

Southern Berkshire Regional School District

SCHOOL COMMITTEE MEETING #1,566 - **AMENDED**

Date: Thursday, June 27, 2019

Time: 6:00 p.m.

Location: Egremont Town Hall, 171 Egremont Plain Rd (Rte 71), South Egremont, MA 01258

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. Approval of School Committee Minutes #1565 of June 13, 2019
 - b. Enrollment as of June 1, 2019
 - c. Miscellaneous Correspondence
3. **Student Representative Report**
4. **Student Spotlight**
5. **Public Comment**
6. **New Business**
 - a. School Committee Summer Meetings (Proposed dates: July 18, 2019)
 - b. Proposed School Committee Meeting Calendar for 19-20 School Year
 - c. MASC/MASS Joint Conference in Hyannis (November 6-9, 2019)
 - d. BHRSD's motion to form a Regional School District Planning Board
 - e. **Superintendent Evaluation**
7. **Unfinished Business**
 - a. Search for Business Manager or Business Services
8. **Business with District Member Towns**
 - a. Status of South Egremont School
9. **Subcommittee Reports**
 - a. Community Outreach and Input Subcommittee – Bonnie Silvers
 - b. SBRSD SBEF – Dennis Sears
 - c. Executive Evaluation Subcommittee – David Travis
 - d. Policy Subcommittee – Dennis Sears
10. **Chairman's Report**
11. **Superintendent's Report**

12. **Curriculum & Professional Development Coordinator's Report**
13. **Director of Student Services Report**
14. **Business Manager's Report**
 - a. Report on Student Activity Funds
 - b. Approval of Warrants: June 14, 2019
 - c. Vote to Accept Grants and Gifts
 - d. Budget Transfers
 - e. Authorization to Make Year-End Budget Transfers
15. **Future Agenda Items**
16. **Executive Session:**
Move to enter Executive Session to conduct strategy with regard to nonunion personnel contracts and not to reconvene in Open Session. Roll Call Vote Required.
17. **Adjourn**

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

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

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

Absent: Dennis Sears

Administrators: Superintendent Regulbuto, Peter Dufresne, Chris Regan

Press: CTSB TV

Others: Tara White, David Fiorillo, Vicky Russell, Mr. Thierot, Angus Kerr, Sarah Siket, Jesse Carpenter, Lynette Gagnon

1. Call to Order:

Jane Burk, Chair, called meeting #1565 to order at 5:03 p.m.

2. Standing Reports

a. Approval of School Committee Minutes #1564 of May 9, 2019

Motion to approve minutes of meeting #1564 as presented

By: Jeffrey Blaugrund

Second: Bonnie Silvers

Discussion: None

Vote: Unanimous

b. Miscellaneous Correspondence

Jane Burke referenced the letter received from Berkshire Hills Regional School District and her response regarding the formation of a Regional Planning Board for the purpose of either forming, or consolidating into, a regional school district service grades 9-12 (letter attached). BHRSD would like a response by July 31, 2019. Ms. Burke asked the school committee members to think about this carefully and talk about it to their constituents from each town and be prepared for discussion at the June 27th meeting.

3. New Business

a. Business Manager Position

Superintendent Regulbuto reported that shortly after Ms. Regan had announced her intention to retire her position was advertised. The first round of interviews were done with the business office staff. Select board and finance board members, one faculty staff member, school committee members and principals were invited to be on the interview committee for the second round of interviews. Only one candidate was brought forward, Mr. David Fiorillo. The screening committee unanimously decided to recommend Mr. Fiorillo for the Business Manager position.

Mr. Fiorillo introduced himself to the committee. He is currently the Business Manager in Litchfield Public Schools. He has worked in public, private and charter schools for the last 10 years and is thrilled to possibly work for our district.

The committee members asked him questions about his current district. He stressed that Litchfield is a small district similar to ours. Further questions and answers ensued regarding the regional assessment, budget presentations.

Motion that the School Committee move forward with hiring David Fiorillo as the district Business Manager.

By: David Travis

Second: Jeffrey Blaugrund

Discussion ensued. Marcella asked if it was possible to enter executive session.

Vote:

David Travis withdrew this motion.

Motion to enter executive session at 5:27 p.m., to consider and review applicants for employment by screening committee, and to reconvene in Open Session.

By: Marcella Bush

Second: David Travis

Roll Call Vote:

Art Batacchi – Yes; David Travis – Yes; Jeffrey Blaugrund – Yes; Jane Burke – Yes; Jonathan Bruno – Yes; Maryellen Brown – Yes; Marcella Bush – Yes; Bonnie Silvers – Yes; Danile Kelly – Yes

Reconvened in Open Session at 5:50 p.m.

