PLEASE POST

Southern Berkshire Regional School District
SCHOOL COMMITTEE MEETING #1,550

DATE/TIME: Thursday, August 16, 2018
Open Meeting: **6 p.m.**
LOCATION: Mount Everett Regional School Library, 491 Berkshire School Rd, Sheffield, MA

All interested members of the public are invited to attend

[*The listing of matters is those reasonably anticipated by the Chairman, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion, to the extent permitted by law.*]

1. **Call To Order**

2. **Standing Reports**
   a. Approval of Minutes of School Committee Meeting #1549
   b. Enrollment
   c. Miscellaneous Correspondence

3. **Student Representative Report**

4. **Public Comment**

5. **New Business**
   a. FY19 Budget Update
   b. School Safety
   c. Approval of Handbooks:
      - Staff Handbook 2018-2019
      - Parent/Student Handbook 2018-2019

6. **Unfinished Business**

7. **Business with District Member Towns**
   a. Status regarding S. Egremont School

8. **Subcommittee Reports**
   a. Policy Subcommittee – D. Sears
      Second Reading
      Remote Participation

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: July 27, August 10, 2018
    b. Vote to Accept Grants & Gifts
14. **Future Agenda Items**

Next School Committee Meetings

September 13, 2018	*October 4, 2018*	*October 25, 2018*
November 15, 2018	*December 13, 2018*	*January 10, 2018*
January 31, 2018	*February 14, 2018*	*March 7, 2018 (Open Hearing)*
March 14, 2018 (Adoption FY 20 Budget)		*April 4, 2018*
April 25, 2018	*May 16, 2018*	*June 6, 2018*
June 27, 2018		

Upcoming Events:

August 14, 2018	*4:30 p.m.*	*Regional Assessment Review Committee Mtg, Mt. Everett Library*
August 27, 2018		*Staff Orientation*
August 28, 2018	*4:30 p.m.*	*Regional Assessment Review Committee Mtg., Mt. Everett Library*
August 29, 2018		*First Day for Students*
September 13, 2018	*6:30 p.m.*	*Middle School Open House, 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.

GUIDELINES FOR PUBLIC COMMENT

A School Committee Meeting is a meeting of a government body at which members of the body deliberate over public business. We welcome the attendance of members of the school district community to view your School Committee as it conducts its regular business meeting.

Massachusetts General Laws Chapter 39 Section 23C governs public participation at open meetings of municipal government bodies.

> ***Chapter 39: Section 23C, Regulation of participation by public in open meetings***
>
> *Section 23C. No person shall address a public meeting of a governmental body without permission of the presiding officer at such meeting, and all persons shall, at the request of such presiding officer, be silent. If, after warning from the presiding officer, a person persists in disorderly behavior, said officer may order him to withdraw from the meeting, and, if he does not withdraw, may order a constable or any other person to remove him and confine him in some convenient place until the meeting is adjourned.*

The School Committee believes that the school district community should have an opportunity to comment to the Committee on issues that affect the school district and are within the scope of the Committee's responsibilities. Therefore the Committee has set aside a period of time at each School Committee meeting to hear from the public. In addition, if the Committee believes that an issue requires a dialogue with the school district community, the Committee may schedule a separate public hearing on that issue.

Any citizen who wishes to make a presentation to the School Committee on an item which is of interest to him/her and within the scope of the Committee's responsibilities may request to be placed on the agenda for a particular meeting. Such request should be in writing and should be received by the Superintendent of Schools at least one week prior to the date of the meeting. Such request should contain background statements which would explain the scope and intent of the agenda item. The Chair of the Committee works with the Superintendent to formulate the meeting agendas. Together they will determine whether or not to place an item on the agenda and if the item is to be taken up they will also determine when to place an item on the agenda and all parameters to be required of the presenter.

Here are the general rules for the Committee's public comment period:

1. Public Comment shall be for a period of 20 minutes and shall generally follow the opening of the meeting. The Committee reserves the right to rearrange its agenda to accommodate scheduled presenters.

