



BLACKSTONE-MILLVILLE REGIONAL DISTRICT SCHOOL COMMITTEE

Frederick W. Hartnett Middle School
Thursday, October 20, 2016
7:00 PM

Included in this transmission is the following:

- I. **Opening of Meeting**
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Introduction of Members
- II. **Report of Student Representatives**
 - a. Brittany Dwyer
 - b. Jack Keefe
- III. **Public Forum**
- IV. **Consent Agenda A**
 - a. Warrants
 - b. Field Trips
 - c. Minutes of Meeting
 - a. October 6, 2016
 - b. Approval of Executive Minutes
- V. **School Committee**
 - a. Results of Superintendent's Evaluation
- VI. **Report of the Superintendent**
 - a. October 1 Enrollment Report
 - b. Review and Approve District Improvement Plan
 - c. Discussion and Approval of Transportation Bid
- VII. **Report of the Assistant Superintendent**
- VIII. **Public Forum**

IX. School Committee Forum

- a. Mrs. Erin P. Vinacco, Chair
- b. Mrs. Wendy L. Greenstein, Vice Chair
- c. Ms. Tara Larkin, District Secretary
- d. Mrs. Jane Reggio, District Treasurer
- e. Mr. William F. Chaplin, Jr., Member
- f. Mr. Steven J. Tringali, Member
- g. Ms. Jo-Anne Watson, Member
- h. Ms. Georgette A. Jarret, Member

X. Upcoming Meetings

- a. November 3, 2016 – Public Meeting
- b. November 17, 2016 – Public Meeting

XI. 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.

**BLACKSTONE-MILLVILLE
REGIONAL SCHOOL DISTRICT
ALLEN W. HIMMELBERGER
SUPERINTENDENT OF SCHOOLS**

MEMO

TO: Blackstone-Millville Regional School Committee

RE: School Committee 10-20-16, Consent Agenda A

DATE: October 20, 2016

Recommended Consent Agenda A – Items

1. Warrants

a. Payroll

- i. Move to approve payroll voucher numbers: 9 and 1008 as submitted by the Superintendent of Schools

b. Payables

- i. Move to approve the payable voucher numbers: General 1886, and Café 1887 as submitted by the Superintendent of Schools

2. Field Trips

- a. Ms. Nicole Sacco requesting field trip for Student Council Fall Conference to Tantasqua Regional School District – Wednesday, November 9, 2016

- b. Ms. Jill Tosti requesting field trip to Gillette Stadium, Foxboro for the 23rd Annual Sportsmanship Summit – Thursday, November 18, 2016

- i. Move to approve field trip to Tantasqua Regional School District for Student Council, as recommended by the Superintendent of Schools

- ii. Move to approve field trip to Gillette Stadium, Foxboro for the 23rd Annual Sportsmanship Summit, as recommended by the Superintendent of Schools

3. Minutes

- i. Move to approve the school committee minutes of October 6, 2016.

- ii. Approval of Executive Minutes

**BLACKSTONE-MILLVILLE REGIONAL SCHOOL DISTRICT
STUDENT ENROLLMENT AND COMMUNITY PERCENTAGE**

October 1, 2016

<u>GRADE</u>	<u>BLACKSTONE</u>	<u>MILLVILLE</u>	<u>TOTAL</u>	
PK	54	18	72 +	1 SC
K	87	37	124 +	2 SC
1	113	40	153 +	3 SC
2	89	34	123 +	2 SC
3	107	25	132 +	2 SC
4	91	46	137 +	2 SC
5	91	30	121 +	3 SC
6	95	39	134 +	9 SC
7	114	37	151 +	3 SC
8	87	45	132 +	7 SC
9	87	22	109 +	5 SC
10	90	30	120 +	4 SC
11	62	29	91 +	9 SC
12	76	33	109 +	5 SC
TOTALS	1243	465	1,708 +	57 SC

Percentage of Distribution (Operating Costs)

BLACKSTONE

MILLVILLE

1,243.0
1,708.0

72.78%

465.0
1,708.0

27.22%

Blackstone Millville Regional School District: 2016-2017 District Improvement Plan

District Improvement Goal #1: Continue to refine and develop Curriculum Improvements to increase student achievement.

