



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

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**MEETING MINUTES – October 3, 2022**  
 Virtual via Zoom

**PRESENT**

Chairperson	Craig Hansen	Member, Pepperell
Vice-Chairperson	June McNeil	Member, Ashby
	Randee Rusch	Member, At Large
	Michael Morgan	Member, At Large ~ Absent
	Lisa Martin	Member, At Large
	Thomas Casey	Member, Pepperell ~ Absent
	David Carney	Member, Pepperell
	Susan Robbins	Member, Townsend @ 7:04 p.m.
	Jessica Funaiole	Member, Townsend

**ALSO PRESENT**

Brad Morgan	Superintendent of Schools
Gary Burboa-Reese	Assistant Superintendent of Schools
Nancy Haines	Business Manager
Robin Eibye	Recording Secretary
*See attached	

1. The chairperson, Craig Hansen, opened the meeting at 7:00 pm and informed the committee and audience members that the meeting would be recorded.

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

2. Mr. Hansen informed the committee and attendees that the North Middlesex Regional School Committee's next meeting would be a work session at 7:00 p.m. on Monday, October 17, 2022.

**APPROVAL OF CONSENT AGENDA**

*Following review, Lisa Martin motioned, and June McNeil seconded to approve the Consent Agenda as presented.*

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

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

**PUBLIC COMMUNICATIONS**

- Patrick McPhee, an Ashby resident, talked about redistricting West Townsend students to attend Ashby Elementary School, proposed building costs, MSBA funding, and the financial impacts of funding building improvements.

**REPORTS/INFORMATION ITEMS**

1. Chairperson’s Report – Craig Hansen
  - None
2. Superintendent’s Report – Brad Morgan
  - None

**OLD BUSINESS – VOTES MAY BE TAKEN**

1. Athletic Extracurricular Handbook Language – B. Morgan  
 The committee reviewed the proposed language, and Superintendent Morgan provided an overview of the new language to be added to the handbook.

*Following discussion, David Carney moved, and Lisa Martin seconded the School Committee approve the Athletic Extracurricular Handbook language as presented.*

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

*Vote: The motion unanimously passed 7/0/0.*

**NEW BUSINESS – VOTES MAY BE TAKEN**

1. Out-of-State Field Trip Request: Service Learning to New Orleans – T. McMahon  
Principal McMahon provided an overview of the proposed trip, and a brief discussion ensued.

*Lisa Martin moved, and Susan Robbins seconded the School Committee vote to approve the North Middlesex Service Learning to travel to New Orleans during April 2023 school vacation.*

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

*Vote: The motion unanimously passed 7/0/0.*

2. Out-of-State Field Trip Request: NMS & HBMS Students to Washington, DC  
Principal Young and Principal Webster provided an overview of the proposed field trips.

*Following discussion, David Carney moved, and Lisa Martin seconded the School Committee vote to approve NMS eighth-grade students to travel to Washington, DC on May 23 -26, 2022, and HBMS eighth-grade students to travel to Washington, DC on April 11-14, 2022, to tour our Nation’s Capital.*

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

*Vote: The motion unanimously passed 7/0/0.*

3. Student Activity Accounts  
Nancy Haines provided an overview of the Student Activity accounts and said although a vote is not required, it was good practice for the School Committee to review and approve the accounts annually.

*Lisa Martin moved, and David Carney seconded the School Committee vote to review and approve the sub-account listing for the student activity accounts at North Middlesex Regional High School, Nissitissit Middle School, and Hawthorne Brook Middle School.*

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

*Vote: The motion unanimously passed 7/0/0.*

4. Integrating Social and Emotional Learning into Academic Learning Grant – G. Burboa Reese
- Dr. Burboa-Reese provided an overview of the grant and said the Social and Emotional Learning Indicator System (SELIS) survey supports a strength-based, tiered approach to developing students’ social and emotional (SE) learning competencies. Developed by researchers in partnership with the Collaborative for Academic, Social, and Emotional Learning (CASEL), SELIS identifies students’ self-reported SEL strengths in five core competencies. The data enables educators to support students in areas needing development within a tiered system of support. Under this grant, DESE is partnering with our district to administer SELIS in the fall and spring to students in grades 4,5, 8, and 10. DESE will provide the survey platform, analyze our data and provide the district with SELIS scores (overall score and five SE competency scores) and data visualization maps (SWON maps – Strengths, Weaknesses, Opportunities, Needs) for each student. SWON maps are a powerful visualization tool that allows students and educators to quickly identify an individual student’s SE strengths and areas for development and support. DESE will also provide training to understand how SELIS scores are produced, how to analyze and interpret the data, and how to use this data to support effective, culturally responsive SEL development strategies.