2. Any citizen wishing to speak before the Committee shall identify themselves by name and address and shall speak for no longer than 3 minutes. No citizen may speak more than once without permission of the Chair. All citizens shall speak to the full Committee through the Chair and shall not address individual members or administrators.

3. Individuals may address topics on the agenda, items specified for public comment, or items within the scope of responsibility of the School Committee. The Chair shall rule out of order any individual who fails to honor the guidelines or who addresses a matter inappropriate for public comment.

4. Any Committee member may direct questions to the speaker through the Chair in order to clarify comments of the speaker.

2a.

Southern Berkshire Regional
School District
Mt Everett Library, Sheffield, MA
July 19, 2018
Meeting #1549

School Committee Members: Bonnie Silvers, Dennis Sears, MaryEllen Brown, Carl Stewart, Ken Knox, Tim Schroepfer

Absent: David Travis, M. Bush, Fran Lartigue, Art Batacchi

Administration: Superintendent Regulbuto, Christine Regan, Peter Dufresne, Sandi Hubbard

Press: Corey Willey, Berkshire Record, CTSB TV

Others:

1. **Call to Order**
   Ms. Silvers, Chair, called meeting #1549 to order at 6:02 p.m.

2. **Standing Reports**
   a. Approval of School Committee Meeting Minutes #1547 and #1548
   Mr. Sears moved to approve the minutes of meeting #1547, June 12, 2018 as presented.
   Mr. Schroepfer seconded the motion. Motion was approved (Mr. Stewart abstained).

   Mr. Stewart moved to approve the minutes of meeting #1548, June 26, 2018, as presented.
   Mr. Schroepfer seconded the motion. Motion was approved with one abstain (Mr. Stewart).

   b. Miscellaneous Correspondence - None

3. **Student Representative Report –** None

4. **Public Comment**
   Amy Truax, lives in Ashley Falls. Questions about the school safety concerns this year and the email that went home. Would like to know how the situation is being addressed. Superintendent Regulbuto suggested that she set up an appointment to discuss this further.

5. **Student Spotlight –** None

6. **New Business**
   a. MASC Conference – November 7-10, 2018
   At this time, there are seven members interested in attending the conference in November. Glenn Koocher will be in communication and can assist the district with registration. David Travis also wants to attend. The early bird registration has been extended to August 10, 2018.
   Mr. Stewart suggested that if more than six school committee members attend we should post it as a school committee meeting to avoid any potential complaints.

   b. Handbooks
   Superintendent Regulbuto explained that in the packet is a draft of the combined secondary and elementary parent/student handbook as a work in progress. Peter Dufresne will be developing a Handbook Committee to meet throughout the 2018-2019 school year to work on the handbook to update policies.

Mr. Stewart brought up two areas of concern: School Attire and suspension or expulsion of a student regarding a felony. Mr. Stewart will send his concerns and comments in writing.

Ms. Silvers added that all comments and suggestions regarding the handbook should be sent to Lynette.

c. The proposed 2018-2019 School Committee meeting calendar was presented for approval.
Mr. Sears made a motion to approve the school committee meeting calendar as presented. Mr. Schroepfer seconded the motion. The motion was unanimously approved.

7. Unfinished Business

a. School Committee Summer Meetings (August 16)
The next school committee meeting is scheduled for August 16th at 6 p.m.

b. School Committee Retreat Date
The school committee retreat dates to work on goal settings will be the evening of Wednesday, September 12, 2018 in the evening, and either September 26 or October 3rd. Glenn Koocher, or someone from MASC, will present at one of these dates.

8. Business with District Member Towns

a. South Egremont School Update
Superintendent Regulbuto gave an update on the school. They had just attended an open house that the parents had organized at The Barn in Egremont. It was very well attended by families interested in attending the school in the fall.

Discussion ensued regarding the opening of the school with the necessary waivers/documents as requested in the District's June 22, 2018 letter to the Town of Egremont.

b. Monterey School Update
Chris Regan stated that Jeremy Wells has planned for July 24th to clean out the building. We have hired a company to come in to remove the materials with the help of the Monterey DPW.