Goal	Specific Steps for Results	Indicators of Success	Resources	Persons Responsible	Timeline
Continue developing curriculum Maps using UbD stage 1, "Identifying Desired Results"	Training in UbD stage 1 Create time for staff collaboration to complete Desired outcomes and essential questions	All Teaching staff trained All maps have stage 1 completed	District funds and meeting time	Leadership team and teacher leaders	May 2017
Implement Middle School Big Ideas Math program	Train teachers in new program Support implementation of program and review program implementation for year 2	Training completed for all middle school Math instructional staff. Program monitoring for future training and needs	District funds and meeting time	Leadership team and professional staff	May 2017
Implement the STARS assessment and intervention program in grades 2 -9	Staff training is offered through online and vendor conference Support teachers in scheduling and implementing STARS	Student progress reports generated at the end of each marking period Sharing of results of data analysis with other staff to inform instruction and support	District Budget	Leadership team and professional staff	May 2017

<p>Revise Science Curriculum K-8 to reflect new standards.</p>	<p>Map Scope and sequence of new standards Identify new materials and text needed to implement standards</p>	<p>intervention and extension activities Examine implementation methods for areas of improvement</p> <p>Unpack new standards Transfer standards into X2 Curriculum module Identify and pilot materials needed to implement new standards</p>	<p>District PD budget and title 2a grant Time in district calendar for PD</p>	<p>Leadership team,, and professional staff</p>	<p>May 2017</p>
<p>Formalize implemented and use of RTI/MTSS strategies and interventions</p>	<p>Assess the current implementation of RTI in the district. Analyze schedule to create time for RTI PD in RTI/MTSS</p>	<p>Increase in use or RTI Principals will submit monthly the number of students by grade and tier Reduction of Percentage of students requiring specialized services</p>	<p>DESE Professional Development</p>	<p>Professional staff, leadership team</p>	<p>May 2018</p>

Blackstone Millville Regional School District: 2016-2017 District Improvement Plan

District Improvement Goal #2: Improve Delivery of Special Education Services.

Goal	Specific Steps for Results	Indicators of Success	Resources	Persons Responsible	Timeline
<p>Increase use of inclusive settings by reducing the number of students receiving specialized instruction in pull out settings</p>	<p>Develop and publicize district philosophy of the use of inclusive setting</p> <p>Implement through application of inclusive model during IEP process.</p> <p>Provide protocols on the use of the co-teaching method in inclusion settings</p>	<p>Wider variety of students placed in more inclusive settings</p> <p>Increase in student achievement</p> <p>Increase in quality and number of co-teaching partnerships</p>	<p>Team IEP process</p> <p>Training of Team Chairs</p>	<p>Leadership team and professional staff</p>	<p>May 2017</p>
<p>Enhance and expand co-teaching model</p>	<p>Provide PD opportunities to enhance co-teaching</p>	<p>Analysis of building resources and student services</p>	<p>Trainer for co-teaching model and methods</p>	<p>Trainer, Leadership team, Professional staff</p>	<p>May 2018</p>
<p>Reduce number of students requiring an out of District placement</p>	<p>Vertical communication among team chairs</p> <p>Maintain continuum of service delivery which ensures least restrictive placement</p>	<p>Comparative Analysis of in-district and out of district programs</p> <p>Comparison of number of students enrolled in said programs</p>	<p>Meeting time to review and analyze and plan</p>	<p>Director of Special Education, Leadership Team, and Team Chairs</p>	<p>May 2017</p>

Blackstone Millville Regional School District: 2016-2017 District Improvement Plan

District Improvement Goal #3: Ensuring the Social Emotional Well Being of All Students

Goal	Specific Steps for Results	Indicators of Success	Resources	Persons Responsible	Timeline
Establish PBIS in all Schools	Attend Conference on PBIS (10/16) Monthly meetings to develop PBIS program and protocols. Involve School council in developing program	Decrease in referrals, discipline issues, and absenteeism	Building based PBIS teams, Leadership team, And Guidance staff	Leadership team, Building based PBIS team, and All staff	May 2017
Increase student connections with adults in all classrooms and schools	Share research demonstrating the value of student connections Develop methods of fostering positive relationships between students and staff. Measure the extent of interpersonal relationships in the respective buildings	Decrease in referrals and discipline issues Increase in number of students who express and connection with staff members.	Time to engage in personalization Access to current research	All staff	May 2017

Blackstone Millville Regional School District: 2016-2017 District Improvement Plan

District Improvement Goal #4: Integrate technology throughout curriculum, implement technology throughout District

