

**NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT  
SCHOOL COMMITTEE  
Ashby, Pepperell, and Townsend, Massachusetts  
MEETING MINUTES  
Monday, January 29, 2018**

**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 ~ Absent
	Robert Templeton	Member, Townsend

**ALSO PRESENT**

Joan Landers	Superintendent of Schools
Nancy Milligan	Assistant Superintendent
NMRSD Staff	
Parents and Community Members	

1. The meeting was called to order at 7:07 p.m.
2. The chairperson hereby informs the committee and audience members that the meeting is being recorded.
3. The next regularly scheduled school committee meeting will be held on Monday, February 12, 2018, at North Middlesex Regional High School, Room 120, at 7:00 p.m.

**CONSENT AGENDA**

The chair asked whether any items needed to be removed from the consent agenda.

1. Approval of Minutes
  - January 8, 2018, School Committee Meeting
2. Acceptance of Donations
  - Donation of a Fellowes Venus 2 125 Laminator 120V and 600 Fellowes Thermal Laminating Pouches at an estimated value of \$700.00 to Spaulding Memorial School from an anonymous donor
  - Donation of a snare drum at an estimated value of \$250.00 to Ashby Elementary School from Mr. Owen Harju

A motion was made by Jonna Clermont and seconded by William Hackler to approve the consent agenda. Vote: Anne Adams yes; Robert Templeton abstained; Jonna Clermont yes; William Hackler yes; Lisa Martin yes; Randee Rusch yes.  
The motion passed.

**REPORTS/INFORMATION ITEMS**

1. Superintendent's Report
  - a. Accelerated Repair Projects Update  
Superintendent Landers provided the committee with an update on the accelerated repair projects. The sub-bids for the Squannacook Early Childhood Center project were received on January 19, 2018. The general contractor bids will be awarded within two weeks. The HVAC and Roofing

packages are due on January 31, 2018. The current plan is to commence work on February 16, 2018, with an estimated completion date of August 6, 2018.

Superintendent Landers stated that the windows and doors projects for Hawthorne Brook and Varnum Brook were combined in the bidding process. The HVAC and structural upgrades 60% design is complete, and the bidding is to be completed by March. The Varnum Brook roof 60% design is complete, and this bidding is also anticipated to be completed by March.

Mr. Brooks submitted paperwork to the DESE to seek approval for the Gateway program to move to Varnum Brook Elementary School in the wing that currently houses the preschool program, and for the LEAP program to move to the Squannacook Early Childhood Center when the renovations are completed in August 2018.

b. NESDEC Enrollment

Mrs. Haines provided the committee with an overview of the NESDEC PK-12 projected enrollment from 2007- 2027, showing that the NMRSD's student enrollment numbers are leveling. After reviewing the data, Mrs. Haines informed the committee that NESDEC has been within five students of its forecasted projections.

c. Footsteps2Brilliance

Superintendent Landers informed the committee that she contacted legal counsel to review all pertinent contract documents pertaining to the Footsteps2Brilliance program.

d. Superintendent Search – Update

Mrs. Rusch informed the school committee and community of the dates of the superintendent search focus groups. Anyone interested in participating as a member of the screening committee should contact Mrs. Bilotta or Mrs. Rusch by February 5, 2018. The school committee will be appointing members to the screening committee at the school committee on February 12, 2018.

2. Building Committee Report – Update

Mr. Templeton told the committee that the demolition is ongoing in the 1960 wing of the old high school; abatement continues in the 1970 wing and is on track to be completed in March. CTA will close down the old high school site due to winter conditions until March 1, 2018. Phase II of the building project is scheduled to be completed by September of 2018. Mr. Templeton stated that there is a pile of bricks in the front of the building available to anyone in the community that would like one.

3. Public Communications – No one from the community approached the committee for comment.

### **SUBCOMMITTEE REPORTS**

1. Warrant Subcommittee

Available for committee review are accounts payable warrants 18-0104, 18-0111, 18-0112, 18-0117, and 18-0125, and the payroll warrant for January 18, 2018. The warrants have been reviewed and signed by the warrant subcommittee.

2. Capital Planning Subcommittee Update

Mr. Hackler informed the committee that the capital planning subcommittee would meet on Thursday, February 1, 2018, at 7:30 a.m. at Peter Fitzpatrick School.

3. Finance Subcommittee Update

Mr. Hackler informed the committee that the finance subcommittee would meet on Thursday, February 1, 2018, at 8:30 a.m. at Peter Fitzpatrick School.