*Susan Robbins moved, and Lisa Martin seconded the School Committee vote to approve the Integrating Social and Emotional Learning into Academic Learning Grant as presented.*

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

David Carney	Yes		
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*Vote: The motion unanimously passed 7/0/0.*

5. School Improvement Plans – B. Morgan & Principals

- Anne Cromwell-Gapp, Kate Guziejka, and Kristen Fearon presented the 2022-2023 Elementary School Improvement Plan and discussed the strategic objectives, initiatives, and benchmarks.
- Lauren Young and Jason Webster presented the 2022-2023 Middle Schools School Improvement Plan and discussed the strategic initiative to implement Illustrative Mathematics as the core curriculum for grades K-8.
- Timothy McMahon presented the 2022-2023 North Middlesex Regional High School School Improvement Plan. He talked about the strategic objectives of implementing a rigorous and relevant curriculum while strengthening instructional practices, meeting the needs of all students, and creating a variety of opportunities to foster a cohesive district-wide climate, culture, and sense of community that benefits all stakeholders. Mr. McMahon also discussed Advisory block on Fridays, FLEX block, and Capstone opportunities for seniors.
- The complete reports are attached.

6. Home School Report – G. Burboa-Reese

Assistant Superintendent Dr. Burboa-Reese presented the Home School report and said as of Monday, September 12, 2022, the district had 81 families, representing 164 students across the district, that had approved homeschool plans for the 2022-23 school year. Dr. Burboa-Reese confirmed the number represented a decrease of 15.9% in the number of students that participated in homeschool programs from the 2021-2022 school year.

7. Strategic Plan Review – G. Burboa-Reese

Dr. Burboa-Reese presented the 2022-2023 District Strategic Plan to the committee. He was pleased to share the district's progress towards achieving the strategic objectives identified in the District Strategic Plan (2019-2024). Dr. Burboa-Reese said the summary reflected the work accomplished in year three of the plan and reflected the commitment of North Middlesex's leadership team, educators, and other school staff. Dr. Burboa talked about Strategic Objective 1: Curriculum and Instruction, Strategic Objective 2: Meeting All Needs of All Students, and Strategic Objective 3: Climate, Culture, & Community. See the District Strategic Plan – SY22 Summary report attached.

8. Professional Development Plan – G. Burboa-Reese

Dr. Burboa-Reese provided the committee with a summary of the district's Professional Development Plan, and a brief discussion ensued. See the 2022-2023 Professional Development Plan attached.

9. Superintendent Goals – B. Morgan

Continued to the October 17, 2022, meeting.

10. MASC Delegate Selection – C. Hansen  
Continued to the October 17, 2022, meeting.

11. MASC Resolutions – C. Hansen  
Continued to the October 17, 2022, meeting.

**SUBCOMMITTEE REPORTS – VOTES MAY BE TAKEN**

- 1. Accelerated Repair (L. Martin)
  - Lisa Martin said the committee adjusted the distribution of \$8,849 from Varnum Brook Elementary School to Hawthorne Brook Middle School. Ms. Martin said she was hopeful the project would be closed by February 2023.
- 2. AES Building Committee (J. McNeil)
  - June McNeil said the committee was still in the discussion and gathering information phase. Ms. McNeil said the committee was working to determine the financial impact on taxpayers. Ms. McNeil confirmed the district had reached out to the MSBA.
- 3. Building Committee (R. Templeton)
  - None
- 4. Communication Committee (T. Casey)
  - Craig Hansen said the committee wanted to get information out to the community and planned to publish a quarterly update highlighting essential topics and issues.
- 5. Finance (L. Martin)
  - None
- 6. Negotiation & Personnel (T. Casey)
  - None
- 7. Policy (R. Rusch)
  - IIB Class Size

*Randee Rusch moved, and June McNeil seconded the School Committee vote to adopt policy IIB Class Size for a first reading as presented.*

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

David Carney	-		
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*Vote: The motion unanimously passed 6/0/0.*

- IHBG Home Schooling

Ms. Rusch continued the policy to the next meeting stating additional updates were required.

**OTHER BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HOURS – VOTES MAY BE TAKEN**

**ADJOURNMENT**

*Lisa Martin moved, and David Carney seconded to adjourn the meeting at 8:37 p.m.*

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

*Vote: The motion unanimously passed 7/0/0.*

Documents Reviewed / Referred To:

- 2022 10-03 School Committee Agenda
- 2022 09-12 School Committee Minutes
- Warrants
- NMS Piano
- Athletic Extracurricular HB Language and Release Memo
- NMRSD 2022 Supervision Handbook Release 9.13.22
- NMS Washington Trip
- Service Learning Field Trip
- Student Activity Clubs 2022-2023 rev
- NMRSD Grant Award FC151
- Elementary SIP 2022-2023
- MS SIP 2022-2023
- NMRHS SIP 2022-2023
- Annual Home School Report 2022-2023
- District Strategic Plan FY22 Summary

- 2022-2023 Professional Development Plan
- Goals 2022-2023
- 2022 MASC Forms
- 2022 MASC Resolutions

Respectfully submitted,  
Robin Eibye, Recording Secretary

**APPROVED:** October 17, 2022

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