9. Subcommittee Reports

a. Policy – D. Sears
Remote Participation Policy – BEA
Mr. Sears informed the committee that the policy subcommittee meet earlier today. The Remote Participation Policy was rescinded at the last meeting. Counsel sent the district a draft of the policy which the subcommittee worked on during the meeting. The Remote Participation Policy will be emailed to all the school committee members for their review. Mr. Sears stated that this would be considered the first reading of the policy, so the second reading will be at the next meeting.

Mr. Stewart moved that the email of the corrected, edited copy of the Remote Participation Policy be deemed a first reading so that when the committee meets on August 16th it will be the second reading. At this time the committee will approve the policy with or without amendments. Mr. Sears seconded the motion. The motion was unanimously approved.

10. Chairman's Report

Ms. Silvers reminded everyone to turn in their nomination papers with signatures by the due date.

11. Superintendent's Report

Superintendent Regulbuto informed the committee that she and Mr. Dufresne had attended the superintendent's conference. It was a valuable conference with tremendous professional development opportunities. Commissioner Reilley offered to come visit Southern Berkshire and was very excited for the opportunity to come out to visit.

There have also been a few administrative retreats working on developing a safety flip chart for every classroom. Hope to have these available for the opening of school as part of the safety initiative.

The District Vision Statement has been printed for display in every classroom in the district, libraries and town halls.

The District Administrative Strategic Planning meeting was held today from 10-3 with administrators.

12. Director of Curriculum, Instruction and Professional Development

Mr. Dufresne stated that his strategic plan on entering the district was to spend the first 30 days learning the curriculum and processes in place. Nearly done reviewing the current grants that we receive. Operationally: He has started to have regular meetings with the Superintendent, Director of Student Services and Principals to establish ground work in moving our district towards a fully written curriculum.

13. Director of Student Services Report (Report attached)

Sandi Hubbard stated that the summer programs started on July 9th and there are currently 30 students participating in this program. We also have a grant-funded English Language Learner tutoring program offered again this year. Currently there are 15 students enrolled in the Title I reading program.

14. Business Manager's Report

a. Vote to approve Warrants: June 29, 2018 and July 16, 2018

Mr. Stewart moved to approve the June 29 2018 warrant as presented. Mr. Sears seconded the motion. There was no discussion and the motion was approved,

Mr. Stewart moved to approve the July 16, 2018 warrant as presented. Mr. Sears seconded the motion. There was no discussion and the motion was approved.

b. Vote to Accept Grants and Gifts - None

c. Budget Transfers - None

Chris Regan reported that the Regional Assessment Review Committee have been meeting on a regular basis, so far they have had four meetings. The committee have looked at different factors that can be considered as part of a new formula for the regional agreement. The town representatives are each going back to their town officials for the select boards and finance committees to look at what they think as factors to be fair and reasonable.

15. Future Agenda Items

Mr. Sears motioned that a joint (District and School Committee) letter of thanks be sent to Representative Pignatelli and Senator Hinds regarding the FY19 Budget. Mr. Stewart seconded the motion.

Mr. Stewart recommended holding a gathering shortly after the opening of school to introduce our new Elementary Principal and Director of Curriculum to the community.

16. Adjourn

The meeting adjourned at 7:52 p.m.

2c.

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

RECEIVED
AUG 13 2018
By

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

August 8, 2018

Re: Monterey School

Dear Members of the School Committee,

The Town of Monterey intends to move forward with the disposition of the Monterey School building. In this regard, the deed, which was to the "school district" requires that the district proceed with a vote to declare that the property is no longer needed by the district for operation of a school and to authorize the transfer of the property to the Board of Selectmen of the Town of Monterey

Please feel free to contact us if you wish to discuss this further.

Respectfully,

Carol Edelman, Chair
Monterey Select Board

Kenneth Basler

Donald Coburn

SB/mn

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

7a.