Roll call vote all present

Jane Burke reported that the following motion was passed in executive session:

Motion that the school committee continue with the review process of David Fiorillo for the position of business manager.

By: Jeffrey Blaugrund

Second: Bonnie Silvers

Discussion ensued.

Roll Call Vote:

Art Batacchi – Yes; David Travis – Yes; Jeffrey Blaugrund – Yes; Jane Burke – Yes; Jonathan Bruno – Yes; Maryellen Brown – Yes; Marcella Bush – Yes; Bonnie Silvers – Yes; Danile Kelly – Yes

4. **Business Manager's Report**

a. Approval of Warrants: May 17 and May 31, 2019

Motion to approve the warrants of May 15 and May 31, 2019 as presented

By: Bonnie Silvers

Second: Art Batacchi

Discussion: None

Vote: Unanimous

b. Vote to Accept Grants and Gifts - None

c. Budget Transfers

Motion to approve the Budget Transfer Requests as presented (attached)

By: Bonnie Silvers

Second: Jeffrey Blaugrund

Discussion: None

Vote: Unanimous

Motion to approve the Fy19 Budget Reduction Posted due to change in minimum required contributions (attached)

By: Bonnie Silvers

Second: Jeffrey Blaugrund

Discussion: None
Vote: Unanimous

5. **Future Agenda Items**
Superintendent Evaluation

6. **Adjourn**
Motion to adjourn the meeting at 5:56 p.m.
By: Bonnie Silvers
Second: Art Batacchi
Discussion: None
Vote: Unanimous

ENROLLMENT 2017-2018

As of	8/1/2018	9/1/2018	10/1/2018	11/1/2018	12/1/2018	1/2/2019	2/1/2019	3/1/2019	4/1/2019	5/1/2019	6/1/2019
Undermountain											
Pre-K	14	14	13	-1	15	+2	15	17	2	17	18
Early K	17	16	-1	16	16		17	+1	17	17	16
Kindergarten	30	31	1	31	31		31		31	31	31
Grade 1	29	29	30	1	30	2	32		30	-2	30
Grade 2	36	35	-1	34	-1	34	34	+1	35	37	37
Grade 3	43	42	-1	42	42	42	42		41	-1	42
Grade 4	33	33	32	-1	32	32	33	+1	33	33	33
Grade 5	43	41	-2	41	41	42	1	42	42	42	42
Grade 6	58	55	-3	55	54	55	1	54	-1	53	52
Total UME	303	296	-7	294	-2	295	+1	297	+2	301	301
New Marlborough											
Pre K	7	7	8	1	8		8		8	8	8
Early K	4	3	-1	3	3		3		3	3	3
Kindergarten	11	12	1	12	12		13	+1	13	13	13
Grade 1	8	8	9	9	8	-1	8		8	7	7
Grade 2	19	19	19	19	18	-1	18		17	-1	17
Grade 3	11	11	11	11	12	1	12		12	11	11
Grade 4	18	16	-2	16	16		16		16	16	16
Total NMC	78	76	-2	78	2	78	-1	77	+1	78	75
S. Egrement											
Early K	6	10	4	10	10		10		10	10	10
Kindergarten	4	3	-1	3	4		4		4	4	4
Total S.Egrement	10	13	3	13	14	+1	14		14	14	14
Total Elementary	391	385	-6	385	386	+1	388	+2	390	+2	393
Mt Everett											
Grade 7	43	45	2	45	45		43	-2	43	-2	42
Grade 8	65	63	-2	63	63		60	-1	59	-1	59
Grade 9	52	52	52	52	52		52		52	52	52
Grade 10	51	51	51	51	50	-1	50		50	50	50
Grade 11	56	58	2	57	57		56	-1	55	-1	55
Grade 12	44	44	44	42	42		42		42	42	41
Total MSHS	311	313	2	312	310	-3	303	-4	302	-1	300
Total all Schools	702	698	-4	697	696	-1	693	-2	695	+2	689



COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
OFFICE OF BOARD OF SELECTMEN
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Nathaniel H. Yohalem,
Chair
Tara B. White
Richard E. Long
Board of Selectmen

June 26, 2019

Mr. Stephen Bannon, School Committee Chair
Berkshire Hills Regional School District
50 Main Street
P. O. Box 617
Stockbridge, MA 01262

Dear Chair Bannon:

Your June 7, 2019 letter was discussed at our Selectboard's June 17, 2019 meeting. While we applaud your School District's goal and intentions, we do not think the June 6, 2019 motion goes far enough and runs the risk of more lengthy and complicated committee meetings.

