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School Board Packet

Galápagos Island Adventure

April 16, 2020 - April 26, 2020

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Tour Specifics

TOUR ITINERARY:

Day 1 Hola Quito
•Meet your tour director and check into hotel

Day 2 Quito Landmarks
•Quito guided sightseeing tour. Independence Plaza, Government Palace, San Francisco Church visit, Mitad del Mundo visit

Day 3 Quito--Galápagos
•Fly to San Cristobal Island
•Interpretation Center visit
•Tijereras Bay excursion. Coastal hike to Tijeretas Bay, see Frigatebirds, rays, sea lions
•Playa Mann beach time

Day 4 La Galapaguera & La Loberia excursion
•La Galapaguera visit. Observe giant tortoises endemic to San Cristobal Island
•Hike to El Junco Lake
•La Loberia Beach excursion. Snorkeling at La Loberia Beach, see sea lions, marine iguanas, blue footed boobies & lava lizards

Day 5 San Cristóbal Island—Isabela Island
•Transfer to Isabela Island via boat
•Primicias Ranch visit. See giant tortoises
•View lava tunnels

Day 6 Sierra Negra Volcano excursion
•Full-day guided Sierra Negra Volcano hike
•Puerto Villamil beach time

Day 7 Las Tintoreras Excursion
•Travel to Tintoreras via boat
•Las Tintoreras visit. See marine iguanas, Galápagos penguins & Sally Lightfoot crabs
•Snorkeling adventure. See green sea turtles, white tip reef sharks, rays & multicolored fish
•Wetlands visit. Playa del Amor, estuary tunnels, Wall of Tears visit
•Giant Tortoise Breeding Center guided visit
•Flamingo Lake walk

Day 8 Isabela Island—Santa Cruz Island
•Transfer to Santa Cruz Island via boat
•Darwin Research Station guided visit

Day 9 Santa Cruz Island—Quito
•Transfer to Baltra Island via Itabaca Canal
•Twin Craters visit
•Fly to Quito

Day 10 End Tour
•Fly home

Day 11 Return Home

TOUR INVESTMENT:

Travelers under 23 years $3,872.00*
Travelers 23 and above $4,402.00*
*Please note that the total cost is already reflecting $200 discount by using scholarship code: **2020EarlyBird** before 06/21/2018

INCLUDED:

Round-trip airfare, all transportation, sightseeing tours and site visits, all hotels with private bathroom, breakfast lunch and dinner daily, full-time multi-lingual tour director.

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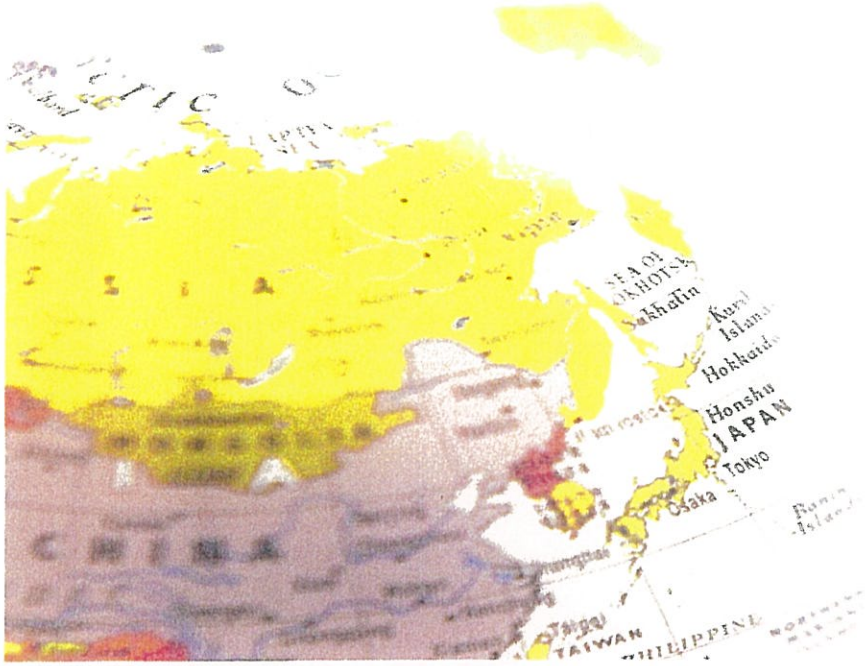

Welcome to Explorica and thank you for your interest in student travel!

As a licensed tour operator, Explorica is proud to be able to give your students the opportunity of a lifetime! When your school travels with Explorica, you'll bring your classroom lessons to life and offer your students valuable exposure to a city outside of their home town. An educational adventure for both you and your students.

Before we begin, please review a little more about us:

Founded in 2000, Explorica helps teachers create educational tours full of authentic, interactive learning experiences. We specialize in connecting teachers and students to new cultures, languages and people on educational tours across the globe.

We believe we can create a better world by enriching every student with a cultural experience through travel. We aim to be the product leader in educational travel, helping teachers and students discover the wonders of the world through safe and reliable tour experiences. And we do this with a passion for delighting customers and connecting travelers to the world.

Explorica's combination of exclusive online tools and personalized service enables us to create tours uniquely suited to provide both the best value and the most customized tours in the industry.