TOWN OF EGREMONT

171 Egremont Plain Road

P.O. Box 368
Egremont, MA 01258-0368
Phone 413-528-0182 ext 10 fax 413-528-5465
email: tegremont@egremont-ma.gov

RECEIVED
JUL 25 2018
By

July 20, 2018

Beth Regulbuto
Superintendent of Schools
Southern Berkshire Regional School District
PO Box 339
Sheffield MA 01257

Re: South Egremont Village School

Dear Beth:

The Board is in receipt of your June 22, 2018 letter requesting documentation of compliance with various regulations. I am reiterating the list of documents here in order to respond to their applicability to the project and their status.

1. Evidence of compliance with and/or a variance from the Massachusetts Architectural Access Board regulations, 521 CMR 1.1 et seq.;

   Response: The application requesting a temporary variance for full ADA compliance was approved by the MAAB at their meeting on July 2, 2018. As evidenced by the attached the MAAB granted time relief to 4 of the 5 requests until August 31, 2019 and granted full relief to one request.

2. Evidence of compliance with the requirements of Title II of the Americans with Disabilities Act;

   Response: Title II refers to State and Local Government Facilities and does not apply to the school. Title III refers to Public Accommodations and Commercial Facilities which includes schools. Compliance with Title III is tied to the variance determination of the MAAB noted above.

3. A current certificate of occupancy pursuant to the Massachusetts State Building Code, 780 CMR 111.1 et seq.;

   Response: The Certificate of Occupancy will be issued by the Building Inspector upon completion of the project, noting full compliance with the Massachusetts Building Code. The Building Inspector has made regular inspections of the work and has been

kept up to date on all progress. There is no reason to believe a certificate of occupancy will not be issued. Upon its issuance a copy will be forwarded to the School District.

4. A current certificate of compliance with the Massachusetts Comprehensive Fire Safety Code, 527 CME 1.01 et seq.;

   Response: The Fire Official will sign off on the Certificate of Occupancy that work is completed in accordance with applicable fire codes. Again, the Fire Chief has made regular inspections of the work and has been kept up to date on all progress. There is no reason to believe a certificate of compliance will not be issued. Upon its issuance a copy will be forwarded to the School District.

5. A current certificate of compliance with the Massachusetts Electrical Code, 527 CMR 12.00;

   Response: The Electrical Inspector will sign off on the Certificate of Occupancy that the work is completed in accordance with applicable electrical codes. Again, the Electrical Insepctor has made regular inspections of the work and has been kept up to date on all progress. There is no reason to believe a certificate of compliance will not be issued. Upon its issuance a copy will be forwarded to the School District.

6. A current certificate of compliance with Massachusetts Lead Poisoning Prevention and Control regulations, 105 CMR 460.00 et seq.;

   Response: A Report to the Buildings and Grounds Subcommittee of the Southern Berkshire Regional School District regarding the South Egremont Village School and potential lead hazards was prepared by the Egremont Board of Health on 9-28-2010. The report notes that Massachusetts Lead Law pertains to residential properties and not to schools. None the less, the Egremont BOH in consultation with the Mass Department of Public Health, "does not believe that the presence of lead at the South Egremont School is an immediate health hazard to the school's students or staff as long as certain precautions and protocols are followed". It should be noted that the windows which prompted the protocols have been replaced. A copy of the aforementioned report is attached.

7. Any other certificate, variance, and/or other evidence of compliance with state and /or federal facility requirements in relation to the South Egremont School.

   The above noted documents will demonstrate compliance with state and/or federal facility requirements.

The repairs being made will be completed the first week of August at which time the certificates of compliance and a certificate of use and occupancy will be issued. A copy of same will be forward to the School District.

Please let us know if there are any other questions or concerns.