We suggest that two small committees (one for each District) be formed to discuss how to consolidate both Districts not whether there should be consolidation. Our recommendation is to have three members on each committee – the District School superintendent, a member of the School Committee and a representative of the member towns. To be clear, there would be one person representing all member towns and not a representative from each town. We do that in labor negotiations with unions and it has worked well.

Each committee would seek input from school employees, such as business managers, principals, teachers and the member towns in the Districts, etc. The planning would include, among other items, vocational education, use of building facilities, existing debt, building improvements, transportation, etc.

Our point is that this issue has been talked about for a number of years with minimal results. Let's also put a timeline on when to expect a proposed plan to assure this process does not take several more years.


One final point. New Marlborough is one of five towns in our District. It represents about 20 per cent (20%) of the budget. This letter sets forth the position of the New Marlborough Board of Selectmen. It does not purport to express the response of any of the other four member towns or the School Committee.

We applaud your efforts and believe both Districts can and should work together to consolidate.

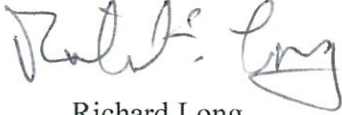
Sincerely,



Nathaniel H. Yohalem, Chair



Tara B. White



Richard Long

cc: Towns of Sheffield, Monterey, Egremont, Alford
Jane Burke
Beth Regulbuto
Peter Dillon

SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT 2019-2020 CALENDAR

Proposed School Committee Meeting Dates

15 School Committee Mtg
26 Staff Orientation-All Staff
27 PD – Teachers and ESPs
 28 First Day for Students

AUGUST '19						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

3 Days of School

2 Labor Day- No School
12 School Committee Mtg
 13 Half Day for Students
 PD for Teachers

SEPTEMBER '19						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

20 Days of School

3 School Committee Mtg
 9 Yom Kippur
11 Half Day for Students
 PD-Teachers and ESPs
14 Columbus Day –No School

OCTOBER '19						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

24 School Committee Mtg

22 Days of School

5 No School for Students
 County Wide PD Teachers/ESPs
 7 Half Day -Elementary Conf
 No ESPs
11 Veterans Day – No School
14 School Committee Mtg
27-29 Thanksgiving Break

NOVEMBER '19						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

16 Days of School

12 School Committee Mtg
23-31 Winter Break
 22 Hanukkah Begins

JR High winter band & chorus

DECEMBER '19						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

15 Days of School

1 New Year's Day – No School
9 School Committee Mtg
17 Half Day for Students
 PD – Teachers
20 M.L. King Day-No School
30 School Committee Mtg

JANUARY '20						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

21 Days of School

13 School Committee Mtg
17-21 February Break

FEBRUARY '20						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

15 Days of School

5 School Committee Mtg
12 School Committee Mtg
 13 Half Day for Students
 County Wide PD Teachers and ESPs

MARCH '20						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

22 Days of School

10 Good Friday – No School
20-24 April Break

APRIL '20						
S	M	T	W	Th	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

2 School Committee Mtg
30 School Committee Mtg

16 Days of School

15 Half Day for Students
 PD-Teachers Only
25 Memorial Day – No School

MAY '20						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

21 School Committee Mtg

20 Days of School

11 School Committee Mtg
 12 Last day (180 days) – With No
 Snow Days-Half Day for Students
 26 Last Day with 10 snow days

JUNE '20						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

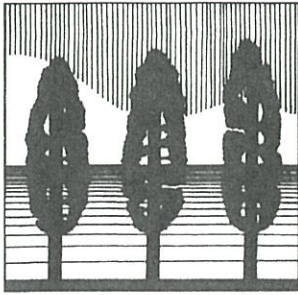
10 days with no snow days

Teachers = 183 days ESPs = 181 Days

8/26/19 Full Day –All Staff
 8/27/19 Full Day-Teachers & ESPs
 9/13/19 Half Day – Teachers Only
 10/11/19 Half Day-Teachers & ESPs
 11/5/19 Full Day – Teachers & ESPs
 11/7/19 Half Day-Elem Conf-Teachers Only

1/17/20 – Half Day-Teachers Only
 3/13/20 Half Day-Teachers & ESPs
 5/15/20 Half Day-teachers Only

Dismissal on Half Day is at 11:40 a.m.