Every Explorica tour includes flights or bus transportation, accommodations, on-tour transportation, most meals and an expert, full-time Tour Director dedicated to your group. And with our veteran Program Consultants, Customer Care Representatives, and comprehensive, user-friendly website, we're always here to support you from the moment you contact us, to the minute you shout bon voyage!

Join more than 750,000 teachers and students in experiencing the world on Explorica tours!

Happy travels!

Sincerely,
Matt Wertz
President & CEO

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Hotel Information

Even though you'll be far from home, your comfort won't be compromised. Because when you travel with Explorica, you'll stay in clean, safe, attractive hotels that provide modern amenities and easy access to major attractions.

It is Explorica's policy to accommodate students in safe and clean hotels. We follow the three "C"s for our hotels – clean, comfortable, and convenient to the city. Upgraded hotels are available upon request.

The selection of our hotels is based on proximity to tour sights, comfort, quality, and safety. Students are roomed in either triple or quad accommodations based on the hotel availability. Paying adults (23 or older) are roomed in twin/double accommodations and charged the $45 per night double/twin rooming supplement & $75 per night for cruises and ferries). The cost for adults to upgrade to a single room is $85/night.

HOTEL SAMPLE SPECIFIC TO QUITO, ECUADOR

Hotel Plaza International Quito
Standard Quality

Hotel Description

"Set in an elegant historical mansion the hotel features sculpted wood touches and an antique iron-cast fireplace in the dining room. Amazonas Avenue is 4 blocks away. Free Wi-Fi and private parking are provided. Hotel Plaza International features colonial-style architecture and stylish wooden paneling. Quito's historic center is an 8-minute drive away. Rooms at Hotel Plaza are equipped with cable TV and work desks, and some of them feature decorative wall arches. All rooms have private bathrooms with showers. Guests can enjoy an American breakfast in the privacy of the room."

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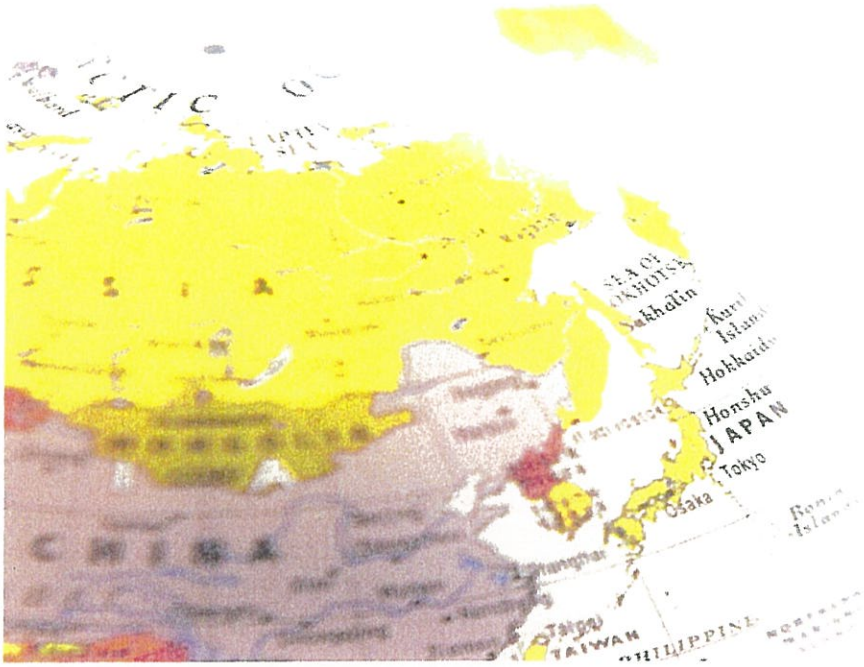

Meal Information

Explorica provides breakfast and dinner daily on all tours (unless otherwise indicated on your itinerary. Explorica makes sure all travelers get a unique experience through their meals, such as a tapas dinner in Spain, crepes in France or wienershnitzel in Germany.

Tour Director

Your Tour Director is responsible for organizing the overall logistics of the trip. He or she will be with you from the beginning of the tour until the end to oversee the arrangements for all transportation, meals, accommodations, and sightseeing. The Tour Director can also provide very general information and suggestions for your free time. Local guides are your resource for detailed destination information.

Communication on Tour

Explorica provides a Tour Diary for each group that travels. We were the first company to develop the diary and have been providing this service for 10 successful years. Our online Tour Diary lets parents and friends see pictures of the group as they travel, so they know their children are safe, happy, learning and having fun. Here is an example of a posting for a group that traveled on our England and Scotland tour April, 2013:

"Day 3 - We left our hotel near Glasgow and headed up north into the Trossachs National Park to make our first stop in the village of Luss on the banks of Loch Lomond. We walked down to the and along the beach and up through the village. Next we followed the sides of the loch all the way up, making some photo stops along the way until we came to a rest-stop called 'The Green Welly' where we made a lunch break. This afternoon we arrived in the very heart of the highlands, driving across the barren landscape and making a photo stop in the Glencoe valley, scene of the Glencoe Massacre back in 1692. We learnt about the clan difficulties at the time and the Jacobite movement. Next we got great views of the UK's highest mountain, Ben Nevis, as we headed around the western coast and across the Grampian mountains. We stopped in some cute highland villages and saw a game of Shinty (like a kind of highland hockey). We've arrived at the hotel now, our base for exploring more of the Highlands tomorrow!"

