



BLACKSTONE-MILLVILLE REGIONAL DISTRICT SCHOOL COMMITTEE

Frederick W. Hartnett Middle School - Media Center
April 10, 2019
6:00PM

- I. Opening of Meeting**
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Introduction of Members

- II. Reorganization**
 - a. Election of Officers, M.G.L. c. 30A, Section 22(b)

- III. Report of Student Representative**

- IV. Public Forum**

- V. Consent Agenda A**
 - a. Warrants
 - b. Minutes of Meeting
 - i. March 13, 2019

- VI. School Committee**
 - a. Vote to Approve Early Retirement Incentive

- VII. Report of the Superintendent**
 - a. Review and Approve Senior Class Trip
 - b. Review and Approve Boiler Replacement at Millville Elementary
 - c. Discussion of 2019-2020 School Calendar
 - d. Review and Approve Choice Decision for 2019-2020
 - e. Science Curriculum Update
 - f. Human Resource Specialist Update
 - g. Elementary Principal Update
 - h. Director of Learner Support Services Update
 - i. John Hopkins Update
 - j. Finalize Summit Model
 - k. Career Pathways Development
 - l. Review and Approve the Position of Planning, Teaching and Learning Coach
 - m. Review and Approve School Year 18-19 School Date

VIII. Business Office Report

- a. Salary Spend Down
- b. Cost Center Review
- c. Revenue Report
- d. Personnel Update

IX. Facility Report

- a. Facility Report
 - i. AFM/JFK Roof Update
- b. Millville Elementary Update

X. School Committee Forum

- a. Mrs. Jane Reggio
- b. Mrs. Erin P. Vinacco
- c. Ms. Tara Larkin
- d. Mrs. Caryn Vernon
- e. Mr. Jack R. Keefe
- f. Mrs. Tammy Lemieux
- g. Ms. Sarah Williams
- h. Mrs. Wendy Greenstein

XI. Upcoming Meetings

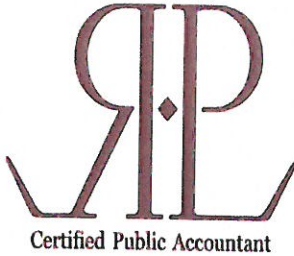
- a. School Committee Workshop – April 24, 2019
- b. School Committee Meeting – May 8, 2019

XII. Executive Session

- a. Executive session will be held for the purpose of: M.G.L. chapter 30A, section 21(a) (3) to conduct strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares; and not to return to open session (Educator Association).

XIII. Adjournment

The items listed on this agenda are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.



Ronald Pierre-Louis, CPA

Certified Public Accountant and Business Advisor

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April 10, 2019

Blackstone-Millville Regional School District
175 Lincoln Street
Blackstone, MA 01504

I appreciate the opportunity of providing accounting services as the Assistant Treasurer for the Blackstone-Millville Regional School District (the District). To ensure a complete understanding between us, this letter will describe the scope and limitations of the services Ronald Pierre-Louis, CPA, will provide for the District.

This engagement is designed to perform the following services in the capacity of Assistant Treasurer/CPA:

Monthly Services:

- Prepare all bank reconciliation by matching the balances in the District's accounting records for each cash account to the corresponding information on a bank statement, ascertain the differences between the two. The bank and book amounts will be agreed to the bank statement and general ledger, respectively. Deposits in transit will be traced to the subsequent bank information. Outstanding checks greater than 60 days will be reviewed for reasonableness. All checks, noted on the bank statement, will be examined to determine proper authorizing signature(s) and agreed to the general ledger noting payee name, amount and date. Electronic debits will be reviewed and agreed to supporting documentation;
- Provide ongoing consultation to the business office.

Quarterly Services:

- Prepare bank reconciliation and chargeback reports for the school committee meetings; attend meetings as deemed necessary by management or governance.

Yearly Services:

- Provide support for the annual external audit;
- Provide support during the DOR closeout/submission process
- Aide in the preparation/draft the of the End-Of-the-Year and Excess & Deficiency reporting

The District will be responsible for the safeguarding of assets, the proper recording of transactions in the books of account, the substantial accuracy of the financial records, and the full and accurate disclosure of all relevant facts affecting the above services. The District will be responsible for assuming all management responsibilities and overseeing any services I provide by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience. In addition, the District will be responsible for evaluating the adequacy and results of the

services performed and accepting responsibility for the results of such services.

I will make no audit or other verification of the data the District submits. I may provide reports that contain portions of financial information; these reports are for internal management use only. I will not perform any compilation, review or audit of any of the financial information. I do not at any time provide legal services of any type. While the District agrees that I have no responsibility to do so, should I discover or suspect errors, misrepresentations, fraud, illegal acts, or theft, I will bring my discoveries or suspicions to the attention of the management and/or school committee (governance) of the District.

To complete my service, I will need to obtain information on a timely basis from the District. These items include all the input such as trial balances, check registers, bank statements, general ledger, and cash receipts, cash disbursements, and any other information that I may require to complete the work of this engagement.

These items and any other items that I obtain from the District will be based on information provided by the District and will be used without any further verification or investigation on our part.

The District may request that I perform additional services at a future date not contemplated by this engagement letter. If this occurs, I will communicate with the District regarding the scope and estimated cost of these additional services. Engagements for additional services will necessitate that I issue a separate engagement letter to reflect the obligations of both parties.

All confidential information that is communicated to us by the District in connection with performing the above-mentioned accounting services shall be held by Ronald Pierre-Louis, CPA, in full trust for the District's benefit. I will not communicate or permit anyone else to communicate any of the District's information that is acquired while performing the accounting/Assistant Treasurer services during or after the fulfilling of this contract.

I estimate that my fees for these services will range from \$1,500 - \$2,000 for monthly services; \$500 - \$600 for quarterly services; and \$4,000 - \$6,000 for yearly services, at a rate of \$150/hr. The School will also be billed for travel and other out-of-pocket, if necessary, costs such as report production, word processing, postage, etc. As this is an annualized agreement, I estimate that the total sum of these fees shall not exceed \$25,000 for the FY'20 school year (July 1, 2019 - June 30, 2020). This fee estimate is based on anticipated cooperation from the School's personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, I will discuss it with the District and arrive at a new fee estimate before I incur the additional costs.

Should the District engage my services prior to the beginning of the FY'20 school year, my services will be invoiced according to the above mentioned schedule. My invoices for these fees will be rendered once a month and are payable on presentation. In accordance with my policies, work may be suspended if the account becomes overdue and will not be resumed until the account is paid in full. If I elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination. The School will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Blackstone-Millville Regional School District
April 10, 2019
Page 2

I am pleased to have the District as a client and hope this will begin a long and pleasant association. Please date and sign a copy of this letter and return it to me to acknowledge the District's agreement with the terms of this engagement.