Sincerely,

Mary Brazie

Mary Brazie,
Office Administrator

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

JAY ASH
SECRETARY OF HOUSING AND ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Professional Licensure
Office of Public Safety and Inspections
Architectural Access Board

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JOHN C. CHAPMAN
UNDERSECRETARY OF CONSUMER AFFAIRS AND BUSINESS REGULATION

CHARLES BORSTEL
COMMISSIONER, DIVISION OF PROFESSIONAL LICENSURE

THOMAS HOPKINS
EXECUTIVE DIRECTOR

AMENDED NOTICE OF ACTION

Docket Number **V18 171**

RE: South Egremont School House , 42 Main Street , South Egremont

1. An application for variance was filed with the Board by Bruce C. Turner (Applicant) on May 18, 2018
The applicant has requested variances from the following sections of the 20 06 Rules and Regulations of the Board:

Section:	Description:
3.3.2	The petitioner did not provide specific requests for relief, instead requesting relief from the jurisdiction generally, which as a matter of policy the Board does not allow. On June 20, 2018, the Board received an additional submission with clarification on the requests being sought under 521 CMR.

2. The submittal was reviewed by the Board on Monday, July 2, 2018
3. After reviewing all materials submitted to the Board, the Board voted as follows:

GRANT timed relief to 20.1, 23.1, 24.1, & 30.1 until August 31, 2019, and

GRANT relief to 26.6.3 as proposed.

PLEASE NOTE: All documentation (written and visual) verifying that the conditions of the variance have been met must be submitted to the AAB Office as soon as the required work is completed.

Any person aggrieved by the above decision may request an adjudicatory hearing before the Board within 30 days of receipt of this decision by filing the attached request for an adjudicatory hearing. If after 30 days, a request for an adjudicatory hearing is not received, the above decision becomes a final decision and the appeal process is through Superior Court.

Walter White WJ

Chairperson, Architectural Access Board
Date: July 3, 2018

cc: Local Building Inspector,
Local Disability Commission,
Independent Living Center

SOUTH EGREMONT VILLAGE SCHOOL

ARCHITECTURAL ACCESS BOARD LARGE VARIANCE TALLY SHEET

Request #	Section #	Description of Request	Vote
1	521 CMR 20.0	Accessible Route: At present an accessible route does not exist. Future plan provides an accessible route from a Van Accessible Parking Space along an accessible walkway to an accessible ramp that serves the main buidling entrance in full compliance with Chapter 20.0, 22.0, 23.0, 24.0 and requirements. **Request temporary variance** for this requirement.	
2	521 CMR 23.0	Passenger Loading: Fully compliant passenger loading area does not exist. **Request temporary variance** until future plan can be implemented in full compliance with Chapter 23.	
3	521 CMR 24.0	Ramps: The schoolhouse is currently not accessible via ramp. Future plan provides for a ramp in full compliance with Chapter 24. **Request temporary variance** for ramp access.	
4	521 CMR 26.6.3	Doors and Doorways: Interior doorway into Classroom 2 from Hall does not have the required clearance at the latch as required by Chapter 26. **Request permanent variance** to allow this doorway to remain non-compliant. Alternate compliant route through Classroom 1 is a current option. Hardware will be made compliant. See attached sketch.	
5	521 CMR 30.0	Public Toilet Rooms: Current toilet rooms are not accessible. Future plans provide for accessible toilet rooms in full compliance with Chapter 30 requirements. **Request temporary variance** for this item.	

EGREMONT BOARD OF HEALTH

REPORT TO BUILDINGS AND GROUNDS SUBCOMMITTEE SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

RE: SOUTH EGREMONT SCHOOL LEAD REPORT

SEPTEMBER 28, 2010

Prepared by: Juliette Haas, Director
Egremont Board of Health

Timeline

- June 29, 2010 Egremont Board of Selectmen request a building inspection of the South Egremont School located at 42 Main Street, South Egremont.
- July 7, 2010 Egremont Building Inspector (BI), Egremont Fire Chief (FC) and Southern Berkshire Regional School District (SBRSD) are notified.
- July 28, 2010 SBRSD notifies Town of Egremont by agreeing to inspection
- August 2, 2010 Request from Board of Health (BOH) to be part of inspection process
- August 13, 2010 building inspected by Egremont BI and FC
- August 20, 2010 BI and FC give their report
- August 31, 2010 Sandra Martin of the BOH performs inspection.
- September 2, 2010 Sandra Martin reports results of inspection to full Board of Health. BOH votes to issue Enforcement Order to SBRSD requiring a lead inspection of building.
- September 2, 2010 Enforcement Order issued (copy attached)
- September 13, 2010 Terry Miller of The Lead Lab, contracted by the SBRSD, performs lead inspection. Lead report issued.
- September 28, 2010 BOH meets to discuss further requirements. BOH reports their findings to the Buildings and Grounds Subcommittee of SBRSD

