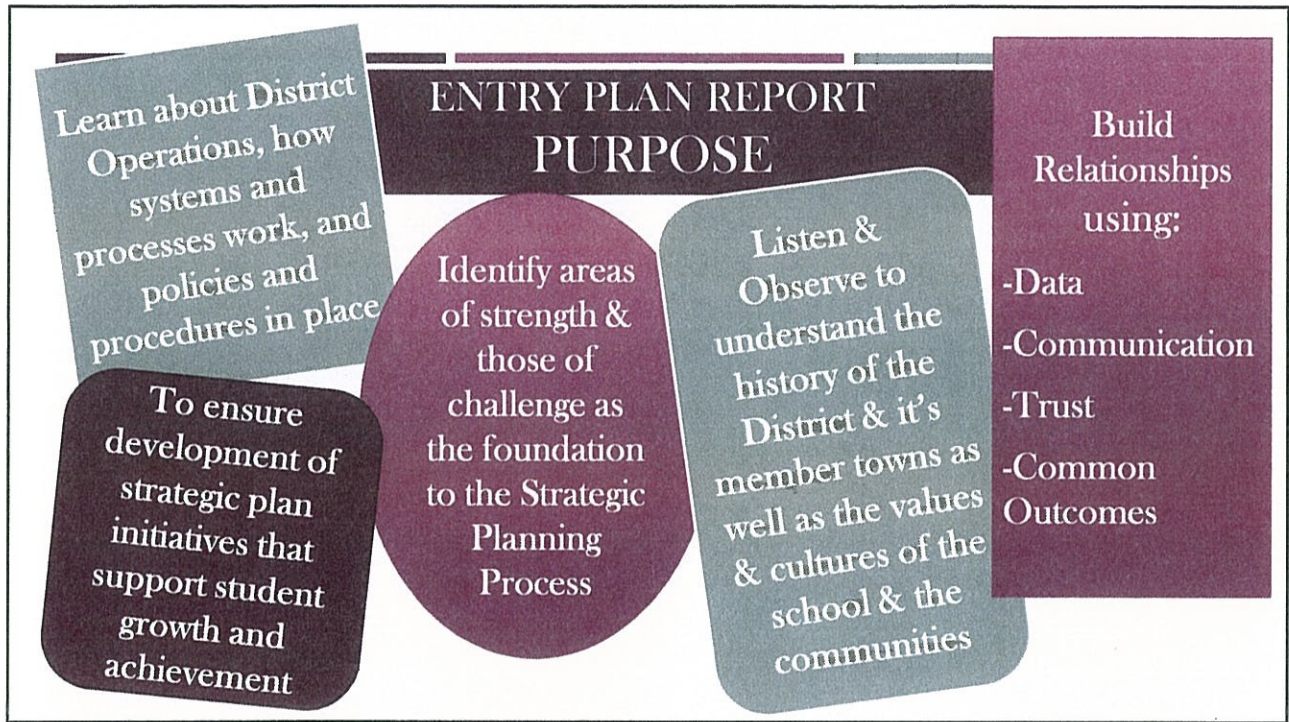
BETH REGULBUTO, SUPERINTENDENT OF SCHOOLS

MARCH 8TH, 2018



ENTRY PLAN REPORT OUTLINE

- ❖ Purpose & Process of Entry Plan Development
- ❖ Summary of Findings
- ❖ Identification of Themes
- ❖ Next Steps - Timeline for and Creation of District Strategic Plan