Very truly yours,

Ronald Pierre-Louis, CPA

Acknowledged:

This letter correctly sets forth the understanding of Blackstone-Millville Regional School District.

Signature:

Date:

Signature:

Date:

**BLACKSTONE-MILLVILLE
REGIONAL SCHOOL DISTRICT**

MEMO

TO: Blackstone-Millville Regional School Committee
RE: School Committee, Consent Agenda A
DATE: April 10, 2019

1. Warrants

a. Payroll

- i. Move to approve payroll voucher numbers: as submitted by the Superintendent of Schools

b. Payables

- i. Move to approve the payable voucher number: General and Cafeteria as submitted by the Superintendent of Schools

2. Minutes

- i. Move to approve the School Committee Minutes of
 - 1. March 13, 2019

School Committee Motion of Early Retirement Incentive for Unit A Members

MOTION:

That the committee hereby approves the early retirement incentive to Unit A members if they retire effective June 30, 2019.

1. The District will pay \$7,500 to employees who submit their intention to retire by April 30, 2019.
2. The \$7,500 will be taxed and is not pensionable and will be paid by July 31, 2019
3. Members would not be eligible for the sick leave incentive.
4. Members who declared future retirement are eligible.
5. Employees must be eligible to retire from MTRS

- B. Nothing contained in this Contract shall prevent a teacher and the appointing authority from terminating an individual contract by mutual agreement.

ARTICLE XIV

UNAUTHORIZED ABSENCES

- A. Unless specifically authorized or provided for by this Agreement, the absence of a teacher on a day when teacher attendance is required will be considered and treated as an unauthorized absence.
- B. For each day of unauthorized absence, there shall be deducted from a teacher's salary a sum equal to 1/184th of the teacher's annual salary.

ARTICLE XV

SICK LEAVE

- A. Employees covered by this Contract shall be granted sick leave for personal illness or other emergency at the rate of fourteen (14) working days per year (which for employees in their first year of service shall be earned concurrently with and proportionately during the school year), one of which shall be credited as of the first day of the school year (and for employees in their first year of service when so earned as herein set forth) to the sick leave bank set forth in Article XVI. (In the event that an employee in his/her first year of service should use more sick leave days than he/she has then earned and such additional days are deducted from his/her salary, such additional days shall be charged against any sick leave days which such employee thereafter earns during said school year and does not otherwise use, and such employee shall be reimbursed at the end of such school year for any such additional days which he/she has been able to restore to his/her credit as a result of said charge-back.)
- B. Any earned sick leave, exclusive of the day credited to the sick leave bank as provided in Paragraph A above, not used may be accumulated to a maximum of two hundred (200) days.
- C. An employee is entitled to use two (2) sick days per year divided into four (4) quarters for medical and dental appointments or illness of the employee or a family member/life partner.
- D. Employees absent due to personal illness for four (4) or more consecutive school days shall present a medical certificate to the Principal before returning to duty.
- E. Upon retirement from teaching in the Blackstone-Millville Regional School District and the Commonwealth of Massachusetts, all bargaining unit members will be entitled to be compensated for all accumulated unused sick days (over a minimum of one hundred (100) days to a maximum of one hundred and sixty (160) days) at the rate of eighty dollars (\$80.00) per day up to a maximum total amount of \$4,800.00.

Notwithstanding the above, no bargaining unit member shall be able to exceed the total for each year indicated above through a combination of this provision and the terminal compensation provided as a result of K-12 regionalization (refer to historical document, terminal compensation clause).

However, if compensation is given for unused personal days, an individual will receive compensation at the rate indicated above for accumulated unused personal days. This may mean

an individual may receive compensation for days beyond the maximum allowed (60 days) and therefore be entitled to monetary compensation that exceeds the maximum limits indicated above.

An employee must notify the School Committee by January 1 of the year prior to his/her retirement to be eligible for this provision.

In cases of unforeseen circumstances (health, family matters, etc.), the above requirement will be waived and notice shall be given as soon as possible.

- F. If an employee notifies the School Committee no more than three (3) school years prior to retirement on or before September 10th, he or she will become eligible for a sick leave incentive. After notifying the School Committee of intent to retire, an employee who uses no more than five (5) sick days in a given school year shall earn \$1,500 per qualifying school year. This benefit is available only for the three (3) school year period of notice of retirement.

If said employee rescinds his or her notice of retirement, he or she shall not be entitled to the incentive pay, and agrees to repay the District all incentives paid to date. The employee will receive the incentive pay in his or her final paycheck of the three (3) school years prior to retirement. The District reserves the right to adjust an employees pay, if the three (3) school years notice is rescinded.

If an employee declares 3 years in advance and an early retirement incentive is offered in year one or two the employee can select that incentive as follows:

- 1st year – Have not received any incentive may elect full early retirement incentive
- 2nd year – May elect full amount of early retirement incentive minus the \$1,500 already received in year one of declaration for retirement
- 3rd year – Not eligible for any early retirement incentive must stay in original plan for retirement.

ARTICLE XVI

SICK LEAVE BANK

- A. A sick leave bank is hereby established for the benefit of employees covered by this Agreement who have exhausted their annual and accumulated sick leave and who require additional sick leave days to recover from illness.
- B. The sick leave bank shall be administered by a joint committee consisting of the Superintendent of Schools who shall serve as its chairman, two (2) members of the Committee and two (2) members appointed by the Association. In addition, the President of the Association shall serve as an ex-officio non-voting member of this committee. Said committee shall meet at such times and places as the members thereof shall mutually agree upon. Said committee shall adopt such rules and regulations, not inconsistent with the provisions of this Article, as it deems desirable and appropriate for the governance and administration of the sick leave bank. The decisions of said committee on any matter pertaining to the sick leave bank may be the subject of a grievance under the terms of this Agreement but only, through and including, and not beyond, Level Three of the Grievance Procedure (Article III) with the decision of the Committee being final and binding upon the aggrieved employee.
- C. The employees covered by this Agreement shall contribute sick leave days to the sick leave bank as provided in Paragraph A of Article XV. No sick leave days shall be contributed by the Committee to the sick leave bank. The sick leave bank committee shall not allocate sick leave days to

FY18 Retirements		Early Retirement Incentive	Buy Back Incentive	Sick Leave Incentive	Total
Name					
Teacher #1	\$	7,500.00	\$ 8,040.00	\$ -	\$ 15,540.00
Teacher #2	\$	4,500.00	\$ 7,120.00	\$ -	\$ 11,620.00
Teacher #3	\$	7,500.00	\$ 3,880.00	\$ -	\$ 11,380.00
Teacher #4	\$	-	\$ 5,120.00	\$ 1,500.00	\$ 6,620.00
Teacher #5	\$	-	\$ 7,200.00	\$ 1,500.00	\$ 8,700.00
Total					\$ 53,860.00
Teacher #2		Owed District 2 years of	Sick Leave Incentive	\$3,000	

