

NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT SCHOOL COMMITTEE  
Ashby - Pepperell - Townsend, Massachusetts

**MINUTES**

**Monday, June 10, 2013**  
**North Middlesex Regional High School**

**PRESENT**

Chairperson	Susan Robbins	Member, Townsend
Vice Chairperson	Jonna Clermont	Member, Pepperell
	Anne Adams	Member, Pepperell
	Brian Edmonds	Member, Pepperell
	Michael Morgan	Member, At Large
	Randee Rusch	Member, At Large

**ALSO  
PRESENT**

Joan Landers	Superintendent of Schools
Dr. Deborah Brady	Assistant Superintendent
Julie Surprenant	Mgr. of Financial Operations
Nancy Haines	Senior Staff Accountant
Stephen Themelis	Municipal Rep. for Collective Bargaining
District Administrators	
Parents/Community Members	
Press	

**ABSENT**

Anne Buchholz	Member, At Large
Robert Templeton	Member, Townsend

1. The meeting was called to order at 7:01 PM.
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 24, 2013 at North Middlesex Regional High School at 7:00 PM.

**CONSENT AGENDA**

A motion was made by Jonna Clermont and seconded by Brian Edmonds to approve the consent agenda as presented.

1. Approval of Minutes:
  - April 22, 2013
  - May 06, 2013

2. Approval of out-of-state field trips (due to date constraints, the Chair authorized approval of the trips on behalf of the Committee)
  - NMRHS Grade 11 students to Nashua, NH – May 21, 2013
  - NMRHS Grade 9-12 students to Jaffrey, NH – May 23, 2013
  - HBMS Grade 6-8 Band students to Mystic, CT – June 14, 2013
  - HBMS Grade 6-8 Band students to Salem, NH – July 1, 2013
3. Acceptance of Donations
  - \$315.00 to Varnum Brook Elementary School from Hannaford Supermarket (Hannaford Helps Schools Program)
  - \$745.00 to Nissitissit Middle School from Wednesday Night Men's Basketball League
  - \$500.00 to Squannacook Early Childhood Center from SECC PTO

The motion passed unanimously.

### **REPORTS/INFORMATION ITEMS**

1. Student Representative Report – No report was given
2. Superintendent's Report - The Superintendent congratulated the Class of 2013, and applauded the parents and volunteers for the success of Project Graduation.
3. Building Committee Update - Susan Robbins provided an update provided by Robert Templeton. The Building Committee voted to present Option 3D (new construction @ 180,000 sf to the MSBA as part of the preferred schematic report due on June 13, 2013. In addition, Option 3A (new construction @ 192,000 sf) and Option 2b2 (addition/renovation) will be forwarded to the MSBA as the 2<sup>nd</sup> and 3<sup>rd</sup> option. The MSBA is scheduled to vote on the PSR at their July 31<sup>st</sup> meeting.
4. School Newsletters
  - VBES Newsletter – May 17, 2013
  - NMS Newsletter – May 08, 2013
5. Gateway Program Brochure
6. Food Service Program Report – April 2013
7. Public Communications – No one addressed the Committee.

### **SUBCOMMITTEE REPORTS**

1. Warrant Subcommittee
 

Available for Committee review are Accounts Payable Warrants: 13-0417, 13-0425, 13-0502, 13-0509, 13-0515, 13-0523, & 13-0530 and payroll warrants: 4/25/13, 5/9/13, & 5/23/13
2. Policy Subcommittee
  - a) Policy Subcommittee Chair Randee Rusch provided an update on the progress of the policy review. To-date, 150 policies have been reviewed and completed; 200 MASC policies remain to be reviewed. The Subcommittee anticipates it will take approximately 2 ½ years to complete the entire policy manual review.
  - b) A motion was made by Jonna Clermont and seconded by Brian Edmonds to approve the following policies for a 1<sup>st</sup> reading/public review:
    - Policy ADF: School District Wellness
    - Policy ADF-R: School District Wellness Procedures and Regulations
    - Policy DBJ: Regional School District Budget Transfer Authority
    - Policy DJ: Purchasing
    - Policy DKC: Expense Reimbursements
    - Policy EBB: First Aid
    - Policy EFC: Free and Reduced Price Food Services
    - Policy EFCD: Meal Charge Policy
    - Policy GCBA-E Salary ranges for Non-Represented Personnel – Amended Policy

- Policy IKF: Graduation Requirements

The motion passed unanimously.

3. Finance Subcommittee – Chair Jonna Clermont provided an update on the meeting held earlier this evening. She stated that the Finance Subcommittee is looking for a 3<sup>rd</sup> member to serve on the Subcommittee. In addition, the Subcommittee voted to recommend the approval of the following budget transfer:

Budget Transfer in the amount of \$37,550 from administration to insurance/retirement/other for legal and sick leave buy back.

A motion was made by Jonna Clermont and seconded by Randee Rusch to approve the budget transfer of \$37,550 from insurance to administration.

The motion passed unanimously.

