



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

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**MINUTES – June 12, 2023**

Room 120, North Middlesex Regional High School, 19 Main Street, Townsend, MA 01469

**PRESENT**

Chairperson	Craig Hansen	Member, Pepperell
Vice-Chairperson	June McNeil	Member, Ashby
	Randee Rusch	Member, At Large
	Thomas Casey	Member, Pepperell
	Lisa Martin	Member, At Large
	David Carney	Member, Pepperell ~ Arrived @ 7:05 p.m.
	Jessica Funairole	Member, Townsend
	Susan Robbins	Member, Townsend ~ Absent
	Lisa Bloom	Member, At Large

**ALSO PRESENT**

Brad Morgan	Superintendent of Schools
Gary Burboa-Reese	Assistant Superintendent of Schools
Nancy Haines	Business Manager
Anne Marie Tuccirone-Mahan	Director, Human Resources

**APPROVAL OF CONSENT AGENDA**

*Following review, June McNeil moved, and Randee Rusch seconded to approve the Consent Agenda as presented.*

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

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

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**PUBLIC COMMENT**

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**OUR MISSION:** North Middlesex Regional School District is dedicated to providing a comprehensive educational experience focused on students becoming contributing members of society.

Katherine Spofford of Townsend spoke regarding a desire for the district to implement a no tolerance anti-bullying policy and a policy regarding student cell phone use. She stated a cell phone policy would help with cyberbullying. Randee Rusch clarified that the anti-bullying policy is directly from the state and that a cell phone policy could be discussed at an upcoming meeting.

## REPORTS/INFORMATION ITEMS

1. Chairperson's Report – C. Hansen
  - Craig stated that Lisa B requested the SC calendar be revisited and that a couple options were sent to members. Discussion ensued. June stated she preferred less meetings and 6pm start. Jessica and Randee both stated preferences for a 6pm start. Lisa B stated she thought Thursdays would be more difficult for parents to attend due to after school activities. Craig suggested we try the schedule that was voted in at the organizational meeting and that we can revisit it if needed. No action was taken.
2. Superintendent's Report – B. Morgan
  - Superintendent Morgan thanked the high school team and building and grounds for their work on graduation. He noted there would be a DESE curriculum change for 5th and 6th grade. Dr. Burboa-Reese clarified that the curriculum would be within the same framework.

## NEW BUSINESS

1. [North Middlesex Regional School District Handbooks](#) – B. Morgan  
Superintendent Morgan said the handbooks would be ready for review and approval at the next the next Committee meeting.
2. [Out of State Field Trip Request](#) – L. Young & C. Olmstead  
Lauren Young talked about the Kieve Wavus education camp.

Following discussion, June McNeil moved, and Lisa Martin seconded that School Committee approve the NMS and HBMS to travel to Nobleboro, Maine in November to attend the Kieve Wavus education camp.

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

*Vote: The motion unanimously passed 8/0/0.*

3. [Media & Research Specialist Proposal](#) – L. Young & C. Olmstead  
Ms. Young, Ms. Olmstead, and Mr. Worth presented their proposal. Ms. Young stated the technology course was pre-COVID, pre 1:1 Chromebook and was outdated. She said the librarian role has been changing from

custodian of books to information specialist. She said there is a need to strengthen student research skills, internet safety, and to analyze and evaluate online content. David asked if this position would replace librarian and Ms. Young explained it would replace the technology position. Brad noted that there would still be a para in the library for book check in/out, supervising, while the media specialist would be teaching students. Randee thanked them for thinking about the need for internet research skills and asked about how students would be exposed to coding. Ms. Young noted how skills like coding are integrated into other classes like stem and science.

Following discussion, Lisa Martin moved, and David Carney seconded that School Committee approve the Media & Research Specialist as presented.

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

*Vote: The motion unanimously passed 8/0/0.*

4. [Spaulding Memorial School Lease Agreement](#) – B. Morgan

Superintendent Morgan said some changes are to be made but that due to timing, the committee would need to vote about the ball fields. The fields would not be leased to school but leased to a baseball/softball group and they will fully maintain them. During the school day, students would have access with no changes. The public has access outside of school hours. Lisa M questioned what maintenance entailed and Randee clarified they would be handling it all. Craig asked about parking and Randee clarified the parking area.

*Randee Rusch moved, and Thomas Casey seconded to approve section 2 of the Spaulding Memorial Lease Agreement only, and to review the full lease for approval at the July Committee meeting.*

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

*Vote: The motion unanimously passed 8/0/0.*

5. [Emergency Dispensing Sites](#) – B. Morgan

Superintendent Morgan stated the BOH requires contracts for these sites (AES, NMS, high school) and the superintendent signature is needed. This EDS is only in the case a town needs a centralized location to do emergency vaccinations. All logistics are handled by BOH. Superintendent Morgan has no concerns with signing. Randee noted that policy committee should meet regarding this to ensure our policy is updated accordingly but that she is fine with Brad signing prior to bringing it before policy subcommittee. Craig suggested legal views and approves.