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FY19 Retirement/Sick Leave Incentive		Unit	Retiring FY19	Sick Leave Incentive	Buy Back Days	Buy Back Days	Buy Back Days
Teacher #1	Unit A	No	\$ 1,500.00	\$ -			
Teacher #2	Unit A	No	\$ 1,500.00	\$ -			
Admin. #1	Contract	Yes	\$ -	\$ 14,271.90			
Admin. #2	Contract	Yes*	\$ -	\$ 1,684.00			
Teacher #3	Unit A	No	\$ 1,500.00	\$ -			
Teacher #4	Unit A	No	\$ 1,500.00	\$ -			
Teacher #5	Unit A	Yes	\$ 1,500.00	\$ 5,560.00			
Support Staff #1	Unit C	Yes	\$ -	\$ 3,746.60			
Support Staff #2	Unit C	Yes	\$ -	\$ 3,500.00			
Support Staff #3	Unit C	Yes	\$ -	\$ 862.50			
Totals			\$ 7,500.00	\$ 29,625.00			
Grand Total Payout							\$ 37,125.00

* Retired FY18 Paid in FY19

To: Dr. Jason DeFalco, Superintendent of Schools

From: Tracey Ducharme & Sue Desilets, Class of 2019 Co-Advisors

Date: March 26, 2019

RE: Senior Class Trip Proposal

When: June 3, 2019

Where: Martha's Vineyard via Seastreak Ferry (departing from New Bedford, Ma)

Transportation: Foxy Travel, Northbridge, MA

Cost: The entire trip will be funded by the Class of 2019.

- 2 coach buses provided by Foxy Travel approximately \$ 2,000.00.
- Seastreak Ferry \$20.00 per student, \$ 40.00 per adult.
 - 105 students @ \$20.00=2,100.00
 - 8 chaperones (2 special ed paras) @ 40.00=\$320.00
- Cost of lunch 25.00 per person @113 people.=2,825.00
- Total cost: Approximately 7,245.00

Itinerary:

- Leave BMR at 7 am on Monday, June 3, 2019
- Arrive at Seastreak approx 8:30 am (49 State Pier, New Bedford Ma)
- Depart on the ferry at 9:00 am from New Bedford and arrive Martha's Vineyard (Oak Bluffs) approximately 9:45 am
- Explore the island for the day
- Eat lunch
- Depart Martha's Vineyard (Oak Bluffs) @5:00 pm and arrive in New Bedford at approx 5:45 pm.
- The bus ride back to BMR arrive at approximately 7:00 pm

Updated

To: Dr. Jason DeFalco, Superintendent of Schools

From: Tracey Ducharme & Sue Desilets, Class of 2019 Co-Advisors

Date: March 26, 2019

RE: Senior Class Trip Proposal

When: June 3, 2019

Where: Martha's Vineyard via Seastreak Ferry (departing from New Bedford, Ma)

Transportation: Foxy Travel, Northbridge, MA

Cost: The entire trip will be funded by the Class of 2019.

- 2 coach buses provided by Foxy Travel approximately \$ 2,000.00.
- Seastreak Ferry \$20.00 per student, \$ 40.00 per adult.
 - 105 students @ \$20.00=2,100.00
 - 9 chaperones @ 40.00=\$360.00
 - Keith Ducharme, Asst. Principal will attend as a chaperone and manage any disciplinary issues.
 - Karen Young, School Nurse will attend and take care of dispensing any medications.
- Cost of lunch 25.00 per person @114 people.=2,850.00
- Total cost: Approximately 7,310.00

Itinerary:

- Leave BMR at 7 am on Monday, June 3, 2019
- Arrive at Seastreak approx 8:30 am (49 State Pier, New Bedford Ma)
- Depart on the ferry at 9:00 am from New Bedford and arrive Martha's Vineyard (Oak Bluffs) approximately 9:45 am
- Explore the island for the day
- Eat lunch
- Depart Martha's Vineyard (Oak Bluffs) @5:00 pm and arrive in New Bedford at approx 5:45 pm.
- The bus ride back to BMR arrive at approximately 7:00 pm

Communication:

- All students will use the Remind App as a way of contacting the chaperones in case of an emergency or questions.

Behavior Expectations:

- All school rules will apply. Disciplinary action will be taken for any student who violates any school rule.



BLACKSTONE - MILLVILLE REGIONAL SCHOOL DISTRICT

175 Lincoln Street, Blackstone, Massachusetts 01504

Telephone (508)883-4400 Fax (508)883-9892


www.bmrtd.net

Follow us on Twitter: @BMRStrong

Jason DeFalco, EdD.
Superintendent

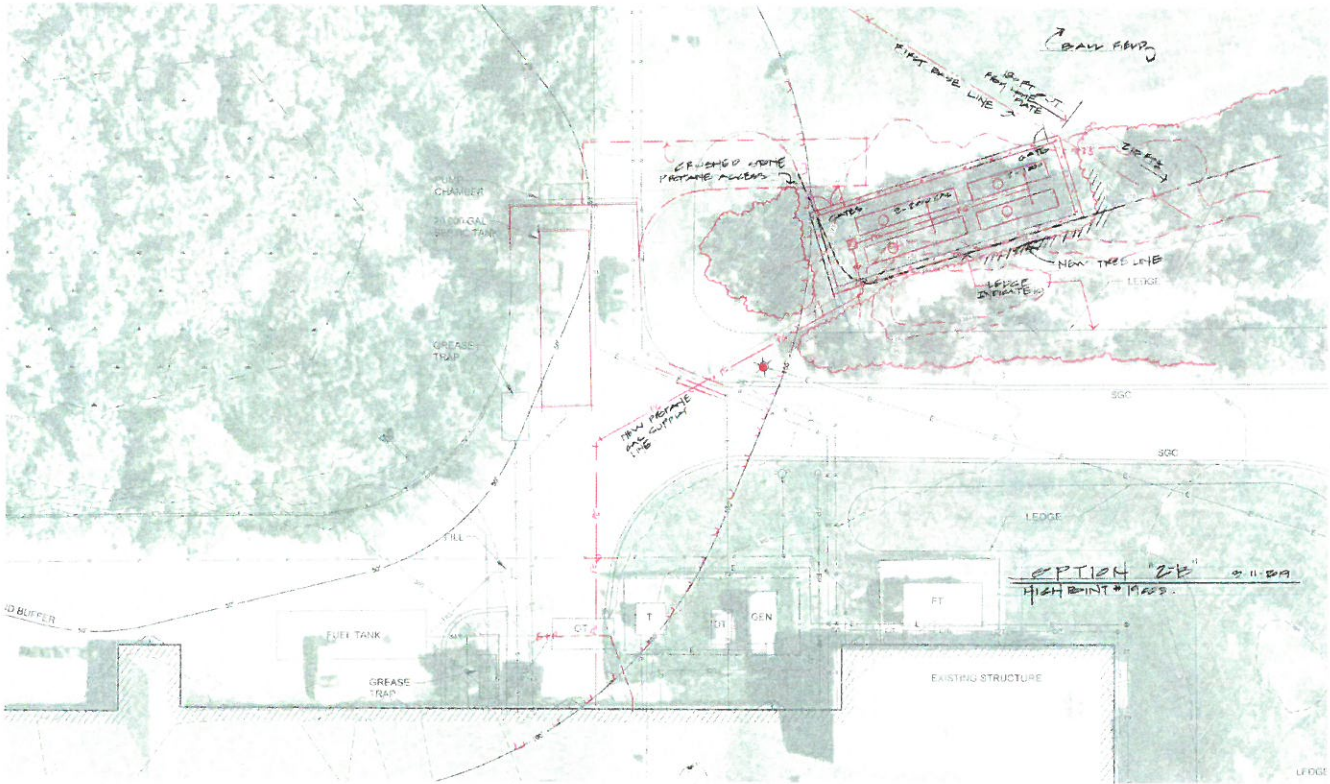
Matthew Ehrenworth
Assistant Superintendent

