

UXBRIDGE SCHOOL COMMITTEE MINUTES

March 21st, 2017

UXBRIDGE HIGH SCHOOL LIBRARY

School Committee Members in Attendance:

	Present	Absent
Debbie Stark, Chair	X	
John Morawski, Vice Chair	X	
D. Brett Pomeroy, Secretary	X	
Charlene Miller, Member		X
Jen Modica, Member	X	
Laura McGee, Member	X	
Matt Keane, Member		X

1. Call to Order - Debbie Stark - at 7:02pm

2. Executive Session - Debbie Stark decided to push Exec. session to end of meeting

Student Discipline Appeal

Central Office Lease

3. Public Comment - Bob Martelliio -

-Question - March 9th email sent from Mr. Carney regarding potential cuts - needs based budget cut by \$155,000. Also a number of items in the letter don't match the January document listed on the school website.

Debbie Stark then spoke to why - the positions listed in Jan. can not be cut given curriculum, and special education needs.

-Comments - Athletics - 775 avg. participants in a school year - in High School 44% of students participate in the Fall.

-Student activities: Drama, great job with Ms. Penza, Mrs. Emerick - it has been said that we have a D1 division drama program -

-Middle School sports, basketball has been around since the 1980's. Middle school sports are a feeder for the High school.

- High School - 1 out of 3 students play sports.

- Marc. Calarese - congrats to the Drama play was excellent -

- Peter Demers - I can't support an override - feels the numbers are inflated.

- Salaries -

- Questions: Will give list to Chair.

- Message: Be clear as a SC to the community what will be cut, and how will we fund short fall.

4. Director of Curriculum, Instruction, Assessment, and Accountability Update Professional Development Update - Foundations and Guided Reading - Dr. Rich Drolet -

- Leslie Univ. literacy institute - students to participate.
- Staff to all take courses.
- For 18/19 school year - additional workshops to be scheduled.
- Foundations and guided reading - plus six coaching days.
- One of the issues in the past with Foundations - lack of training.
- Already purchased teacher manuals -
- Mr. Carney commented - We will have the curriculum director update the SC and community monthly -

5. Building Study Group Presentation Reflection - Debbie Stark

Status of McCloskey Middle School -

Massachusetts School Building Authority (MSBA) Requirements and Involvement -

- Debbie stated that we do our budget planning starting in the fall, so we need to have a plan to focus on this as a potential item.
- Mr. Carney has had some discussion with the MSBA - Some of these structural plans and needs can develop over many years. In the Fall of 2016, the MSBA put red flags on McCloskey.
- There has also been some concern from the community as they want to see McCloskey preserved.
- Timeline - Late Fall 2017 - Spring 2018 Mr. Carney said we could **hypothetically move forward with closing McCloskey**, for example have the 8th grade join the high school and the 6,7,8th grades join the other school buildings.
- Jen Modica commented - please revisit the previous feasibility studies that were one back when the new high school was being planned. Jen wanted this item on the agenda tonight as she feels that we need to get going on the topic.
- Mr. Carney commented on modular buildings - For example if 6th, 7th went to Whitin, 3rd may be able to go to Taft as an example.
- Debbie commented - One of her concerns is the potential large class sizes - she said I want the building committee to keep that in mind. (28 students is not a solution in her opinion, but a consequence.)

6. FY18 Budget Discussion -

- Mr. Carney - commented - He met with the Town Manager - They talked about pulling Spanish out of the budget, and also scaling back the technology spend - This would bring the budget from \$2.9 to \$2.4 over 5 years.
- Mr. Mistler spoke on possibilities for 2 year technology spend vs. original 5 years.
- General discussion on an override -
- Brian Hyde - the \$623,000 override gets us thru FY18.
- Debbie Stark, the override is necessary - Overrides have happened in other communities, we are all vested in this community - The list of what goes if the override does not get passed is almost everything that enriches our schools. Debbie said I support an amount of a 2 year override -
- Brian Hyde -
- \$1,322,349 no Spanish, reduction of technology -
-

7. School Override, Warrant Article, and Ballot Question Discussion and Vote -

-Jenn Modica - made a motion that the Town of Uxbridge raise and appropriate \$1,000,320, for to be made available for the School committee to defray salary and school costs for the FY2018. The said sum is contingent upon approval contingent upon passage prop 2 1/2 referendum override - warrant article -

-Debbie stark seconded vote. 4-0-1 passed.

-Jen Modica - made a motion to add a ballot question of \$1,320,000 override - John Morawski seconded it, vote: 4-0-1.

- Discussion - if an Override passes, we will have a shortfall of \$243,124.

8. Technology Director Job Description - Debbie Stark

Debbie Stark made a motion to accept the Tech. Director Job Description - Jen Modica seconded it - vote all in favor 5-0

9. Mass STEM Hub PLTW Grant - Mr. Carney -

-Mr. Carney read the grant detail -

-John Morawski made a motion that we accept the grant - Debbie Stark seconded it - Vote: all in favor 5-0

10. 2017-18 School Calendar - 2nd Reading -

-Debbie Stark made a motion to accept the school calendar as written with the change of making Sept. 1st (Friday) a non-school day. Laura McGee seconded it. Vote 4-1.

11. Policy JFBB: School Choice In - Vote to continue in SY2017-2018 -

-Mr. Carney explained that we would continue with school choice as long seats are available -

-Debbie Stark made a motion that we accept Policy JFBB: School Choice In - Laura McGee seconded it - vote: 5-0

12. Superintendent's Update -

-Destination imagination - great results. Mr. Carney acknowledged the students and their recent success.

- Bi-County Educational Collaboration - Mr. Carney asked that we consider this as a potential solution - for some shared services, transportation etc.

- Mr. Carney recognized the recent drama play, "Anything Goes" there were 90+ students involved. Great job.

13. Old/New Business -

- Debbie Stark - Has sent Superintendent evaluation info to the school committee -

- Brett Pomeroy - commented on the length of the SC meetings, and for the benefit of all, and in the spirit of being most effective, can we consider adding a time frame for agenda items. The committee agreed to start implementing this change.

- Kevin Carney - handed out information regarding bus transportation costs and data for FY2018.

14. Meeting Minutes - 3/7/17 -

-Debbie Stark - made a motion to accept the minutes from 3/7/2017 - Jen Modica seconded it - vote: 4-0-1

15 Next Meeting - 4/4/17 - Debbie Stark stated.

16 Adjournment - Debbie Stark made a motion to adjourn at 9:30pm, also made a motion to enter Executive session with no business to follow, John Morawski Seconded it.

By role call vote:

Jen Modica - yes, John Morawski - yes, Brett Pomeroy - yes, Laura Magee - yes, Debbie Stark - yes.

Respectfully Submitted,

D. Brett Pomeroy, Uxbridge School Committee Secretary

School Committee Members:




Debbie Stark, Chair



D. Brett Pomeroy, Secretary

Charlene Miller, Member



Laura McGee, Member



John Morawski, Vice Chair



Jen Modica, Member

Matt Keane, Member

To: Uxbridge School Committee

From: Kevin Carney Superintendent of Schools
Brian A. Hyde, Business Manager

Date: March 21, 2017

Re: Transportation Fees

Dear School Committee,

The Uxbridge School Committee voted 6-0 (Motion-Keane, Second-McGee) approving a bus fee of \$180.00 per rider per year with a \$360.00 family cap per year contingent upon an unsuccessful FY18 override vote. Below, please find information pertinent to this vote.

- Total cost for general transportation in FY18 is \$952,592.40 (\$829,742.40 plus \$122,850.00 for fuel).
- **CURRENT POLICY:** The Committee will provide transportation for students as follows:
 - Grades K - 5: Students living one mile or more from school.
 - Grades 6 - 8: Students living one and one-half miles or more from school.
 - Grades 9 - 12: All students will be eligible for transportation.
- The bus fee as voted has the potential to impact the following Uxbridge students:

FY18 Projected riders

Grade	Distance	Number of Students
K-5	1 - 1.99 miles	298
6	1.5 - 1.99 miles	29
7-8	1.5+ miles	191
9-12	Not applicable	520
TOTAL		942


- Please review the Transportation Fees packet distributed at the February 28, 2017 School Committee meeting for more information.