Goal	Specific Steps for Results	Indicators of Success	Resources	Persons Responsible	Timeline
<p>Support 21st century learning through Google Apps and Chromebook initiative</p>	<p>Conduct survey of staff google knowledge</p> <p>Identify Teacher technology training needs especially regarding 1 to 1 learning</p> <p>Train google leaders in technology integration</p>	<p>Use google forms to collect teacher needs</p> <p>Increased use of technology in the classroom</p> <p>All grade 9 and 10 students are using 1:1 Chromebooks</p>	<p>District budget and Grants (title 2a)</p>	<p>Tech Administrator and Assistant Superintendent</p>	<p>May 2017</p>
<p>Continue to define other forms of Tech integration (<i>i.e.</i> Coding, makerspaces, 3D Printing, Robotics)</p>	<p>Look for areas for future Professional Development</p> <p>Maximize the use of a technology integration specialist</p> <p>Attend MassCUE and state sponsored workshops</p>	<p>Increased use of technology in classroom instruction</p> <p>Participation of staff in PD opportunities</p> <p>Increased staffing in the area of technology integration</p>	<p>District Budget</p> <p>DESE grant program?</p>	<p>Leadership Team, Tech Director, and Technology staff</p>	<p>May 2017</p>

<p>Prepare for administration of MCAS 2.0 online tests</p> <p>Develop Digital Citizenship in the district</p>	<p>Assess current capabilities especially around the number and type of devices needed to implement online MCAS 2.0</p> <p>Research programs and materials for Digital Citizenship</p> <p>Develop scope and sequence for Digital Citizen curriculum</p> <p>Explore PD for the implementation of Digital Citizen Curriculum</p>	<p>Develop a comprehensive plan to ensure district is prepared for online testing</p> <p>Outside district visits</p> <p>Scope and sequence entered into X2</p> <p>Development of an implementation strategy</p>	<p>DESE tech requirements</p> <p>Online Digital Citizenship websites</p>	<p>Tech Director, Leadership Team</p> <p>Leadership Team, Technology staff, and Google Leaders</p>	<p>May 2017</p> <p>May 2017</p>
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Blackstone Millville Regional School District: 2016-2017 District Improvement Plan

District Improvement Goal #5 Continue to plan for renovations of JFK and AFM Elementary and BMRHS

Goal	Specific Steps for Results	Indicators of Success	Resources	Persons Responsible	Timeline
Define projects to get town approval	<p>Assessment of all facilities by STV consulting group</p> <p>Meet with town boards and taxpayers to define needs and next steps</p> <p>Submit statement of interest to MSBA by Feb. 2017</p> <p>Commission Engineering study to provide scope, sequence, and cost.</p>	<p>Receiving Report from STV</p> <p>Successful vote to move projects forward</p> <p>Successful submission of statement of interest</p> <p>Approval from MSBA of inclusion of grant program</p>	<p>Custodial staff and Leadership Team</p> <p>MSBA, DESE, Leadership Team, and Town Boards.</p>	<p>Superintendent and Business Manager</p>	<p>October 2016</p> <p>November/ December 2016</p> <p>March 2017</p> <p>June 2017</p>

To: All School Committee Members

From: Allen W. Himmelberger

Re: Transportation Consultant Proposal

Date: October 20, 2016

It is my recommendation that the District enters into a contract with Public Management Associates, LLC for the purpose of bidding the next transportation contract; a copy is in your packets. The price has come down from \$10,000 to \$6,000 and the timeline of engagement is 11/1/2016-1/31/2017.

For the services provided, this is a good investment to insure that we get the best contract possible for the next three years. We should be able to realize a savings of \$2,000 per year to cover the cost.

I would ask for the Committee's approval of the contract as written.

PUBLIC MANAGEMENT ASSOCIATES, LLC

47 Bigwood Drive

Westfield, MA 01085

Tel.: (413) 568-1069 Cel.: (413) 531-4047

October 15, 2016

Ms. Wen Cobb
School Business Manager
Blackstone-Millville Regional School District
175 Lincoln Street
Blackstone, MA 01504

RE: REVISED PROPOSAL

Dear Ms. Cobb:

As we discussed, the following represents our revised proposal to the Blackstone-Millville Regional School District relative to conducting an analysis of the efficiencies and effectiveness of its transportation delivery system and the development of bid specifications as managing the bid process in response to the District's current and future requirements. We are able to reduce the cost of these services as we will have an economy of scale by virtue of providing technical services relative to school transportation to several area school districts.