BERKSHIRE HILLS REGIONAL SCHOOL DISTRICT

GREAT BARRINGTON • STOCKBRIDGE • WEST STOCKBRIDGE

50 MAIN STREET • P.O. BOX 617 • STOCKBRIDGE, MA 01262 • (413) 298-4017



June 7, 2019

Jane Burke, Chair
Southern Berkshire Regional School District School Committee
P.O. Box 339
SheffieldMA 01257

Dear Chair Burke:

At its meeting on Thursday, June 6, 2019, the Berkshire Hills Regional School District School Committee unanimously approved the following motion:

“The Berkshire Hills Regional School District School Committee (“BHRSDSC”), by and through its Chair, shall issue a written request to each of its member Towns, the Southern Berkshire Regional School District School Committee (“SBRSD”) and each of SBRSD’s member towns to form a Regional School District Planning Board pursuant to Massachusetts General Laws Chapter 71, Section 14, for the purpose of either forming, or consolidating into, a regional high school district to serve grades 9-12. The correspondence shall respectfully request a written response by July 31, 2019.”

We ask that you please consider this motion at your next meeting and get back to us with your written response on or before July 31, 2019.

Sincerely,

Stephen Bannon, School Committee Chair

cc: Peter Dillon, BHRSD Superintendent of Schools
Members of the BHRSD School Committee
File

2018-2019 End-of-Cycle Summative Evaluation Report: Superintendent Beth Regulbuto

Submitted by the Executive Evaluation Subcommittee for approval by the
School Committee of SBRSD

Introduction

The purpose of the superintendent evaluation is to give the superintendent, Beth Regulbuto, feedback on how she fared on reaching the ambitious goals she set for herself last year in collaboration with the School Committee. Our remarks are limited to addressing her progress towards these specific goals as agreed. It is the hope of the school committee that this reflective practice sets an example for all who serve the district, including school committee, the school leadership team, teachers, and support staff. The opportunity to receive feedback is a gift to those who strive to improve their practice—just as grading a student's paper helps that student understand strengths and opportunities for development and growth.

Inputs

- Survey responses submitted by School Committee focusing on Goals and Standards ([link to rubric](#))
- Conversations with administrative team
- The Executive Evaluation Sub-committee—through agreement with Ms. Regulbuto—generated a short survey for teachers. We received 35 responses to the following three questions:
 - *Please share one or more things that this colleague currently does that you'd like them to continue to do.*
 - *Please share one or more things that this colleague currently doesn't do frequently enough that you think they should do more often.*
 - *What can this colleague do to make you—and your role—more effective?*
- Informal feedback from all constituents (administrators, teachers, families, town officials, and townspeople)

Overall rating: Proficient

When the district hired Superintendent Regulbuto two years ago, we asked her to work with all stakeholders to sustain and improve our district. In order to bolster enrollment, we felt it was important to increase the rigor of education we provide our students, and to help create frameworks that would help more of them meet state graduation requirements. We understood that an important and challenging aspect of her work was going to be the cultivation of a **growth mindset** across the district, and to regularly reflect on ways in which we can improve our practices in the service of the children in our care. In evaluating her performance as **proficient**, we are acknowledging that as a body we support and approve of the Superintendent's work toward the goals we have mutually set. As we draft goals and set priorities for next year, we

also are dedicated to addressing the requests that were made for improved communication at all levels.

The Superintendent's goals are based on the Strategic Plan for District Improvement and are briefly outlined below, along with some of the actions she took to meet them.

Professional Practice Goal: "I will increase my knowledge and continue to develop skills in my professional practice and successful management of the District"

- Participated in the New Superintendent Induction Program
- Active participation in School Committee, District, and Town Board/Community meetings
- Attended MASS and MASC workshops and conferences, Berkshire Superintendent Roundtable meetings, monthly MASBO meetings, and ASBO
- Has pursued a Doctor of Education (Ed.D) in Educational Leadership
- **RATING: EXCEEDED/EXEMPLARY**

Instructional Leadership/Student Learning Goal (aligned with Standard I of Standards of Effective Administrative Practice): "I will provide leadership that will impact instruction and student learning in our District"

- Provided her team with support as they move the entire curriculum towards alignment with MassCore/DESE standards, including more rigorous academic schedules for students
- Made a priority of helping more students meet State graduation requirements and compete in the rapidly-changing job and college markets
- Sponsored a Pathways initiative to support focused exploration of student career choices
- Cultivated a partnership with Bard College at Simon's Rock to boost students' access and exposure to college-level work
- Fostered the development of a new Middle school curriculum, featuring thematic interdisciplinary units and common planning time for teachers
- Introduced Social Emotional Learning curriculum and responsive interventions at the elementary and middle school levels
- Led professional development for school leaders to help them better understand best practices for providing effective feedback to teachers/staff
- Made regular school/department visits as time permitted
- Advocated for more data-driven decision-making and prioritizing efforts that can yield measurable impacts and outcomes for students
- Encouraged development of common assessments and technology integration.
- **RATING: MET/PROFICIENT**
- **NEXT STEPS: Our priorities for Beth's work in this area next year include**
 - Continue to develop middle school programming
 - Enhance pathways initiative, including incorporation of the new arts standards and a robust internship program
 - Expand/explore more early college and career opportunities for our students

Student Learning Goal 1 (Aligned with Standard II of Standards of Effective Administrative Practice): “I will ensure a safe, efficient and effective learning environment.”