Mass STEM Hub Grant

Over the past several months, the Uxbridge High School principal, with support from curriculum director Richard Drolet, applied for and earned Uxbridge High School a \$15000 grant from the Massachusetts STEM Hub and Project Lead the Way. The grant will provide UHS with \$11,250 in 2017-18 for the purchase of CNC Milling machines and \$3750 in the 2018-19 for professional development and additional teacher training, so that Uxbridge High School can add Computer Integrated Manufacturing to the curriculum.

The grant language and the supporting documentation will require UHS to make progress toward having upwards of 20-25% of the student body participate in engineering courses. The decision to incorporate Computer integrated Manufacturing into the program was made in consultation with research conducted with the Blackstone Valley Education Foundation and the Blackstone Valley Chamber of Commerce, both of whom have sponsored events with UHS technology education and counseling departments.

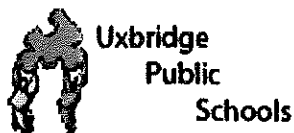
Through this research on local industry demand, these programs will enable UHS to graduate students prepared to enter the workforce or college programs having already completed a rigorous, research-based, three-year sequence of academic work that will complement our mission to provide students with authentic opportunities to demonstrate scientific inquiry. Additionally, we have partnered with the Andrews Technology Foundation to purchase \$55263.16 in technology infrastructure, including two laptop carts with 24 laptops each, to help expand opportunities in computer design, manufacturing, and modeling. This deployment will support technology interfaces in the fabrication lab and provide students with authentic opportunities for hands-on research in the fields of engineering, manufacturing, and design.

AUGUST					SEPTEMBER					OCTOBER				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	1	2	3	4					5	2	3	4	5	6
7	8	9	10	11		5	6	7	8		10	11	12	13
14	15	16	17	18	11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	18	19	20	21	22	23	24	25	26	27
	29	30	31		25	26	27	28	29	30	31			
8/28 - Professional Dev. Day - No Classes					9/1 - No School					10/5 - Curriculum Inservice - 1/2 day				
8/29 - Teacher Orientation/Prep Day					9/4 - Labor Day, No School					10/6 - Professional Deve. Day - No Classes				
8/30 - Classes begin for all students					9/5 - First Day of Pre-K					10/9 - Columbus Day, No School				
8/30 - PK & K Open House					9/7 - Grades 6-8 - Meet the Teacher Night					10/19 - H.S. Teacher Conferences				
8/31 - PK Open House					9/13 - Grades 3-5 Meet the Teacher Night									
8/31 - First Day of Kindergarten					9/14 - Grades 1 & 2 Only - Meet the Teacher Night									
					9/21 - H.S. Meet the Teacher Night									
NOVEMBER					DECEMBER					JANUARY				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
		1	2	3					1		2	3	4	5
6	7	8	9	10	4	5	6	7	8	8	9	10	11	12
13	14	15	16	17	11	12	13	14	15		16	17	18	19
20	21	22	23	24	18	19	20	21	22	22	23	24	25	26
27	28	29	30							29	30	31		
11/10 - Veterans Day Observed- No School					12/7 - 6-8 Conferences 1/2 day					1/2 - Classes resume				
11/16 - Grades 3-5 Evening Conferences					12/7 - 6-8 Evening Conferences					1/2-1/12- PK & K 2018-2019 Registrations				
11/16 - PK Conferences - No PreSchool					12/8 - Curriculum Inservice - 1/2 day					1/12 - Professional Deve. Day - No classes				
11/16 - PK - 2 Evening Conferences					12/22 - Half Day for all students and staff					1/15 - Martin Luther King Day - No School				
11/17 - K-2 Conferences - 1/2 day (No PreSchool)					12/25 - Winter Recess Begins					1/18-1/23 - H.S. Mid Year Exams - 1/2 days				
11/17 - Grades 3-5 Conferences - 1/2 day														
11/22 - Half Day for all students and staff														
11/23-24 - Thanksgiving Recess														
FEBRUARY					MARCH					APRIL				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
			1	2				1	2	2	3	4	5	6
5	6	7	8	9	5	6	7	8	9	9	10	11	12	13
12	13	14	15	16	12	13	14	15	16					
					19	20	21	22	23	23	24	25	26	27
26	27	28			26	27	28	29		30				
2/2 - Grades 6-8 Conferences - 1/2 day					3/9 - Curriculum Inservice - 1/2 day					4/16 - Patriot's Day - No school				
2/9 - H.S. Half Day for Students					3/23 - Grades 3-5 Conferences - 1/2 day					4/17-20 - April Vacation				
2/19 - President's Day - No school					3/29 - H.S. Half Day for Students									
2/20-23 - February Vacation					3/30 - Good Friday									
MAY					JUNE					TELEPHONE NUMBERS				
M	T	W	T	F	M	T	W	T	F	Taft Early Learning Center				
	1	2	3	4					1	Grades PreK-2, (508) 278-8643				
7	8	9	10	11	4	5	6	7	8	Whitin Elementary School				
14	15	16	17	18	11	12	13	14	15	Grades 3-5, (508) 278-8640				
21	22	23	24	25	18	19	20	21	22	McCloskey Middle School				
	29	30	31		25	26	27	28	29	Grades 6-8, (508) 278-8634				
5/4 - Curriculum Inservice - 1/2 day					6/3 - UHS Graduation					Uxbridge High School				
5/24 - PK Day/Evening Conf.-No PKSchool					6/5 - Last day for PK					Grades 9-12, (508) 278-8633				
5/25 - PK Day Conferences - No School for PK					6/6 - Last day for K					Superintendent's Office (508) 278-8648				
5/25 - H.S. Half Day for Students					6/11-6/14 - H.S. Final Exams 1/2 Days					<input checked="" type="checkbox"/> Holidays/Vacations <input checked="" type="checkbox"/> Professional Deve. - No School for students <input type="checkbox"/> Curriculum Inservice - 1/2 Day for students				
5/28 - Memorial Day - No School					6/15 - Last day for students- 1/2 day for students									
					6/18-22 (5 days) Snow days									

Milling (Machining) – Wikipedia definition

Milling is the machining process of using rotary cutters to remove material^[1] from a workpiece by advancing (or *feeding*) in a direction at an angle with the axis of the tool.^{[2][3]} It covers a wide variety of different operations and machines, on scales from small individual parts to large, heavy-duty gang milling operations. It is one of the most commonly used processes in industry and machine shops today for machining parts to precise sizes and shapes.

Milling can be done with a wide range of machine tools. The original class of machine tools for milling was the milling machine (often called a mill). After the advent of computer numerical control (CNC), milling machines evolved into machining centers (milling machines with automatic tool changers, tool magazines or carousels, CNC control, coolant systems, and enclosures), generally classified as vertical machining centers (VMCs) and horizontal machining centers (HMCs). The integration of milling into turning environments and of turning into milling environments, begun with live tooling for lathes and the occasional use of mills for turning operations, led to a new class of machine tools, multitasking machines (MTMs), which are purpose-built to provide for a default machining strategy of using any combination of milling and turning within the same work envelope.



Kevin Carney <Lcarney@uxbridge.k12.ma.us>

Saturday, March 11

Destination Imagination

Jack Holt <krisandjackholt@gmail.com>

Sun, Mar 12, 2017 at 7:16 PM

To: jmorawski@uxbridge.k12.ma.us, Debbie Stark <dstark@uxbridge.k12.ma.us>, bpomeroy@uxbridge.k12.ma.us, cmiller@uxbridge.k12.ma.us, jmodica@uxbridge.k12.ma.us, mkeane@uxbridge.k12.ma.us, lmcgee@uxbridge.k12.ma.us, Kevin Carney <kcarney@uxbridge.k12.ma.us>, Marla Sirois <msirois@uxbridge.k12.ma.us>, Lori Fafard <Lfafard@uxbridge.k12.ma.us>, "ldemarco@uxbridge.k12.ma.us" <ldemarco@uxbridge.k12.ma.us>, Michael Rubin <mrubin@uxbridge.k12.ma.us>

All of our teams had a lot of fun at the regional DI tournament in Bellingham yesterday. McCloskey team Torrey placed third in the middle level Fine Arts challenge. McCloskey team Holt/Prince placed first in the Engineering challenge, and will be representing Uxbridge at the state tournament at WPI on April 1st. Our first year teams did very well, and we hope to see them all back next year.

