

**NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT
ACCELERATED REPAIR PROJECT
Ashby, Pepperell, Townsend, Massachusetts
MEETING MINUTES
Tuesday, December 12, 2017**

MEMBERS PRESENT

William Hackler, School Committee Member – Co-Chair
Lisa Martin, School Committee Member – Co-Chair
Joan Landers, Superintendent of Schools
Brad Brooks, Director of Special Education
Dr. Hanley, Principal Varnum Brook Elementary School ~ left the meeting at 8:33 a.m.
Mark Andrews, Pepperell Town Administrator ~ left the meeting at 8:33 a.m.
Oscar Hills, Director of Plant and Facilities
Nancy Haines, Business Manager

ALSO PRESENT

Linda Rakiey, Preschool Coordinator
Jeremy Hamond, Director of Technology

1. Call Meeting to Order:

The meeting was called to order at 7:37 a.m.

2. Approval of Meeting Minutes

A motion was made by Lisa Martin and seconded by William Hackler to approve the November 29, 2017 meeting minutes.

Vote: Unanimously passed

3. Discussion/Follow up from Tour of Squannacook Early Childhood Center Building

Superintendent Landers informed the committee that she had spoken with the architect and designer to provide the committee's thoughts on the existing Library and keeping it as one room.

Mr. Brooks volunteer to contact the DESE and verify the student age requirements within school buildings.

Mr. Hills stated that the district has an excess of square footage in the district due to declining enrollment.

Dr. Hanley asked what the Gateway hours are?

Mr. Brooks clarified 8:00 – 2:15 p.m. and Varnum Brook hours are 8:45 – 3:30 p.m.

Mr. Brooks stated that the Gateway Program would be utilizing two rooms, restrooms, and conference room.

Dr. Hanley would not be utilizing those two additional rooms that the preschool is currently using.

Dr. Hanley questioned if the Gateway Program use speech and OT services.

Mr. Hills stated that the Gateway Program would coexist and share the kitchen that is in the teacher rooms.

Ms. Martin asked if the kitchen would need to be ADA compliant.

Mr. Brooks stated there are currently 13 Gateway students and could go up to 22 students. The beauty of the program is that the students are transported to work programs in the three communities every day. The students come into the building for a 15-minute meeting and then proceed to their work locations.

Mr. Brooks, had a major concern with Gateway being on the second floor at Squannacook, just last week a student had a medical issue, and the ambulance came, if we can avoid stairs, which Varnum Brook does, that would be the ideal situation.

Mr. Brooks shared that there are two students doing internships at Varnum Brook currently.

Superintendent Landers questioned if it makes sense to contact the DESE now to get the buildings approved. Should the district do that independently or cover all our the district programs. Either solution will not cause a delay in the program.

Mrs. Martin provided an updated building plan with suggestions to the committee.

Superintendent Landers questioned if the committee thinks that library needs to be opened to create the three offices spaces.

Mr. Brooks informed the committee that he had met with the FLLAC Director yesterday to discuss the preschool students walking through the FLLAC hallway. They both feel that it is easily accessed for the students to get to the playground area outside, and on rainy days the preschool would have a shared schedule with FLLAC for the use of the gym.

Mrs. Martin stated that the library area should be left as it is for the preschool, central office, and district to use.

For today, the committee agreed to leave the library the way it is.

Mr. Hills stated that the main office area has two bathrooms, which will become ADA compliant for the public, and ADA compliant for the nurse's office. The current restrooms are not ADA compliant; the door swings need to be enlarged.

Mr. Brooks stated that the LEAP students need two rooms and they can combine the OT and ABA applied behavioral applications.

Superintendent Landers asked if the STEPS Program stays at Ashby or would that go to Varnum Brook as well?

Superintendent Landers reminded the committee that with a limited amount of students in Squannacook, it could affect the funding. The district needs to account for students within the building to make sure it does not impact the MSBA funding.

Mrs. Haines asked if there is any connection between the STEPs and the LEAP students?

Mr. Brooks advised the STEPS students are currently integrated with the other students during lunch, recess, etc. There are three students in the STEPS program in Ashby.

Mr. Hackler stated that in reviewing these plans and listening to the discussion, there are building multi-use decisions and year to year decisions that we need to think about and plan for.

Mr. Hamond asked if we could move the preschool office into the current main office.

Mr. Hamond said that the technology department is mobile and could be housed in any building.

Superintendent Landers stated it would be ideal to have someone at the high school.

Mr. Hamond would like space to have team meetings. The equipment is in Pepperell, could have a satellite office at Nissitissit or Varnum Brook.

4. Adjournment

A motion was made by Lisa Martin and seconded by Brad Brooks to adjourn at 9:02 a.m.

Vote: Unanimously passed

Respectfully submitted,
Joanna Bilotta-Simeone, Recording Secretary