### **PRESENTATIONS**

1. Special Education Parent Advisory Council (SEPAC) Report – Connie Menice, Co-Chair of the SEPAC presented a brief overview of the comments made by the DESE as part of the Mid-Cycle Coordinated Program Review. Mrs. Menice commended Director Linda Rakiey and the special education staff for their efforts on behalf of the students. A \$100 donation from Mrs. Menice to the Special Education Department was made.
2. School Culture (UDL/PBIS/DCAP) Task Force Report – The DCAP Revision Committee and the Universal Design for Learning Task Force consisting of Assistant Principals, Educational Team Leaders, Teachers and Guidance Counselors presented the School Culture Task Force report. A lengthy discussion ensued.
3. School Improvement Plan Presentations
  - a. Ashby Elementary School – Principal Anne Cromwell-Gapp presented the Ashby Elementary School 2013-14 School Improvement Plan.
  - b. Varnum Brook Elementary School – Principal Pauline Cormier, Assistant Principal Eric Magnuson and School Council Member Alice Riportella presented the 2013-14 VBES School Improvement Plan.

### **OLD BUSINESS**

1. Net Metering Bid – Consultant Robert Patterson of WRPA Services, Arlington, MA , provided a brief overview of the process over the last four months relative to the purchase of solar net-metering credits. Mr. Patterson reported that an RFP was prepared, the district met with five developers and received two qualified proposals.

A motion was made by Brian Edmonds and seconded by Randee Rusch to authorize the Superintendent to negotiate and execute a contract pending successful completion of negotiations.

A roll call vote was taken: Michael Morgan-yes; Anne Adams-yes; Susan Robbins-yes; Jonna Clermont-yes; Randee Rusch-yes; Brian Edmonds-yes.

The motion passed unanimously.

2. Food Services Bid – Supt. Landers informed the Committee that two companies submitted proposals in response to the RFP. Based on the review of the proposal by the four readers (Supt. , Senior Staff Accountant, Manager of Financial Operations and School Committee Member), the contract will be awarded to Whitsons Food Service Management Company pending successful negotiations.

3. High School Bell Schedule– Christopher Chew provided an update on the review of the high school bell schedule. A forum was held on June 7<sup>th</sup> followed by a survey of parents, teachers, students, and administrators to solicit input from stakeholders. A second forum will be scheduled for those who were unable to attend the first. The administration will gather the information from the forums & survey and will make a decision. A schedule change would require a vote of the Teachers Association. If the schedule were to change, it would not be implemented until 2014.

### **NEW BUSINESS**

1. Appointment of Building Committee for HBMS/SECC Wastewater Disposal System

A motion was made by Jonna Clermont and seconded by Anne Adams to appoint the following members to the HBMS/SECC Wastewater Disposal Project Building Committee:

- Joan Landers, Supt. of Schools
- Oscar Hills, Director of Buildings & Grounds
- Roger Rapoza, Superintendent of Parks & Cemeteries, Townsend
- Representative from Ashby to be named

The motion passed unanimously.

### **REQUEST FOR EXECUTIVE SESSION**

A motion was made by Brian Edmonds and seconded by Anne Adams to enter into Executive Session for the purpose of discussing collective bargaining relative to: Custodial Union, Unit A (Teachers), Unit B (Asst. Principals) and negotiations with non-represented personnel. The Committee will return to open session.

A roll call vote was taken:

Michael Morgan-yes; Anne Adams-yes; Jonna Clermont-yes; Randee Rusch-yes; Brian Edmonds-yes; Susan Robbins-yes.

The motion passed unanimously.

The meeting adjourned at 9:50 PM.

The Committee returned to Open Session at 11:21 PM.

2. Ratification of Contracts/MOU - Vote

- a) Custodial Contract 2013-2016 – The Committee took no action on the Custodial Contract.
- b) Unit A (Teachers) Memorandum of Understanding – A motion was made by Brian Edmonds and seconded by Jonna Clermont to approve the Memorandum of Understanding between the North Middlesex Regional School District and the NMRSD Teachers Association re: Extra Curricular Stipends.

A roll call vote was taken:

Stephen Themelis-yes; Michael Morgan-yes; Anne Adams-abstained; Jonna Clermont-yes; Randee Rusch-yes; Brian Edmonds-abstained; Susan Robbins-yes.

The motion passed by a vote of 5-0-2.

- c) Unit B Contract 2012-2015 – A motion was made by Jonna Clermont and seconded by Brian Edmonds to approve the contract between the NMRSD School Committee and Unit B dated May 8, 2013.

A roll call vote was taken:

Stephen Themelis-no; Michael Morgan-no; Anne Adams-no; Jonna Clermont-no; Randee Rusch-yes; Brian Edmonds-no; Susan Robbins-yes.

The motion failed by a vote of 2-5-0.

### **FUTURE AGENDA ITEMS**

- Reorganization of the Central Office

### **ADJOURNMENT**

A motion was made by Randee Rusch and seconded by Jonna Clermont to adjourn.

The motion passed unanimously.

The meeting adjourned at 11:25 PM.

Respectfully submitted,

Nancy Landry, Secretary