



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

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**MEETING MINUTES – April 11, 2022**  
Virtual via Zoom

**PRESENT**

Chairperson	Craig Hansen	Member, Pepperell ~ Absent
Vice-Chairperson	Michael Morgan	Member, At Large ~ Absent
	Randee Rusch	Member, At Large
	Thomas Casey	Member, Pepperell
	Lisa Martin	Member, At Large
	David Carney	Member, Pepperell ~ Absent
	June McNeil	Member, Ashby
	Jessica Funaiole	Member, Townsend
	Susan Robbins	Member, Townsend @ 7:02 pm

**ALSO PRESENT**

Brad Morgan	Superintendent of Schools
Nancy Milligan	Assistant Superintendent of Schools
Nancy Haines	Business Manager
Robin Eibye	Recording Secretary
*See attached Zoom attendance log	

1. Randee Rusch opened the meeting at 7:01 pm and informed the committee and audience members that the meeting would be recorded.

<b>Roll Call:</b>			
Craig Hansen	-	Michael Morgan	-
June McNeil	Yes	Randee Rusch	Yes
Jessica Funaiole	Yes	Lisa Martin	Yes
Thomas Casey	-	Susan Robbins	-
David Carney	Yes		

*In Craig Hansen's absence, Randee Rusch moved, and Jessica Funaiole seconded the committee vote to approve Randee Rusch chairing the meeting.*

<b>Roll Call Vote:</b>			
Craig Hansen	-	Michael Morgan	-
June McNeil	Yes	Randee Rusch	Yes

Jessica Funaiole	Yes	Lisa Martin	Yes
Thomas Casey	Yes	Susan Robbins	Yes
David Carney	-		

*Vote: The motion unanimously passed 6/0/0.*

- Ms. Rusch informed the committee and attendees that the North Middlesex Regional School Committee's next scheduled meeting would be at 7:00 pm on Monday, May 2, 2022.

**APPROVAL OF CONSENT AGENDA**

*Following review, Lisa Martin moved, and Jessica Funaiole seconded to approve the Consent Agenda as presented.*

<b>Roll Call Vote:</b>			
Craig Hansen	-	Michael Morgan	-
June McNeil	Yes	Randee Rusch	Yes
Jessica Funaiole	Yes	Lisa Martin	Yes
Thomas Casey	Yes	Susan Robbins	Yes
David Carney	-		

*Vote: The motion unanimously passed 6/0/0.*

**PUBLIC COMMENT**

- Patrick McPhee, 56 Heywood Road, Ashby, asked if there had been any updates to the budget since it was approved. Mr. McPhee said he did not support additional cuts to the approved budget. Nancy Haines confirmed there were no changes to the approved budget.
- Mr. McPhee inquired about Ashby Elementary School and ADA compliance. In addition, Mr. McPhee asked when Ashby town representatives were scheduled to meet with the district to walk through Ashby Elementary School and meet to discuss needed repairs.
- Brad Morgan confirmed that the AES walk-through would not happen until after Ashby's Town Meeting.
- Mr. McPhee said he was unhappy that Ashby representatives would not agree to meet with the district to walk through AES until after their town meeting.
- Jennifer Kingsbury, 2 Brandons Way, Pepperell, said she was checking on the status of the world language petition. Ms. Kingsbury encouraged the committee to create a working group that would focus on the middle school world language program.

**REPORTS/INFORMATION ITEMS**

- Chairperson's Report – C. Hansen
  - None

2. Student Representative Report – Charlie Desjardins
  - None
3. Superintendent's Report – B. Morgan
  - None

#### **OLD BUSINESS**

4. FY23 Budget Update – B. Morgan
  - Superintendent Morgan said budget work was ongoing and confirmed there were no changes to the budget since it was approved.
5. Petition for the Reinstatement of Middle School Foreign Language – N. Milligan
  - See attached World Language Program Recommendation 2022-2023.
  - Ms. Milligan said the administration's recommendation was to continue with the program for the next two to three years and then reevaluate to determine how well the program worked and decide how to move forward.
  - The committee discussed the program and the next steps.
  - Ms. Rusch thanked the administration for their work on the Middle School World Language program.
  - The committee agreed they wanted regular updates on enrollment and the program's progress.

#### **NEW BUSINESS/GENERAL DISCUSSION**

6. Keystone Educational Collaborative Lease – B. Morgan
  - Mr. Morgan said he needed guidance on proceeding with the Keystone Educational Collaborative lease renewal. Mr. Morgan noted Keystone sought a three-year lease, which included eight classrooms, the cafeteria, the gym, and outside space.
  - Mr. Morgan said the Collins Center was scheduled to present its recommendations to the full committee in May. He was concerned that the SECC building might be needed in the near future, depending on the Collins Center's recommendations.
  - Mr. Morgan said he expected the Collins Center to present four different options to the district for consideration, and some of the options would require the use of SECC.
  - Following discussion, the committee agreed to offer Keystone a one-year lease with the option to renew for years two and three.
7. Substitute Nurse Pay – B. Morgan
  - Mr. Morgan said the district had difficulty securing substitute nurses and introduced the Health Services Supervisor, Cathryn Hampson, to speak to the matter.
  - Ms. Hampson said the district had difficulty securing substitute nurses because the district's \$125 daily pay rate was too low.
  - Ms. Hampson surveyed 45 districts on their substitute nurse pay rates and said comparable districts' daily rate was \$200.
  - Ms. Hampson recommended the district raise the rate to \$200 daily, which would help the district develop a more robust substitute pool.