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Company Information and Safety

›All Tour Directors come highly recommended with at least 5 years work experience in the industry.

›Explorica has a $5 million Liability Insurance Policy (see below). We can have the school information printed on the certificate before traveling.

›Explorica offers each traveler the option to purchase the Travel Protection Plan at $12/day or $18/day for the Travel Protection Plan Plus.

›We are a member of USTOA: United States Tour Operators Association $1 Million Travelers Assistance Program. As an Active Member of USTOA, Explorica Inc., is required to post $1 Million with USTOA to be used to reimburse, in accordance with the terms and conditions of the USTOA Travelers Assistance Program, the advance payments of Explorica, Inc. customers in the unlikely event of Explorica, Inc. bankruptcy, insolvency or cessation of business. Further, you should understand that the $1 Million posted by Explorica, Inc. may be sufficient to provide only a partial recovery of the advance payments received by Explorica, Inc. Complete details of the USTOA Travelers Assistance Program may be obtained by writing to USTOA at 275 Madison Avenue, Suite 2014, New York, New York 10016, or by email to information@ustoa.com or by visiting their website at www.USTOA.com.

›In addition to the USTOA, Explorica is affiliated with the following notable organizations: Student Youth Travel Association (SYTA), National Tour Association (NTA), European Tour Operators Association (ETOA), Better Business Bureau (BBB), International Air Transportation Association (IATA), World Youth Student & Educational (WYSE) Travel Confederation, British Educational Travel Association (BETA)

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Liability Policy

To Whom It May Concern,

We understand that many school officials have expressed concern about allowing their students to travel. We want to assure you that the safety of the tour participants is Explorica's number one priority and that we have policies and procedures in place to protect the school, school district, teachers, and participants involved with this tour.

Explorica has a $5 million liability policy with AIG/Lexington Insurance Company that protects 3rd parties and tour participants (students, teachers, chaperones) for injuries and damages resulting from Explorica's negligence. We know that school officials should not have to assume responsibility for the safety of their students while on tour, and with Explorica, they don't. Explorica has taken all precautions to best protect the students and other tour participants. For additional information on our liability insurance, or to receive evidence of our insurance coverage, please contact our insurance broker, Judy Doble of Wells Fargo Acordia, at 617.204.2517.

We of course share your concern for the students' safety and peace of mind. Our optional Cancel for Any Reason travel protection plan provides medical, baggage, and cancellation insurance coverage for our travelers. We also have a network of support staff in the United States as well as a 24-hour emergency service for groups and their families. We offer additional peace of mind for parents and friends of our travelers by providing an online "Tour Diary" that is updated with pictures and journal entries by the Tour Director throughout the trip. If you would like to discuss this matter further, we would be happy to speak with you at any time. Please call us at 1.888.310.7120.

Sincerely,
Dan Kellerd
Executive VP Operations

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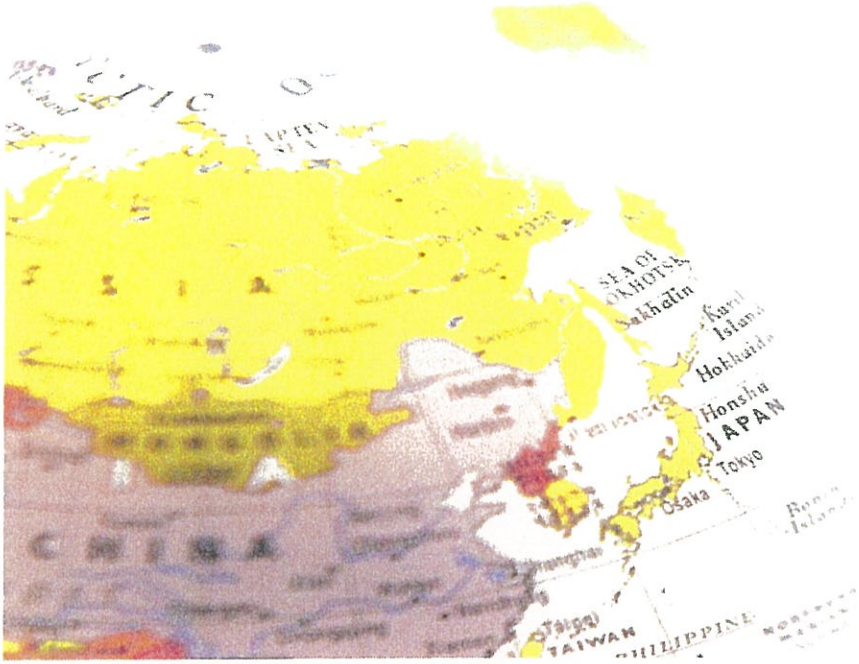

Payment Options

FULL PAYMENT

Pay in full at time of enrollment.

MONTHLY AUTOMATED PLAN

Pay your $50 deposit plus any travel protection plan fees with a credit card or checking account upon enrollment, and the balance of your Tour Fee will be automatically charged to your card or debited from your account in equal monthly installments until 35 days prior to your departure date. Please note that you must make all payments by credit card, debit card, or checking account. If two consecutive payments are returned NSF or declined, we will change your account to the 4-Step Manual Plan.