Kris Holt



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Agreement for Bi-County Educational Collaborative

AGREEMENT FOR BI-COUNTY EDUCATIONAL COLLABORATIVE

Pursuant to *M.G.L. c. 40, § 4E*.

PREAMBLE / AUTHORIZATION

This document constitutes the Collaborative Agreement (hereinafter “the Agreement”) of the Bi-County Collaborative (hereinafter “the Collaborative”) established pursuant to the provisions of Chapter 40, Section 4E of the General Laws of the Commonwealth of Massachusetts and acts or amendments thereof as they may from time to time be enacted by the legislature, and 603 CMR 50.00. The Bi-County Collaborative is a public entity.

This Agreement replaces the original Agreement dated November 20, 1987, as most recently amended on November 1, 2009, entered into by and between the school committees listed in Section I (herein, the “member districts”) and will be effective upon the approval of the member districts and the Board of Elementary and Secondary Education, as indicated on the signatory page.

SECTION I: MEMBERSHIP

The membership of the Collaborative, as of the effective date of this Agreement, includes the school committees from the following districts, as indicated by the signatures of the chairs of the school committees:

- A. School Committee for the Attleboro Public Schools
- B. School Committee for the Bellingham Public Schools
- C. School Committee for the Blackstone-Millville Regional School District
- D. School Committee for the Easton Public Schools
- E. School Committee for the Foxborough Public Schools
- F. School Committee for the Franklin Public Schools
- G. School Committee for the King Philip Regional School District
- H. School Committee for the Mansfield Public Schools
- I. School Committee for the Milford Public Schools
- J. School Committee for the Norfolk Public Schools
- K. School Committee for the Norton Public Schools
- L. School Committee for the North Attleborough Public Schools
- M. School Committee for the Plainville Public Schools
- N. School Committee for the Somerset Public Schools
- O. School Committee for the Swansea Public Schools
- P. School Committee for the Tri-County Regional School District
- Q. School Committee for the Walpole Public Schools
- R. School Committee for the Wrentham Public Schools

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SECTION II: MISSION, OBJECTIVES, FOCUS, AND PURPOSES

The mission of this Collaborative is to jointly conduct educational programs and/or services for member districts in a cost-effective manner, increase educational opportunities for children ages 3-22, and improve educational outcomes for students.

The purpose of this Collaborative is to provide intensive education programs and services for students with and without disabilities in their districts of residence or in other member districts; to provide related services to students, primarily to those with low-incidence disabilities, in member and non-member districts; to provide consultation to educators on therapeutic and behavioral interventions; to provide professional development to educators; and to conduct cooperative projects and purchasing for services and other resources for member and non-member districts.

The focus of the Collaborative is the creation of special education programs and services in the least restrictive environment and comprehensive professional development within the local communities of the member districts to meet the professional development needs of all educators and the needs of all students, but particularly those with low-incidence disabilities.

The overall objectives of the Collaborative include:

- A. to improve the academic achievement of students with low-incidence disabilities in the least restrictive environment;
- B. to offer a variety of quality professional development opportunities to general and special education teachers and related service providers;
- C. to conduct cooperative projects and purchasing for services and other resources; and
- D. to offer all programs and services in a cost-effective manner.

Notwithstanding any other provision of these articles, the Collaborative is organized exclusively for educational purposes, as specified in Section 501(c)(3) of the Internal Revenue Code, and shall not carry on any activities not permitted to be carried on by any entity exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code. No substantial part of the activities of the Collaborative shall be carrying on propaganda, or, otherwise attempting to influence legislation, and the Collaborative shall not participate in or intervene in (including the publication or distribution of statements), any political campaign on behalf of or in opposition to any candidate for public office.

The Collaborative does not discriminate on the basis of race, color, sex, gender identity, religion, national or ethnic origin, age, disability, sexual orientation, or any other legally protected status and in the administration of its educational policies, administrative policies, scholarship or loan programs, athletic and other school administered programs or in employment. The Board's policy of nondiscrimination will extend to students, staff, the general public, and individuals with whom it does business.

SECTION III: PROGRAMS AND SERVICES TO BE OFFERED

The Collaborative will offer the following programs and services, which shall complement the educational programs and services of the member districts in a cost-effective manner:

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- day school placements and other programs and services for students with and without disabilities which are low-incidence in their districts of residence;
- professional development programs for general and special educators;
- the provision of related and behavioral services to students and consultation to educators in member and non-member districts; and
- cooperative projects and purchasing of services and other resources.

SECTION IV: GOVERNANCE

Each school committee executing this Agreement shall annually appoint the superintendent of schools to serve as its representative on the Bi-County Collaborative Board of Directors; these Board members shall also be referred to in this Agreement as appointed representatives. The Bi-County Collaborative shall be managed by this Collaborative Board of Directors, hereinafter referred to as the "Board".

- A. Regular meetings of the Board shall be held from October to June, and at least once during the months of July, August, or September, for a minimum of six (6) meetings per fiscal year.
- B. A quorum for conducting business shall consist of a simple majority of voting members serving on the Board. A quorum is not needed to close the meeting.
- C. In order to pass any motion, a majority vote of the Board members present shall be required, except that a vote to terminate the Collaborative shall be approved in accordance with Section XI of this Agreement.
- D. Meeting minutes shall be approved by a vote of the Board at an open meeting.
- E. The Executive Director, or designee, will act as executive secretary to the Board. The Executive Director shall attend all Board meetings but shall not be entitled to a vote.
- F. The Board shall annually organize itself by electing a Chairperson and Vice-Chairperson by a majority vote of the Board members present at the first Board meeting of the year. The Chairperson, by vote of the Board, may appoint such subcommittees or advisory or operating committees of the Board as will facilitate the work of the Board.

SECTION V: CONDITIONS OF MEMBERSHIP

Each member district shall have the following rights and responsibilities as a member of Bi-County Collaborative:

- A. Each Board member shall be entitled to a vote.
- B. Administrative dues for membership in the Collaborative may be established annually, as described in Section VII of this Agreement.
- C. Each Board member shall be responsible for providing timely information and updates to its appointing member district(s) on Collaborative activities, as outlined in M.G.L. c. 40, § 4E and 603 CMR 50.04(2) and for providing other information as required or requested.
- D. Each Board member is expected to attend every Board meeting. When a Board member has not attended 30% of the Board meetings within a fiscal year, the Chair of the Board shall provide written notice to the Chair of the appointing member district regarding the Board member's absences. The Board Chair will notify the member

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- district that the seat will remain vacant until such time as the appointed member district representative resumes regular attendance.
- E. Following written notification the member district will automatically become an inactive member district without further action of the Board. The inactive member district representative shall not count towards a quorum and the member district shall forfeit benefits of membership such as member tuition rates, but shall continue to have all other rights and obligations of membership, including the responsibility to meet obligations incurred while the inactive member district was an active member district of the Collaborative.
 - F. Member districts in inactive status due to absences from meetings will be afforded due process rights and may appeal to the Board of Directors through the Chair.
 - G. In extenuating circumstances, as determined solely by the Board, the rule concerning automatic inactive status due to the absence of an appointed representative can be waived.
 - H. In addition, the Board may terminate the membership of any member district by a two-thirds (2/3) vote of the entire voting membership of the Board. The only reasons for such action shall be:
 - 1. The non-payment of certain obligations such as the non-payment of fees or assessments owed to the Collaborative; or
 - 2. Any other action that would seriously jeopardize the financial stability of the Collaborative.
 - I. Procedure for such termination:
 - 1. The Executive Director of the Collaborative, with the authorization of the chairperson of the Board, must provide written notice to the member district of the facts on which any possible termination action may be based. This notice must give the member district thirty (30) days to correct the situation.
 - 2. The member district may work with the Executive Director and the Board Chair to develop a plan to address the situation.
 - 3. If the member district does not correct the situation within thirty (30) days, then the Board shall schedule the vote to terminate that district's membership at the next Board meeting which is scheduled sixty (60) days after the expiration of the thirty (30) day period referenced in Paragraph 1.
 - 4. The Executive Director shall provide written notice to the chairperson of the member district's school committee and to the superintendent of that member school district of the date and time for the meeting at which the Board will consider termination of that member district's participation in the Collaborative. Such written notice shall be sent by certified mail or by overnight mail, both of which require acknowledgement of receipt of the written notice. In the written notice, the Board shall invite the member district to present any and all reasons why the Board should not terminate membership.
 - 5. Whether or not the member district appears at the Board meeting at which termination of membership is to be discussed, the Board shall vote on the motion to terminate the member district's participation in the Collaborative. In order to terminate the membership, the Board must vote by two-thirds majority to do so.
 - 6. An Amendment of the Collaborative Agreement will be required to terminate membership and will comply with procedures outlined in Section VIII.

