

**BLACKSTONE-MILLVILLE REGIONAL
DISTRICT SCHOOL COMMITTEE
MINUTES OF MEETING**

July 15, 2008

The Blackstone-Millville Regional District School Committee met in the library/media center of the Frederick W. Hartnett Middle School on Tuesday, July 15, 2008. The following school committee members were in attendance:

Toni M. Harvey, Chairperson
Ann M. Lesperance, Vice Chairperson
Catherine A. Robinson, Assistant Treasurer
Michael J. Buckley, Secretary
Diane C. Robin
Charles K. Singleton

Lynn M. Landry was not present.

Also in attendance were Superintendent Christine D. Tyrie, Ed. D., Assistant Superintendent Kimberly B. Shaver-Hood, UniBank Representative Denise Murphy, Director of Fine Arts Ronald Bibeault, Administrative Consultant Frederick W. Hartnett, District Counsel Harold D. Gould, Jr., and other interested parties.

At 7:00 p.m., a quorum being present, Chairperson Harvey called the meeting to order.

The Pledge of Allegiance to the Flag of the United States followed with a moment of silence for Maura Cignoli, mother-in-law of Anne Cignoli and Mrs. Clifford, mother of Elizabeth Adamz.

Dr. Tyrie presented the Consent Agenda which included minutes of the meeting of June 26, 2008. A motion was made by Mrs. Lesperance and seconded by Mr. Singleton to approve the Consent Agenda as presented. **UNANIMOUS VOTE**

At 7:10 p.m., Chairperson Harvey welcomed Denise Murphy of UniBank. Ms. Murphy reviewed the proposed payment options for the UniPay program. Parents would be able to pay pre-school tuition, lost books and locks, user fees, prom tickets, class dues, yearbook and AP exam fees through our website. Following a discussion, a motion was made by Mrs. Lesperance and seconded by Mr. Buckley to approve the UniPay program. **UNANIMOUS VOTE**

At 7:25 p.m., Chairperson Harvey welcomed Mr. Bibeault to review the schedule for marching band for the 2008/2009 school year. The finals will be held in Allentown, PA on a Sunday night at 7:00. Mr. Porter agreed that it would be best for the students to return on Monday rather than late Sunday evening and stay out of school on Monday. A motion was made by Mr. Buckley and seconded by Mrs. Lesperance to accept the marching band schedule as presented. **UNANIMOUS VOTE**

Mr. Bibeault also stated that he sent a letter out to alumni following the approval by Attorney Gould.

At 7:27 p.m., Chairperson Harvey asked if there were any issues for the public forum. There was no response.

At 7:28 p.m., Dr. Tyrie welcomed Mr. Hartnett to review the end-of-year report. The following motions were made:

Mr. Hartnett stated that the Excess & Deficiency Account's balance, as of July 1, 2007, is \$459,015.

The District has received excess funds from the following revenue accounts:

- Medicaid	\$173,870
- Miscellaneous Revolving	\$ 60,302
- Pre-School	\$ 48,812
- Music User Fees	\$ 10,617
- Athletics User Fees	\$ 18,322
- Summer School	<u>-\$ 3,972</u>
	\$307,951

A motion was made by Mr. Buckley and seconded by Mrs. Lesperance to transfer and close the above accounts to E & D. **UNANIMOUS VOTE**

The following funds were set aside for 2008 budget expenditures not used by the administration because of favorable expenditures being under budget:

- Unused E & D	\$200,000
- Liabilities Offsets	\$175,578
- Unused Encumbrances	\$106,151
- Unused Reserves	<u>\$ 27,578</u>
	\$509,307

A motion was made by Mrs. Lesperance and seconded by Mrs. Robinson to transfer and close the above accounts to E & D. **UNANIMOUS VOTE**

A motion was made by Mr. Singleton and seconded by Mr. Buckley to transfer \$200,000 from E & D to reduce assessments from the towns for FY09. **UNANIMOUS VOTE**

A motion was made by Mrs. Robinson and seconded by Mr. Singleton to transfer the following funds from E & D to meet budget shortfalls:

- New Literacy Program	\$120,418
- French River Membership	\$ 4,000
- New Special Ed Teacher	\$ 48,859
- New Special Ed Teacher	\$ 48,859
- New Grade 5 Teacher	\$ 44,732
- New Grade 5 Teacher	\$ 44,732
- Software	<u>\$ 19,789</u>
	\$331,389

It was recommended that the amount of \$331,389 be transferred from E & D to the expenditure line items in the operating budget as identified above. **UNANIMOUS VOTE**

A motion was made by Mr. Buckley and seconded by Mrs. Lesperance to transfer \$196,116 from E & D to eliminate the cafeteria deficit as of June 30, 2008. **UNANIMOUS VOTE**

