

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

MINUTES

Monday, September 09, 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
	Dennis Moore	Member, Ashby
	Michael Morgan	Member, At Large
	Randee Rusch	Member, At Large
	Robert Templeton	Member, Townsend

ALSO

PRESENT

Joan Landers	Superintendent of Schools
Nancy Haines	Senior Staff Accountant
District Staff	
Parents/Community Members	
Press	

ABSENT

Anne Buchholz	Member, At-Large
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1. The meeting was called to order at 7:09 PM.
2. The Chairperson informed 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, September 23, 2013 at North Middlesex Regional High School at 7:00 PM.

CONSENT AGENDA

A motion was made by Jonna Clermont and seconded by Randee Rusch to approve the consent agenda as presented:

1. Approval of Minutes:
 - August 26, 2013
2. Out-of-State Field Trip Request
 - Spaulding Memorial School Grade 2 students to Hollis, NH on October 16/17, 2013

The motion passed unanimously.

PRESENTATIONS

1. School Opening Report
 - a) Enrollment - Supt. Landers congratulated the teachers, administrators, students and parents on a very successful school opening. She reported that the opening week enrollment total was 3475. This is

down from 3618 in the 2012-13 school year (Oct. 1, 2012). She stated that the enrollment decline is in alignment with the projections conducted by NESDEC and MSBA and follows nation-wide trends. Supt. Landers stated that class sizes at the elementary level remain in the range requested by the Committee with the exception of some grade levels at Nissitissit. She will continue to keep the Committee updated on class size.

b) Facilities Update – Supt. Landers provided an update on facility/maintenance work performed during the spring/summer. She commended the custodial/maintenance staff for their hard work during a short summer break. Facility work included: new carpet in areas of Ashby Elementary, removal of tiles in three areas of the AES building and the installation of wiring for increased bandwidth. At Squannacook, the special education office was moved to Peter Fitzpatrick School and the former special education office space was repurposed for classroom use. In addition, new flooring was installed in three classrooms last spring. New curtains, floor installation and HVAC work was conducted at Hawthorne Brook. At Nissitissit, the removal of shrubbery and landscape work was completed as well as the installation of new student computers. The High School had two entry ways recarpeted and technology was updated. Painting and flooring was installed in the 2nd floor discovery area at Varnum Brook. Plumbing work was also completed. The Technology Staff was very busy throughout the summer months. Activities included:

- Stabilized and upgraded the network connectivity between all schools in the district through the implementation of fiber connections and by splitting our available bandwidth through two service providers (Comcast and Charter) for redundancy.
- Stabilized and upgraded the internal network connectivity within all schools in district by replacing all network switches and installing fiber connections between all remaining network closets. The implemented network switches are models capable of supporting network based phones and security cameras.
- Replaced all desktop computers within Nissitissit Middle School and Varnum Brook Elementary School with new computers. Replaced related network printers as needed.
- Replaced the student information system with Aspen SIS for improved data tracking and reporting capabilities.

REPORTS/INFORMATION ITEMS

1. Student Representative Report – No report was given.
2. Superintendent's Report
 - a. Professional Development Plan - Supt. Landers briefly summarized the numerous professional development activities and curriculum work that took place during the summer. She indicated that the District will focus professional development efforts on district determined measures (DDM) and will pilot district measures this year. Dr. Ilda King will continue working with staff on the literacy initiative and Consultant Roz Poole will continue her work with teachers in mathematics.
 - b. Home School Report – The Superintendent reported that currently 63 students from 32 families have submitted home school plans for the 2013-14 school year; down from 87 students (49 families) in 2012-13.
3. Building Committee Update – R. Templeton reported that the Building Committee has been meeting with work groups consisting of building committee members, administration, staff, and community members. The Building Committee received updates from the athletic, “other programs” and performing arts work groups. At the next meeting, the Building Committee will decide on the scope of what they want the designers to get cost estimates for. The decision is just to get cost estimates; not necessarily to approve those programs. The Design Team will be meeting with staff on 9/10, 9/13 & 9/16. In addition, the Superintendent and Design Team met with the Townsend Planning board, traffic consultant and representatives from the Townsend Police & Fire departments. A report on this meeting will be presented at the Sept. 16th meeting.
4. Public Communications – No one addressed the committee.

