



NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT  
POLICY SUBCOMMITTEE  
Ashby – Pepperell – Townsend, Massachusetts

**MINUTES – November 30, 2022**  
**Virtual**

**PRESENT**

Chairperson	Randee Rusch	Member, Townsend
	Craig Hansen	Member, Pepperell ~ Left @ 11:01 a.m.
	Lisa Martin	Member, Pepperell
	June McNeil	Member, Ashby ~ Arrived @ 10:45 a.m.
	Brad Morgan	Superintendent
	Nancy Haines	Business Manager
	Robin Eibye	Recording Secretary

**ALSO PRESENT**

Jeremy Hamond	Information Technology Director
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**CALL TO ORDER**

- Chairperson, Randee Rusch, opened the meeting at 10:01 a.m. and announced the committee was meeting in a virtual setting, fully remote via teleconferencing, practicing social distancing, and in accordance with the Governor’s suspension of specific open meeting laws.
- Roll Call

<b>Roll Call:</b>			
Randee Rusch	Yes	Lisa Martin	Yes
Craig Hansen	Yes	June McNeil	Yes
Brad Morgan	Yes	Robin Eibye	Yes
Nancy Haines	Yes		

**APPROVAL OF MINUTES**

*Following review, Craig Hansen moved, and Lisa Martin seconded to approve the November 16, 2002, minutes as presented.*

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

**PUBLIC COMMUNICATIONS**

- None

**OLD BUSINESS**

1. Regional Agreement

- Randeel Rusch said she was waiting for feedback from the state. The committee agreed to continue the discussion.

2. KF-E1 School Facility Use Rental & Personnel Fee Schedule

- The committee discussed the HBMS basketball group. Brad Morgan said Nick Dominello was concerned with creating an inconsistency with fees for some but not others, creating an inconsistency where other groups are required to obtain an insurance binder. Still, this group requires just a waiver, and the waiver alone does not protect the district should someone get injured. While the waiver provides some protection, it lacks the "belt and suspenders" that a binder provides.

Mr. Morgan said that ultimately, Attorney Dominello advised against it for these reasons, adding that other rental options outside the school district do not require a binder. That said, Mr. Morgan said he would do whatever the committee desired in this instance.

Ms. Rusch said it was her opinion that the HB basketball group was a district-sponsored event and district-sponsored events should not be held to the same expectations as community facility use. Craig Hansen agreed the district should not charge facility use for district-sponsored events. Lisa Martin said she was conflicted on the matter.

A discussion about insurance, liability, and the risks associated with sponsoring events ensued.

Ms. Rusch asked Mr. Morgan to discuss liability with Attorney Dominello and report back at the next meeting.

3. IJL Library Material Selection and Adoption

- The committee reviewed the policy, discussed the proposed changes, and agreed to continue the discussion.

4. JQ-E Fees, Fines, and Charges (Admission Fees)

- Mr. Morgan updated the committee on class dues and said that student leadership and student advisors were not opposed to the proposed fee increases. A discussion ensued about student activity accounts, tracking funds, record keeping, and increased participation.
- Mr. Morgan said after he consulted with the administrative team and looked at other surrounding districts, he recommended the following fee increases.

	<b>Current Fee</b>	<b>2023-2024 Fee</b>	<b>2024-2025 Fee</b>
<b>High School Sports</b>	190.00 per season	245.00	275.00

<b>Varsity Ice-Time</b>	200.00	355.00	TBA
<b>JV Ice-Time</b>	200.00	200.00	TBA
<b>Unified High School Sports</b>	100.00 per season	No Change	No Change
<b>Online Payment Fee</b>	5.00 per registration	10.00 (fee increased) Cost of \$7.30 to district	No Change
<b>Marching Band</b>	200.00	245.00	275.00
<b>Winter Percussion</b>	215.00	245.00	275.00
<b>Winter Guard</b>	215.00	245.00	275.00
<b>*High School Dues</b>	25.00 per year	50.00 per year	No Change
<b>Elementary Enrichment</b>	20.00 per session	30.00 per session	No Change
<b>Elementary BOK</b>	20.00 per session	30.00 per session	No Change
<b>Middle Enrichment</b>	30.00 per session	40.00 (materials fee may apply)	No Change
<b>Middle Intramurals</b>	30.00 per session	45.00 per session	No Change
<b>Middle School Sports</b>	100.00	No Change	No Change