Lead Report

Terry Miller of The Lead Lab of Pittsfield, MA issues ten-page report (attached). In addition to the presence of lead detected in a chair rail in schoolroom lead is detected in most of the components of the interior window casings throughout building.

Findings

- The Massachusetts Lead Law applies to homes only. They **do not** apply to schools.
- The Board of Health's primary concern has been and will continue to be for the health and safety of the children and staff at the school.
- Lead hazards in schools are primarily due to lead paint dust. Lead dust can be created when lead paint is abraded or rubbed as occurs when windows slide up and down along the casement strips.
- Lead is a heavy material which tends to settle. Particles are not fine or airborne for as long as is with asbestos
- After conferring with Paul Hunter, Director of the Child Lead Poisoning Prevention Program (Mass Department of Public Health) the Egremont BOH does not believe the presence of lead at the South Egremont School is an

immediate health hazard to the school's students or staff as long as certain precautions and protocols are followed.

- Based on the presence of lead in the building the Egremont BOH will require a scheduled housekeeping and maintenance program to address appropriate hazard reduction for the removal of lead particles, chips and settlement.

BOH Maintenance and Housekeeping Requirements

ALL LEAD RELATED MAINTENANCE AND HOUSEKEEPING MUST BE PERFORMED WHEN SCHOOL IS OUT OF SESSION.

WHEN PERFORMING THE MAINTENANCE AND HOUSEKEEPING PRACTISES MENTIONED BELOW WORKERS MUST WEAR PROPERLY FITTED PROTECTIVE PARTICULATE RESPIRATORS RATED N95 OR GREATER.

Immediate Maintenance Action Required

1) All windows and areas surrounding window interiors shall be thoroughly vacuumed using an industrial grade vacuum cleaner with a HEPA filtration system.

2) All flooring in the building shall be thoroughly vacuumed using an industrial grade vacuum cleaner. Furniture in room shall be moved and vacuum shall make at least six unobstructed passes.

3) Upon completion of thorough vacuuming windows and areas surrounding windows shall be thoroughly wet-wiped to remove residual dust particles.

4) Windows shall remain closed to avoid further disturbance of paint until lead paint is removed or windows are replaced.

Follow-up Maintenance and Housekeeping Requirements

1) Scheduled thorough vacuuming of windows and areas surrounding windows and follow-up wet-wipe shall continue until lead paint is removed or windows are replaced.

2) The chair rail in Room #1 mentioned in the report shall be monitored. If paint continues to chip it shall be covered with an acceptable material (wood, metal, low level encapsulating paint) and must be performed using work practice rules specified in Renovation, Repair and Painting (RRP) guidelines of 454 CMR 22.00 (info flyer attached).

Future Recommendations

Although the SBRSD is not required by law to remove lead paint from the building the Egremont BOH recommends loose and friable paint should be removed to ensure the health and safety of students and staff and in the future. Efforts to eliminate areas in the building where painted surfaces are subject to rubs and abrasions (i.e. window and doors) should be made as these are the areas where lead chips and dust begin.

The BOH recommends a future lead removal plan. This plan should include detailed project objectives, estimated costs, and an estimated project completion timeline.

As the building is currently undergoing an energy audit to locate sources of energy efficiency and conservation replacing the windows may be a recommendation of the final energy report. Financial assistance to help defray the costs of replacing the windows may result from the final energy report. Lead removal and energy conservation can work hand-in-hand yielding the same desirable results.

In addition, the state offers various grant programs for school repairs and preservation of "historic" buildings. The SBRSD may want to investigate these programs for possible future grant assistance.