| ENTRY PLAN REPORT PROCESS ~ ALL ABOUT THE DATA | | |
|--|---|---|
| Observations | Documents Reviewed | Listening Walks |
| <ul style="list-style-type: none"> • School & Classroom Visits | <ul style="list-style-type: none"> • Policies & Procedures | <ul style="list-style-type: none"> • Faculty, Staff & Administrators |
| <ul style="list-style-type: none"> • Meetings with District Leadership, Administrative Council, Faculty & Staff | <ul style="list-style-type: none"> • Meeting Minutes | <ul style="list-style-type: none"> • Parents/Guardians & Students |
| <ul style="list-style-type: none"> • Events at the schools and in the Community | <ul style="list-style-type: none"> • Student Achievement Data | <ul style="list-style-type: none"> • Meet & Greet Gatherings |
| <ul style="list-style-type: none"> • Select Board Meetings, Regional Roundtable Meetings, Peer Meetings, School Committee and Subcommittee meetings | <ul style="list-style-type: none"> • Historical & Legal Documents –Regional Agreement, Collective Bargaining Agreements, etc. | <ul style="list-style-type: none"> • Elected & Town Officials • Conversations with Community Members • Exit Interviews |
| | <ul style="list-style-type: none"> • Surveys – Focus Groups, Visioning Committee, etc. | <ul style="list-style-type: none"> • Discussions with Alumni |
| | <ul style="list-style-type: none"> • Operational & Financial Documents – Budgets, Evaluations, District & School Improvement Plans, etc. | |

ENTRY PLAN REPORT
FINDINGS

~ STRENGTHS ~

- ❖ Outstanding Community Support
- ❖ Faculty and Staff Committed to Student Growth & Success
- ❖ Committed to Preparing Students for Life After Graduation
- ❖ Talented, Creative, and Dedicated Students

ENTRY PLAN REPORT
FINDINGS

~ CHALLENGES ~

- ❖ Ensure a Rigorous Program that Retains and Attracts Students in District
- ❖ Refine Programs that Develop Social & Emotional Learning of All
- ❖ Continue to Evolve our Network to Support Safety and Wellness of the Whole Child

ENTRY PLAN REPORT FINDINGS

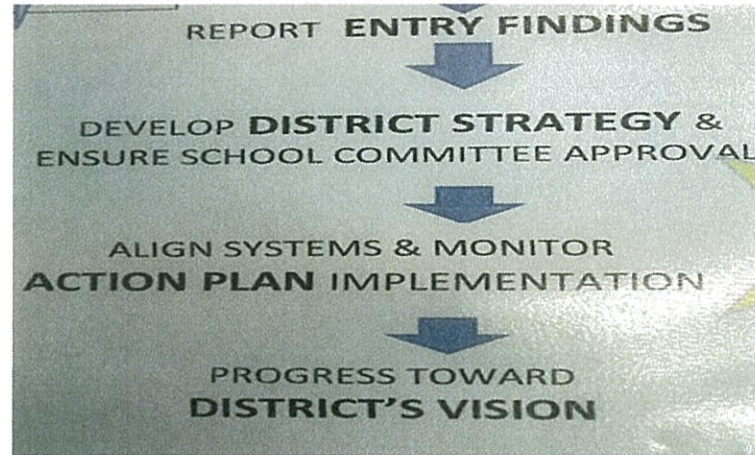
~ CHALLENGES ~

- ❖ Infuse Technology into Learning & Develop Technology Safety/Citizenship Protocols
- ❖ Develop Clear Systems of Accountability for Staff & Students with the Goal of Continuous Growth/Improvement
- ❖ Ensure College Readiness & Alternative Pathways to Careers through Involvement with Businesses, Community Partnerships, Mentoring and Internship Opportunities

ENTRY PLAN REPORT NEXT STEPS

- Working with Administrative Council to Perform a Root Cause Analysis of Challenges that were identified
- Pinpoint opportunities for continuous improvement
- Collaboratively develop a Strategic Plan
- Align budget planning to findings and examine resource allocation to address challenges and support our collective goals and action steps

ENTRY PLAN REPORT TIMELINE FOR NEXT STEPS



ENTRY PLAN REPORT THANK YOU

- A heartfelt, and a huge **THANK YOU** to the Southern Berkshire Regional School District students, staff, families & communities for sharing this data with me!
- Thank you for all the information we have already received and for all the facts and figures we will continue to collect, as we are better and will continue to get better because of it!

“Do the best you can until you know better. Then when you know better, do better.”

~ *Maya Angelou*