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7. Upon approval of the Amendment of the Collaborative Agreement by the member districts and the Board of ESE, the district would then no longer be a member district but rather a terminated member district and will not be entitled to assets, tuition credit beyond fiscal participation in the current year, and will continue to be responsible for outstanding payments and other obligations and liabilities incurred while the terminated member district was a member district of the Collaborative.
- J. No appointed representative on the Board shall serve as a member of a board of directors or as an officer or employee of any related for-profit or non-profit organization as defined in M.G.L. c. 40, § 4E, as most recently amended.
- K. No appointed representative shall receive an additional salary or stipend for his/her service as a Board member.
- L. No appointed representative shall delegate his/her powers or send a representative in his/her place as a voting Board member and no member district shall delegate the rights, responsibilities, or duties of its appointed representative to any other individual, unless the member district is replacing the appointed representative with that individual who holds the position of Superintendent of Schools.

SECTION VI: POWERS AND DUTIES OF THE BOARD AND APPOINTED REPRESENTATIVES TO THE BOARD

The Board shall manage the educational Collaborative and shall be responsible for providing fiduciary and organizational oversight and accountability over the operation of the educational Collaborative. The Board shall be vested with all authority and responsibilities provided to it by M.G.L. c. 40, § 4E and 603 CMR 50.00 and all acts and regulations amendatory thereof, including but not limited to the following:

- A. The Board shall formulate policy for the Collaborative, to hire all staff, and to ensure compliance with applicable state and federal laws and regulations, including M.G.L. c. 40, § 4E, M.G.L. c.30A §§ 18-25, Chapter 30B, and 603 CMR 50.00.
- B. The Board shall be vested with the authority to enter into agreements with member and/or non-member districts or other Collaboratives to establish mutually beneficial programs and services or pricing arrangements.
- C. The Board shall be responsible for:
 1. ensuring adherence to this Collaborative Agreement and progress toward achieving the purposes and objectives set forth in the Agreement;
 2. determining the cost-effectiveness of programs and services offered by the Collaborative; and
 3. determining the appropriateness and cost-effectiveness of any borrowing, loans, or mortgages.
- D. The Board shall be responsible for ensuring that any borrowing, loans, or mortgages are cost-effective, necessary to carry out the purposes for which the Collaborative is established, in the best interest of the Collaborative and its member districts, and consistent with the terms of this Agreement, including the provisions of Section VII.C.
- E. The Board shall approve all expenditures, including contracts, borrowing, and the purchase and sale of real estate. The Board shall hire all employees of the Collaborative, and ensure that all employees possess the necessary and required credentials and

Agreement for Bi-County Educational Collaborative

- approvals, including those required by M.G.L. c. 71, § 38G and 603 CMR 7.00, M.G.L. c. 74 and 603 CMR 4.00, and all acts and regulations amendatory thereof.
- F. The Board shall hire an Executive Director to oversee and manage the operation of the Collaborative, a business manager or an employee with responsibilities similar to those of a town accountant to oversee Collaborative finances, at least one school nurse to support Collaborative programs, and a Treasurer, who shall annually give bond consistent with the requirements of M.G.L. Ch. 40, § 4E.
 - G. The Executive Director shall oversee and manage the Collaborative on a day to day basis. Subject to Board approval, the Executive Director shall enter into contracts for the purchase of supplies and materials and for the leasing of equipment; shall supervise staff, shall discipline and ensure the evaluation of all staff, shall develop procedures for the implementation of the Board's policies and directives, and shall carry out and implement the policies of the Board as well as those functions which the Board shall delegate to the Executive Director to the extent permitted by applicable law and regulation.
 - H. The Board must evaluate the Executive Director and Treasurer.
 - I. The Board shall ensure that there is segregation of duties between the Executive Director, Treasurer, and business manager, and that these employees shall not serve as a member of the Board or as an officer, member of the board of directors or employee of any related for-profit or non-profit organization as defined in M.G.L. Ch. 40, § 4E.
 - J. The Board shall ensure that no employee of the Collaborative is employed at any related for-profit or non-profit organization.
 - K. No part of the net earnings of the Collaborative shall inure to the benefit of any member of the Board of Directors, Trustee, Director, officer of the Collaborative, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Collaborative by a private individual who is not a Member, Director, or officer of the Collaborative), and no Member of the Board of Directors, Trustee, or officer shall be entitled to share in the distribution of any of the assets upon dissolution of the Collaborative.
 - L. No employee of the Collaborative may serve on the Board or shall be eligible to serve concurrently in the positions of Executive Director, Treasurer, or business manager or person with responsibilities similar to those of a town accountant.
 - M. The Board shall develop such policies as it deems necessary to support the operation of the Collaborative, including, but not limited to, policies relative to personnel, students, finance and internal controls, health and nursing, and any other policies required by state or federal law and regulation. The Board shall review the effectiveness of such policies to ensure currency and appropriateness, and may establish a subcommittee to make recommendations to the Board concerning such policies.
 - N. The Board shall ensure that the Collaborative completes and files an annual report and an annual independent audit, as well as such other student, program, financial and staffing information, reports or documents as the Department of Elementary and Secondary Education, herein DESE, deems necessary. The Board shall ensure that annual reports and annual independent audits are filed with appropriate governmental agencies and posted on the Collaborative's website, consistent with the requirements of M.G.L. c. 40, § 4E and 603 CMR 50.00.

SECTION VII: FINANCE

Agreement for Bi-County Educational Collaborative

A. Financial Terms:

1. The Board shall establish and manage the *Bi-County Educational Collaborative Fund* (hereinafter referred to as the Fund) which shall be the depository for all funds and/or reimbursements received from its member districts, any non-member districts and all grants or gifts from the federal government, state government, charitable foundations, private corporations, or any other source. The Treasurer shall be authorized, subject to the direction of the Board, to receive and disburse any monies of the Fund without further appropriation. Any of these funds not immediately necessary for operations during the operating year may be invested by the Treasurer, consistent with the provisions and requirements of Section 55B of Chapter 44 of the General Laws and any law amendatory thereof. The Treasurer shall give bond annually for the faithful performance of his duties in a form or an amount approved by the Commonwealth of Massachusetts Department of Revenue and the Board.
2. The Collaborative shall adopt and maintain a financial accounting system, in accordance with generally accepted accounting principles as prescribed by the governmental accounting standards board and any supplemental requirements prescribed jointly by the commissioner of elementary and secondary education and the commissioner of revenue, in consultation with the state auditor. At a minimum, the financial accounting system shall delineate: administration and overhead; rental of real property; program costs; capital expenditures, including fixed assets, real property or the improvement of real property; debt payments; deposits into a capital reserve; and all additional disclosures required in 603 CMR 50.08(2).
3. The Collaborative does not currently assess membership dues, but reserves the right to do so. Should the Board determine a need to assess such dues, it will seek an amendment to the Agreement.
4. Capital costs shall include all costs for items associated with the acquisition, maintenance, and improvement of fixed assets, including real property. These costs will be apportioned in either administrative or program costs depending on the use.
5. Non-member fees may be charged to non-member districts for services rendered by the Collaborative to help support program costs and to offset member tuition costs. The Board shall establish the fee, not to exceed 20% of member districts' tuition or service charges, on an annual basis and may vary by program. The Board may waive or decrease the percentage of the administrative fee charged to non-member districts.
6. The Collaborative does not currently have buy-in fees, but reserves the right to do so. Should the Board determine the need to establish buy-in fees, it will seek an amendment to the Agreement.
7. The Board may, by majority vote, apply for and accept gifts, grants, or contributions from governmental and private sources, whether in cash or in kind.