Public Management Associates (PMA) is a local educational consulting firm which specializes in educational efficiency studies of public school districts (K-12). A majority of our work has been in increasing the efficiencies of school transportation services. Over the past 9 years, we have had the opportunity to review and assess the effectiveness of school transportation operations for both large urban, suburban and rural school districts nationwide. We have also reviewed the operations for both self-operated as well as for contracted transportation services.

The following is in response to our recent discussion concerning my provision of consulting assistance to the Blackstone-Millville Regional School District regarding your student transportation for next year. Based upon our discussion, I am suggesting the following scope of work and timeline:

Scope of Work

1. Review of the current transportation costs and related contracts.
2. Identification of any current transportation related issues or problems.
3. Review of the current transportation routes, with recommendations for improved efficiency, if applicable.

4. Preparation of District Requirements for the FY'2017-2021 period.
5. Prepare bid specifications based on school district current and future requirements.
6. Manage bid process on behalf of the District, under the direction of the District Business Office.
7. Chair Bidders' Meetings.
8. Prepare Bid Addenda, as necessary.
9. Analyze bid results and prepare recommendation to the District.
10. Draft appropriate transportation contracts pursuant to the bid process.
11. Assistance throughout the process, i.e. clarifications and/or addenda, conferences, meeting attendance, etc. through to contract negotiations and signing
12. Other, as may be required to solicit a competitive and cost- effective transportation contract.

Project Staff

The Transportation Review Team will be led by Mr. Richard Labrie, who as a Massachusetts Collaborative Executive Director, developed and operated the largest publically owned school transportation program in the Commonwealth. Integral to the transportation delivery system was the development of computerized multi district routing and scheduling and subsequent cost sharing among the participating school districts. This delivery system was later identified as a model program by the DESE and replicated across the Commonwealth. Mr. Labrie provided technical assistance to the DESE and other educational collaboratives and regional organizations in that process. Subsequently, he was contracted by the Rhode Island Department of Education (RIDE) to provide technical assistance in the design and implementation of legislatively mandated statewide special education transportation delivery system for special needs students. Since his retirement, he has conducted numerous transportation efficiency studies for school districts across the country. These studies have ranged from rural school districts to large (county wide) school districts in California and Florida. In addition, Mr. Labrie is published in the field of making special education transportation more efficient and cost effective. In support of this proposal, he has assembled a team of practitioners, each of whom has significant experience in providing quality and cost effective school transportation services for students with handicapping conditions. Each team member brings unique experiences in support of this review.

Richard Labrie, M.Ed.

Senior Transportation Consultant/Principal

Mr. Labrie has more than thirty-five years in education leadership in Massachusetts with particular expertise in transportation-related issues. Mr. Labrie was the executive director for the Lower Pioneer Valley Educational Collaborative (LPVEC), a Massachusetts based collaborative and has consulted extensively with school districts and public organizations across the country relative improving school transportation delivery systems and increased efficiencies. The reader is referred to Appendix A for Mr. Labrie's resume.

In addition, to educational consulting services, Mr. Labrie has provided a variety of transportation related workshops. Among them are:

- Transportation Bidding and Contracting for the State Inspector General's Office and the State Attorney General's Office
- Massachusetts Association of School Business Officials (MASBO)
- The Massachusetts Association of School Committees (MASC) and the Massachusetts Association of School Superintendent (MASS)
- School Finance for State Licensure for School Business Administrators.

He has also contributed to several publications, including a "Special Education Transportation: Why It is Expensive and What Can Be Done to Reduce the Cost".

Crystal Fairman, M.B.A. Transportation Associate

Ms. Fairman has over 25 years of school transportation experience. She has utilized a variety of computer routing software programs and is considered an expert user for VersaTrans RP. From 1996 until 2008 she was the Transportation Coordinator for the Lower Pioneer Valley Educational Collaborative and responsible for routing and scheduling of over 14,000 students daily, 2,000 of whom were special education students. Most recently she was employed as a Location Manager for First Student in Connecticut. Since 1996, she has consulted and provided technical assistance for a variety of transportation projects nationwide. The reader is referred to Appendix A for Ms. Fairman's resume.

Timeline

Based upon school committee approval prior to the end of October, the timeline for the provision of these services would be from November 1, 2016 through January 31, 2017, with a recommendation for contract award by February 1, 2017. I would expect a bid opening date in early/mid-January. A specific bidding schedule will be developed upon school committee approval.

