

**NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE
Ashby, Pepperell, and Townsend, Massachusetts
MEETING MINUTES
Monday, April 30, 2018**

PRESENT

Chairperson	Randee Rusch	Member, At Large
Vice Chairperson	William Hackler	Member, At Large ~ Remote Participation
	David Carney	Member, Pepperell
	Criag Hansen	Member, Pepperell
	Lisa Martin	Member, Pepperell
	Crystal Messamore	Member, Ashby ~ Absent
	Michael Morgan	Member, At Large
	John Page	Member, Townsend
	Susan Robbins	Member, Townsend

ALSO PRESENT

Joan Landers	Superintendent of Schools
Nancy Milligan	Assistant Superintendent of Schools
Nancy Haines	Business Manager

1. The meeting was called to order at 7:09 p.m.
2. The chairperson hereby informs the committee and audience members that the meeting is being recorded.

The organizational meeting of the North Middlesex Regional High School will be held on Monday, May 7, 2018, at Nissitissit Middle School at 6:00 p.m. and the next regularly scheduled meeting of the North Middlesex Regional School Committee will be held on Monday, May 21, 2018, at North Middlesex Regional High School 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
 - March 26, 2018, School Committee Meeting
 - April 9, 2018, School Committee Meeting
2. Acceptance of Donations
 - Donation of \$12.00 to Ashby Elementary School from Neil Stone Academy
 - Donation of \$65.00 to Ashby Elementary School from PTC
 - Donation of \$1,887.00 to Ashby Elementary School from PTC, who received a check from Hannaford Brothers Supermarket
 - Donation of \$73.00 to Varnum Brook Elementary School from Neil Stone Academy
 - Donation of \$1,608.00 to Hawthorne Brook Middle School from Hannaford Brothers Supermarket
 - Donation of \$1,000.00 to NMRHS from Hannaford Brothers Supermarket
3. Approval of Out-of-State/Country Field Trips
 - NMRHS grades 9-10 Best Buddies to participate in the Best Buddies Leadership Conference at Indiana State, Terre Haute, Indiana, July 20-23, 2018

A motion was made by Susan Robbins and seconded by Michael Morgan to approve the consent agenda.

Vote: Seven yes, one abstention, the motion passed.

PRESENTATIONS

1. **Building Committee Athletic Alternative Proposal Update**
Robert Templeton, Building Committee Chair, provided a presentation on the Athletic Alternate Gym opportunity. The building committee is researching the viability of renovating the old gym which is approximately 25,000 square feet into a field house for the students, staff, and community. This facility would accommodate the existing gym, outside restroom facilities, gymnasium, locker rooms, snack shack, and the central office. Mr. Templeton informed the committee that at the next building committee meeting on May 14, 2018, if the pricing is not feasible or the subcommittee has not gathered enough information to complete a work plan, the subcommittee will recommend passing on this opportunity to allow for the demolition of the gym. The complete presentation can be found on <http://www.nmrtd.org>.

2. **NMRHS Turf Field Financing Proposal**
Cameron Fisk, NMRSD Athletic Director, presented a proposal to install an artificial turf field funded independently by the athletic department. The turf field would be financed through a tax-exempt municipal lease, and the funding to pay the lease would be generated through the athletic revolving fund and advertising sales. The estimated cost for the field is \$450,000.00 with interest cost included. The complete presentation can be found on <http://www.nmrtd.org>.

A motion was made by Susan Robbins to authorize the district to go out to bid for the installation of the turf field as presented and to authorize the building committee to issue a stop order to CTA on the current athletic field sod installation.

Lisa Martin seconded the motion.

Roll call vote: John Page yes; Michael Morgan yes; David Carney yes; Craig Hansen yes; William Hackler yes; Lisa Martin yes; Susan Robbins yes; Randee Rusch yes.

Vote: The motion unanimously passed.