B. Collaborative Fund:

1. The Treasurer reviews, approves, and signs all payments; an additional signature of one Board member is required on payments as determined by the Board; all

Agreement for Bi-County Educational Collaborative

warrants are reviewed, approved, and signed by Board members at the next Board meeting in open session.

C. Borrowing, Loans, and Mortgages:

1. The Board may authorize the borrowing of funds or enter into short- or long-term Agreements or mortgages, and acquire or improve real property to support Collaborative operations, subject to the following procedures:
 - a) all borrowing, loans, and mortgages shall be discussed at a public meeting of the Board;
 - b) the Board shall investigate options related to borrowing, loans, and mortgages in order to determine that the terms related to any borrowing, loans and mortgages are the most favorable available at the time of the application;
 - c) the Board shall determine, at a public meeting, through a majority vote, that the terms related to borrowing, loans, and mortgages are cost-effective and are the most favorable available at the time of the application; and
 - d) the Board shall determine, at a public meeting, through a majority vote, that the borrowing, loans and mortgages are necessary to carry out the purposes for which the Collaborative is established.
 - e) In the event that such borrowing loan or mortgage is for the acquisition or improvement of real property:
 - i. the Board shall discuss its intent to apply for a real estate mortgage at a public meeting of the Board prior to the meeting of the Collaborative Board at which the final vote is taken;
 - ii. the Board shall provide notice to each member district within thirty (30) calendar days of applying for real estate mortgages; and
 - iii. the Board shall approve such action by a majority vote.

D. Annual Budget Preparation and Assessment of Costs

1. Development of the Collaborative Budget: The Board shall annually determine the Collaborative budget consistent with the timelines, terms, and requirements in M.G.L. c. 40, s 4E, regulations promulgated by the Board of ESE and this Agreement.
 - a) By April 30 of each year, the Board shall propose a budget for the upcoming fiscal year. The Board shall identify the programs and services to be offered by Collaborative in the upcoming fiscal year and the corresponding costs.
 - b) The Budget Sub Committee made up of the Board Chair, Executive Director, Treasurer, Accountant, and at least 2 additional Board members meets to review current and projected enrollments to determine projected expenses and revenue for the next fiscal year.
 - c) The proposed budget shall contain all planned financial activity for the upcoming fiscal year.
 - d) The proposed budget shall be classified into such line items as the Board shall determine, but shall at a minimum delineate amounts for operating expenditures, including administration, program expenses, facility and

Agreement for Bi-County Educational Collaborative

operations expenses, salaries, fringes and capital expenditures, including debt service payments and deposits to capital reserve.

- e) Program Tuition shall be determined based on all costs of providing programs, including allocating administrative, overhead and capital costs to the programs. As determined by the Executive Director and approved by the Board, tuition shall be assessed to the member and non-member districts based on the combined cost of providing such programs to the Collaborative's students and the number of projected students enrolled in the Collaborative's programs from the respective member and non-member districts for the next fiscal year.
 - f) The proposed budget shall include the projected expenses necessary for each Collaborative program during the next fiscal year, based on an estimate of projected student enrollment in programs and projected agreements for services. Tuition shall be determined based on all costs of providing programs, including administrative, overhead and capital costs, and apportioning these costs to programs in accordance with projected student enrollment for the next fiscal year.
 - g) Fees for services shall be determined based on all costs of providing the service, including administrative overhead and capital costs, and apportioning these costs on a daily and/or hourly basis across the school year.
 - h) Deposits into the Capital Reserve Fund: Deposits into the Capital Reserve Fund will be recorded in a separate line item within the budget.
2. The budget shall be discussed at a public meeting of the Board and notice shall be provided to each member district before the date of the Board meeting.
 3. The Board shall adopt the final budget by affirmative majority vote at a subsequent meeting no earlier than ten (10) working days after the Board meeting at which the Collaborative budget was first proposed but no later than June 30 of the preceding fiscal year.

E. Transmitting the Budget and Payment Terms:

1. The Treasurer shall certify and transmit the budget and the tuition rates, membership dues and fees for services for the upcoming fiscal year to each member district not later than June 30 of the preceding fiscal year.
2. The Collaborative will invoice districts for tuition and fees for services no less than monthly, and it shall be the obligation of member and non-member districts to pay such amounts as may be due within thirty (30) days of receipt of such invoice, including non-member fees.

F. Procedure for Amending the Budget:

1. All budget amendments shall be proposed at a public meeting of the Board.
2. Any amendment that does not result in an increase in tuition rates, membership dues or fees for services shall be approved by the Board by a majority vote.
3. Any amendment to the budget that results in an increase in the tuition rates, membership dues or fees for services shall adhere to the following procedures:
 - a. All appointed representatives shall, within ten (10) working days of the public meeting at which the amendment was first proposed, report to their member districts the content of the proposed amendment.

Agreement for Bi-County Educational Collaborative

- b. All amendments shall be voted on by the Board at a second public meeting of the Board no earlier than thirty (30) working days after the Board meeting at which the amendment was first proposed; adoption shall require a majority vote.
 - c. The Treasurer shall certify and transmit the amended tuition rates, membership dues and fees for services to each member district not later than ten (10) working days following the affirmative vote of the Board.
 4. The Board has the authority to reduce tuition rates, membership dues and fees for services to member and non-member districts, when doing so is determined to be in the best interest of the Collaborative.
- G. Surplus Funds: Unexpended general funds, as defined in 603 CMR 50.00, at the end of the fiscal year plus any previous year's surplus funds, as determined through the financial statements, will be considered cumulative surplus.
1. The determination of cumulative surplus shall not include funds deposited in a capital reserve as provided for in 603 CMR 50.07(10), funds deposited in trust in accordance with M.G.L. c. 32B, § 20 and any amounts prepaid for services or tuitions in accordance with M.G.L. c. 40, § 4E.
 2. The Board will retain no more than 25 percent of the previous year's general fund expenditures in cumulative surplus.
 3. On an annual basis, after the Board has discussed the audit results of the previous fiscal year, the Board shall approve by majority vote, the final dollar amount of the cumulative surplus.
 4. The Board shall determine whether such surplus funds is within the established 25 percent limit, and whether the funds will be retained by the Collaborative or whether all or some portion will be refunded to the member districts.
 5. In the event that the Collaborative refunds surplus funds to the member districts, each member district shall receive a proportionate share of the money to be refunded. The following formula shall be used for the distribution: the total amount of tuitions paid by a particular member district during the previous fiscal year divided by the tuition paid by all member districts in the previous fiscal year.

SECTION VIII: PROCEDURE FOR AMENDING THE COLLABORATIVE AGREEMENT

This Agreement may be amended from time to time in accordance with the following procedures:

- A. Any member district, appointed representative or the Executive Director may propose an amendment to the Collaborative Agreement.
- B. The proposed amendment shall be presented in writing to the Executive Director of the Collaborative and the chair of the Board no less than twenty (20) working days prior to a meeting of the Board at which it shall first be discussed. No less than ten (10) working days prior to the Board meeting at which the amendment is first discussed, the Executive Director shall cause copies thereof to be sent to all Board members together with notice as to the time and place of the first reading of the amendment.
- C. Following the first reading of any proposed amendment and any changes as requested by the Board, the Executive Director shall submit the proposed amendment to DESE for initial review.

Agreement for Bi-County Educational Collaborative

- D. Following the review by DESE, the Executive Director shall make such changes as the DESE requires.
- E. No less than ten (10) working days prior to the Board meeting at which the revised amendment will be discussed, the Executive Director shall cause copies thereof to be sent to all Board members together with notice as to the time and place of the second reading of the amendment.
- F. The proposed amendment shall be read a second time at the regular meeting next subsequent to the DESE review, at which time, in order to be approved, there must be a majority vote of the Board in favor of the amendment. Following approval by the Board, the amended Agreement shall be submitted by the chair of the Board to the member districts for votes to approve the amended Agreement.
- G. Once a majority of all member districts have approved and signed the amended Agreement, the Collaborative shall submit the signed amended Agreement in accordance with 603 CMR 50.00 to the Commissioner of Elementary and Secondary Education for approval by the Board of Elementary and Secondary Education.
- H. No amendment to this Agreement shall be effective until approved and authorized by a majority of the member districts and by the Board of Elementary and Secondary Education.

