

**NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT  
SCHOOL COMMITTEE  
Ashby - Pepperell - Townsend, Massachusetts  
MEETING MINUTES  
Monday, May 16, 2016**

**PRESENT**

Chairperson	Randee Rusch	Member, At Large
Vice Chairperson	William Hackler	Member, At Large
	Anne Adams	Member, Pepperell
	Jonna Clermont	Member, Pepperell
	Lisa Martin	Member, Pepperell
	Crystal Messamore	Member, Ashby ~ Absent
	Michael Morgan	Member, At Large ~ Absent
	Susan Robbins	Member, Townsend
	Robert Templeton	Member, Townsend

**ALSO PRESENT**

Joan Landers	Superintendent of Schools
Nancy Haines	Business Manager
NMRSD Staff	
Parent/Community Members	

1. The meeting was called to order at 7:04 p.m.
2. The chairperson hereby informs the committee and audience members of the recording of this meeting.
3. The next regularly scheduled meeting of the North Middlesex Regional School Committee will be held on Monday, June 13, 2016, at North Middlesex Regional High School at 7:00 p.m.

**CONSENT AGENDA**

The chair asked if any items needed to be removed from the consent agenda. Mrs. Adams asked if the May 2, 2016, organizational minutes could be removed. The superintendent requested to amend the April 25, 2016 minutes under Neal Stone Karate School to the cost of \$250.00, not \$650.00.

A motion was made by Susan Robbins and seconded by William Hackler to approve the consent agenda with the amended April 25, 2016 minutes and the removal of the May 2, 2016 organizational minutes.

1. Approval of Minutes:
  - April 25, 2016, School Committee Minutes
2. Acceptance of Donations:
  - Student dictionaries donated to Ashby Elementary School from Odd Fellows Lodge #86 & Prosperity Rebekah Lodge #68
  - \$200.00 donated to Ashby Elementary School from the Mass Cultural Council Yellow School Bus Grant
3. Approval of Out-of-State/Country Field Trips
  - Grades 4-8 Band students from the Ashby Elementary School, Spaulding Memorial School and Hawthorne Brook Middle School are going to Canobie Lake Park, Salem, New Hampshire on June 21, 2016

- North Middlesex Regional High School NOLA Service Learning, New Orleans, LA ~ winter break, February 20-24, 2017  
VOTE: Unanimously passed

A motion was made by Susan Robbins and seconded by Robert Templeton to approve the minutes of the May 2, 2016 organizational meeting.

VOTE: Seven yes, two abstentions. (Anne Adams, Jonna Clermont)

The motion passed.

### **PRESENTATIONS**

Susan Boswell from Carousel Student Tours shared information on hosting students from Spain for 14 days. The students are busy Monday-Friday, and the exchange students would shadow students in classes at North Middlesex High School. Carousel Student Tours carries full liability insurance. Susan Boswell visits each family before students are paired up with the host families. The traveler pays all fees; the only associated cost for the host families is food for the host student. Carousel Student Tours does not provide CORI background checks on the students or chaperones; the teachers who work with the students in the school systems know the students and families. The superintendent asked if Carousel Student Tours would be opposed to the district providing CORI background checks.

### **REPORTS/INFORMATION ITEMS**

#### 1. Student Representative Report

Superintendent Landers shared that this was Amber Edmonds last meeting with the school committee. The superintendent thanked Amber Edmonds for everything she did while sitting as a student representative on the committee and wished her the best of luck.

