

**NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE
Ashby - Pepperell - Townsend, Massachusetts
MEETING MINUTES
Monday, May 18, 2015**

PRESENT

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

ALSO PRESENT

Joan Landers – Superintendent of Schools
Nancy Milligan – Assistant Superintendent
Nancy Haines – NMRSD Business Manager
Henry Lenart – President of the North Middlesex Pop Warner
Parent/Community Members
Press

1. The meeting was called to order at 7:06 p.m.
2. The Chairperson hereby informs the Committee and audience members of the recording of this meeting.
3. The next meeting of the North Middlesex Regional School Committee will be held on Monday, June 8, 2015 at the North Middlesex Regional High School at 7:00 p.m.

CONSENT AGENDA

Brian Edmonds requested removing April 27, 2015 meeting minutes from the consent agenda. A motion was made by William Hackler, seconded by Crystal Messamore, to approve the following consent agenda items:

1. Approval of Minutes:
 - Monday, May 4, 2015
2. Acceptance of Donations:
 - Refurbished washing machine donated by Forest Appliance to the Hawthorne Brook Middle School
 - \$1,000.00 from Hannaford Supermarket (Hannaford Helps Schools Program) to Hawthorne Brook Middle School
 - \$250.00 from 3M Foundation Volunteer Match Program to Varnum Brook Elementary School
 - Weather station donated by Masy Systems of Pepperell to the Nissitissit Middle School
3. Out-of-State Field Trips
 - Grades 4-8 Band students going to Canobie Lake Park, Salem, New Hampshire on Wednesday, June 24, 2015
 - Grades 6-8 Band going to Franconia, New Hampshire, and Laconia, New Hampshire on Friday, June 12, 2015

Vote: Unanimously passes

A request was made by Brian Edmonds to amend April 27, 2015 meeting minutes to remove his name from the meeting minutes, as he was not present at the meeting.

William Hackler made a motion to approve amending April 27, 2015 meeting minutes, seconded by Crystal Messamore.

Vote: Passes, seven yes; one abstention

Susan Robbins made a motion to amend the consent agenda, seconded by Brian Edmonds. The Out of State Field Trip bullet that reads “Grades 4-8 Band students going to Canobie Lake Park, Salem, New Hampshire on Wednesday, June 24, 2015”, should read “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 Wednesday, June 24, 2015.”

Vote to amend: Unanimously passes

A motion was made to approve the amended consent agenda by Susan Robbins, seconded by William Hackler.

Vote: Unanimously passes

PRESENTATIONS

1. Henry Lenart ~ President of the North Middlesex Pop Warner ~

Mr. Lenart presented to the Committee that the North Middlesex Cowboys Inc. would like to discuss a multi-year lease agreement for field space at the Hawthorne Brook Middle School. They will develop a playable football field, collaborating with Youth Soccer and Lacrosse to help share the cost. Mr. Lenart will work with the Superintendent, her staff, and the Facility Advisory Subcommittee to see if this is feasible for all parties. There are about 130-155 football players and 60-100 cheerleaders in the youth program. Mr. Lenart stated they would want to have lights, bleachers on both sides, fencing all around fields and an irrigation system. North Middlesex Pop Warner would take over the responsibility of that field. The school will be able to use the athletic fields during the day. The Superintendent stated that this type of agreement would fall under the North Middlesex Regional School District rental policy guidelines. The in-town director of the Townsend-Ashby Youth Soccer Association, Tonya MacEwen, thinks the partnership would be beneficial to the different youth organizations, by having the groups work together and share the space. Her one concern is if they would be able to support the partnership financially. Next steps, the Superintendent will reach out to the staff, the Facility Advisory Committee, and all of the youth groups.

2. Nancy Milligan ~ Assistant Superintendent ~ 2015 Summer Professional

There are four content areas institutes available this summer including ELA, Math, Social Studies, and Science. The Science Institute is being attended by thirteen of our teachers who are collaborating with teachers from eighteen other school districts to unpack the new draft pre-k through 12 science standards. With 18 districts and 90 educators involved, they are getting the science work done collaboratively. Also, the district is working on two additional opportunities for teachers this summer.

Starting in July, 2016 the teacher licensing requirements will be changing for all teachers. In order to meet these requirements, the district is offering two different trainings that include:

1. Academic Language: 15 hours of professional development in Sheltered English Emergent content strategies
2. Teaching Diverse Learning: 15 hours of professional development on best practices for all students, especially students on 504 plans, IEP's or General Education students that might need something a little different in the classroom.

NMRSD will be offering three different classes on "Tech Wednesday." We will be opening up the Nissitissit Middle School computer lab to provide training for our teachers. We will be providing training in ASPEN, Google 101, Google Apps and Beyond. Over the summer, teachers who would like to work on curriculum can also submit a curriculum proposal for review.

3. Jeremy Hamond ~ IT Director ~ District Server Update (GovConnection)

Our current Novell based system is a system that is less popular for general use. We also have a small IT team working in-house; the new server will be a total replacement. This new option will provide us a virtual infrastructure, seamless transition during maintenance, and provide outside support. This is a four-phase plan. The first phase is the planning phase, the company will come in with a team, work on site with our team and make sure the plan meets our needs. All applications moved to the cloud will be accessible. We are working on a completion date for phase 1 of August 15th before the start of school.

REPORTS/INFORMATION ITEMS

1. Student Representative Report ~ Amber Edmonds

On May 1, 2015 we had a leadership day at Peter Fitzpatrick School in which forty students were nominated by teachers to attend the event. The North Middlesex Mustang car raffle raised over \$6,000.00 for the Scholarship Foundation. Currently the Business Class, National Honor Society, and sports groups are working on the Wounded Warrior projects. Service projects that are currently being worked on by the National Honor Society are a food drive, clothing drive, and an ice cream social on May 22 at Townsend Senior Center. Senior events: May 30, 2015 Junior/Senior Prom, May 22, Memorial Day Service 7:30 ~ 9:00 a.m.