SECTION IX: PROCEDURE AND TIMELINE FOR ADMITTING NEW MEMBER DISTRICTS

A school district, through its school committee, or charter school Board, herein referred to as a "prospective member district" may become a member district of the Collaborative consistent with the following terms:

- A. At least 180 days prior to the beginning of a new fiscal year, the prospective member district shall submit to the chair of the Board and the Executive Director of the Collaborative notification of intent to join the Collaborative and a copy of the school committee/charter school Board minutes that indicates an affirmative vote of the committee/charter school Board to seek membership in the Collaborative.
- B. Upon receipt of the prospective member district's notification of intent to join the Collaborative and the minutes, the Board will consider the request.
- C. Upon a majority affirmative vote of the Board, this Agreement shall be amended to add the prospective member district. The Agreement shall be amended consistent with Section VIII of this Agreement.
- D. The amendment may provide for the deferral of the admission of a new member district until July 1 of the subsequent fiscal year.
- E. The admission of a new member district to the Collaborative requires an amendment to be prepared and approved in accordance with Section VIII. The amendment shall become effective only after the execution and delivery by the current member districts and the applicant school committee or charter school Board of an amendment to this Agreement agreeing to be bound by all the terms and conditions thereof, and approval by the Board of Elementary and Secondary Education.
- F. A school committee or charter school Board may be admitted to the Collaborative as of July 1st of any fiscal year provided that all required approvals, including that of the Board of Elementary and Secondary Education, are obtained by the preceding April 30th of the

Agreement for Bi-County Educational Collaborative

fiscal year prior to the fiscal year in which the new member district is to be admitted to the Collaborative.

SECTION X: PROCEDURE AND TIMELINE FOR WITHDRAWAL OF CURRENT MEMBER DISTRICT(S)

- A. An amendment to the Collaborative Agreement is required when a member district withdraws from the Collaborative. The amendment to withdraw must be presented and approved in accordance with Section VIII (including the approval by withdrawing member district, by the remaining member districts and by the Board of Elementary and Secondary Education).
- B. A member district may withdraw from the Bi-County Collaborative as of July 1st in any year provided that such member district provides written notice to every other member district that is party to this Agreement as well as to the Executive Director of the Collaborative and the Board of such intent at least 180 days before the end of such fiscal year, and provided that the member districts and the Board of Elementary and Secondary Education has approved the withdrawal by April 30th of the fiscal year in which the withdrawal is to occur.
- C. Written notification of a member district's intent to withdraw from the Collaborative at the end of a fiscal year shall include the following:
 - 1. Notification addressed to the chair of the Board and the Executive Director that the member district has voted to withdraw from the Collaborative with the effective date of withdrawal; and
 - 2. A copy of the minutes from the member district school committee meeting in which the member district voted to withdraw from the Collaborative.
- D. An amendment to the Agreement is required and will be submitted to the Commissioner of Elementary and Secondary Education to reflect changes in the Agreement caused as a result of the change in membership of the Collaborative.
- E. Upon withdrawal, a former member district shall not be entitled to any assets or a portion of any assets of the Collaborative, including any surplus funds that may have been carried over from prior years and any capital reserve fund that may have been established by the Board.
- F. The withdrawing member district must fulfill all of its financial obligations and commitments to the Collaborative.
- G. A member district that has withdrawn from the Collaborative will continue to be liable to the Collaborative for its current collaborative member tuition costs of its students and share of any debts, claims, demands, or judgments against the Collaborative, incurred during said member district's membership.
- H. Upon withdrawal, the withdrawing member district will be reimbursed any funds prepaid to the Collaborative by the member district for tuition or services under M.G.L. c. 40, § 4E.
- I. The withdrawal of any member district(s) at any time shall not affect the status of this Agreement and the same shall remain in full force and effect until specifically changed or amended.
- J. If, after the withdrawal of a member district(s), less than two member districts remain, the Collaborative Board will initiate termination proceedings as provided in Section XI.

SECTION XI: PROCEDURE FOR TERMINATION OF THE COLLABORATIVE AGREEMENT

- A. A member district may request that the Board initiate proceedings to terminate this Agreement by giving notice to all other member districts and the Executive Director at least *twelve (12) months* before the end of the current fiscal year.
- B. Within thirty (30) days of a request that the Board initiate termination proceedings, the Board shall discuss the request to terminate the Collaborative and determine next steps. A two-thirds (2/3) vote of the Board is required in order to initiate termination proceedings. Should the Board vote to initiate termination proceedings, notice must be provided to all member districts within ten (10) working days of such vote.
- C. The Agreement shall only be terminated at the end of a fiscal year.
- D. The Agreement shall be terminated at the end of any fiscal year following votes in favor of termination by two-thirds (2/3) of the school committees and/or charter school Boards of member districts.
- E. Following the affirmative votes of the member districts to terminate this Agreement, the Executive Director shall inform the member districts and non-member districts who are served by the Collaborative and DESE in writing 180 days prior to the effective date of any termination.
- F. Following the affirmative votes of the member districts to terminate this Agreement, a final independent audit will take place and will be provided to all appointed representatives and member districts as well as to DESE, including an accounting of assets and liabilities (debts and obligations) of the Collaborative and the proposed disposition of same.
- G. Prior to termination, the Board shall:
 - 1. determine the fair market value of all assets for the Collaborative, including, but not limited to, real estate, capital property, equipment and supplies owned by the Collaborative;
 - 2. determine the process for the appropriate disposition of federal/state funds;
 - 3. identify the member district responsible for maintaining all fiscal records;
 - 4. return all records relating to individual students to their respective member or non-member school districts;
 - 5. identify the member district responsible for maintaining employee and program records;
 - 6. determine the means of meeting all liabilities (debts and obligations) of the Collaborative, including obligations for post-employment benefits. All liabilities must be met before any monies are distributed to member districts;
 - 6. In the event that the Collaborative refunds surplus funds to the member districts, each member district shall receive a proportionate share of the money to be refunded. The following formula shall be used for the distribution: the total amount of tuitions paid by a particular member district during the previous fiscal year divided by the tuition paid by all member districts in the previous fiscal year; and
 - 7. ensure the appropriate disposition of all assets of the Collaborative, including any unencumbered funds held by the Collaborative, and any capital property and real estate owned by the Collaborative. Unless the Board determines otherwise, all assets shall be sold and the monies shall be distributed to the member districts on

Agreement for Bi-County Educational Collaborative

a pro rata basis. In the event that the Collaborative refunds monies to the member districts, each member district shall receive a proportionate share of the money to be refunded. The following formula shall be used for the distribution: the total amount of tuitions paid by a particular member district during the previous fiscal year divided by the tuition paid by all member districts in the previous fiscal year.

- H. Following the affirmative vote of the member districts to terminate the Collaborative Agreement, the Board shall notify DESE of the official termination date of the Collaborative, and shall submit the documentation required by 603 CMR 50.11 to DESE.
- I. Should DESE revoke and/or suspend the approval of the educational Collaborative Agreement, the Board will follow all instructions from DESE, and Sections XI. E through XI. H, inclusive, shall be implemented to the extent these procedures are consistent with the order of DESE terminating the Collaborative Agreement.

This Agreement shall not be effective until approved by Member School Committees and the Massachusetts Board of Elementary and Secondary Education. The Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose Chairpersons have signed below.

Date of first reading: June 12, 2014

Date of second reading:

Date approved by Bi-County Collaborative Board of Directors: _____

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Attleboro Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Bellingham Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee and signature: _____

Blackstone-Millville Regional School District

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Easton Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee

Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Mansfield Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Milford Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Norfolk Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Norton Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

North Attleboro Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Plainville Public Schools

_____ **Date of School Committee vote**

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Somerset Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Swansea Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Tri-County Regional School District

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Walpole Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Date approved by Member School Committee: _____

Wrentham Public Schools

Date of School Committee vote

Signature of CHAIRPERSON of Member School Committee Date

Please print name

Agreement for Bi-County Educational Collaborative

SECTION XII: EFFECTIVE DATE

This Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose chairpersons have signed below.