4-STEP MANUAL PLAN

Pay your $99 deposit upon enrollment, and then pay $500 toward your balance 30 days later. At 110 days prior to departure 75% of the balance is due. At 65 days prior to departure the remainder of the balance is due. You must make each payment manually.

GENERAL PAYMENT INFORMATION

We accept MasterCard, Visa, ACH checking account payments (and require a credit card or ACH payment for our monthly payment plan), money orders, and personal checks. Please note personal checks are only accepted until 65 days prior to departure and ACH payments until 35 days prior to departure.

Each month we will automatically charge the credit cards or debit the checking accounts of participants who choose our monthly payment plan; we will send email reminder of payments due to all other participants approximately two weeks in advance of the payment due date. You will receive payment reminders only through email and not through the mail. Payments that are late are subject to a $50 late fee. The date of payments is determined by the date of receipt at Explorica. If you are not paid in full by 65 days prior to your departure or do not meet the conditions of your payment plan, then your tour reservation will be cancelled (subject to standard cancellation policy).

Payments rejected due to insufficient funds, disputed by your credit company, returned to us by the drawer's bank, or returned due to a stop-payment order are subject to a $35 non-refundable fee. We reserve the right to cancel reservations for any participant who does not meet his or her contractually obligated payment schedule. Any bounced checks are subject to a $35 non-refundable fee.

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Insurance Policy

EXPLORICA'S TRAVEL PROTECTION PLANS

Through Trip Mate, our third-party travel protection plan provider, four out of five Explorica travelers protect their tours with our travel protection plans. Explorica offers two great plans that help protect your educational travel investment.

EXPLORICA'S TRAVEL PROTECTION PLAN

Our standard travel protection plan covers you for the following events:

- A traveler's injury, sickness, or death of a family member
- Theft of passport or visas
- Flight cancellations due to strike or bad weather
- Loss of luggage and personal effects
- Trip cancellation or trip interruption due to covered reasons such as a covered sickness, illness, injury or death
- Trip cancellation or trip interruption due to terrorist acts, as defined

EXPLORICA'S TRAVEL PROTECTION PLAN PLUS

Along with providing you the same benefits as our standard Travel Protection Plan, the Explorica Travel Protection Plan Plus also includes our exclusive Cancel For Any Reason Waiver Benefit. With our Cancel For Any Reason Waiver Benefit, if you cancel your trip for any reason not otherwise covered by this policy, we will reimburse you for "75" of the non-refundable cancellation fees which apply to your trip, provided:

1. Payment for this plan is received by Explorica within 14 days of your initial deposit/payment for your trip; and
2. You cancel your trip thirty (30) days or more before your scheduled trip departure date.

This Cancel For Any Reason Waiver Benefit does not cover: 1) penalties associated with any air or other travel arrangements not provided by Explorica; or 2) the failure of Explorica to provide the bargained-for travel arrangements due to cessation of operations for any reason.

The Cancel For Any Reason Waiver Benefit is provided by Explorica and is not an insurance benefit underwritten by United States Fire Insurance Company and must be purchased within 14 days of your initial payment for your trip.

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Insurance Policy Cont.

TRAVEL PROTECTION PLAN BENEFITS

The following benefits apply to both of Explorica's high-quality Travel Protection Plans:

TRIP INTERRUPTION

If you have to interrupt your Explorica trip after departure due to a covered injury, sickness, or death (your own or that of a traveling companion or a family member) or for other covered reasons such as: cancellation of arrangements by an airline due to strike or bad weather; a documented theft of passports or visas; or a terrorist incident which occurs in a city which is listed on the itinerary of your trip and within 30 days prior to your scheduled departure date for your trip, as defined, you will be reimbursed up to the trip cost for the unused, non-refundable land or water arrangements and the additional transport charges paid to return home or to rejoin your trip (limited to economy one-way airfare, or first class if your original tickets were first class).

TRAVEL DELAY

Reimburses up to $100 per day (maximum of $500) for reasonable accommodation and traveling expenses until travel becomes possible if you are delayed for 12 hours or more due to a covered reason such as a common carrier delay; injury, sickness, or death of you or your traveling companion; quarantine; loss of passport, travel documents, or money; or natural disaster.

MEDICAL EXPENSE/EMERGENCY ASSISTANCE

Provides reimbursement up to $25,000 for reasonable and customary medical expenses incurred while on your trip; emergency dental treatment received during your trip, up to $750; the costs for emergency transport to home or an appropriate hospital, including escort expense (both, if deemed necessary by the attending physician), for a covered injury or sickness which occurs while on your trip, or the cost of homeward carriage if deceased, up to $50,000.

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Insurance Policy Cont.

BAGGAGE & PERSONAL EFFECTS

Coverage up to $2,000 for direct physical loss or damage to your baggage, passports, or visas while on your trip. A $600 maximum limit applies to jewelry, gems, watches, cameras and camera equipment, and furs; a $300 per article limit applies to all other items. If, while on your trip, your baggage is delayed for more than 24 hours, we will reimburse you up to $100 for the purchase of necessary additional clothing and personal articles.

PRE-EXISTING CONDITIONS WAIVER

The plan exclusion for pre-existing conditions is waived if you purchase the plan within 14 days of your initial deposit/payment for your trip.