DELEADING WORK SHALL ONLY BE DONE WHEN SCHOOL IS CLOSED FOR LENGTHLY PERIOD OF TIME AND SHALL BE DONE ACCORDING TO RRP GUIDELINES UNDER 454 CMR 22.00.

8a.

File: BEA

Southern Berkshire Regional School District

SCHOOL COMMITTEE MEETINGS – REMOTE PARTICIPATION

Southern Berkshire Regional School District School Committee, during FY18, voted to approve use of Remote Participation, when prepared for use as determined by the SBRSD School Committee in public meeting and in accordance with the Open Meeting Law, 940 CMR 29.10 and SBRSD Policies.

Minimum Requirements for Remote Participation by SBRSD School Committee and Subcommittees are:

1. SBRSD Administration will have technology available for use and a defined, written process for making use of such technology available for training and use.

2. Members of the School Committee(s) may participate remotely only if physical attendance would be unreasonably difficult. Other individuals may participate remotely if authorized by majority vote of the School Committee(s).

3. Members of the School Committee(s) who participate remotely and all persons present at the meeting location shall be clearly audible to each other as required by M.G.L. c. 30A, sec. 20(d).

4. A quorum of the School Committee(s), including the chair, or in the chair's absence, the person authorized to chair the meeting, shall be physically present at the meeting location, as required by M.G.L. c. 30A, sec. 20(d).

5. Members participating remotely may vote and shall not be deemed absent for the purposes of M.G.L. c. 39, sec. 23(d).

6. All votes taken during any meeting in which a member participates remotely shall be by roll call vote.

7. Acceptable means of remote participation will be limited to telephone and/or internet as long as the remote participant and all persons present at the meeting location are clearly audible to one another.

8. Any School Committee(s) member who wishes to participate remotely shall, as soon as reasonably possible, notify the chair or, in the chair's absence, the person chairing the meeting, of his or her desire to do so and the reason for and facts supporting his or her request.

9. When feasible, the chair or, in the chair's absence, the person chairing the meeting, shall distribute to remote participants in advance of the meeting, copies of any documents or exhibits that he or she reasonably anticipates will be used during the meeting.

10. At the start of the meeting, the chair shall announce the name of any member who will be participating remotely. This information shall also be recorded in the meeting minutes.

11. Where a member of the School Committee(s) is participating in an executive session remotely, the member must state at the start of the executive session that no other person is present or able to hear the discussion at the remote location.

12. The chair or, in the chair's absence, the person chairing the meeting, may decide how to address technical difficulties that arise as a result of utilizing remote participation, but is encouraged wherever possible to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred shall be noted in the meeting minutes.

LEGAL REFS.: M.G.L. c. 30A sec 18-25, 940 CMR 29.10

FY19 WARRANTS SIGNED
WARRANT SUB-COMMITTEE MEETING, 7-27-18

	Date	Voucher #	Total Amount:	General Fund Amount:
Manual Warrant				
Health Insurance Warrant				
Vendor Warrant	7/27/2018	7003	$ 139,952.02	$ 124,055.81
Vendor Warrant	7/27/2018	7004	$ 1,606.00	$ 1,606.00
Payroll Warrant	7/5/2018		$ 329,562.27	$ 309,075.14
Payroll Warrant				
P-Card Warrant				
P-Card Warrant				
			$ 471,120.29	$ 434,736.95

13a.

FY19 WARRANTS SIGNED
WARRANT SUB-COMMITTEE MEETING, 8-10-18

	Date	Voucher #	Total Amount:	General Fund Amount:
Manual Warrant	7/31/2018	7005	$ 128,597.57	$ 122,184.57
Health Insurance Warrant	7/1/2018	7001	$ 306,319.00	$ 285,301.20
Health Insurance Warrant	8/1/2018	8001	$ 318,640.00	$ 296,695.00
Vendor Warrant	8/10/2018	8002	$ 53,433.76	$ 35,836.14
Payroll Warrant	7/30/2018		$ 325,196.06	$ 297,261.93
			$ 1,132,186.39	$ 1,037,278.84