

NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT SCHOOL COMMITTEE
Ashby – Pepperell – Townsend
Massachusetts

POLICY REVIEW SUBCOMMITTEE MINUTES

Monday, July 20, 2015
Educational Support Center

PRESENT

Chairperson	Randee Rusch	Member, At-Large
	Anne Adams	Member, Pepperell
	Susan Robbins	Member, Townsend
	Crystal Messamore	Member, Ashby

CALL TO ORDER

The meeting was called to order by the chair at 9:45 a.m.

Susan Robbins arrived at 9:55 a.m.

APPROVAL OF MINUTES

A motion was made by Anne Adams and seconded by Crystal Messamore to approve the minutes of June 18, 2015.

Vote: Unanimously passed.

UNFINISHED BUSINESS

- a) Policy GCE Professional Staff Recruiting/Posting of Vacancies
The subcommittee continued the discussion around the language of “reasonable amount of time.”
The committee shared thoughts on finding a candidate and having them wait the ten-day period.
The Superintendent shared that in her career within ten days has never been an issue.
The subcommittee added the word “calendar” to last paragraph, first sentence. The sentence now reads “Openings in schools will be posted for a minimum of ten calendar days to permit current employees to submit applications before the position is filled.”

A motion was made by Anne Adams and seconded by Susan Robbins to bring Policy GCE to the full committee for 1st reading.

Vote: Three yes; one no. The Vote passed.

NEW BUSINESS

- a) JFBB/JFBC Out of State Tuition
The committee had a lengthy discussion around this topic.
The Superintendent will contact Jay Sullivan, Executive Director of School Finance and District Support Center to see if other districts are providing this service. The Superintendent is going to call the DESE on the financial aspect. We want to make sure that we are calculating per pupil cost and not using the school choice number.
The subcommittee shared some thoughts:

If, during the school year, a family moves out of the district; the school committee will allow the student to finish the school year.

The committee discussed families living in the district and participating in school choice within the district.

The subcommittee considered teachers who are working/living in the school district and utilizing school choice within District for their children.

The committee tabled this policy until the next meeting.

b) GCO Evaluation of Professional Staff

In the first paragraph, first sentence add “t” to the word district. Created a second sentence to read, “At a minimum, the program for teacher and administrator evaluation will align with the DESE evaluation system. Additional procedures may be outlined in personnel contracts.”

In the second paragraph, changing the sentence to read, “The evaluation process will include self-evaluation, supervisor initiated formal and informal observations, and teacher initiated observations.”

In the third paragraph, third sentence, the subcommittee changed the word “Chairman to read, “Chair”.

A motion was made by Susan Robbins and seconded by Crystal Messamore to bring the amended policy GCO to the full committee for a 1st reading.

Vote: Unanimously passed.

TOPICS FOR NEXT MEETING

Reviewing the following policies:

- a) GCQD Resignation of Professional Staff Members
- b) GCQE Retirement of Professional Staff Members
- c) GCQF Suspension and Dismissal of Professional Staff Members
- d) GDA Support Staff Positions
- e) GDB Support Staff Contracts and Compensation Plans
- f) GDD Support Staff Vacations and Holidays
- g) GDO Evaluation of Support Staff
- h) GDQC Retirement of Support Staff Members
- i) GDQD Suspension and Dismissal of Support Staff Members

TOPICS FOR FUTURE AGENDAS

Review the following policies:

- a) KHB-E Advertising in the Schools (Contract Pricing)
- b) Admission Fees
- c) GCBA-E Salary Ranges for Non-Represented Personnel
- d) ADF School District Wellness Program
- e) IGA Curriculum Development
- f) IGD Curriculum Adoption
- g) IL Evaluation of Instructional Programs
- h) JRD Student Photographs

The Chair and Superintendent recommended making a set schedule for the year. The subcommittee will meet the first and third Tuesday of every month when able.

DATE OF NEXT MEETING

Tuesday, August 4, 2015 at 9:30 a.m. at the Peter Fitzpatrick School

ADJOURNMENT

A motion was made by Crystal Messamore, seconded by Anne Adams to adjourn the meeting at 11:33 a.m.

Vote: Unanimously passed

Respectfully submitted,

Joanna Bilotta-Simeone, Recording Secretary