**Reduced Lunch:** 50% off each fee

**Free Lunch:** 75% off each fee

**\*High School Dues** - The collection of high school dues is intended to create a “savings account” for each student to put towards their senior activities (i.e. cookout, prom, graduation cap/gown, etc.) These are not mandatory but will help students avoid paying for everything at once. Students who do not participate in dues collection will be required to pay in full to participate in senior activities.

In addition, the following high school and middle school fees, which do not require school committee approval, have been agreed upon by the administration:

	<b>Current Fee</b>	<b>Recommended Fee</b>
<b>High School Athletic Tickets (Night Games - Indoor Events - after 5:30 p.m. for stadium and gym)</b>	Adult - \$5 Student/Senior Citizen - \$3	No Change
<b>Other Athletic Events</b>	Donation	Donation
<b>Middle School Basketball</b>	No Charge	Adult - \$5 Student/Senior Citizen - \$2

<b>High School Play/Musical</b>	Adult - \$15 Student/Senior Citizen - \$10	No Change
<b>Middle School Play/Musical</b>	Adult - \$8 Student/Senior Citizen - No Charge	Adult - \$10 Student/Senior Citizen - \$5
<b>4th &amp; 5th Grade Concert</b>	No Charge	Adult - \$5 Student/Senior Citizen - No Charge
<b>High School/Middle School Concert</b>	Adult - \$4 Student/Senior Citizen - No Charge	Adult - \$5 Student/Senior Citizen - No Charge

Collection of gate for athletics, plays, musicals, must all concerts go into school/district-based revolving accounts. Any money collected by boosters is a result of their own fundraising activities.

- A discussion about 4<sup>th</sup> & 5<sup>th</sup> grade concerts and high school/middle school concert pricing ensued. June McNeil proposed no charge for 4<sup>th</sup> & 5<sup>th</sup> grade concerts, \$5 for middle school concerts, and \$10 for high school concerts.
- A discussion ensued. Mr. Morgan said he would discuss the proposed changes with administration and report back at the next meeting.

#### **NEW BUSINESS**

- Mr. Morgan said he wanted to alert committee members that at the next School Committee meeting, the middle school principals would present a potential out-of-state field trip for the sixth-grade class to attend Kieve Wavus camp.

#### **FIVE-YEAR CYCLE REVIEW**

1. ECAC Vandalism
  - Continued to next meeting
2. ECAF Security Cameras in Schools
  - Continued to next meeting
3. EDC Authorized Use of School-Owned Materials
  - Continued to next meeting
4. EDE Recyclable Materials
  - Continued to next meeting

#### **FUTURE POLICIES FOR REVIEW**

1. All policies that require updating for the expanded definition of race per the Acts of 2022, Chapter 117.
  - Continued to next meeting

#### **NEXT MEETING**

The committee agreed to meet at 10:00 a.m. on Monday, December 19, 2022.

**ADJOURNMENT**

June McNeil motioned, and Lisa Martin seconded to adjourn the meeting at 11:10 a.m.

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

Vote: The motion unanimously passed. 3/0/0

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Documents Reviewed / Referred To:

- 2022 11-30 Policy Subcommittee Agenda
- 2022 11-16 Policy Minutes
- KF-E1 School Facility Use Rental & Personnel Fee Schedule
- NMRSD Fee/Ticket Recommendations November 2023
- Hourly Cost for Facilities – Rough Outline
- IJL Library Material Selection and Adoption
- 11-21-22 Superintendent’s Report

Respectfully submitted,  
Robin Eibye, Recording Secretary

**APPROVED:** February 8, 2023

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