A motion was made by Mrs. Lesperance and seconded by Mrs. Robinson to transfer \$65,605 from E & D to pay the medical and dental benefits for those cafeteria workers who are eligible for benefits due to working 20 or more hours per week. **UNANIMOUS VOTE**

The following accounts were reduced prior to the annual town meetings:

- Health insurance offset	\$ 98,400
- Collective bargaining	\$ 75,000
- Professional development	\$ 25,000
- General supplies	\$ 35,000
- Maintenance of buildings	\$ 20,000
- Harper's	\$ 12,500
- Textbooks	\$ 10,000
- Instructional materials	\$ 10,000
- Utilities	\$ 50,000
- Heat	\$ 50,000
- Computer software	\$ 2,961
- Computer ed. contracted	\$ 31,730
- Pump station operator	<u>\$ 10,000</u>
	\$430,591

A motion was made by Mr. Singleton and seconded by Mrs. Robin to transfer the funds from E & D to the accounts listed above. **UNANIMOUS VOTE**

Following the motions above, the revised balance of E & D is \$52,572.

Budgetary obligations for FY08 have been completed. Following a recommendation by Mr. Hartnett, a motion was made by Mrs. Lesperance and seconded by Mr. Singleton to close FY08 with a surplus projection of \$644,001 to E & D. **UNANIMOUS VOTE**

The amount of \$696,573 will be submitted to the Department of Revenue for certification as of July 1, 2008.

Chairperson Harvey indicated she would like to inform the towns that the sewer and asbestos projects are included in the E & D funds.

At this time, Mr. Hartnett reviewed the capital projects (intercom system and doors) for JFK. Mr. Bianchi indicated that he would like to turn the project over to the District. Mr. Hartnett does not have a problem working with this project if that is the wish of the Committee. Attorney Gould said the town will have to upstream the money to the District and the town will have to have a special meeting to do this. Mr. Hartnett suggested getting the bid documents out but having them sent to the Town. Chairperson Harvey stated she believes this project should be kept in the town's hands. The consensus was that Mr. Hartnett would put the ad in the Central Register but everything else will need to be done at the town hall. Mr. Hartnett stated that whatever charges are incurred by Attorney Gould will have to be paid by the Town.

At 8:20 p.m., District Counsel Harold D. Gould, Jr. reviewed the asbestos bids. He placed a request for proposals for the asbestos in the Central Register and The Call. Attorney Gould reviewed the proposals he received. *(See attached)*

A motion was made by Mrs. Lesperance and seconded by Mr. Buckley that the Committee award the Contract for the Project generally identified and designated as "Blackstone-Millville Regional High School Asbestos Project" to Tighe & Bond, Inc. of Westfield, MA for the sum of \$18,900.00. **UNANIMOUS VOTE**

A motion was also made by Mrs. Lesperance and seconded by Mr. Singleton that Toni M. Harvey, Chair of the Committee, be, and is hereby, authorized, empowered and directed to execute and deliver, for and on behalf of the District, an Agreement by and between the District and Tighe & Bond, Inc. for said Project and all other documents, of whatever kind, nature and description, deemed necessary or appropriate by said Chair for, and in connection with, the undertaking and completion of said Project, all of the foregoing documents to be in such form and to contain such terms and conditions as the said Chair shall, by her execution thereof, approve and ratify. **UNANIMOUS VOTE**

Dr. Tyrie will confirm with the custodians if they have been outfitted with their asbestos equipment.

Attorney Gould and Mr. Hartnett reviewed the sewer project. Seven bids were received for the project. Aldore Tetreault & Sons, Inc. of Mendon, MA was the lowest bid at \$494,294.00. Attorney Gould spoke with Jason Tetreault and they reviewed their figures, had a third party look at the figures and they feel they can do this project for said amount. Attorney Gould has done reference checks with no complaints. He cannot find anything to disqualify them.

Attorney Gould stated he received a letter from D'Amico asking the Committee to not award the contract to Aldore Tetreault & Sons, Inc.

A motion was made by Mr. Buckley and seconded by Mr. Singleton that the Committee award the Contract for the Project generally identified and designated as "Blackstone-Millville Regional High School Sewer Extension Project" to Aldore Tetreault & Sons, Inc. of Mendon, MA for the sum of \$494,294.00. The vote was ***five in favor, one abstained (Mrs. Lesperance)***.

A motion was made by Mr. Buckley and seconded by Mrs. Robinson that Toni M. Harvey, Chair of the Committee, be, and is hereby, authorized, empowered and directed to execute and deliver, for and on behalf of the District, an Agreement by and between the District and Aldore Tetreault & Sons, Inc. for said Project and all other documents, of whatever kind, nature and description, deemed necessary or appropriate by said Chair for, and in connection with, the undertaking and completion of said Project, all of the foregoing documents to be in such form and to contain such terms and conditions as the said Chair shall, by her execution thereof, approve and ratify. The vote was ***five in favor, one abstained (Mrs. Lesperance)***.