2. Superintendent's Report ~

Superintendent Landers requested a Moment of Silence in remembrance of Nancy McCarthy and Deb Alciere.

- School Year 2014 ~ 2015 School Graduation Dates & Last Day of School

The Superintendent reviewed the following dates with the committee:

- a) North Middlesex Regional High School Graduation: Friday, June 5, 2015 at 6:00 p.m.
 - b) Hawthorne Brook Middle School 8th Grade Graduation: Monday, June 22, 2015 at 6:30 p.m.
 - c) Nissitissit Middle School 8th Grade Graduation: Monday, June 22, 2015 at 5:30 p.m.
 - d) Last day of school: June 23, 2015 early release day.
- School Lunch Balance Collections ~ Principals have been calling parents to collect balances owed on the food lunch program. We need to collect these balances by the end of the school year; the money that is not being paid affects our school budget. If any family needs assistance, please call your school or the Superintendent's Office.
 - Retiree Luncheon ~ June 3, 2015 at Peter Fitzpatrick School 12:00 – 2:00 p.m.

- NESDEC – Enrollment Update ~ The Superintendent reviewed the updated NESDEC district numbers; our District numbers are aligned with the updated NESDEC numbers.

3. Building Committee Report – Update

Robert Templeton shared sub-bids for the building project that were received and reviewed by the OPM. The general contractor bids were accepted and read on May 21, 2015. Our next meeting is Tuesday, May 26, 2015 where the OPM will provide an initial list of general contractors. On June 1, 2015, we will have a meeting where the OPM will provide their recommendation for the general contractor and the building committee will vote to approve the general contractor. On June 4, 2015 at 10:00 a.m. we will be hosting a Groundbreaking Ceremony, are all welcome.

4. Public Communications – 10 minutes will be allotted. No one from the audience addressed the School Committee.

SUBCOMMITTEE REPORTS

1. Warrant Subcommittee

- Available for Committee review are accounts payable warrants 15-0430, 15-0507, and 15-0514 and payroll warrant 04/23/15 and 05/07/15. The warrants have been reviewed and signed by the warrant subcommittee.

2. Policy Subcommittee

Discussion/Vote

The Policy Subcommittee recommends the Committee adopt the following policies (2nd reading):

- a. A motion was made by Susan Robbins, seconded by William Hackler to adopt Policy JFBB School Choice for 2nd reading.

Vote: Unanimously passes

- b. A motion was made by Susan Robbins, seconded by William Hackler to adopt Policy GCE Professional Staff Recruiting/Posting of Vacancies for 2nd reading. Brian Edmonds would like more clarity of the term “reasonable period of time.”

- c. A motion was made by Brian Edmonds, seconded by Jonna Clermont to amend the last paragraph to read, “Openings in the school will be posted for a minimum of five days to permit current employees to submit applications before the position is filled.”

Vote: Passes, seven yes, two no’s.

- d. A motion was made by Crystal Messamore, seconded by Brian Edmonds to refer policy GCE back to the policy subcommittee.

Vote: Unanimously passes

- e. A motion was made by William Hackler, seconded by Crystal Messamore to adopt Policy GCF Professional Staff Hiring for 2nd reading.

Vote: Unanimously passes

3. Finance Subcommittee ~ Update

The Superintendent requested if the committee could start to meet in August before the beginning of the new school session. William Hackler is looking to set up a meeting with the finance subcommittee and town board members.

NEW BUSINESS

1. Approval of the updated North Middlesex Regional High School Handbook for the 2015-2016 School Year ~ The Chair advised the Committee that we will only be having a discussion tonight, we will not be voting on the handbook this evening. The Superintendent wants to give the committee more time to read the handbook. The administration has updated all of the civil rights sections. It has been

reviewed by our legal counsel to make sure all the legal components have been updated to meet all federal and state regulations. All updated student policies have been added to the student handbook. Going forward we will be able to submit a one-page document with any handbook changes to the committee for the upcoming school year.

2. District Proposed 2015-2016 Goals

The Superintendent recommendations:

1. The District will develop a Comprehensive District Improvement Plan to provide guidance for School Improvement Plans.
2. The District will identify consistent expectations for instructional practice.
3. The District will establish an accountability framework to ensure all decisions in relations to curriculum, assessment, and programming meet the diverse needs of our students.
4. The District will assess its financial state based on predicted enrollment and state funding, including staffing, buildings, and programs.

REQUEST FOR EXECUTIVE SESSION

The Superintendent recommends that the North Middlesex Regional School Committee enter into Executive Session for the purpose of discussing strategy with respect to collective bargaining with the NMRSD Teachers' Association. M.G.L. Chapter 39, Section 23B (3)

The Chairperson recommends the School Committee enter into Executive Session to conduct a strategy session in preparation for contract negotiations with the Superintendent of Schools. M.G.L. Chapter 39, Section 23B (2) Holding these discussions in open session may have a detrimental effect on the School Committee's bargaining position. The School Committee will not return to open session.

A motion was made by Crystal Messamore, seconded by William Hackler to adjourn to an Executive Session. The School Committee will not to return to open session.

A roll call vote was taken: Jonna Clermont yes; Brian Edmonds yes; Randee Rusch yes; Crystal Messamore yes; Rob Templeton yes; Michael Morgan yes; William Hackler yes; Susan Robbins yes
Vote: Unanimously passes

ADJOURNMENT

The meeting adjourned at 8:06 p.m.

Respectfully submitted,
Joanna Bilotta-Simeone, Recording Secretary