#### 2. Superintendent's Report

- a. The First Annual North Middlesex Prom Grand March will be held on the Townsend Commons on Saturday, May 21, 2016. Students should arrive at the event between 3:30-4:00 PM with the promenade starting as close to 4:00 PM as possible. Family, friends and community members will be able to gather to watch the event and to take prom pictures on the Commons.
- b. North Middlesex is celebrating its own "college day" on Thursday, May 19, 2016. We are asking everyone in our schools and the community-at-large to wear your favorite college/university colors. Thursday, May 19th is the last day of classes for the Class of 2016.
- c. Start of School Time

The superintendent shared that she and Mrs. Haines had tried to change the school start time by 10 minutes last fall, and there were some issues. The superintendent would like to create a working group and is requesting volunteers from the school committee as well as students, parents, staff, business manager, athletic director, administration, director of facilities, food service vendor, extracurricular groups, police, daycares, and preschools. Jonna Clermont volunteered from the school committee, and Anne Adams offered to be the backup representative. The superintendent is going to meet with Mrs. Haines and the bus vendor to start the discussion process.

### 3. Building Committee Report – Update

Mr. Templeton shared that the next building committee meeting is Monday, June 13, 2016, at 5:00 PM with a tour of the building project following the meeting. Mr. Templeton shared that concrete flooring is being poured; prep for the floor of the future gymnasium continues and will be poured in the coming weeks. Mr. Templeton shared that the construction company is trying to minimize lights at night for neighbors.

### 4. Public Communications – 10 minutes will be allotted

Kirsty Benson from Pepperell was looking for an update on the strategic planning process. The superintendent shared that the group meets every third Thursday of the month. There is a planning team made up of 25 members including teachers, administration, school committee members, and community members. The superintendent hosted a community meeting with 42 attendees. The leadership team and planning team are working together on gathering feedback and the two teams are looking for themes and root causes to make improvements within the district. The superintendent is looking to bring the strategic plan outline to the school committee at the June 13, 2016 meeting. Committee members shared that by listening to all stakeholders, common themes were evident and community members possessed a similar vision for the district.

## **SUBCOMMITTEE REPORTS**

### 1. Warrant Subcommittee

Available for Committee review are accounts payable warrants 16-0421, 16-0428, 16-0505, and 16-0512 and payroll warrants for April 21, 2016 and May 5, 2016. The warrants have been reviewed and signed by the warrant subcommittee.

### 2. Policy Subcommittee

The Policy Subcommittee recommends the school committee adopt the following policies for (1<sup>st</sup> reading):

The chair requested to read the policies below as one vote:

A motion was made by Susan Robbins, seconded by William Hackler to approve the following policies for a 1<sup>st</sup> reading.

- ADDA-R2 Challenge Courses
- ADDA-R3 Climbing Walls
- DN School Property Disposal
- GCG Substitute Professional Staff Employment
- ID School Day
- IMG Animals in School
- JLCD, Administering Medicine to Students

VOTE: Unanimously passed

The Policy Subcommittee recommends the school committee adopt the following policy for (2<sup>nd</sup> reading):

- JL Student Welfare

A motion was made by Susan Robbins, seconded by William Hackler to approve policy JL Student Welfare for a 2<sup>nd</sup> reading.

VOTE: Unanimously passed

### 3. Finance Subcommittee

The superintendent is requesting to schedule a finance subcommittee meeting on Monday, May 23, 2016, at 6:00 p.m.

### 4. Facilities Advisory Subcommittee

William Hackler advised that the subcommittee will be meeting on Thursday, May 19, 2016, at 5:00 pm at Ashby Elementary School, then going to Spaulding Memorial School. The purpose of the meeting is to tour both facilities.

## **OLD BUSINESS**

1. Updated North Middlesex Regional High School Program of Studies/Mathematic Course of Study  
Mr. Taylor presented the recommended updated math course of study blending the IMM and traditional math for all students. Mike Parish, a math teacher, explained the math application class. It is a project based class preparing our students for college. The class maintains, and reviews previous math concepts learned. Accelerated Algebra 1/Geometry is combined to help move the students through the math pathways.

A committee member asked if there is a way for the math department to create a one-semester course to provide students with the opportunity to make up classes if the student did not earn credit.

Mr. Taylor and the Math Department were acknowledged for their efforts to make this program change. The superintendent asked if the math department would be able to change the IMM course name so that the college/universities would have an understanding of the math courses we offer.