6. [Keystone Collaborative](#) – Joslin Street Purchase – B. Morgan

Superintendent Morgan stated that Keystone has approval to purchase a property and obtain a loan. This needs SC approval and was unanimous by their board. They are looking to purchase more space as we may need Squannacook as flex space, pending possible building projects in the district. Randee asked how costs may affect our district.

Randee Rusch moved, and Lisa Martin seconded to approve Keystone Collaborative's purchase of 143 Joslin Street, Leominster, Massachusetts to provide the collaborative growing need for space to support students.

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

*Vote: The motion unanimously passed 8/0/0.*

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7. [School Committee Operating Protocols](#) – C. Hansen

The Committee reviewed the Operating Protocols and no changes were made.

8. [School Committee Norms](#) – C. Hansen

The Committee reviewed the Norms.

Randee Rusch moved, and Jessica Funaiole seconded that all School Committee members have their cameras on during virtual meetings.

Roll Call Vote:			
Craig Hansen	Yes	Randee Rusch	Yes

June McNeil	Yes	Lisa Martin	Yes
Jessica Funairole	Yes	Lisa Bloom	Yes
Thomas Casey	Yes	Susan Robbins	-
David Carney	Yes		

*Vote: The motion unanimously passed 8/0/0.*

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9. [Superintendent Evaluation](#) – C. Hansen

Mr. Hansen reminded the Committee that he would like each member's evaluation by July 15<sup>th</sup> to compile them.

10. [School Committee Member Representation](#) – R. Rusch

Randee gave an overview of the two options per DESE... weighted voting vs changing configuration. June said she leans towards changing configuration so Ashby does not have less than one vote and so that it is less confusing both for tallying votes and public perception. David said he does not want Ashby to have less than one vote and that particular community already has such a small voice on the board it should not be reduced. Randee and Jessica clarified what would happen in certain circumstances regarding elections/appointments. Randee said she will get information from legal to add in language regarding vacancies.

*Randee Rusch moved, and Lisa Martin seconded to approve new configuration of 1 Ashby, 3 Townsend, 4 Pepperell, 1 At Large and to bring to DESE with full agreement for approval*

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

*Vote: The motion unanimously passed 8/0/0.*

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**SUBCOMMITTEE REPORTS – VOTES MAY BE TAKEN**

1. Accelerated Repair – L. Martin
2. AES Building Committee – J. McNeil
3. Communications – T. Casey
4. Finance – L. Martin

1. [FY23 Budget Transfer](#) – N. Haines

*Ms. Haines talked about the proposed budget transfer.*

*Thomas Casey moved, and Randee Rusch seconded the Committee vote to approve the FY23-2 Budget Transfer IN to be added to the following Categories:*

- *\$70,136.85 to Administration*
- *\$84,991.94 to Instructional Support*
- *\$129,176.88 to Payments to OOD Schools & Transportation*

*And Transfer to be covered by transfers OUT from:*

- *\$59,585.63 from Pupil Services*
- *\$224,720.04 from Insurance Retirement & Other.*

*For a total transfer of \$284,305.67*

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

*Vote: The motion unanimously passed 8/0/0.*

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5. Negotiation & Personnel (L. Martin & D. Carney)

6. Policy (R. Rusch)

1. [KF-E1 School Facilities Use](#) – Rental & Personnel Fee Schedule

**David Carney left the meeting at 8:16 p.m.**

*Following review and discussion, Randee Rusch moved, and June McNeil seconded the School Committee adopt policy KF-E1 School Facilities Use – Rental & Personnel Fee Schedule policy as presented.*

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

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

#### 7. Liaisons to District Town Selectboards

- Ashby: June McNeil
- Pepperell: Dave Carney
- Townsend: Jessica Funaiole

### EXECUTIVE SESSION – VOTES MAY BE TAKEN

*Thomas Casey moved, and Randee Rusch seconded the School Committee meets in executive session pursuant to M.G.L. Chapter 30A, sec. 21(a) for the following purpose:*

- *Purpose (2): To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel (Superintendent of Schools).*
- *Purpose (7): To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements.*
  - *Executive Session Minutes dated April 21, 2021*
  - *Executive Session Minutes dated May 24, 2023*

The Committee would reconvene in an open session.

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

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

### OPEN SESSION

At 9:12 p.m., the Committee reconvened in Open Session.

David Carney moved, and Jessica Funaiole seconded to adjourn.

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

*Vote: The motion unanimously passed 8/0/0.*

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Documents Reviewed / Referred To

- 2023 06-12 Agenda
- 2019 05-27 AthleticAlternativeMinutes
- 2020 02-03 BCMinutes
- 2021 02-11 PolicyMinutes
- 2023 01-30 CommunicationsMinutes
- 2023 02-07 AESBCMinutes
- 2023 02-09 AcceleratedRepairsProjectMintues
- 2023 04-05 FinanceMinutes
- 2023 05-15 SCMinutes
- Warrants
- Donations

Respectfully submitted,  
June McNeil, Vice Chair

**APPROVED:** July 27, 2027

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