Jill Pilla-Gallerani
Interim Special Education Director

TO: Blackstone-Millville Regional School Committee
FROM: Dr. Jason DeFalco, Superintendent 
DATE: April 4, 2019
RE: Millville Elementary School Boiler Placement

Attached please find seven (7) documents that outline the possible placement for the new boiler at MES. Our architect will be present during the April 10th School Committee meeting to discuss each option and next steps.

Community, Achievement, Respect & Civility
"A District of One - 2,000 Strong!"



NO.	DESCRIPTION
1	EXISTING
2	NEW
3	PROPOSED
4	REMOVE
5	AS-BUILT
6	ADJUSTED
7	ADJUSTED
8	ADJUSTED
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43	ADJUSTED
44	ADJUSTED
45	ADJUSTED
46	ADJUSTED
47	ADJUSTED
48	ADJUSTED
49	ADJUSTED
50	ADJUSTED

- NOTES
1. AERIAL IMAGERY OBTAINED FROM NEMAHA 2018.
 2. BASE PLAN COMPILED FROM AEP'S ASSOCIATE'S PLANS OF RECORD TITLED "MILLVILLE ELEMENTARY SCHOOL, MILLVILLE, MA" DATED 08-29-1990 AND 08-20-2000.
 3. TOPOGRAPHIC INFORMATION (ELEVATION DATA - LIGHT CELL SHADING AND MARKING) FROM NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (NOAA).
 4. WETLANDS AND AERIAL PHOTO LOCATION AND FROM MATSOS.
 5. LOT LINES AS REFERENCED ARE FROM ON-LINE RESOURCE (MATOS).
 6. THE SITE LOCUS IS NOT LOCATED IN A FLOOD ZONE.



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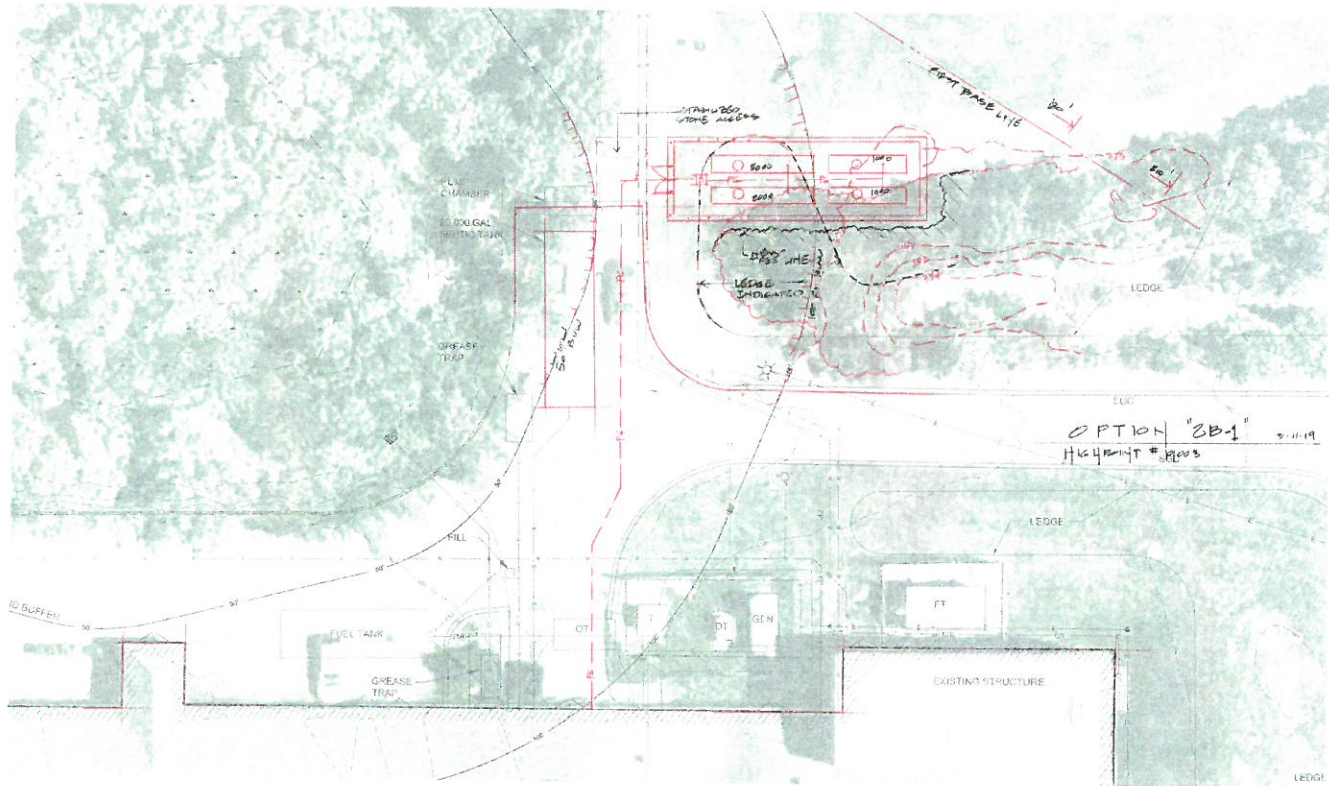
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- PERMIT ENGINEERING
- CIVIL ENGINEERING
- CONSULTING

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SITE PLAN (LOCATION 1)
BOILER REPLACEMENT PROJECT
MILLVILLE ELEMENTARY SCHOOL, MILLVILLE MA





