

**NASHOBA REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING**

School Committee Conference Room
Emerson School
50 Mechanic Street
Bolton, MA

January 6, 2016

SCHOOL COMMITTEE IN ATTENDANCE: Lorraine Romasco, Nicole Odekirk, Mark Jones, Kathy Codianne, Cathy Thier Lynn Colletti, and Neal Darcy

ADMINISTRATION IN ATTENDANCE: Dr. Curtis Bates, Interim Superintendent of Schools, George King, Assistant Superintendent of Schools

CALL TO ORDER

Ms. Romasco called the meeting to order at 6:00 PM in the School Committee Conference Room, Emerson School, Bolton, MA.

CITIZENS' COMMENTS

None

Ms. Romasco introduced Dr. Curtis Bates, Interim Superintendent, to the public viewing audience.

Student Advisory Report

Tom Bunnell reported:

- The boys and girls track teams are both off to solid starts this year with both teams at 2-1. There is another track meet tomorrow and Reggies the next day which is one of the best tracks in the country.
- Basketball is also doing great and they just had a big win against Marlborough last week. Hockey so far is undefeated and off to very strong start. So far they are 9-0 I believe. Swimming has a meet tonight and another one on Friday.
- Robotics build season gets started this Saturday when they find out what the challenge is and can actually start building the robot.
- The Band had their winter concert and it was one of the best that I have been in. The band will be getting their music for MICCA soon too. This is always exciting as we get to hear criticism from some of the top directors in the country.
- Model UN is still trying to finalize some dates to put together a conference for middle schools here at Nashoba and they are very excited about that.
- We had a new water bubbler installed that is meant to fill up water bottles and so far everyone has loved it.
- And of course there is the end of semester busyness with teachers getting in their final tests and projects before wrapping up the term.

NEW BUSINESS

FY15 Audit Presentation

Ms. Heather Hughes, Chair of the Audit Advisory Committee and Mr. Richard Sullivan from Powers and Sullivan attended the meeting to present the FY15 District Financial Statement, Management Letter and Federal Awards Program. Mr. Sullivan provided an overview of the audit process, procedures and results. Mr. Sullivan provided an explanation of GASB 68 and the OPEB liability. Mr. Sullivan and the committee discussed E & D. Mr. Darcy inquired as to what the average

percentage of E&D is held by other regional school districts to which Mr. Sullivan replied about 4%. Mr. Darcy also inquired how a district can receive a favorable audit result and still end up in receivership like NRSD did in the early 2000's. Mr. Sullivan said any issues like that should have been caught, but also confirmed that audits consist of both specific and random sampling of accounts however it does not cover every account and it is not a forensic audit. Mr. Sullivan advised the District received an unmodified opinion which is the best audit rating to receive. Ms. Hughes advised the contract with Power and Sullivan is expiring this year and recommended the School Committee begin the vetting/bid process for an Audit Firm contract now.

MOTION

Mark Jones moved for the school committee to authorize the Audit Advisory Committee in collaboration with District Administration to produce an RFP to vet auditing firms for the District Audit with a recommendation to the School Committee by April 16; seconded by Neal Darcy **IN FAVOR:** Lorraine Romasco, Nicole Odekirk, Mark Jones, Kathy Codianne, Kathy Their, Lynn Colletti and Neal Darcy **VOTED AND PASSED. UNANIMOUS (7-0-0)**

School Committee Meeting Dates Rescheduling

Ms. Romasco advised there is a need to reschedule four meetings due to a conflict in schedules.

MOTION

Nicole Odekirk moved to reschedule the Wednesday School Committee meetings on 1/27, 2/10, 2/24 and 3/10 to Thursday, 1/28, 2/11, 2/25 and 3/11; seconded by Kathy Codianne **IN FAVOR:** Lorraine Romasco, Nicole Odekirk, Mark Jones, Kathy Codianne, Kathy Their, Lynn Colletti and Neal Darcy **VOTED AND PASSED. UNANIMOUS (7-0-0)**

Communication Forum Discussion

Ms. Romasco advised last year a Communication Forum was held with District Administration and Staff to give the School Committee an opportunity to hear the needs and concerns of the staff. Ms. Romasco stated it was well received and in an effort to deliver on the School Committee's stated goals the Forum will be held again this year. Ms. Romasco advised she would like to host this on February 11th.