REPORTS/INFORMATION ITEMS

1. **Student Representative Report - Hadley Beauregard, Paige Zacharakis, and Jacy Kretas**
Hadley Beauregard shared that six NM students attended the 2018 UMass Lowell Model United Nations; two of our students won the best delegate award. On May 18th, the National Honor Society is hosting their annual Trivia Night Fundraiser, all are welcome to have some pizza and play trivia. AP testing is underway; the students have prepared themselves for this year's testing, and it seems to be proceeding well so far. Last week the high school hosted the Special Olympics and the Best Buddies Program annual breakfast. Paige informed the committee that the high school had the first annual internship/externship fair. The commons area had 123 students displaying their work over the course of the year. Local businesses and the students answered questions and described their work. The high school graduation is scheduled for June 1, 2018, at Fitchburg State and on Saturday, May 19th, the Junior/Senior Prom will be held at the Radisson Hotel, Nashua, NH.

2. **Superintendent's Report**
 - a) **Accelerated Repair Projects Update**
SECC: The pre-commissioning meeting and the first weekly meeting was held on Tuesday, April 17, 2018, at 10 am. The weekly meetings with the general contractor are scheduled for Tuesdays at 1:00 p.m. The general contractor and subcontractors performed some preliminary investigative work. Major submittal packages have been received and reviewed by the designer. Demolition work is nearly complete. Over 50% of the roof materials have been delivered, and the work is ready to commence. The existing roof contract documents required 50% of the plywood of the roof to be replaced, based upon recent review of field conditions 100% of the plywood should be replaced.

HBMS/VBES doors/windows: The shop drawings have been reviewed, and the pre-construction meeting will be scheduled in the coming weeks.

HBMS/VBES HVAC and ADA/Structural Upgrades and VBES Roof: The general contractor commenced the preliminary investigative and field measurement work during the spring vacation. The pre-construction meeting is scheduled for Tuesday, May 1, 2018.

b) Nurse Coordinator Job Description

Superintendent Landers had met with the Nurses Association and reviewed the proposed nurse coordinator job descriptions. The presented job description is aligned with what the nurses are currently doing and what the district needs.

A motion was made by Mr. Morgan and seconded by Mr. Page to approve the revised Nurse Coordinator Job description.

Roll call vote: John Page yes; Michael Morgan yes; David Carney yes; Craig Hansen yes; William Hackler yes; Lisa Martin yes; Susan Robbins yes; Randee Rusch yes.

Vote: The motion unanimously passed.

3. Building Committee Report – Update

Mr. Hansen informed the committee that at tonight's building committee meeting the committee approved an additional \$2 million asbestos abatement for the old high school.

Superintendent Landers shared that Mr. Templeton spent three days walking through the building to verify all items on the construction punch list are completed. The superintendent thanked Mr. Templeton for his efforts on the high school construction project.

4. Public Communications - 10 minutes will be allotted

SUBCOMMITTEE REPORTS

1. Warrant Subcommittee

Available for Committee review are accounts payable warrants 18-0412, 18-0419, and 18-0426, and payroll warrant for April 12, 2018, and April 26, 2018. The warrants have been reviewed and signed by the warrant subcommittee.

2. The Policy Subcommittee recommends the school committee adopt the following policy for (1st reading):

- FF-R Criteria and Procedure for Naming School Facilities

A motion was made by Susan Robbins and seconded by Michael Morgan to approve policy FF-R Criteria and Procedure for Naming School Facilities for a 1st reading.

Roll call vote: John Page yes; Michael Morgan yes; David Carney yes; Craig Hansen yes; William Hackler yes; Lisa Martin yes; Susan Robbins yes; Randee Rusch yes.

Vote: The motion unanimously passed.

3. Photovoltaic Subcommittee Update

Mrs. Rusch informed the committee that the Ashby Elementary and North Middlesex Regional High School solar projects have submitted the necessary paperwork to Unitil for net metering credits.