- NOTE**
1. AERIAL IMAGERY OBTAINED FROM REARMAP DATA
 2. BASE PLAN COMPILED FROM REYES ASSOCIATES PLANS OF RECORD FILED IN MILLVILLE ELEMENTARY SCHOOL, MILLVILLE, MA DATED 08-24-1995 AND MASSDOT
 3. TOPOGRAPHIC INFORMATION (LOAN DATA - EIGHT DEGREE AND RANGES) FROM MASSDOT, DISTRICT AND AERIAL PHOTOGRAPHIC ADJUSTED TO 1985
 4. WETLANDS AND WETLAND BUFFER ZONE FROM MASSDOT
 5. LOT LINES AS REFERENCED ARE FROM ORLINE SOURCE (MASSDOT)
 6. THE SITE LOCUS IS NOT LOCATED IN A FLOOD ZONE

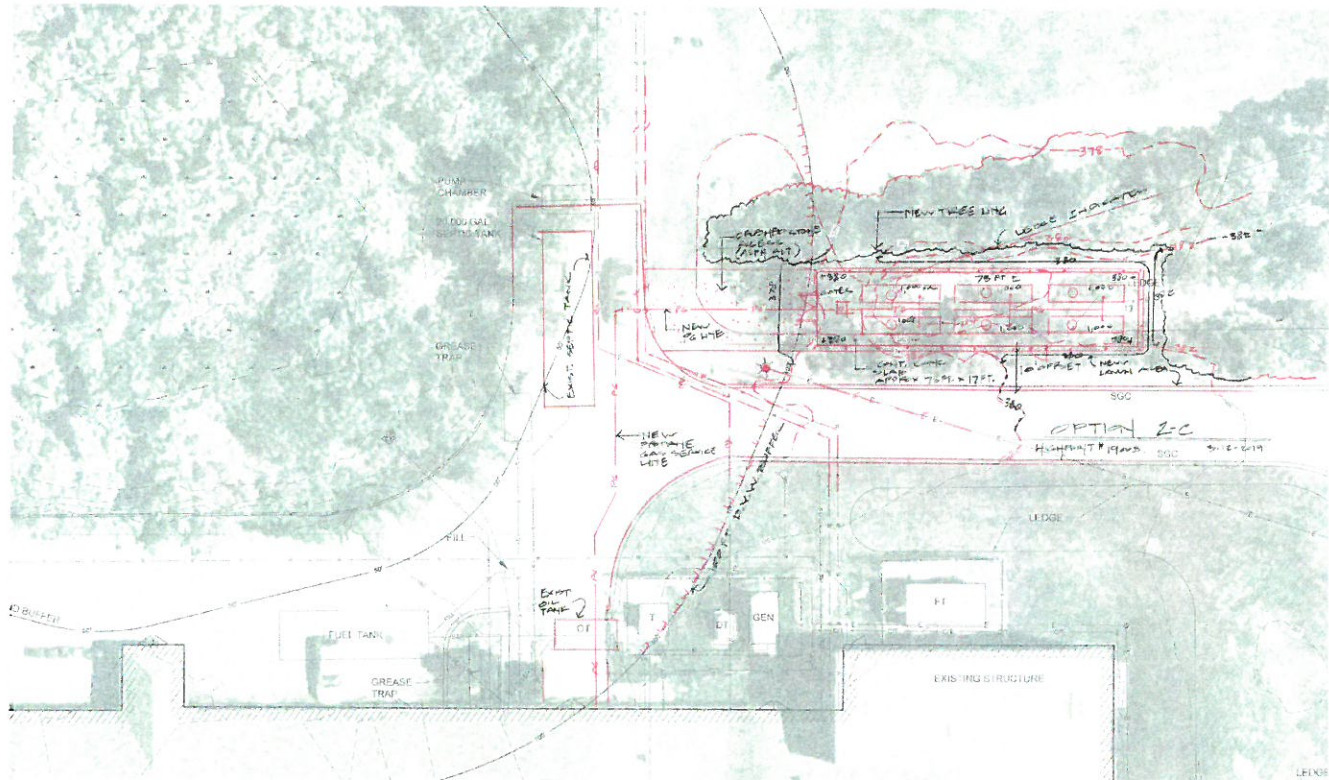


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SITE PLAN (LOCATION 1)
BOILER REPLACEMENT PROJECT
MILLVILLE ELEMENTARY SCHOOL, MILLVILLE MA

NV5
 REGIONAL ENGINEERING



LINE	DESCRIPTION
1	CALL FILE FROM BUREAU
2	FIELD SURVEY
3	EXISTING UTILITIES
4	PROPOSED UTILITIES
5	PROPOSED FOUNDATION
6	PROPOSED FLOOR
7	PROPOSED ROOF
8	PROPOSED EXTERIOR WALL
9	PROPOSED INTERIOR WALL
10	PROPOSED EXTERIOR WINDOW
11	PROPOSED EXTERIOR DOOR
12	PROPOSED EXTERIOR SIGN
13	PROPOSED EXTERIOR LIGHT
14	PROPOSED EXTERIOR PLANTING
15	PROPOSED EXTERIOR FENCE
16	PROPOSED EXTERIOR DRIVE
17	PROPOSED EXTERIOR PAVEMENT
18	PROPOSED EXTERIOR CURB
19	PROPOSED EXTERIOR SLOPE
20	PROPOSED EXTERIOR ELEVATION
21	PROPOSED EXTERIOR FINISH
22	PROPOSED EXTERIOR MATERIAL
23	PROPOSED EXTERIOR COLOR
24	PROPOSED EXTERIOR TEXTURE
25	PROPOSED EXTERIOR DETAIL

- NOTE**
1. AERIAL IMAGERY OBTAINED FROM NEARMAP, 2018
 2. BASE PLAN CORRELATED FROM KEY PLAN ASSOCIATED PLANS OF RECORD FILED IN MILLVILLE ELEMENTARY SCHOOL, MILLVILLE, MA DATED 08-29-1990 AND 04-25-2012
 3. TOPOGRAPHIC INFORMATION (CLEAR DATA - LIGHT DETECTION AND RANGING) FROM NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (NOAA)
 4. MILLVILLES AND VERNAL POOL LOCATION ARE FROM MASSGIS
 5. LOT LINES AS REFERENCED ARE FROM ON-LINE RECORDS (MASSGIS)
 6. THE SITE LOCUS IS NOT LOCATED IN A LEGAL ZONE



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SITE PLAN (LOCATION 1)

BOILER REPLACEMENT PROJECT

MILLVILLE ELEMENTARY SCHOOL, MILLVILLE MA



BLACKSTONE-MILLVILLE REGIONAL SCHOOL DISTRICT 2019-2020 CALENDAR

AUGUST 2019						
S	M	T	W	T	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

2

SEPTEMBER 2019						
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22	23	24	25	26	27	28
29	30					

20

OCTOBER 2019						
S	M	T	W	T	F	S
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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