Project support and technical assistance will be ongoing through contract negotiation and signing.

Cost* **

The cost of these services as outlined will be \$500 per day plus travel and other expenses directly attributable to this project. The total cost of which shall not exceed \$6,000 with progress payments paid upon invoice and evidence of satisfactory progress.

*Assumes full and complete cooperation from transportation and special education staff, contractors and District management

**Any additional work outside of the scope of work will be billed at the above rates and will be approved in advance by the District

NOTE: The costs of these services have been reimbursable under Ch. 71 as a related transportation management cost.

The District will be responsible for the cost of the Ch. 30B required legal notice newspaper advertising.

I am pleased to provide this revised proposal and am confident that we will be able to develop a strategy to provide school transportation services that are cost effective, competitive and advantageous to the Blackstone-Millville Regional School District.

For your information, I have attached copies of my resume as well as our recent client list and references.

If I can answer any questions with regard to the proposed scope of work or cost, or if additional information is necessary, please do not hesitate to contact me. Additional references can be provided if required.

Respectfully,

Richard G. Labrie

Richard G. Labrie
Principal

Accepted: _____ Date: _____, 2016
For Blackstone-Millville Regional School District

PUBLIC MANAGEMENT ASSOCIATES, LLC

47 Bigwood Drive

Westfield, MA 01085

Tel.: (413) 568-1069 Cel.: (413) 531-4047

SOLE SOURCE PROVIDER STATEMENT

October 15, 2016

Public Management Associates, LLC (PMA) is a school partner in public education efficiency and accountability and has provided consulting and technical assistance to more than 100 public school districts in states all across the nation. Over the past decade, PMA has pioneered specific methodologies to analyze the utilization of education resources (e.g., paraprofessionals, transportation, Medicaid, etc.), proactive initiatives, alternative delivery systems and related services.

Furthermore, in virtually every consulting project PMA has conducted for public school districts during the past decade, PMA has been consistently engaged on a “sole source” provider basis and, as such, has generally not gone through a request for proposal process. That is, although there may be other organizations “consulting” to public education, PMA believes that its analysis of education programs and services, in general and school transportation services, in particular, corresponding recommendations, researcher-practitioner paradigms, and subsequent implementation of those recommendations is unique and without competition.

As a result of our work and in recognition of our specific expertise, PMA is currently a “preferred vendor” in both Arizona and Rhode Island.

More specifically, we posit the following capacities possessed, enacted, and promoted by PMA and its associates (team members) are unique to PMA and PMA alone:

- Team members have acquired through both training and experience knowledge specific to school transportation efficiency, allowing for valid and reliable analysis of transportation services for students with and without handicapping conditions.
- Team members have significant and unique experience with both contracted and self-operated transportation systems.
- Team members have significant experience in conducting transportation efficiency studies for both small rural, as well as large urban school districts.
- Utilization of proprietary methodology that employs robust statistical (e.g., correlation) analyses with which to triangulate findings gleaned from qualitative analysis.

- PMA has earned a reputation among private transportation contractors for a fair and competitive transportation bidding process
- A national data base containing normative data and transportation industry standards, which are critical in the benchmarking process.
- The ability to provide continuing education, professional development, and technical assistance to support Districts' execution of recommendations and findings.
- The primary team members are considered expert users of the VersaTrans RP computer routing and scheduling software.
- Team Leader, Mr. Labrie has presented at various conferences on the subject of special education transportation and recently contributed to: *Transforming Special Education Practices-Primer for School Administrators and Policy Makers: Special Education Transportation: Why it Is Expensive and What Can Be Done to Reduce the Cost*
- Mr. Labrie has also provided training workshops relative to school transportation and public procurement of transportation services for the State Inspector General's Office, The State Attorney General's Office and for DESE, as part of the State licensure for School Business Administrators.

It is PMA's contention, that given the unique collective experience of the proposed Team, that no other organization can bring comparable talent, proven strategies and positive outcomes to the conduct of this analysis. A review of the attached Transportation Client List identifies a significant amount of "repeat business" and attests to our client satisfaction.

Should any additional information be required concerning the technical expertise of the PMA Team or the PMA organization, please do not hesitate to contact me.

Sincerely,

Richard G. Labrie

Richard G. Labrie
Principal

APPENDIX A: RESUMES OF PRINCIPAL STAFF MEMBERS