SUBCOMMITTEE REPORTS

1. Warrant Subcommittee

Available for Committee review are Accounts Payable Warrants: 14-0815, 14-0826, & 14-0905 and Payroll Warrants: 08/15/13 & 08/29/13

2. Policy Subcommittee

- a) Policy EBB: First Aid – A motion was made by Randee Rusch and seconded by Jonna Clermont to adopt Policy EBB First Aid (2nd reading). The motion passed by a vote of 7-1. D. Moore voted no; all others yes.
- b) Policy EFCD: Meal Charge Policy – A motion was made by Randee Rusch and seconded by Jonna Clermont to adopt Policy EFCD Meal Charge (2nd reading). The motion passed by a vote of 6-1-1. D. Moore voted no; B. Edmonds abstained; all others yes.
- c) Policy FA: Facilities Development Goals – A motion was made by Randee Rusch and seconded by Robert Templeton to adopt Policy FA Facilities Development Goals (2nd reading). The motion passed by a vote of 7-1. D. Moore voted no; all others yes.
- d) Policy IIB: Class Size – A motion was made by Randee Rusch and seconded by Jonna Clermont to adopt Policy IIB Class Size (2nd reading). The motion passed by a vote of 7-1. D. Moore voted no; all others yes.
- e) Policy IKF Graduation Requirements – A motion was made by Randee Rusch and seconded by Jonna Clermont to adopt Policy IKF Graduation Requirements (2nd reading). A discussion ensued. A motion was made by Randee Rusch and seconded by Jonna Clermont to amend the motion to insert the following sentence: “It is highly recommended that students enroll in two full credit courses of the same world language”
The motion to amend passed unanimously.
The motion as amended passed unanimously.

3. Finance Subcommittee

- a) OPEB Update – District Treasurer Michael Hartnett provided an update on Other Post Employment Benefits (OPEB) as it relates to health/life insurance liability for active employees and retirees. He stated that GASB 45 requires municipalities to disclose this liability in its financial statements. He stated that the district’s unfunded liability is \$48 million. Currently, 5% of entities in the United States are able to fund GASB 45 and 95% are not. He provided the Committee with the following recommendations to address this issue:

Step 1: School Committee adoption of Chapter 32B; Section 20

Step 2: Establish OPEB Trust Agreement

Step 3: Discuss/decide FY15 funding of trust

Step 4: Discuss/select outside custodian of OPEB trust fund

Step 5: Adopt Investment Policy for OPEB Trust Fund

A discussion ensued. The Committee agreed to refer the Investment Policy to the Policy Subcommittee and will discuss Step 1 (adoption of Chapter 32B, Section 20; and Step 2 (establishment of OPEB trust agreement) at the next meeting agenda. Mr. Hartnett will research and provide list of municipalities that have adopted Ch. 32, S20 and how many are funding OPEB.

OLD BUSINESS

1. Approval of Merrimack Special Education Collaborative Agreement - Supt. Landers briefly reviewed the articles of agreement. M. Morgan requested that district counsel review the agreement prior to a vote by the committee. No vote was taken.

FUTURE AGENDA ITEMS

- Add MSEC quarterly updates to Meeting Topic Schedule
- Add OPEB Trustee Update (if adopted);
- Update on Process for Asst. Supt., Staff Accountant positions
- Food Service Update

ADJOURNMENT

A motion was made by Brian Edmonds and seconded by Robert Templeton to adjourn.

The motion passed unanimously.

The meeting adjourned at 8:31 PM.

Respectfully submitted,

Nancy Landry, Secretary