NOVEMBER 2019						
S	M	T	W	T	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

18

DECEMBER 2019						
S	M	T	W	T	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

JANUARY 2020						
S	M	T	W	T	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	

20

August / September 2019

August 27 - Orientation Day for Staff
August 28 - School Opens/All Students Report
August 30 - Labor Day Recess - No School

September 2019

September 2 - Labor Day - No School

October 2019

October 11 - Professional Day - No School
October 14 - Columbus Day - No School

November 2019

November 11 - Veterans Day Observed - No School
November 27 - Half Day
November 28 - 29 - Thanksgiving Recess - No School

December 2019

December 20 - Half Day
December 23 - 27, 30 - 31 - Holiday Recess - No School

January 2020

January 1 - New Year's Day - No School
January 2 - School Opens - All Students/Staff Return
January 17 - Professional Development Day - No School
January 20 - Martin Luther King Jr. Day - No School

February 2020

February 17-21 - Winter Recess - No School

April 2020

April 10 - Good Friday - No School
April 20 - 24 Spring Recess - No School

May 2020

May 22 - Professional Day - No School
May 25 - Memorial Day - No School

June 2020

June 5 - Graduation Class of 2020
June 16 - Last Day - Half Day
June 17 - 19, 22 - 23 - Make-up Emergency Days if Needed

JFK Elementary - 508-876-0118
AFM Elementary - 508-876-0119
Millville Elementary - 508-876-0177
FWH Middle School - 508-876-0190
BMR High School - 508-876-0117
Superintendent's Office - 508-876-0137

FEBRUARY 2020						
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MARCH 2020						
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APRIL 2020						
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MAY 2020						
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JUNE 2020						
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JULY 2020						
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Job Title: Planning, Teaching and Learning Coach (PTL)

School: Blackstone Millville Regional School District

Application Due Date:

Work Year: 10 Months

Salary: Unit A

Reports to: Principal

Description:

Using a student focused coaching model, the PTL will work with teachers to support student learning and accelerate student achievement. A tiered system of support will be used by the PTL to provide job embedded coaching support through professional development, facilitation of collaborative meetings, and targeted coaching for both small groups and individuals. A strong partnership between the principal, Instructional Leadership Team, and the coach will ensure that all coaching support is based on the school's improvement plan, professional practice goals, and student achievement.

Qualifications:

- Master's degree preferred from an accredited college/university.
- Current Massachusetts State Teaching License.
- Minimum of five years of successful teaching experience.
- Experience engaging adults as learners strongly preferred.
- Deep knowledge and skills in research-based instructional practices.
- Emotional intelligence and skill in respectfully partnering with and supporting colleagues with a focus on student achievement.
- Commitment to the growth mindset and cultural proficiency.

Essential Functions:

- Support the philosophy and vision of BMRSD as outlined in the District's Improvement Strategy.
- Facilitate the intellectual, professional and skill development of all teachers to improve classroom practice.
- Create and sustain positive, encouraging relationships with teachers and administrators that are mutually accountable to meet the needs of all students.
- Communicate and demonstrate researched-based instructional practices that result in increased student performance.
- Communicate effectively with all members of the school district and community.
- Promote a collaborative, professional school culture characterized by ongoing reflection on educator's practice in the service of student achievement.
- Work closely with the principal to support teacher development linked with district, school, and educator goals and plans.

General Responsibilities:

- Demonstrate knowledge of researched-based instructional practices that engage all students and accelerate student growth.
- Provide organized, individual and/or group learning opportunities for teachers.
- Demonstrate knowledge in analyzing and using a variety of assessment tools.
- Demonstrate a thorough knowledge of standards based instruction.
- Assist teachers with designing instructional decisions based on student data.
- Provide support for classroom motivation and management strategies.
- Assist teachers in creating materials that are in alignment with curriculum.
- Monitor intervention programs by observing and meeting with teachers.
- Provide teachers technology resources related to instruction and curriculum.
- Provide assistance in researching instructional and/or curriculum issues.
- Model lessons.
- Provide encouragement and support to teachers.
- Encourage ongoing professional growth for all teachers.
- Work positively toward meeting identified district and building improvement goals.
- Assist with the development of district curriculum, instruction and assessments.
- Be an active member of the school's Instructional Leadership Team.
- Engage in professional development and willingly receive coaching to further enhance the skills needed to be a high qualified coach.
- Ensure high-quality instruction in classrooms through modeling, co-planning, co-teaching and providing feedback to teachers.

This is a Unit A position.

**BLACKSTONE-MILLVILLE REGIONAL SCHOOL DISTRICT
2018-2019 CALENDAR**

AUGUST 2018						
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OCTOBER 2018						
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NOVEMBER 2018						
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DECEMBER 2018						
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August / September 2018

August 28 - Orientation Day for Staff
 August 29 - School Opens/All Students Report
 August 31 - Labor Day Recess - No School

September 2018

September 3 - Labor Day - No School

October 2018

October 5 - Professional Day - No School
 October 8 - Columbus Day - No School

November 2018

November 12 - Veterans Day Observed - No School
 November 21 - Half Day
 November 22 - 23 - Thanksgiving Recess - No School

December 2018

December 21 - Half Day
 December 24 - 28, 31 - Holiday Recess - No School

January 2019

January 1 - New Year's Day - No School
 January 2 - School Opens - All Students/Staff Return
 January 18 - Professional Development Day - No School
 January 21 - Martin Luther King Jr. Day - No School

February 2019

February 18-22 - Winter Recess - No School

April 2019

April 15 - 19 Spring Recess - No School

May 2019

May 24 - Professional Day - No School
 May 27 - Memorial Day - No School

June 2019

June 7 - Graduation Class of 2019
 June 17 - Last Day - Half Day
 June 17 - 21 - Make-up Emergency Days if Needed

Make-up Day 3/3/19

JFK Elementary - 508-876-0118
 AFM Elementary - 508-876-0119
 Millville Elementary - 508-876-0177
 FWH Middle School - 508-876-0190
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FEBRUARY 2019