A "Certificate of Coverage" which provides complete details of the plan, including conditions, exclusions, and limitations, is available to you on our website under the Travel Protection Plan or is available to you at any time by request.

The Explorica Travel Protection Plan benefits are administered by: Trip Mate, Inc. (In CA, dba Trip Mate Insurance Agency), 9225 Ward Parkway, Suite 200, Kansas City, Missouri 64114; tel. 1.800.888.7292.

The Explorica Travel Protection Plan is underwritten by United States Fire Insurance Company, Morristown, NJ.

The cost for Explorica's Travel Protection Plan is $12 per day of your tour, maximum $180. This plan must be purchased at the time of enrollment, and cannot be refunded once selected.

The cost for Explorica's Travel Protection Plan Plus is $18 per day of your tour, maximum $270. This plan must be purchased at the time of enrollment, and cannot be refunded once selected.

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Positive Feedback

After every tour Explorica asks our Group Leaders to create an evaluation to judge our overall pre tour, during tour, and post tour performance as a company. Everything is judged and it is a great way to provide feedback for us to improve as a company. Often times we are given such positive feedback that we want to share it with potential Explorica group leaders.

Linda L., English & German Teacher, Bowdoin, ME
My students had the time of their lives on this trip. Our Tour Director was so knowledgable and incredible that Berlin, Prague and Munich just came alive during these ten days. What an experience!!!

Michelle D., Coburg, ON
Well-organized, educational and safe travel—I couldn't ask for more! I have students knocking on my door the first day back asking "where is the trip next year?".

Joe H., Spanish Teacher, Chandler, AZ
I LOVE teaching, but I LOVE traveling more! What better experience can we bring to the lives of our students than actually living in the countries we study about?!

Kathleen W., French Teacher, Higganum, CT
A wonderful experience for the students, especially hitting Carnivale in Venice. Our Tour Director enlivened the whole trip with his wit, charm and depth of knowledge.

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8b

Southern Berkshire Regional School District

OVERNIGHT FIELD TRIP

Teacher in Charge: Danielle Melino

Principal: Glenn Devoti

Trip Location: National FFA Convention - Indianapolis IN

Grade Level of Students: 10-12

Departure Date: 10/23/2018

Departure Time: TBD

Return Date: 10/27/2018

Return Time: TBD

Purpose of Trip:

- ____ Approach to a unit of work
- x 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 will attend the countries largest youth leadership conference with 80,000 other high school FFA members. While at the convention, students will participate in leadership workshops, seminars, team building activities, career success tours and meet FFA members from all over the country. Students will attend the career expo where they can talk to representatives from hundreds of colleges, universities, trade schools and agribusinesses. See attached for curriculum objectives

(Provide specific description of objectives and details.)

How will student learning be assessed? Students will participate in leadership workshops, seminars, team building activities, tour local colleges and agribusinesses,hear from key note speakers and the National FFA staff, learn about the hundreds of career options in the agriculture industry. Students will come back to the school with the knowledge and tools to improve our FFA chapter, the school and their community.

Description of Itinerary: see attached

Overnight accommodations:

Facility: Hampton Inn

Phone # (317) 261-1200

Address: 105 S. Meridian St. Indianapolis IN

(O V E R)

8b

SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT
FIELD TRIP PERMISSION FORM

Transportation: Plane

Meal Plan: students provide their own food/meal money. Hotel does provide continental breakfast

Funding Source Janet Eagle Fund grant & students

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

Names & phone #'s of chaperones:	CORI
Danielle Melino	X
Mary Hoover	X

(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: 10 *may change

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

Principal's Approval: Glenn R. Devoti Date: 6/7/18

Superintendent's approval: Bruce Capuchuto Date: 6/8/18

Nurse's Approval: Jeanne Marsh RN, BSN Date: 4-9-1

School Committee approval date: _____

Comments: _____

8c

Mount Everett Regional School
Global Education Program
Incoming Long Term Exchange

Considerations

- Revenue stream.
  When acquiring long-term exchange students through organizations such as rotary, our current policy is to waive tuition. This seems acceptable, as rotary takes on many logistic obligations regarding the experience, and is a great service to our community. However, our district is SEVIS certified, which allows us to award a visa to an international student for one year. One stipulation is that we must charge tuition. The approximate cost for the 2018-19 school year is $18,000. This tuition can be allocated to any part of the budget the district deems appropriate.

- Diversity and Cultural exchange.
  Recruiting students from a variety of locations would be preferable, but not necessary, as even a group all from one country would great diversity amongst our population.
  Bringing in foreign students regularly would become commonplace. Students would be able to look forward to sharing ideas, developing friendships, etc. with peers of different cultures.

- Need for student liason.
  Having even a small number of exchange students will require us support them in transition, with academics, and emotionally. We can study other schools to determine approximately who, how, and how much time would be appropriate. For example, would we devote the group or individuals to an ESL class, adjustment counselor session, etc.?

- Lack of housing.
  Host families historically have been difficult to recruit. One solution would be to allocate part of the tuition to the host families. Another idea is to plan for dorm-style housing or a group home.