- Constructed a budget aligned with Strategy for District Improvement
- Began review of procedures, operational systems, policies
- Modeling a growth mindset: Beth continually looks for opportunities to build upon and improve the work of the district, always asking “How can we do better?”
- When approached by Police Chief with opportunities for improvement, she made the creation of an improved school safety plan a top priority.
- Oversaw development and implementation, as well as further refinement/improvement of a successful new bus pickup/dropoff policy, providing a direct and immediate improvement in student safety
- Implemented a set of new security measures recommended by the Police Department, and approved by the School Committee, including: Buzzing in all visitors, new cameras and monitoring, and faculty/staff RFID’s
- **RATING: MET/PROFICIENT**
- **NEXT STEPS: Our priorities for Beth’s work in this area next year include**
 - Develop an organizational chart to define roles and responsibilities of leadership team and other staff
 - Create a year long calendar of opportunities (workshops, events, discussions, etc) to boost communication and collaboration between our school community’s stakeholder groups (teachers, parents, students, school leaders, town representatives, etc)

Student Learning Goal 2 (aligned with Standard III of Standards of Effective Administrative Practice): “I will lead SBRSD in implementing key enhancements to improve community engagement.”

- Ongoing communication and efforts to collect feedback via multiple avenues to build relationships, communicate District goals and advocate for students:
 - Student advisory and faculty advisory councils
 - Community chats
 - Attendance at/hosting joint meetings with town officials
 - Public forums
- Weekly meetings with SBREA and other Union Reps, collaboratively developing new teacher contract
- Worked with member towns to develop a budget that kept increases as low as possible while avoiding cutting services to students, inspiring one Selectman to share his opinion that Beth is the best Superintendent he has had the pleasure to work with, in part because of her willingness to face challenging issues head on.
- Attended numerous events at school and in the community, including games, concerts, plays, and a school dance (some School committee members noted that attendance at these things, while nice, isn’t generally required of superintendents).
- Met with road crews to develop a deeper understanding of the challenges they face.
- Worked to bring in more after school extracurricular programming

- Beth tried frequently to convene groups of students, parents, and teachers to discuss their concerns and develop new programs.
- **RATING: MET/PROFICIENT**
- **NEXT STEPS: Our priorities for Beth's work in this area next year include:**
 - Renewed commitment to advocacy and support of active Faculty and Student Advisory Councils, SEPAC, and School Councils for each school.
 - Continue work to bring in more after school extracurricular programming and community participation/events.

Student Learning Goal 3 – (aligned with Standard IV of Standards of Effective Administrative Practice): “I will promote the success of all students by nurturing and sustaining a reflective practice, high expectations, and continuous learning for all staff”

- Several committee members shared their view that Beth has modeled a growth mindset in the face of significant challenges. They noted that she continuously leads by example in this respect, building a culture of continuous improvement.
- She is willing to receive feedback from teachers and parents and continues to adjust her practice to meet the needs of the community.
- Beth is a tireless advocate of meaningful feedback and evaluations that can give teachers the opportunities they deserve to develop their practice and better serve students.
- **RATING: MADE PROGRESS**
- **NEXT STEPS: Our priorities for Beth's work in this area next year include:**
 - More opportunities for professional development as teachers evolve their practice to address more rigorous standards expected by the State of MA.
 - Work towards the establishment of Professional Learning Teams to support teachers via peer coaching, observations, common planning time and feedback.
 - Regular and outcome-driven (monthly) meetings with key constituencies: examples include Superintendent's Teacher Advisory Council, Superintendent's Student Advisory Council, and re-establishment of School Council.
 - Review and update the Strategy for District Improvement.

School committee members were impressed with how hard Beth has worked and the number of actions she has taken in an attempt to meet her goals; many also acknowledged that it was unrealistic to expect all of the approved goals to be fully addressed, and that there were actions that did not yield the hoped for outcomes. Much progress was made despite obstacles; moving forward we feel that there will be increased progress next year, and most committee members expressed hope that we'll see more collaboration among staff and easing of tensions through mutual understanding and efforts.