## NEW BUSINESS

1. FY'19 Budget Requests for Ashby Elementary School  
Principal Cromwell-Gapp proposed a budget increase for a stipend position for administration coverage to assist staff, students, and parents when the principal is not present in the building for FY'19. See attached budget for further details.
2. FY'19 Budget Requests for Spaulding Memorial School  
Principal Janda proposed an increase in the personnel line for an additional paraprofessional to work with the guidance and adjustment counselors, as well as, a .5 Title 1 Interventionist position to provide intervention services for FY'19. See attached budget for further details.
3. FY'19 Budget Requests for Varnum Brook Elementary School  
Dr. Hanley proposed that Varnum Brook's budget remain the same for FY'19. See attached budget for further details.
4. FY'19 Budget Requests for the Athletic Department  
Mr. Fisk proposed an increase in the personnel line for a wrestling coach, a stipend to start a unified basketball program for special education students, and stipends for middle school girls volleyball and softball programs for FY'19. See attached budget for further details.
5. FY'19 Budget Request for Special Education Department  
Mr. Brooks proposed reallocating funding in the contracted services budget line for speech and language services to the personnel service line and adding a .6 FTE speech and language pathologist position to service the LEAP students for FY'19. See attached budget for further details.
6. FY'19 Budget Request for Facilities and Grounds  
Mr. Hills proposed an increase in the personnel line to increase secretarial support by 20 hours, creating a full-time position. An additional custodian is needed to cover the grounds throughout the school district and increasing a part-time custodian position to a full-time custodian position for Squannacook Elementary School in FY'19. See attached budget for further details.  
Mr. Hills informed the committee that the building security at Squannacook and Varnum Brook would be included in the accelerated repair projects.  
Superintendent Landers proposed an increase in the personnel line by 1.0 FTE for support in the business office. Mr. Templeton suggested that there are funds available within the building project to support that FTE, pending the building committee's approval.  
Superintendent Landers proposed funding the district's OPEB liability by \$150,000 in the FY 19 budget.
7. The superintendent recommends that the school committee vote to approve the General Obligation Bond Anticipation Notes (the "Notes") of the District dated February 5, 2018.

William Hackler moved that the North Middlesex Regional School District, Massachusetts:  
Voted: to approve the sale of a \$18,000,000 2.50 percent General Obligation Bond Anticipation Notes (the "Notes") of the District dated February 5, 2018, and payable February 5, 2019, to Jefferies LLC at par and accrued interest, if any, plus a premium of \$179,460.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 17, 2018, and a final Official Statement dated January 24, 2018, each in such form as may be approved by the District Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the District Treasurer and the Chair of the Committee be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the District Treasurer to establish post issuance federal tax compliance procedures in such form as the District Treasurer, and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes.

Further Voted: that each member of the Committee, the District Secretary, and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

The motion was seconded by Robert Templeton.

Mrs. Haines informed the committee that this Bond Vote is a joint short-term bond anticipation note, which includes the high school and three accelerated repair projects.

A roll call vote was taken: Anne Adams yes; Robert Templeton yes; Jonna Clermont yes; William Hackler yes; Lisa Martin yes; Randee Rusch yes.

Roll call vote: Motion unanimously passed.

## **FUTURE AGENDA ITEMS**

### **EXECUTIVE SESSION**

Robert Templeton made a motion to convene in executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a) (3) to discuss strategy with respect to and in preparation for collective bargaining with the North Middlesex Regional School District Educational Support Personnel Unit, Teachers Unit, Secretarial Unit, Nurses Association and Custodial Unit.

The motion was seconded by William Hackler.

The committee will now be meeting in executive session pursuant to MGL Chapter 30A, Section 21(a) (3) to discuss strategy with respect to and in preparation for collective bargaining with the North Middlesex Regional School District Educational Support Personnel Unit, Teachers Unit, Secretarial Unit, Nurses Association and Custodial Unit because an open discussion may have a detrimental effect on the bargaining position of the committee.

The committee will reconvene in open session.

The committee convened in executive session at 7:57 p.m.

The committee returned to open session at 8:15 p.m.

Mrs. Rusch informed the public that, in executive session, the committee voted to accept a Memorandum of Agreement with the NMRSD Teachers Association to implement an Extended Learning Pilot effective from January 16, 2018, until the conclusion of the 2017-2018 school year.

A motion was made by William Hackler and seconded by Jonna Clermont to accept the Memorandum of Agreement between NMRSD and the NMRSD Teachers Association to implement the Extended Learning Pilot for the 2017-2018 school year. This vote is pending an affirmative vote of the Teachers Association on Tuesday, January 30, 2017.

Roll Call Vote: Anne Adams yes; Robert Templeton yes; Jonna Clermont yes; William Hackler yes; Lisa

Martin yes; Randee Rusch yes.

Vote: Motion unanimously passed.

**ADJOURNMENT**

A motion was made by William Hackler and seconded by Jonna Clermont to adjourn.

Vote: Motion unanimously passed.

The meeting adjourned at 8:17 p.m.

Respectfully submitted,

Joanna Bilotta-Simeone, Recording Secretary