- Recruitment
  Currently, most international students are placed in private schools, who have different rules, and can award a two-year visa. These students and their families prefer a two-year visa, because with that they'd be able to receive a diploma. The diploma would be an asset to those wishing to apply to an American university, which is commonly the goal. Our challenge would be to appeal to a small niche who either want to attend a "pre-secondary" program (middle school) or a one-year high school experience, after which they can re-apply for another visa or an extension. The cost is considerably less than a private school, and the program would be beneficial, but still the market for this is only emerging.

Helpful links:

An accrediting organization: Csiet.org (Council on standards for international student exchance)

A public school with a successful program: Newcombf1.org (Newcomb Central School District, upstate NY, similar demographics)

Mount Everett Regional School
Global Education Program
Necessary steps moving forward

1. Develop program

- Consider academic, social, emotional, logistical, etc. concerns
- How to create an international culture.

2. Policy

- Outline specific policy and standards regarding incoming students (refer to CSIET)
- Establish process for recruitment
- Address budgetary, housing, and recruitment concerns.

3. SEVIS certification

- Define specific requirements for public secondary schools.
- Update status of certificate.

4. Develop recruitment plan

- Marketing strategies
- Agencies; contractual agreements

Training/information/networking:

1. AIRC Summer Workshop August 1, 2018 12:30 p.m - 4:00 p.m
Alliance for Excellent Education
1201 Connecticut Ave, NW
Suite 901
Washington, DC 20036
Creating or Enhancing a Comprehensive Recruitment Plan: Practical Tips and More

How do you design and implement a comprehensive recruitment plan? What works and what does not based on your type of institution? This afternoon workshop is designed for educators who want to build, adapt and enhance a comprehensive recruitment plan for their institution.
Learn about the pros and cons of the many recruitment tools such as student fairs, direct representation, dual degrees and partnering with agencies. How do you gain institutional buy-in, build a budget for best return on investment and determine what marketing strategies will work best for your institution?

2. Join members of the high school international student exchange community October 17-19, 2018 for CSIET's 34th Annual Conference

Each year, the Council on Standards for International Student Exchange (CSIET) brings together over 160 representatives from J-1, F-1 and Outbound programs at the secondary level, as well as vendors offering services to these vetted organizations. With the theme '***Mindful Steps for International Student Exchange***', CSIET endeavors to create a space where attendees engage with one another in furthering the development and education of our young ambassadors. Conference Speakers and participants engage and discuss prevalent topics that are important to our community, including but not limited to:

Cross Cultural Training - Preferred Practices - Advocacy - J-1 and F-1 Visa Regulation - English Language Testing - Crisis Communication - Mental Health - Abuse Prevention - CSIET Certification and Listing Process

10a.

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

May 31, 2018

Dear Members of the SBRSC

The Town of Monterey respectfully requests that the district clean out the contents belonging to the district from the Monterey School Building within thirty (30) days of receipt of this letter.

After confirming with our insurance provider we are also requesting that the alarm monitoring service and phone line be disconnected.

Please do not hesitate to contact us should you have any questions.

Respectfully,

Carol Edelman, Chair
Monterey Select Board

Kenneth Basler

Donald Coburn

SB/mr

Cc: Beth Regulbuto, Chris Reagan

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

10b

COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
HIGHWAY DEPARTMENT
P.O. Box 99 • 603 Mill River Southfield Road
Mill River, MA 01244

Phone: 413-229-8165 • Fax: 413-229-5067
Email: cloring@newmarlboroughma.gov

May 11, 2018

Beth Regulbuto
SBRSD Superintendent of Schools
P.O. Box 339/491 Berkshire School Road
Sheffield, MA 01257

Dear Ms. Regulbuto;

I am the Highway Superintendent for the Town of New Marlborough. Our Town consists of 90 miles of roads, almost half of which are unpaved. Some of these roads are as narrow as 11-12 feet, with steep banks on either side, and in certain areas they are very steep with 12 percent grades. This makes it impossible for two vehicles to pass in certain places, often requiring travelers to back up just to get by. These roads are extremely difficult to maintain in the winter. During freezing rain events they ice over before any others and continue to freeze for hours making them unsafe for an average vehicle. Traveling these roads for a school bus during a snow storm must be treacherous. During any storm, the highway department tries to keep the paved roads a priority, but often the dirt roads require attention and my crew is forced to abandon the main roads to address the secondary and tertiary roads. Over the past several years, I have noticed an increase in the number of bus routes occurring on unpaved roads in New Marlborough. The increasing number of bus routes on these roads is the reason for the rise in school closings and delays. Upon consultation with other highway superintendents, I discovered that within the district New Marlborough has by far the most dirt road bus routes, where some towns do not have buses on their dirt roads at all. This has created an incredible strain on my under-staffed highway department. My 5 man crew is being stretched to its limits during the winter months. I would like to express my concerns, and stress to you and the transportation committee that just because a road is on a map in New Marlborough does not make it a safe road for a bus to travel. I would like to suggest that there be bus-stops throughout the Town, and that parents drive the students from their remote locations to these bus-stop, which was a policy in the past and still is for some towns.

Earlier this year we extended an invitation to you to ride along with Paul, the Highway Foreman to see the roads firsthand. This offer is still open. It would be our pleasure to show you the narrow, steep, unpaved roads in our beautiful Town. I would like to meet with you and the committee to discuss this further.