A final note: Setting expectations for the future

It was evident in the responses to surveys, in many conversations we have had, and through the feedback we have heard during this process, that there are misunderstandings about the job description of the Superintendent among some stakeholders and constituents. This job description is limited by state law. The SC sees the top priorities of our Superintendent to be:

- Hire, supervise, manage, support and develop the principals and administrative team to be effective team leaders and managers
- Work with towns to develop a fiscally responsible budget that serves the needs of students
- Secure the resources to improve curriculum, student outcomes and access to opportunity
- Communicate/align on priorities with Select Boards and Union representatives
- Oversee School Safety initiatives
- Consider how to achieve the best results for students through mindful management of the resources of the district (money, people and physical plant).

The committee sees one of Beth's greatest challenges as the alignment of school policy with school practice, across a range of areas. The School Committee is committed to helping to clarify policy, and providing the Superintendent with what resources we can to implement those policies so that we can minimize any misunderstandings among stakeholders in the future.

We thank Superintendent Regulbuto for her admirable work and her continued commitment to our beloved district.

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 25, 2019

To: Superintendent Regulbuto, School Committee Members, and the SBRSD School Community
From: Sandi Hubbard, Director of Student Services
Re: June 27, 2019 Director's Report for School Committee Meeting

Hello!

I hope the summer is off to a good start for all of you! Our summer programs starts on July 9th and will support students in our PK through grade 10 social and academic skills program, therapeutic day camp, and the shared (Lenox, Lee, Berkshire Hills, and SBRSD) Life Skills program, housed at Monument Valley Middle School. Plans include providing students, per their Individualized Education Plans, tutoring instruction, social skills groups, speech/language intervention, occupational therapy, and physical therapy (along with a little fun!). In addition, music classes, vocational programming, and therapeutic swimming will be included in daily lesson plans. We are looking forward to greeting our students soon!

Once again, we are able to utilize Title III funds to support our summer English Language Learner tutoring program. Several students are invited to attend the program on Tuesdays, Wednesdays, and Thursdays, in conjunction with our full summer program. This is a combination of academic support and learning that is individualized, combined with some summer activities, as well. In addition, the Title I Reading summer program will be running with students from grades K and 1 participating. So many learning opportunities taking place through the month of July!

We are busily planning for the 2019-2020 school year and have scheduled our first SEPAC (Special Education Parent Advisory Council) meeting, which will be a training on the Notice of Procedural Safeguards for parents and guardians. It is scheduled to take place on September 23rd (time to be determined). More to come on that and other beginning of the year events soon.

Thank you all for your continued support of our students, staff, families, and programs!

Respectfully submitted,

Sandi

**Business Administrator's Report
June 27, 2019 School Committee Meeting**

Student Activity Funds

Per DESE Agreed Upon Procedures and Audit Guidelines, "Annually, the Principal shall report to the School Committee the balances of all active Student Activity Funds". See attached report (printed 6-4-19) of all accounts and their balances at that time. A debit ("positive") ending balance for the cash accounts (Account # 1010 and 1080) and a credit ("negative") ending balance for the individual activity accounts are desirable.

Approval of Warrants

FY19 WARRANTS SIGNED					
June 14, 2019					
	Date	Voucher #	Total Amount:	General Fund Amount:	Other Funds
Manual Warrant	5/31/2019	1705	\$ 155,678.22	\$ 155,642.99	\$ 35.23
Vendor Warrant	6/14/2019	1802	\$ 343,234.60	\$ 229,100.06	\$ 114,134.54
Payroll Warrant	5/9/2019		\$ 360,517.57	\$ 336,385.72	\$ 24,131.85
Payroll Warrant	5/23/2019		\$ 411,030.14	\$ 374,111.40	\$ 36,918.74
Payroll Warrant	6/6/2019		\$ 360,030.22	\$ 336,966.15	\$ 23,064.07
			\$ 1,630,490.75	\$ 1,432,206.32	\$ 198,284.43

Vote to Accept Grants and Gifts

See attached.

Budget Transfers

See attached.

Authorization to Make Year-End Budget Transfers

I am requesting that the School Committee votes to authorize me to make additional year-end budget transfers, as appropriate and if needed, as I work towards closing out the FY19 books.

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**ACCEPTANCE OF FY19 GRANTS AND GIFTS
SCHOOL COMMITTEE MEETING, 6-27-19**

NOTE: Highlighted items are being presented to the School Committee for approval.