Date approved by Bi-County Collaborative Board of Directors: 9/11/14

Approved by the Board of Elementary and Secondary Education:

COMMISSIONER

Date

Elementary Literacy Professional Development Update

Lesley University's Center for Reading Recovery and Literacy Collaborative

This March and April school leadership teams composed of 8 staff members from both Taft and Whitin are participating in Lesley University's **Literacy Leadership Team Institute**. This institute is designed for administrators and faculty members interested in learning more about working as a leadership team around effective programs and implementing a research-based model. During these five days at Taft and Whitin, Literacy Leadership Teams are developing a common vision of high-quality literacy and learning, discussing critical components of effective literacy programs, and learning how to use the Fountas and Pinnell Literacy Continuum as a tool for planning, assessing, and assuring all students meet the competencies of the Massachusetts Curriculum Frameworks and Common Core Standards. They are building a common understanding of the goals of professional learning communities, exploring foundational theory and practices of guided reading, reader's and writer's workshop, and language/word study, learning how to create layers of intensified teaching as part of the Response to Intervention Model, and examining roles of Reading/Literacy Specialists, administrators, and literacy leadership teams in developing in-school capacities for teacher development. Feedback from the Taft and Whitin teams who have completed about half of this PD so far indicate this professional development has been a great start to ensure our push to improve student outcomes that are a reflection of literacy instruction.

For all teachers in Grades K-5, we have also booked five days of high-quality Guided Reading training and professional development through this same Center for Reading Recovery and Literacy Collaborative sponsored by Lesley University for the 2017-18 school year as part of our PK-5 Literacy Action Plan.

The **grades K-2** course/PD is titled, "**Guided Reading in a Comprehensive Early Literacy Program**." This five-day course will take an in-depth look at how to use guided reading in a K-2 classroom. The course includes how to assess children, select leveled books, group students dynamically, and teach effective guided reading lessons in the primary classroom. It also addresses how to design and organize the learning environment to engage students in managed independent learning.

The **grades 3-5** course/PD is titled, "**Guided Reading: Differentiating Literacy Instruction**." This five-day course will build teacher understanding of the reading process, changes in students' reading development over time, and effective small-group instructional practice. Teachers will learn how to guide students in thinking

within, about, and beyond the text in the context of small, guided reading groups. Teachers will develop an understanding of a gradient of texts and matching books to readers for powerful instruction. The essential elements of guided reading instruction will be addressed. This course will help teachers understand how to assess students, form flexible guided reading groups, select appropriate texts, and plan guided reading lessons for effective instruction.

To minimize teachers out of the classroom with students, we have communicated with stakeholders and worked with the draft 2017-18 Uxbridge Public Schools calendar to make sure three of the five PD days utilized will be full district PD days. One other day is also a .5 PD day so teachers will only miss 1.5 days of instruction with students. We also made sure that none of the 1.5 days missed with students were the same days for the two schools to avoid having so many substitute teachers needing to be utilized in the district on any one given day. The dates are as follows:

Grades K-2 (Taft)

August 28, 2017 (full PD day)

October 5, 2017 (1/2 PD day - we will get subs in the AM)

October 6, 2017 (full PD day)

January 11, 2018 (school day - we will get subs)

January 12, 2018 (full PD day)

Grades 3-5 (Whitin)

August 28, 2017 (full PD day)

October 6, 2017 (full PD day)

January 12, 2018 (full PD day)

March 8, 2018 (school day - we will get subs)

March 9, 2018 (1/2 PD day - we will get subs in the AM)

We have plans to continue working with the Center for Reading Recovery and Literacy Collaborative sponsored by Lesley University for the 2018-19 and 2019-20 school years as part of our PK-5 Literacy Action Plan. In 2018-19, we plan on training teachers in the use of the **Benchmark Assessment Systems** training (two days) and an **Introduction to Teaching in a Reader's Workshop** (two days). In 2019-20, we plan on training teachers in an **Introduction to Teaching in a Writer's Workshop** (two days).

Wilson Foundations

We will also be scheduling professional development with **Wilson Foundations** for teachers in Grades K-3. *Foundations* is designed to be used with existing literature-based reading instruction (such as StoryTown or what we are trying to accomplish with Guided Reading instruction using leveled readers), to provide a comprehensive language arts program. *Foundations* addresses all five areas of reading instruction (phonemic awareness, phonics and word study, fluency, vocabulary, and comprehension), plus spelling and handwriting in a multisensory, systematic approach. Currently we in Uxbridge do not use the handwriting component of the *Foundations* program (we use *Handwriting Without Tears*), which the program implementation administrators said was fine if we decided to continue to use a separate handwriting program. Our literacy team is currently making a determination as to whether or not we will continue to use *Handwriting Without Tears* or start to adopt the handwriting component of *Foundations*.

Foundations is a research-based approach and extensive program that allows K-3 teachers to present a structured reading and spelling curriculum using engaging, multisensory techniques. The standard Tier 1 30-minute daily lesson is provided to all students in the general education classroom as part of the word study block of the core literacy program. A Tier 2 early intervention approach can also be used for at-risk students in need of strategic intervention in a small-group setting by the classroom teacher and/or interventionist.

There will be one day of *Wilson Foundations* training for all teachers this Spring provided by the Wilson Language Training folks out of Oxford, followed up by four days of coaching (two at Taft and two at Whitin) in 2017-18 – the implementation administrators from *Wilson Foundations* recommended 8 days of coaching (4 days at each school), but we worked with them to reduce the coaching days based on the costs associated as well as other literacy PD we have happening with Guided Reading.

The purpose of this follow-up coaching and training is to ensure that the *Wilson Foundations* supplemental program, which builds a foundation for reading and spelling, is taught for 30 minutes of whole-class instruction every day consistently and as intended. Although not required, the follow-up training and coaching at our school sites is highly recommended for us to maintain program fidelity and effectiveness over time by developing in-house qualified personnel (“facilitators” will be certified) to provide program workshops and ongoing teacher support. This was not done back when *Foundations* was first adopted in Uxbridge. From what I have gathered, previous *Foundations* training for teachers in Uxbridge was only provided for one day for

Kindergarten teachers in 2004, one day for Grade 1 teachers in 2005, and one day for Grade 2 teachers in 2006.

We have already taken inventory of our materials to support *Foundations* and we will order any more necessary materials after teachers go through this upcoming day of training (such as sounds cards, vowel posters, keyword classroom posters, sentence and syllable frames, home support packs, puppets, and mats with letters). I have also recently purchased new *Foundations* Teacher Manuals, which we will distribute to the teachers when they go to the grade-level *Foundations* training this Spring.

We will also be exploring the possible integration of *Foundations* with PreK students in future years, as the PreK component was newly added by Wilson *Foundations* two years ago.

963 CMR 2.21: Closing Schools

(1) A school district shall notify the Authority in writing, in a format prescribed by the Authority, six months prior to the sale, lease or removal from service as a public school building of any school facility, or portion thereof, in said district. The school district also shall submit:

- (a) a plan for accommodating any displaced school programs and services;
- (b) a plan for accommodating district students within the remaining school buildings, as a result of the sale, lease or removal from service of said school facility;
- (c) a long-range plan for accommodating district students based on the Authority's Enrollment Projections;
- (d) any future plans for the sale or lease of property under control of the school district; and
- (e) any future plans for the construction, renovation, addition or lease of school facilities in the school district.

(2) If the Authority determines that said facility that will be sold, leased or removed from service is an Assisted Facility or was an Assisted Facility that has received a payment from the Authority or the Commonwealth, but has not met the 50-year service requirement, the Authority may recapture a portion of the financial assistance that said Assisted Facility has received.

(3) A final Audit of the Assisted Facility must be completed to determine the final cost of the project.

(4) The sale, lease or removal from service of the Assisted Facility, or portion of that facility, shall be for no less than fair market value as determined by independent appraisal as agreed to by the Authority, unless the school district receives prior written approval from the Authority to do otherwise, and the proceeds from the sale or lease, or the determined fair market value for a facility removed from service, shall be divided between the Authority and the general funds of the applicable school district in proportion to the Commonwealth's and/or Authority's prior investments in the Assisted Facility.