Sincerely,

Charles Loring, III
Highway Superintendent

CL/lw

cc: file
Fran Lartigue, School Committee Member
David Travis, School Committee Member
Anne Marie Enoch, New Marlborough Town Administrator

NONDISCRIMINATION

Public schools have the responsibility to overcome, insofar as possible, any barriers that prevent children from achieving their potential. The public school system will do its part. This commitment to the community is affirmed by the following statements that the School Committee intends to:

1. Promote the rights and responsibilities of all individuals as set forth in the State and Federal Constitutions, pertinent legislation, and applicable judicial interpretations.
2. Encourage positive experiences in human values for children, youth and adults, all of whom have differing personal and family characteristics and who come from various socioeconomic, racial and ethnic groups.
3. Work toward a more integrated society and to enlist the support of individuals as well as groups and agencies, both private and governmental, in such an effort.
4. Use all appropriate communication and action techniques to air and reduce the grievances of individuals and groups.
5. Carefully consider, in all the decisions made within the school system, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
6. Initiate a process of reviewing policies and practices of the school system in order to achieve to the greatest extent possible the objectives of this statement.

The Committee's policy of nondiscrimination will extend to students, staff, the general public, and individuals with whom it does business; No person shall be excluded from or discriminated against in admission to a public school of any town or in obtaining the advantages, privileges, and courses of study of such public school on account of **pregnancy or pregnancy related conditions**, race, color, sex, gender identity, religion, national origin, sexual orientation or disability. If someone has a complaint or feels that they have been discriminated against because of their race, color, sex, gender identity, religion, national origin, sexual orientation or disability, their complaint should be registered with the Title IX compliance officer.

SOURCE: MASC
UPDATED: June 2012, February 16, 2017
LEGAL REFS.: Title VI, Civil Rights Act of 1964
Title VII, Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972
Executive Order 11246, as amended by E.O. 11375
Equal Pay Act, as amended by the Education Amendments of 1972
Title IX, Education Amendments of 1972
Section 504 of Rehabilitation Act of 1973
Education for All Handicapped Children Act of 1975
M.G.L. 71B:1 et seq. (Chapter 766 of the Acts of 1972)
M.G.L. 76:5; Amended 1993
M.G.L.76:16 (Chapter 622 of the Acts of 1971)
BESE regulations 603CMR 26:00 Amended 2012
BESE regulations 603CMR 28.00

CROSS REFS.: ACA- ACE, Subcategories for Nondiscrimination
GBA, Equal Employment Opportunity
JB, Equal Educational Opportunities

File: GBA

EQUAL EMPLOYMENT OPPORTUNITY

The School Committee subscribes to the fullest extent to the principle of the dignity of all people and of their labors and will take action to ensure that any individual within the District who is responsible for hiring and/or personnel supervision understands that applicants are employed, assigned, and promoted without regard to their **pregnancy or pregnancy related conditions**, race, color, religion, national origin, sex, gender identity, sexual orientation, age, genetic information, ancestry, military status, or disability. Every available opportunity will be taken in order to assure that each applicant for a position is selected on the basis of qualifications, merit and ability.

SOURCE: MASC September 2016

ADOPTED: February 16, 2017

LEGAL REF.: M.G.L. 151B:4; BESE Regulations 603 CMR 26:00

CROSS REF.: AC, Nondiscrimination

File:GCF

PROFESSIONAL STAFF HIRING

Through its employment policies, the District will strive to attract, secure, and hold the highest qualified personnel for all professional positions. The selection process will be based upon awareness to candidates who will devote themselves to the education and welfare of the children attending the schools.

It is the responsibility of the Superintendent, and of persons to whom he or she delegates this responsibility, to determine the personnel needs of the school system and to locate suitable candidates. No position may be created without the approval of the School Committee. The District's goal is to employ and retain personnel who are motivated, will strive always to do their best, and are committed to providing the best educational environment for the children

It will be the duty of the Superintendent to see that persons considered for employment in the schools meet all certification requirements and the requirements of the Committee for the type of position for which the nomination is made.

The following guidelines will be used in the selection of personnel:

1. There will be no discrimination in the hiring process due to **pregnancy or pregnancy related conditions,** race, color, religion, national origin, sex, gender identity, sexual orientation, age, genetic information, ancestry, military status, or disability.

2. The quality of instruction is enhanced by a staff with a wide variation in background, educational preparation, and previous experience.

3. The administrator responsible for the hiring of a staff member (in the case of District-wide positions, for the position of Principals, it is the Superintendent; for building-based personnel, it is the Principal) is directed to establish a representative screening committee. The administrator has the final say in determining who will be hired but it is expected that the screening committee's input will be a factor in the decision. For those positions where the hiring authority rests with the School Committee, a representative screening committee may be established by the School Committee, or the School Committee may direct the Superintendent to establish a screening committee to assist the Superintendent in making his/her recommendation to the School Committee.

SOURCE: MASC September 2016

UPDATED: June 2012, February 16, 2017

LEGAL REFS.: M.G.L. 69:6; 71:38; 71:38G; 71:39; 71:45
Massachusetts Board of Education Requirements for Certification of Teachers, Principals, Supervisors, Directors, Superintendents and Assistant Superintendents in the Public Schools of the Commonwealth of Massachusetts, revised 1994

BESE Regulations 603 CMR 7:00, 26:00, and 44:00

NOTE: School Committees may determine the size and composition of the screening committee.