*Following discussion, Susan Robbins moved, and Jessica Funaiole seconded the School Committee support the Health Services Supervisor and Superintendent's recommendations and vote to approve increasing the Substitute Nurse pay rate to \$200 per day.*

<b>Roll Call Vote:</b>			
Craig Hansen	-	Michael Morgan	-
June McNeil	Yes	Randee Rusch	Yes
Jessica Funaiole	Yes	Lisa Martin	Yes
Thomas Casey	Yes	Susan Robbins	Yes
David Carney	-		

*Vote: The motion unanimously passed 6/0/0.*

8. Stipend Positions – B. Morgan

- North Middlesex Regional High School Principal Timothy McMahon provided an overview of the Relay for Life and Giving Tree stipended positions.

*Following discussion, Lisa Martin moved, and June McNeil seconded the School Committee vote to approve the Relay for Life stipend position with an annual rate of \$895 and the Giving Tree stipend position with an annual rate of \$895 as presented.*

<b>Roll Call Vote:</b>			
Craig Hansen	-	Michael Morgan	-
June McNeil	Yes	Randee Rusch	Yes
Jessica Funaiole	Yes	Lisa Martin	Yes
Thomas Casey	Yes	Susan Robbins	Yes
David Carney	-		

*Vote: The motion unanimously passed 6/0/0.*

9. Interventionist and Programming – N. Milligan

- Elementary and Middle School Intervention presentations are attached.
- Elementary Principals Tara Hanley and Kate Guziejka provided an overview of the Elementary Intervention program.
- Middle School Principals Lauren Young and Jason Webster talked about the Middle School Intervention program.

10. Townsend Recreation Facility Use – B. Morgan

- Superintendent Morgan said Townsend Recreation requested to discuss facility use with the committee.
- It was confirmed that no one from Townsend Recreation was present to speak.

**SUBCOMMITTEE REPORTS – VOTES MAY BE TAKEN**

1. Accelerated Repair (L. Martin)
  - Lisa Martin said she expected the Accelerated Repairs projects to be closed out at the end of the month.
  
2. Building Committee (R. Templeton)
  - None
  
3. Finance (L. Martin)
  - Lisa Martin said work on the budget and capital plan was ongoing.
  
4. Negotiation & Personnel (T. Casey)
  - None
  
5. Policy (R. Rusch)

*Following discussion, Randee Rusch moved, and June McNeil seconded the committee vote to adopt the following policies as presented:*

1. EBAB Pest Management
2. DIE-1 Regional School District Audits
3. DJ Purchasing
4. DK-1 Regional School District Payment Procedures
5. DKC Expense Reimbursements
6. DBJ-1 Regional School District Budget Transfer Authority
7. DJE Procurement Requirements
8. JLCA Physical Examinations and Mandated Health Screenings for Students
9. DA Fiscal Management Goals
10. DB-1 Regional School District Annual Budget
11. DBD Budget Planning
12. DBG-1 Regional School District Budget Adoption Procedures
13. DD Funding Proposals and Applications
14. DGA-1 Regional School District Authorized Signatures
15. DI Fiscal Accounting and Reporting as presented.

<b>Roll Call Vote:</b>			
Craig Hansen	-	Michael Morgan	-
June McNeil	Yes	Randee Rusch	Yes
Jessica Funaiole	Yes	Lisa Martin	Yes
Thomas Casey	Yes	Susan Robbins	Yes
David Carney	-		

*Vote: The motion unanimously passed 6/0/0.*

At 9:02 pm, Lisa Martin moved, and Jessica Funaiole seconded the School Committee adjourn.

<b>Vote:</b>			
Craig Hansen	-	Michael Morgan	-
June McNeil	Yes	Randee Rusch	Yes
Jessica Funaiole	Yes	Lisa Martin	Yes
Thomas Casey	Yes	Susan Robbins	Yes
David Carney	-		

*Vote: The motion unanimously passed 6/0/0.*

Documents Reviewed / Referred To:

- 2022 04-11 School Committee Agenda
- 2022 03-21 Minutes
- 2022 03-07 Minutes
- Accounts Payable Warrants
- Payroll Warrants
- Donations
- Out of State Field Trip Request
- Elementary School Intervention Presentation
- Middle School Intervention Presentation
- World Language Recommendation
- EBAB Pest Management
- DIE-1 Regional School District Audits
- DJ Purchasing
- DK-1 Regional School District Payment Procedures
- DKC Expense Reimbursements
- DBJ-1 Regional School District Budget Transfer Authority
- DJE Procurement Requirements
- JLCA Physical Examinations and Mandated Health Screenings for Students
- DA Fiscal Management Goals
- DB-1 Regional School District Annual Budget
- DBD Budget Planning
- DBG-1 Regional School District Budget Adoption Procedures
- DD Funding Proposals and Applications
- DGA-1 Regional School District Authorized Signatures
- DI Fiscal Accounting and Reporting as presented
- 2022 04-11 Attendance Report

Respectfully submitted,  
Robin Eibye, Recording Secretary

**APPROVED:** May 2, 2022

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