GIFTS	DONOR	AMOUNT	PURPOSE	APPROVED	DATE APPROVED
	Anonymous	\$ 2,600	Mt. Everett August 30, 2018 speaker, speaker lodging, and cookout	YES	8/16/2018
	Covestro	\$ 5,000	Support for the SBRSD STEM program	YES	9/13/2018
	Anonymous	\$ 610	Faculty luncheon	YES	11/29/2018
	College Club	\$ 575	Commercial Design Studio Service Project (Culinary)	YES	11/29/2018
	Old Parish Church	\$ 725	Discretionary, in a way that all District Elementary School children will have an opportunity to benefit	YES	1/10/2019
	Gulotta Brothers Inc.	\$ 500.00	To support academic programs at Mt. Everett School	YES	1/31/2019
	Karebear Foundation	\$ 2,500	To assist students who need financial support in order to be able to participate in the SBRSD school program, to aid in the student's educational, athletic or social well-being - \$1,875 for Middle and High Schools; \$625 for Elementary schools	YES	2/21/2019
	NMC-Monterey PTA	\$ 3,033	Instructional and general supplies for the NMC classrooms	YES	3/14/2019
	E. Bonnie Silvers	\$ 50	Mt. Everett Robotics Program	YES	4/4/2019
	NMC-Monterey PTA	\$ 2,229	Mats for NMC Physical Education Program		
	IBM Corp Matching Grants	\$ 800	Unrestricted grant to Mt Everett, on behalf of Dennis Sears and Rene Wood		
	MONETARY GIFTS	\$ 18,622			
	NON-MONETARY GIFTS				
	Ben Berman	n/a	Photographic Enlarger for the Art Department	YES	1/31/2019

GRANTS FUNDER	AMOUNT	PURPOSE	YES	
Department of Energy Resources (DOER)	\$ 111,796	Fund adjustments to pellet boiler system to meet new emissions and metering requirements. This work will allow us to receive alternative energy credits.	YES	8/16/2018
DESE - SPED Early Childhood (262)	\$ 7,443	SPED early childhood education - Behavioral Supports	YES	9/13/2018
DESE - SPED IDEA 94-142 (240)	\$ 262,090	Out-of-District Tuition, Professional Development, 1:1 Nurse	YES	10/25/2018
DESE - TITLE I (305)	\$ 194,531	Assistance to district to help ensure that all children meet challenging state academic standards. Funding is based primarily on census poverty estimates.	YES	10/25/2018
DESE - TITLE IIA (140)	\$ 33,394	Teacher Quality - mentoring, professional development	YES	10/25/2018
DESE - TITLE IV-A (309)	\$ 13,828	Safety supplies, Professional Development, Technology - Supplemental resources to build capacity to help ensure that all students have equitable access to high quality educational experiences.	YES	10/25/2018
DESE - Connecting Activities	\$ 3,500	Supports college and career readiness for all students. Connects schools and businesses by providing structured work-based learning experiences that support both their academic and employability skill attainment.	YES	10/25/2018
MA DEPT OF PUBLIC HEALTH - Essential School Health Services Grant	\$ 3,000	Nurses' training, supplies	YES	10/25/2018
DESE - Perkins (400)	\$ 14,286	Vocational classroom supplies, travel/conference	YES	11/29/2018
MA Cultural Council	\$ 2,700	STARS Residencies Grant - NMC	YES	1/10/2019

GRANTS FUNDER	AMOUNT	PURPOSE	YES	1/10/2019
MA Cultural Council	\$ 2,500	STARS Residencies Grant - UME	YES	1/10/2019
MA Cultural Council	\$ 2,300	STARS Residencies Grant - South Egremont School	YES	1/10/2019
MA Cultural Council	\$ 1,200	STARS Residencies Grant - Mt. Everett Middle and High School	YES	1/31/2019
Berkshire Health Group	\$ 2,000	Wellness activities for SBRSD employees	YES	2/21/2019
Centre de la Francophonie Des Ameriques	\$ 500	Instructional materials in French. Pierre Leger won this award for the District. He was a winner of a competition that highlights the diversity of French accents in the Americas with the intent of stimulating students' interest in the French language by demonstrating the evocative power of words.		
DESE - Title III	\$ 1,225	Pass-through grant from Center for Educational Services (CES) for Literacy Night and ELL summer tutoring		
FY20 Eagle and Janet Fund	\$ 32,480	Miscellaneous programs - Environmental Education, Literacy Enhancement, Computer Access, World Education, Independent Study, Big Brothers/Sisters, Comfort in Learning, FFA, Economics Trip, Multicultural world, National Art Honor Society, Berkshire Arts Festival, Art Club, color guard, Robotics Competition, Interactive Media, Film Study, Life Skills Trip, Senior Luncheon, Girls Volleyball Camp, Library/Media, Mexican Food Project		
DESE - Big Yellow School Bus	\$ 250	Transportation reimbursements for field trips		
CASH GRANTS	\$ 689,023			
NON-MONETARY GRANTS				
USDA DoD Food Fresh	n/a	Provision of fresh produce valued at \$4,090	YES	3/14/2019