File: JB

EQUAL EDUCATIONAL OPPORTUNITIES

In recognition of the diversified characteristics and needs of our students and with the keen desire to be responsive to them, the School Committee will make every effort to protect the dignity of the students as individuals. It also will offer careful consideration and sympathetic understanding of their personal feelings, particularly with reference to their **pregnancy or pregnancy related conditions,** race, color, sex, gender identity, religion, national origin, sexual orientation, homelessness, or physical and intellectual differences.

To accomplish this, the Committee and its staff will make every effort to comply with the letter and the spirit of the Massachusetts equal educational opportunities law which prohibits discrimination in public school admissions and programs. The law reads as follows:

No child shall be excluded from or discriminated against in admission to a public school of any town, or in obtaining the advantages, privileges and course of study of such public school on account of race, color, sex, gender identity, religion, national origin, sexual orientation, or homelessness.

This will mean that every student will be given equal opportunity in school admission, admissions to courses, course content, guidance, and extracurricular and athletic activities.

All implementing provisions issued by the Board of Elementary and Secondary Education in compliance with this law will be followed.

SOURCE: MASC

UPDATED: 4/19/79; 1/4/90; 4/12/2012, June 2012

ADOPTED: February 16, 2017

LEGAL REFS.: Title VI, Civil Rights Act of 1964
Title VII, Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972
Executive Order 11246, as amended by E.O. 11375
Title IX, Education Amendments of 1972
M.G.L. 76:5; 76:16 (Chapter 622 of the Acts of 1971)
BESE regulations 603 CMR 26:00
BESE regulations 603 CMR 28.00

CROSS REF.: AC, Nondiscrimination
GBA, Equal Employment Opportunity

File:JFBB

SCHOOL CHOICE

It is the policy of this School District to admit non-resident students under the terms and conditions of the Interdistrict School Choice Law and under the following local conditions:

1. That by May 1 of every school year, the administration will determine the number of spaces in each school available to choice students.

2. That by June 1 of every school year, if consideration is being given to withdraw from the provisions of the choice law, a public meeting will be held to review this decision.

3. That resident students be given priority placement in any classes or programs within the District.

4. That the selection of non-resident students for admission be in the form of a random drawing when the number of requests exceeds the number of available spaces. There will be two drawings for this purpose. The first will take place during the last week of the current school year but no later than July 1st. The second will be conducted during the week immediately preceding the opening of the next school year and will be based on the possibility of unexpected additional openings.

5. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the District until graduation from high school except if there is a lack of funding of the program.

6. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of **pregnancy or pregnancy related conditions,** race, color, religion, national origin, sex, gender identity, age, homelessness, sexual orientation, ancestry, athletic performance, physical handicap, special need, academic performance or proficiency in the English language.

SOURCE: MASC October 2016

ADOPTED: February 16, 2017

LEGAL REFS.: M.G.L.71:6; 71:6A; 76:6; 76:12; 76:12B

BESE Regulations 603 CMR 26:00

SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

ALFORD • EGREMONT • MONTEREY • NEW MARLBOROUGH • SHEFFIELD

OFFICE OF STUDENT SERVICES
Sandra Hubbard - Director
P.O. Box 326 - Sheffield, Massachusetts 01257
Phone (413) 229-8265
Fax (413) 229-7863

June 8, 2018

To: Superintendent Regulbuto, School Committee Members, and the SBRSD School Community
From: Sandi Hubbard, Director of Student Services
Re: June 12, 2018 Director's Report for School Committee Meeting

Hello!

So many things going on as we finish out the school year! On June 14th (in the afternoon), the special education teachers will participate in the third day of training on Improved Practices in IEP Writing and Implementation. We are holding our annual Non-violent Restraint/Verbal Interventions training on June 22nd (in the afternoon). We typically hold that training the week prior to school starting in August, but are fortunate to have secured the trainer and are able to utilize the last day of school to get a jumpstart on the next school year's required trainings. After the training on the 22nd, we are planning a team-building activity for the faculty and staff. The upcoming events are designed to help our practice, refresh our skills to guide us in our teaching, and show support to our wonderful employees!

As the school year ends and summer begins, we are carefully planning programming to meet the changing needs of our students. In an effort to maximize our resources, some positive tweaks and changes are on the horizon, and teachers and administrators are meeting to look at students plans and to develop programming across grade levels. Summer professional development opportunities, that address the current topics facing our students and teaching practice, are also being explored or already in place for July and August.

We are looking at data to guide us in our planning. As we pull together information from various resources, trends in student growth can help us make informed decisions that relate to the District Improvement Plan. We look forward to sharing our findings and plans with you as the new school year begins.

Congratulations to our graduates and Happy Summer!

Respectfully,

Sandi

FY18 WARRANTS SIGNED
WARRANT SUB-COMMITTEE MEETING, 6-1-18

	Date	Voucher #	Total Amount:	General Fund Amount:
Manual Warrant				
Health Insurance Warrant				
Vendor Warrant	6/1/2018	1802	$ 173,658.26	$ 124,382.95
Payroll Warrant				
Payroll Warrant				
P-Card Warrant				
P-Card Warrant				
			$ 173,658.26	$ 124,382.95

15a.