MOTION

Nicole Odekirk moved to hold a School Committee/Staff Communication Forum on February 11, 2016 at 4:00 pm in the Media Center at NRHS ; seconded by Mark Jones **IN FAVOR:** Lorraine Romasco, Nicole Odekirk, Mark Jones, Kathy Codianne, Kathy Their, Lynn Colletti and Neal Darcy **VOTED AND PASSED. UNANIMOUS (7-0-0)**

School Committee School Tours

Ms. Romasco advised before the Winter break and right after Winter break she joined Dr. Bates and Mr. King on a tour of all the schools in the District. She reminded the members that one of this year's School Committee goals is to be present in the schools and challenged the School Committee members to go out and tour at least two schools that is not in their resident town. Ms. Romasco asked the District Administration to coordinate with the Principals the best day/time for tours and coordinate tours with School Committee Members.

OLD BUSINESS

Emergency Response Task Force's District Wide Safety/Security Discussion

Ms. Linstrom, Health and Wellness Coordinator for the District attended the meeting and provided an overview of the work the District's Emergency Response Task Force is doing and provided a review of their 2015-2016 goals and projects they will be working on.

SUBCOMMITTEE REPORTS

Finance Subcommittee

Mr. Jones reported the Finance Subcommittee members have advised the Fincoms in their towns where to find their documents on the website. Mr. Jones advised the Finance Subcommittee is in a quiet time while the administration does their preliminary budget work. Mr. Darcy voiced his concern for the need of a budget book. Mr. Darcy inquired about the services MASBO provides, Dr. Bates provided an overview of the process. Mr. Darcy asked Dr. Bates if he would suggest bringing in MASBO to perform a financial review, and Dr. Bates said he felt that any new administrator would want to have a review done to best understand the district financial process. He also asked Dr. Bates how long a budget book would take to create and Dr. Bates said he used to create budget books in one budget cycle. Ms. Romasco asked Dr. Bates to provide samples of the MASBO reports, from other districts, and forward to the School Committee for review, discussion and vote at the January 13 School Committee meeting. The Committee will discuss the opportunity of bringing MASBO in at an upcoming meeting.

Personnel Subcommittee

Ms. Codianne reported the next meeting is February 11th. Ms. Codianne advised MASC will be hosting a Superintendent search workshop on January 13th as part of the regular School Committee Meeting.

Policy Subcommittee

Ms. Odekirk reported four policies will be brought forward at the next School Committee Meeting. Ms. Odekirk advised the majority of the meeting was used discussing the JLGA-Life Threatening Allergies policy. Several parents attended the meeting specifically due to concerns about the Life Threatening Allergies policy. The Committee added a sentence back into the policy that had been removed.

NRHS Space Study Task Force

Ms. Codianne reported there is nothing new to report, the next meeting is tomorrow night, January 7th.

SEPAC

Ms. Odekirk reported that on January 13th at 7:00 pm there will be a parent workshop at the High School titled, "What can the DDS do for you." The next Open House is January 29th at the Florence Sawyer School.

Tech Committee

Mr. Darcy advised there is a document in the packet titled, "Tech Support Needs for the District". Mr. Darcy stated six years ago two Tech support positions were eliminated and provided an overview of the current Tech staff needs in the District. Ms. Codianne stated she would like to revisit the needs as this was a need that was discovered in the survey results. Mr. Darcy pointed out that the technology/digital learning component was part of the District Improvement Plan but while the plan is comprehensive and a required element from the DOE it does not include the personnel needed to realize those goals and should. Ms. Romasco asked that the Administration take a more programmatic approach when presenting the budget which would help the School Committee understand and determine needs.