Attorney Gould stated the Project must begin on Tuesday, July 21st. a pre-construction meeting has been scheduled for Monday at 10:00 a.m.

Attorney Gould informed members that they have to hire a Clerk of the Works. This position will not be full time and the hours will be different every week. The Heritage Design Group from Whitinsville has someone available for this position. They will do their best to stay within the budget of \$12,000. Attorney Gould recommended we engage The Heritage Design Group to provide the services of the Clerk of the Works.

A motion was made by Mrs. Lesperance and seconded by Mr. Singleton that the District enter into an Agreement with Heritage Design Group, LLC of Whitinsville, MA to provide and perform the services of Clerk of the Works for the Project generally identified and designated as "Blackstone-Millville Regional High School Sewer Extension Project" as proposed in its letter dated July 12, 2008 to District Counsel, a copy of which is attached hereto as ANNEX "A". **UNANIMOUS VOTE**

A motion was made by Mrs. Lesperance and seconded by Mr. Singleton that Toni M. Harvey, Chair of the Committee, be, and is hereby, authorized, empowered and directed to execute and deliver, for and on behalf of the District, an Agreement by and between the District and Heritage Design Group, LLC for said services, said Agreement to be in such form and to contain such additional terms and conditions as the said Chair shall, by her execution thereof, approve and ratify. **UNANIMOUS VOTE**

Dr. Tyrie requested a motion for the approval of the warrants. Mr. Buckley suggested they be placed on the Consent Agenda in the future. A motion was made by Mr. Buckley and seconded by Mrs. Robinson to approve the warrants as presented. **UNANIMOUS VOTE**

At approximately 9:10 p.m., Chairperson Harvey asked if there were any issues for the public forum. There was no response.

At 9:10 p.m., Dr. Christine D. Tyrie, Superintendent of Schools, gave her report.

- MIIA Insurance will provide health insurance beginning August 1st.
- Two proposals will be provided by MetLife regarding 403 b. The proposals will be ready by the second meeting in August.
- Dr. Tyrie would like to form a Facilities Committee with members of both the school committee and building staff. She would like to meet monthly during the day because the custodians are available at that time. Mrs. Lesperance and Mrs. Harvey can attend during the day. Mrs. Robinson and Mrs. Robin would like to know the dates and if they are available they will attend also.
- There is information in the Reading folder on the special education director that has been appointed.
- The Department of Environmental Protection was at the Millville Elementary School this morning and they feel the problem is a valve that was clogged and the chemicals were not being processed properly and they are confident that the problem is solved. Mr. Buckley stated there is supposed to be \$4,000 worth of work done on the tank.

At 9:58 p.m., Assistant Superintendent of Schools, Kimberly B. Shaver-Hood, gave her report.

- Ms. Shaver-Hood reviewed the office restructuring that she and Dr. Tyrie are working on. They have been meeting with office personnel and they want it to work more efficiently.

They would like to create a specific position for Human Resources. Ms. Shaver-Hood explained that the District owns Human Resources through BudgetSense but it is not being used. This person would meet with new staff. Ms. Shaver-Hood said they would like to pull back some work from the principal's offices. They would like to have payroll on BudgetSense in August. Their goal is to have the Central Office move smoothly but more productive.

Old Business

- A motion was made by Mrs. Lesperance and seconded by Mr. Singleton to approve the high school handbook following the changes that were submitted by Mr. Porter. The school improvement plan will be reviewed at the next meeting. **UNANIMOUS VOTE**

At 10:08 p.m., Chairperson Harvey asked if there were any issues for the Committee Forum.

Mrs. Robin asked about middle school survey of school uniforms. Ms. Shaver-hood stated it was put it on hold for the new principal.

Chairperson Harvey informed members that the Millville Board of Selectmen invited the school committee members from Millville to discuss and appoint someone to the position from which Mr. Conlon resigned. The meeting will be held on Monday, July 21, 2008 at 7:00 p.m.

Chairperson Harvey made a motion, seconded by Mrs. Lesperance to appoint Dr. Tyrie as the asbestos liaison. **UNANIMOUS VOTE**

Chairperson Harvey distributed the attendance report 2007/2008 school year. She explained to members that they have to attend meetings to receive their stipends. Attendance reports will be distributed quarterly.

At 10:23 p.m., a motion was made by Mr. Buckley and seconded by Mrs. Robin that the Regional District School Committee **adjourn the meeting.** **UNANIMOUS VOTE**

Respectfully submitted,

Patricia A. Robinson
Recording Secretary

ATTEST: _____
Michael J. Buckley, District Secretary