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MARCH 2019

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APRIL 2019

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MAY 2019

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JUNE 2019

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JULY 2019

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Salary Spend Down 4/01/19

Salary Expenditures by Classification	FY'19 Budget	Spent to Date	Encumbered	Balance	% Budget Spent (Act.)
Administrative	\$1,076,338.00	\$811,129.49	\$289,574.11	(\$24,365.60)	75.36%
Technology	\$208,617.00	\$154,460.42	\$47,978.58	\$6,178.00	74.04%
Clerical	\$609,518.24	\$456,074.23	\$137,145.46	\$16,298.55	74.83%
Custodial	\$572,161.46	\$461,817.05	\$129,915.00	(\$19,570.59)	80.71%
Custodial Overtime (Inc. Snow)	\$24,000.00	\$44,981.32	\$0.00	(\$20,981.32)	187.42%
Bus/Bus Monitors	\$77,031.02	\$29,005.00	\$8,900.00	\$39,126.02	37.65%
Teachers (General Ed)	\$6,903,633.36	\$4,313,491.47	\$2,569,970.21	\$20,171.68	62.48%
Teachers (Special Ed)	\$1,755,696.76	\$1,109,079.58	\$665,074.67	(\$18,457.49)	63.17%
Teacher Aides	\$938,226.35	\$650,300.00	\$233,865.12	\$54,061.23	69.31%
Substitutes	\$201,908.00	\$122,375.64	\$29,861.80	\$49,670.56	60.61%
Librarians	\$52,657.58	\$39,660.64	\$14,728.91	(\$1,731.97)	75.32%
Nurses	\$298,084.87	\$183,997.85	\$114,648.38	(\$561.36)	61.73%
School Psychologists	\$173,339.84	\$104,368.00	\$65,230.00	\$3,741.84	60.21%
School Counselors	\$521,189.37	\$317,639.65	\$182,906.34	\$20,643.38	60.95%
Speech Therapists	\$496,892.22	\$327,241.56	\$174,336.05	(\$4,685.39)	65.86%
Stipends/Dept. Heads	\$74,863.00	\$41,413.08	\$41,923.92	(\$8,474.00)	55.32%
Athletic Coaches	\$117,868.00	\$72,709.52	\$27,938.00	\$17,220.48	61.69%
Music Directors	\$52,071.01	\$31,107.80	\$16,041.20	\$4,922.01	59.74%
School Committee	\$12,300.00	\$7,700.00	\$4,600.00	\$0.00	62.60%
Early Retirement	\$58,862.00	\$0.00	\$0.00	\$58,862.00	0.00%
	\$14,225,258.08	\$9,278,552.30	\$4,754,637.75	\$192,068.03	65.23%

FY19 Cost Center Review

July 1, 2018 - April 1, 2019

Func. Code	Description	FY19 Budget	Expended YTD	Encumbered YTD	Current Available Balance	% Expended YTD	Current Projection	Delta
1110	School Committee	\$77,200	\$89,219	\$14,600	(\$26,619)	116%	\$103,819	\$26,619
1210	Superintendent's Office	\$302,740	\$224,797	\$68,091	\$9,852	74%	\$292,888	(\$9,852)
1220	Assistant Superintendent	\$0	\$68,786	\$27,514	(\$96,300)	-	\$96,300	\$96,300
1410	Business Office	\$249,499	\$126,060	\$37,055	\$86,384	51%	\$163,115	(\$86,384)
1430	Legal Service	\$27,000	\$14,787	\$14,738	(\$2,525)	55%	\$29,525	\$2,525
1450	Information Management	\$343,531	\$217,231	\$59,101	\$67,200	63%	\$276,332	(\$67,200)
2110	Leadership-Student Service	\$153,674	\$40,617	\$11,903	\$101,155	26%	\$52,520	(\$101,155)
2210	School Leadership - Building	\$980,635	\$754,348	\$239,985	(\$13,698)	77%	\$994,333	\$13,698
2220	School Curriculum Leaders	\$13,550	\$9,550	\$9,550	(\$5,550)	70%	\$19,100	\$5,550
2320	Medical/Therapeutic Services	\$604,972	\$370,153	\$189,138	\$45,681	61%	\$559,291	(\$45,681)
2325	Substitute Teachers	\$198,158	\$116,308	\$29,862	\$51,988	59%	\$146,170	(\$51,988)
2340	Library/Media Center	\$104,123	\$71,331	\$34,523	(\$1,732)	69%	\$105,855	\$1,732
2357	Professional Development	\$131,400	\$85,448	\$35,959	\$9,993	65%	\$121,407	(\$9,993)
2410	Textbooks	\$111,413	\$98,835	\$2,897	\$9,680	89%	\$101,733	(\$9,680)
2415	Other Instructional Materials	\$4,508	\$3,648	\$331	\$529	81%	\$3,979	(\$529)
2420	Instructional Equipment	\$21,040	\$6,497	\$820	\$13,723	31%	\$7,317	(\$13,723)
2430	General Supplies	\$61,684	\$47,522	\$2,171	\$11,991	77%	\$49,693	(\$11,991)
2440	Other Instructional Services	\$35,000	\$5,550	\$0	\$29,450	16%	\$5,550	(\$29,450)
2451	Classroom Technology	\$60,500	\$54,101	\$378	\$6,021	89%	\$54,479	(\$6,021)
2455	Instructional Software	\$17,400	\$40,726	\$0	(\$23,326)	234%	\$40,726	\$23,326
2710	Guidance	\$567,643	\$352,355	\$192,811	\$22,477	62%	\$545,166	(\$22,477)
2720	Testing and Assessment	\$20,100	(\$5,428)	\$1,467	\$24,061	-27%	(\$3,961)	(\$24,061)
2800	Psychological Services	\$174,240	\$104,368	\$65,230	\$4,642	60%	\$169,598	(\$4,642)
3200	Medical/Health Services	\$316,857	\$198,171	\$117,453	\$1,233	63%	\$315,623	(\$1,233)
3300	Transportation Services	\$1,812,821	\$1,113,300	\$766,627	(\$67,106)	61%	\$1,879,927	\$67,106
3510	Athletics	\$180,000	\$174,470	\$47,342	(\$41,812)	97%	\$221,812	\$41,812
3515	Music	\$95,759	\$74,356	\$27,051	(\$5,648)	78%	\$101,407	\$5,648