Next Steps: Mr. Taylor will work with the guidance department and math department to host informational nights for freshmen, juniors, and their parents to learn about the new math pathways. Mr. Taylor is working with the two middle schools to appropriately place students.

A motion was made Susan Robbins, seconded by Jonna Clermont, for the committee to approve adding three courses: Algebra/Geometry, Algebra 1, Pre Advance Placement Calculus and rename the courses in the essentials program.

VOTE: Unanimously passed

## **NEW BUSINESS**

### 1. Ashby Water Tank

Susan Robbins moved that the North Middlesex Regional School District School Committee vote to award the Ashby Elementary Water Tank Contract to the R.A. Hammond Construction Corporation, as the firm that was the lowest responsible and eligible bidder, in an amount provided in said firm's bid, subject to total project costs not to exceed the sum of sixty thousand dollars and zero cents (\$60,000.00),

and to authorize the superintendent of schools to execute fully all contract documents and change orders for the project.

The motion was seconded by Robert Templeton.

VOTE: Unanimously passed

## 2. School Lunch Contract

Susan Robbins moved that the North Middlesex Regional School District School Committee vote to award the FY17 Food Service and Operations and Management Contract to Whitson's New England, Inc., as the firm that was the lowest responsible and responsive proposer, in an amount provided in Whitson's bid, and to authorize the superintendent of schools to resolve any remaining issues between the parties and to execute the final contract documents, upon approval by the Commonwealth of Massachusetts Department of Elementary and Secondary Education (DESE) Office for Food and Nutrition Programs.

The motion was made seconded by Robert Templeton.

VOTE: Unanimously passed

## 3. Appointment of Negotiating Team for Collective Bargaining with the Custodial Unit (The New England Joint Board R.W.D.S.U.F.C.W., Local #60)

The superintendent is requesting that school committee members participate on the custodial negotiating committee. William Hackler and Randee Rusch will join the committee, and the chair will check with Mr. Morgan and Mrs. Messamore to ask if they would like to participate in the process.

## 4. North Middlesex Regional School District Membership to FLLAC Educational Collaborative

The superintendent shared that she was communicating and working with FLLAC. She has toured their facilities and discussed the need of the collaborative for new space for the 2017-2018 school year. The district is proposing that the district becomes a member of FLLAC. If the district becomes a member, there will be tuition cost savings for the school department. A motion was made by Susan Robbins, seconded by Anne Adams to join the FLLAC.

VOTE: Unanimously passed.

## **FUTURE AGENDA ITEMS**

Mrs. Adams asked if the school committee meeting with students from the high school to discuss the school start times is still going to take place. The superintendent advised that the students still want to meet and be part of the discussions on the school start time. The students would also like to have a survey for all students conducted on the school start times.

## **ADJOURNMENT**

Susan Robbins moved that the North Middlesex Regional School Committee enter into Executive Session for the purpose of discussing strategy relative to contract negotiations with the NMRSD Massachusetts Nurses Association. M.G.L. Chapter 39, Section 23B (3) Holding this discussion in open session may have a detrimental effect on the school committee's bargaining position.

The motion was seconded by Robert Templeton.

Roll call vote: Anne Adams yes, Robert Templeton yes, Jonna Clermont yes, William Hackler yes; Susan Robbins yes, Lisa Martin yes, Randee Rusch yes.

The School Committee will return to open session.

**OLD BUSINESS**

1. Announcement of Ratification of the Negotiated Nurses Association Contract

The chair advised that the North Middlesex Regional School Committee has ratified the 2015-2018 Nurses Association Contract by a majority vote.

**ADJOURNMENT**

A motion was made by Anne Adams and seconded by Robert Templeton to adjourn.

The meeting adjourned at 8:20 p.m.

Respectfully Submitted,

Joanna Bilotta-Simeone, Recording Secretary