SUPERINTENDENT'S REPORT

Dr. Bates reviewed his Superintendent's report; (*The Superintendent's Report is available in its entirety on the NRSD website, http://www.nrsd.net/district/superintendent_s_reports*)

Topics included:

I. Instructional Leadership

- On January 4, 2016 I attended the Educator Evaluation Meeting hear the update on the District's pilot program.

II. Management and Operations

- Mr. King and I met on January 5, 2016 to review the preliminary FY '17 budget
- On January 6, 2016 I attended the Policy Sub-committee meeting
- On January 6, 2016 we held the Leadership Council meeting. Mr. King provided the FY '17 budget

update, Ms. Conte reviewed the new restraint training mandates, Ms. Visco provided an update on from the Educator Evaluation Committee the schedule for the Educational Evaluation process for administrators

- DESE will be coming to NRSD during the week of February 22nd to conduct a Data Audit. The Audit is being conducted to address the increased need for accurate and reliable data to strengthen its effective use toward student achievement. Among the data points the DESE staffer will examine are IEP information, Title I, tuition codes, enrollment status of students, attendance and alternative education.

III. Family and Community Engagement

- On January 5, 2016 I accompanied Dr. Graham to the annual Worcester County Superintendent’s Association Scholar’s Luncheon held at WPI. We are pleased to recognize and congratulate this year’s Nashoba Regional High School’s WCSA Scholars as Hannah Stevenson and Jessie Duggan.
- On January 7, 2016 I will be meeting with the Tri-town Police and Fire Chiefs
- On January 8, 2016 I will be meeting with the Town Administrators

IV. Professional Culture

- On December 30, 2015 The School Committee Chair, Mr. King and I had the opportunity to visit and tour all the NRSD elementary and middle schools.
- On January 4, 2016 the School Committee Chair I had the opportunity to visit and tour the High School.
- We congratulate Tim Castner, High School Social Studies Teacher. He is the recipient of this year’s Kidger Award. This award first given in 1952, are given each year to one college or university faculty member and one pre-college history teacher for excellence in teaching, research and writing and service to the profession. The award honors Horace Kidger, at teacher in the Newton Schools and at Harvard who served as secretary for the New England History Teachers Association for a period spanning some forty years. Mr. Castner will be formally presented with the award at the New England History Teachers Association Conference on April 5th in Sturbridge.

CORRESPONDENCE

Ms. Romasco received a correspondence from Bob and LeeAnn Moalli expressing their interest to be on the Safety and Security effort of the Emergency Response Task Force. Ms. Romasco forwarded the correspondence to the committee Chair Ms. Linstrom.

CONSENT AGENDA

Topics on consent agenda included:

January 1, 2016 Warrants

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3539	1/04/16	VENDOR	\$ 344,925.10
3540	1/04/16	PAYROLL	\$1,299,957.44

Meeting minutes of December 7, 8 and 16, 2015

Items to be considered for next agenda

- Policy readings
- MASBO report review
- School Committee Calendar of Activities
- MASC Superintendent Search Workshop

Adjourn

MOTION

Lynn Colletti moved to adjourn at 9:02 pm ; seconded by Mark Jones **IN FAVOR:** Lorraine Romasco, Nicole Odekirk, Mark Jones, Kathy Codianne, Kathy Their, Lynn Colletti and Neal Darcy **VOTED AND PASSED. UNANIMOUS (7-0-0)**

Submitted by
Aleta Masterson
Executive Assistant

Meeting Materials provided tonight can be located at www.nrsd.net

School Committee Meeting recordings can be viewed at: [Click Here](#)

Reference Documents/ Presentations

Agenda
NRSD FY2015 Financial Statements
NRSD FY2015 Management Letter
NRSD FY2015 Federal Awards Program
NRSD Emergency Response/Security Task Force Update
Massachusetts Task Force Report on School Safety and Security
Supports Needed for Digital Learning at NRSD
Superintendent's Report
December 7, 2015 Meeting Minutes
December 8, 2016 Meeting Minutes
December 16, 2015 Meeting Minutes

Approved by NRSC 1-13-16