OLD BUSINESS

1. NMRHS 2018-2019 Program of Studies

The high school administration is seeking approval to include a new math elective, Topics in Graphing in the approved 2018-2019 Program of Studies.

A motion was made by David Carney and seconded by Craig Hansen to approve the addition of Topics in Graphing to 2018-2019 Program of Studies.

Roll call vote: John Page yes; Michael Morgan yes; David Carney yes; Craig Hansen yes; William Hackler abstain; Lisa Martin yes; Susan Robbins yes; Randee Rusch yes.

Vote: Seven yes, one abstention, the motion unanimously passed.

2. 2018-2019 School Calendar Recommended Amendments Discussion/Vote
Mrs. Milligan informed the committee of the four adjustments being requested to the 2018-2019 school calendar. The March parent teachers conferences were moved one week due to MCAS dates, moved the (just in case) make up snow day the following week. The May early release day has moved to Friday, May 24th, and the high school graduation day was moved to the first Friday in June.

A motion was made by Lisa Martin and seconded by Susan Robbins to approve the amended 2018-2019 School Calendar.

Mr. Hackler left the call at 9:42 p.m.

Vote: The motion unanimously passed.

NEW BUSINESS

1. School Lunch Price 2018 - 2019

The superintendent recommends the school committee increase in school lunch pricing for the 2018-2019 school year.

Mr. Berry, Whitsons, informed the committee that the year to date revenue is on target, as of March our surplus is \$1,750. Through the end of June, the surplus should be approximately \$1,517.00. Some increases affecting the FY2019 budget projection include a 3% increase in payroll costs and an increase in food costs. Some suggestions to balance the FY19 budget are to increase the lunch price .15 cents per meal, increase the adult meal price, different price levels for a premium meal option, and possible a la carte price change.

Federal target price for 2017-2018 is \$2.86; the district charges an average of \$2.79, .06 cents below the target rate. For 2018-2019, the target rate is \$2.92, which is .14 cents below the average meal price that the district currently charges. The increase of lunch pricing needs to be a minimum of .14 to comply with the federal recommendation.

Mr. Ledwick explained that the district model is not sustainable due to enrollment, size of the district, and fix costs that will continue to grow. Mr. Ledwick is recommending the committee increase lunch prices a minimum of .25 cents.

Mr. Morgan questioned what the outstanding lunch balance is at this time. Mrs. Haines advised approximately \$30,000.00.

Mr. Carney ran some numbers: currently, a high school student purchasing lunch 185 days would pay \$540 a year, for option 1 the cost would be \$558.00, option 2 \$567.00, and option 3 \$585.00.

Following discussion, the committee decided to review the information and continue the discussion at the May 21st meeting.

2. To authorize the superintendent to enter into a three-year lease with \$1.00 buyout with HP financial Service through Massachusetts Higher Ed Consortium Contract (MHEC contract # F19) for the IP Phone system for the North Middlesex Regional School District.

A motion was made by Mrs. Robbins, seconded by Mr. Hansen to approve a three-year lease with HP financial services through the Massachusetts Higher Ed Consortium Contract (MHEC) for contract

#F19.

Vote: The motion unanimously passed.

EXECUTIVE SESSION

Mrs. Robbins moved to convene in executive session pursuant to Massachusetts General Laws chapter 30A, section 21(a) (2) To conduct strategy sessions in preparation for negotiations with non-union personnel per MGL Chapter 30A, Section 21(a) (2)

(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 John Page.

Roll call vote: Roll call vote: John Page yes; Michael Morgan yes; David Carney yes; Craig Hansen yes; Lisa Martin yes; Susan Robbins yes; Randee Rusch yes.

Vote: The motion unanimously passed.

The Committee will not reconvene in open session.

ADJOURNMENT

The meeting adjourned at 8:59 p.m.

Respectfully submitted,

Joanna Bilotta-Simeone, Recording Secretary