FY19 Cost Center Review

July 1, 2018 - April 1, 2019

Func. Code	Description	FY19 Budget	Expended YTD	Encumbered YTD	Current Available Balance	% Expended YTD	Current Projection	Delta
4110	Custodial Services	\$634,094	\$542,485	\$130,038	(\$38,429)	86%	\$672,523	\$38,429
4120	Heating of Building	\$359,511	\$318,115	\$29,701	\$11,695	88%	\$347,816	(\$11,695)
4130	Utility Services	\$396,920	\$247,654	\$174,892	(\$25,626)	62%	\$422,546	\$25,626
4210	Maintenance of Grounds	\$49,610	\$18,186	\$14,010	\$17,414	37%	\$32,196	(\$17,414)
4220	Maintenance of Buildings	\$152,347	\$140,456	\$9,800	\$2,091	92%	\$150,256	(\$2,091)
4225	Maint. of Building Security	\$5,020	\$3,255	\$60	\$1,705	65%	\$3,315	(\$1,705)
4230	Maintenance of Equipment	\$21,200	\$15,276	\$272	\$5,651	72%	\$15,549	(\$5,651)
4300	Equipment Custodial Dept	\$0	\$0	\$0	\$0	-	\$0	\$0
4400	Networking & Telecom	\$75,000	\$53,978	\$0	\$21,022	72%	\$53,978	(\$21,022)
5100	Retirement	\$580,647	\$521,460	\$36,977	\$22,210	90%	\$558,437	(\$22,210)
5200	Benefits & Insurance	\$3,170,442	\$2,374,487	\$758,859	\$37,096	75%	\$3,133,347	(\$37,096)
5300	Rental/Lease of Equipment	\$80,240	\$49,554	\$32,736	(\$2,050)	62%	\$82,290	\$2,050
5260	Other Insurance	\$9,000	\$8,437	\$0	\$563	94%	\$8,437	(\$563)
7400	Equipment	\$0	\$0	\$0	\$0	-	\$0	\$0
7500	Capital Vehicle	\$13,068	\$7,640	\$2,517	\$2,911	58%	\$10,157	(\$2,911)
9200	Tuition to Other States	\$223,000	\$95,202	\$48,141	\$79,657	43%	\$143,343	(\$79,657)
9300	Non-Public Programs	\$315,000	\$186,048	\$214,908	(\$85,956)	59%	\$400,956	\$85,956
9400	Tuition to Collaboratives	\$452,000	\$163,164	\$108,375	\$180,460	36%	\$271,540	(\$180,460)
Total		\$13,202,545	\$9,202,505	\$3,557,883	\$442,157		\$12,760,388	(\$442,157)

Revenue Review 4-1-19

Description	GL Budget	YTD	Balance	% Bud
ASSESSMENT BLACKSTONE	(\$8,562,533)	(\$6,771,303)	(\$1,791,230)	79%
ASSESSMENT MILLVILLE	(\$2,919,338)	(\$2,308,348)	(\$610,990)	79%
STATE AID CHAPTER 70	(\$10,258,080)	(\$7,702,055)	(\$2,556,025)	75%
STATE AID TRANSPORTATION	(\$472,648)	(\$251,720)	(\$220,928)	53%
SCHOOL CHOICE REIMBURSEM	(\$299,910)	(\$198,156)	(\$101,754)	66%
Charter School Reimbursement	(\$24,864)	(\$11,613)	(\$13,251)	47%
PROGRAM REVENUE ATHLETICS	(\$12,000)	(\$16,371)	\$4,371	136%
PROGRAM REVENUE STUSERV PREK	(\$85,000)	(\$57,435)	(\$27,565)	68%
Revenue Circuit Breaker	(\$372,832)	(\$186,416)	(\$186,416)	50%
PROGRAM REVENUE MEDICAID	(\$120,000)	(\$91,308)	(\$28,692)	76%
REVENUE ATHLETIC USER FE	(\$60,000)	(\$48,117)	(\$11,884)	80%
REVENUE MUSIC USER FEES	(\$15,000)	(\$13,280)	(\$1,720)	89%
Revenue Title I FY19	(\$174,857)	(\$83,978)	(\$90,879)	48%
Title IV Revenue FY19	(\$13,533)	(\$12,450)	(\$1,083)	92%
Revenue Unity FY19	(\$442,801)	(\$252,909)	(\$189,892)	57%
Revenue 262 EARLY CHILD FY19	(\$21,770)	(\$11,953)	(\$9,817)	55%
Revenue 391 Inclusive Pre-Sch	(\$11,951)	(\$7,171)	(\$4,780)	60%
19 Curriculum Audit Grant and BVEF Think	(\$51,635)	(\$31,475)	(\$20,160)	61%
Revenue Tch Quality TII FY19	(\$36,560)	(\$39,477)	\$2,917	108%
REVENUE DEBT SERVICE BLA	(\$426,379)	(\$341,718)	(\$84,661)	80%
REVENUE DEBT SERVICE MIL	(\$179,135)	(\$141,644)	(\$37,491)	79%
Total Budgeted	(\$24,560,826)	(\$18,578,896)	(\$5,981,930)	
INTEREST UNIBANK VENDOR	\$0	(\$1,116)	\$1,116	
INTEREST UNIBANK PAYROLL	\$0	(\$563)	\$563	
INTEREST UNIBANK MONEY M	\$0	(\$2,028)	\$2,028	
Interest UniBank Online Paymen	\$0	(\$87)	\$87	
Interest UniBank Express Depos	\$0	(\$1,538)	\$1,538	
Interest UniBank Cafeteria Acc	\$0	(\$614)	\$614	
SCHOOL LUNCH LOCAL CAFETERIA	\$0	(\$255,303)	\$255,303	
SCHOOL LUNCH STATE CAFETERIA	\$0	(\$6,436)	\$6,436	
SCHOOL LUNCH FEDERAL CAFETERIA	\$0	(\$202,488)	\$202,488	
REVENUE RENTAL OF CLASSROOM	\$0	\$0	\$0	
PROGRAM REVENUE MISC REVOLVING	\$0	(\$12,518)	\$12,518	
PROGRAM REVENUE SUMMER SCHOOL	\$0	(\$1,950)	\$1,950	
PROGRAM REVENUE BMR THEATRE	\$0	(\$1,450)	\$1,450	
Reimbursements/Revenue Other	\$0	(\$1,000)	\$1,000	
REVENUE CABLE FUNDS	\$0	(\$30,529)	\$30,529	
Total Unbudgeted Revenues		(\$517,619)		

Personnel Report		April					
Last Name	First Name	School	Position	Comments			
Resignations Other							
Gleason	Lynnea	District	Food Service Director	Effective 4/5/2019			
Retirements Unit C							
Resignations Unit A							
Jewer	Sheila	HMS	Long term Spec. Ed teacher	Effective 3/25/19			
Resignations Unit C							
Appointments Unit A							
Appointments Unit C							
Scoggins	Christine	JFK/AFM	Cafeteria Worker	Effective 3/25/19 Replace Kelly Morrison			
Marsh	Lori	JFK/AFM	Cafeteria Worker	Effective 3/25/19 Replace Tee Le-Gagne			
Hebert	Ethan	FWHMS	Custodian	Now Full Time at HMS was 1/2 at HS			
Diogo	Jacquelyn	FWHMS	Long Term Spec.Ed Para	Effective 4/1/19 - \$14.00/hr			
Appointments Other							
Lockwood	Amy	Middle School	Math Tutor	Grant Funded 11-1.5 hr. sessions			
Shaughnessy	Nicole	Middle School	Writing Tutor	Grant Funded 11 1.5 hr. sessions			
Basal	Linda	MS/HS/Complex	Speech/Lang. Contracted	Effective 3/26/19- Replace Jessica Poirier			
Colleen	Folster	Distritwide	Speech/Lang. Contracted	Eff. 3/25/19 went from .50 to 1.00 SLP			
Transfers Unit A				No longer an ABA Tech.			
Transfers Unit C							
Crocker	Elizabeth	JFK	Paraprofessional	Taking Mary Davies Position			