(5) If a school district were to apply to the Authority for a grant, after having sold, leased or removed from service a school facility, said district may be eligible for a grant only if the Authority determines that the grant is not for the purpose of replacing a school facility sold, leased, or removed from service in the past ten years or that the need for the grant could not have been reasonably anticipated at the time of the sale, lease, or removal from service.

(6) The Authority may issue additional guidelines to recapture Commonwealth and/or Authority assistance for Assisted Facilities that are sold, leased or removed from service.

Mass. General Laws, Chapter 70B

Section 15. (a) In the event that an eligible applicant sells or leases an assisted structure or facility, or a portion of that structure or facility, on account of which it is receiving grant payments for an approved school project or, in the case of an approved school project approved on or after July 1, 2004, on account of which it has received at least 1 grant payment in the preceding 20 years, under this chapter or under chapter 645 of the acts of 1948, the sale or lease of the assisted structure or facility, or portion of that structure or facility, shall be for no less than fair market value as determined by independent appraisal, unless the eligible applicant receives prior written approval from the authority to do otherwise, and the proceeds from the sale or lease shall be divided between the authority and the general funds of the applicable eligible applicant in proportion to the commonwealth's and authority's prior investments in the assisted structure or facility under this chapter or said chapter 645, as applicable. In the case of an approved school project approved before July 1, 2004, the authority's share of the proceeds shall reduce the balance of outstanding grant payments that would otherwise be payable except for this section and shall not exceed that amount. An eligible applicant which sells, leases or otherwise removes from use by the eligible applicant as a schoolhouse an approved school project on account of which it is receiving grant payments or, in the case of an approved school project approved on or after July 1, 2004, on account of which it has received at least 1 grant payment in the preceding 20 years, under this chapter or under said chapter 645, shall report the sale, lease or removal to the authority in the form and manner and within the time prescribed by the authority. The authority may issue regulations to recapture commonwealth and authority assistance for an approved school facilities projects for school buildings that are removed from service.

of a school facility or any part of a school facility, the authority may conduct, with the full cooperation of the district, an analysis of district-wide enrollment capacity and future enrollment trends for the district. If the capacity analysis and enrollment projection indicate an extended period of significant excess capacity within the district's educational facilities, the district may, prior to consideration of any other disposition of the identified excess capacity, make a good faith offer to sell or lease at fair market value the identified excess capacity to a commonwealth charter school established pursuant to section 89 of chapter 71 or an applicant for a commonwealth charter school pursuant to said section 89 of said chapter 71 that serves or is seeking to serve students who live in the school district. The authority shall not recapture commonwealth and authority assistance for any such excess capacity that is sold or leased to a commonwealth charter school or applicant for a commonwealth charter school.

(c) Any eligible applicant which applies for a grant pursuant to this chapter and which has, prior to such application, sold, leased or otherwise removed from service any schoolhouse operated by said eligible applicant shall be eligible for such grant only if the board determines either that the grant is not for the purpose of replacing a schoolhouse sold, leased or otherwise removed from service in the past ten years or that the need for the project covered by the grant could not have reasonably been anticipated at the time that such schoolhouse was sold, leased or otherwise removed from service.

(d) The provisions of this section, at the discretion of the authority, shall not apply to sales or leases of such assisted structures or facilities for nonprofit public purposes.

SCHOOL CHOICE

It is the policy of this School District **not** to admit non-resident students under the terms and conditions of the Interdistrict School Choice Law (M.G.L. 76:12). This decision must be reaffirmed annually prior to June 1st by a vote of the School Committee following a public hearing. In the event the Uxbridge School Committee votes to participate, the following local conditions would apply:

1. That by May 1 of every school year, the administration will determine the number of spaces in each school per grade available to choice students.
2. That by June 1 of every school year, a public hearing will be held to review participation in the school choice program.
3. That resident students be given priority placement in any classes or programs within the District.
4. That the selection of non-resident students for admission be in the form of a random drawing when the number of requests exceeds the number of available spaces. There will be two drawings for this purpose. The first will take place during the last week of the current school year but no later than July 1st. The second will be conducted during the week immediately preceding the opening of the next school year and will be based on the possibility of unexpected additional openings.
5. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the District until graduation from high school except if there is a lack of funding of the program.
6. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of race, color, religion, national origin, sex, gender identity, age, sexual orientation, ancestry, athletic performance, physical handicap, special need, academic performance or proficiency in the English language.

LEGAL REFS.: M.G.L. 71:6; 71:6A; 76:6; 76:12; 76:12B
BESE Regulations 603 CMR 26.00

Revised Policy: School Committee Meeting on January 29, 2013
Revised First Reading: 11/1/2016
Voted and Adopted: 12/6/2016

UXBRIDGE PUBLIC SCHOOLS

Director of Technology Job Description

The Director of Technology is established for the purpose of providing technical leadership for the district by proper planning, coordinating, implementing, directing and maintaining the technology systems of Uxbridge Public Schools.

Duties include, but are not limited to:

1. Attends various events (e.g. meetings, conferences, training sessions, district information sessions, Board Meetings, administrator events) for the purpose of communicating and/or gathering information required to perform the functions of the job.
2. Authorizes permissions and individual access to technology applications or services for the purpose of ensuring proper access to technology systems by staff, students, parents and others consistent with district operating guidelines and regulations.
3. Communicates technology related activities in a timely manner to all stakeholders.
4. Directs the installation of technology systems and tools (e.g. hardware, software, systems, wiring, specialized applications and tools) for the purpose of ensuring the safe, timely and efficient installation of technology equipment and services.
5. Maintains technology equipment and systems (e.g. servers, access points, software applications, network, mobile devices) for the purpose of ensuring that systems are functioning properly and effectively in support of district administrative and educational operations.
6. Manages procurement, inventory and surplus of technology equipment, systems and related services for the purpose of ensuring that all technology purchases for goods and/or services are consistent with the district's technology objectives, and that equipment is properly inventoried or surplus consistent with local, district and state regulations.
7. Monitors technology budget and expenditures for the purpose of ensuring that allocations are accurate and expenses are within budget limits and that fiscal practices and School Committee policies are followed.
8. Oversees functioning of the technology operations of the district for the purpose of ensuring an effective, efficient and safe environment, where technology equipment and applications are utilized appropriately and efficiently to support routine administrative and educational functions of the district.
9. Prepares a wide variety of documents, reports and materials (e.g. reports, policy and procedure documents, emails, memos, correspondence, budget, specifications, plans and drawings, and cost estimates) for the purpose of providing necessary information to support district operations, including reporting internally and externally to the state or federal agencies, and other entities as required by district, state and/or federal regulations.
10. Supervises assigned technology staff (e.g. hiring recommendations, interviewing, training, evaluations, etc.) for the purpose of maximizing the efficiency of the workforce and meeting operational requirements.

If NO Override Passes

Administration's recommendations to the School Committee

Middle School Sports	\$48,865	(parents would need to fund)
UHS Sports	\$253,983	(parents would need to fund)
Student Activities	\$30,068	(parents would need to fund)
.5 MMS Secretary	\$15,000	
.5 UHS Secretary	\$15,000	
2.0 Reading Specialists	\$112,708	
1.0 Math Specialist	\$61,593	
1.0 Grade 4 Teacher	\$78,723	(25 students per room)
Independence Project	\$35,000	(move into UHS)
1.0 Asst. Principal	\$80,000	(New Request)
Subtotal:	\$730,940	

If A \$623,018 Override Passed

Positions and Programs that would still need to be considered as budget cuts if override passed.

Reduce MMS Sports	\$48,865
Reduce Student Activities	\$30,068
Reduce .5 MMS Secretary	\$15,000

OTHER options for the School Committee to consider

1.0 Math Coordinator	\$56,798	
1.0 Gr. 1 Teacher	\$78,082	[25 students per rm]
1.0 Gr. 2 Teacher	\$81,596	[25 students per rm]
1.0 Gr. 3 Teacher	\$60,844	[28 students per rm]
1.0 Gr. 5 Teacher	\$78,723	[28 students per rm]
1.0 Gr. 6 Teacher	\$62,974	[29 students per rm]
Curriculum	\$40,000	(No PD support for Literacy Action Plan)