BUDGET TRANSFER REQUESTS
JUNE 27, 2019 SCHOOL COMMITTEE MEETING

FUNCTION		TRANSFER OUT	TRANSFER IN
0000	Contingency	\$ (53,433)	
1110	School Committee		\$ 1,410
2220	School Curriculum Leaders/Dept. Heads		\$ 4,000
2250	Building Technology		\$ 700
2305/2310	Teachers	\$ (24,965)	
2320	Medical/Therapeutic	\$ (11,000)	
2325	Substitutes		\$ 7,800
2330	ESPs/Paraprofessionals	\$ (8,210)	
2340	Library/Media Center Directors		\$ 800
2357	Professional Development Stipends	\$ (20,000)	
2410	Textbooks		\$ 2,900
2415	Instructional Materials	\$ (25,000)	
2440	Other Instructional Services	\$ (20,168)	
2720	Testing and Assessments		\$ 308
2800	Psychological Services		\$ 11,370
3200	Medical/Health Services		\$ 1,110
3300	Transportation		\$ 72,000
3520	Extra-Duty/Student Activities		\$ 2,200
3600	Security		\$ 2,600
4110	Custodial Services	\$ (4,000)	
4130	Utility Services		\$ 21,000
4210	Maintenance of Grounds		\$ 1,505
4220	Maintenance of Buildings		\$ 34,700
4230	Maintenance of Equipment		\$ 60
5260	Insurance - Other Non-Employee		\$ 413
9200	Out-of-State Tuition		\$ 1,900
		<u>\$ (166,776)</u>	<u>\$ 166,776</u>
			\$ -

PUBLIC COMMENT AT SCHOOL COMMITTEE MEETINGS

All regular and special meetings of the School Committee and Sub-committees shall be open to the public. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The School Committee desires citizens of the District to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the Committee would like the opportunity to hear the wishes and ideas of the public.

In order that all citizens who wish to be heard before the Committee have a chance and to ensure the ability of the Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. At the start of each regularly scheduled School Committee and Sub-Committee meeting, individuals or group representatives will be invited to address the Committee. The Chair shall determine the length of the public participation segment.
2. Speakers will limit their comments to items on the meeting agenda
3. Speakers will be allowed 3 minutes to present their material. The presiding chairperson may permit extension of this time limit.
4. All remarks will be addressed to chairperson
5. Written comments may be presented to the chairperson before or after the meeting for the chair's review and consideration at the appropriate time.
6. Any citizen who wishes to place an item on a School Committee agenda may make a request in writing to the Superintendent and School Committee Chairperson. Together they will determine whether the item is within the scope of the committee's responsibilities and if so, when to place the item on the agenda.

First Reading: April 4, 2019

Second Reading: April 23, 2019



Superintendent's Report *June 27, 2019*

Summer Schedule ~

Beginning July 1st thru August 16th, there will be *summer office hours* for the District.

- School Offices – Hours are 8:00 am to 2:00 pm – Monday thru Friday
- Central Office – Hours are 8:00 am to 3:00 pm – Monday thru Friday

Regular office hours will resume on August 19, 2019. The first day back for Faculty and Staff is August 26, 2019 with the first day of school for students being Wednesday, August 28, 2019.

Summer Professional Development ~

The Administrative Team had the first of three retreat days this summer this past Tuesday. The main focus of the session was to look at the Strategy for District Improvement and to reaffirm our initiatives and to begin to examine our progress on our action steps to determine where we stand and what our next steps will be. There will be a day in July and a day in August for the team to continue our work and to prepare for the 2019-2020 school year.

The month of July is also when the annual summer conferences take place for Professional Development for Administrators. Our team will participate in the Massachusetts Association of School Superintendent's Conference, the Massachusetts School Administrators Association Conference, and the Massachusetts Special Education Administrators Conference. This information will be incorporated into our Strategic Plan to advance our work towards continuous improvement.

I will be working with the School Committee Chair to put together our annual School Committee Summer Retreat for this year. We will be in touch soon to find potential dates that work for everyone's schedule.

Staffing ~

We are currently in the process of posting and interviewing for the open positions in the District. There have been strong applicant pools to interview from, and we have already hired two new teachers - one for the Biology/Agriculture position and the Grade 6 English position.

The Business Manager position is still open. The candidate we brought forward decided to withdraw as his home District made him an offer that he could not pass up. In conjunction with the posting for the Business Manager position that remains open, we have issued an Invitation for Bid (IFB) for Business Services as Mrs. Regan is retiring as of July 31, 2019. To date we have 9 requests for the bid packet, and we anticipate possibly 3 bids from this field. We may need to convene a meeting of the School Committee following the bid opening to discuss a possible award decision.

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