

**NASHOBA REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING**

Emerson School
50 Mechanic Street, Bolton, Ma
School Committee Conference Room
Second Floor

September 14, 2016

SCHOOL COMMITTEE IN ATTENDANCE: Lorraine Romasco, Nicole Odekirk, Mark Jones, Lynn Colletti(arrived at 6:08 pm), Jennifer Leone, Kathy Codianne, Susan Reardon, and Neal Darcy

ADMINISTRATION IN ATTENDANCE: Brooke Clenchy, Superintendent of Schools

CALL TO ORDER

Ms. Romasco called the meeting to order at 6:01 PM

CITIZENS' COMMENTS

Ms. Odekirk advised the Stow School Community and PTO lost a close friend and supporter, Bill Clack and expressed her gratitude for his work and support and condolences to his family.

SUPERINTENDENT'S ENTRY PLAN

Superintendent Clenchy advised her full entry plan will be presented at the September 28th meeting. Ms. Clenchy thanked the Town Administrators and Fire/Police for the collaboration and meetings that have been held. Superintendent Clenchy advised the district had a great start to the school year and all the buildings look great.

STUDENT REPRESENTATIVE REPORT

Nick Mellis reported on fall sports at the high school and provided a list of clubs at the high school.

NEW BUSINESS

Request change in NRHS Calendar/Late Starts

Dr. Graham advised he is requesting two changes to the late start calendar at the High School due to conflicts with MCAS testing. Dr. Graham is proposing to change the March 22nd late start to March 15th and to eliminate the May 17th late start.

MOTION

Jennifer Leone moved to accept Dr. Graham's proposal to change the March 22nd late state to March 15th and to eliminate the May 17th late start; seconded by Mark Jones **IN FAVOR:** Lorraine Romasco, Mark Jones, Lynn Colletti, Jennifer Leone, Neal Darcy, Susan Reardon, Nicole Odekirk, and Kathy Codianne **VOTED AND PASSED. (8-0-0)**

Vote to dissolve NRHS Space Task Force

Mr. Jones advised the NRHS Space Task Force has completed their task and advised the Task Force has asked the School Committee to vote to dissolve the Task Force.

MOTION

Kathy Codianne moved to dissolve the NRHS Space Task Force; seconded by Jennifer Leone **IN FAVOR:** Lorraine Romasco, Mark Jones, Lynn Colletti, Jennifer Leone, Neal Darcy, Susan Reardon, Nicole Odekirk, and Kathy Codianne **VOTED AND PASSED. (8-0-0)**

Florence Sawyer School Robotics Donation and Establish an Activity Fund

Ms. Marone advised the Florence Sawyer School has received a \$2500 donation for FSS PAC to seed the Florence Sawyer Robotics and advised with the new guidelines the School Committee must vote to establish a dedicated student activity fund. Mr. Darcy requested that the High School Robotics Club be made aware that the Finance Subcommittee identified \$1269.00 in a dormant revolving fund titled: "HS Science Gift" which has been available at least four years ago and should be made available immediately to the program.

MOTION

Neal Darcy moved to accept the \$2500 donation from the Florence Sawyer School PAC for the Florence Sawyer School Robotics Club and establish a student activity account for the club; seconded by Jennifer Leone **IN FAVOR:** Lorraine Romasco, Mark Jones, Lynn Colletti, Jennifer Leone, Neal Darcy, Susan Reardon, Nicole Odekirk, and Kathy Codianne **VOTED AND PASSED. (8-0-0)**

MASC (Massachusetts Association of School Committees) Policy Manual Development Contract

Ms. Reardon advised the Policy Subcommittee is recommending the School Committee accept the contract between the district and MASC to host online and maintain the district policy manual. Ms. Reardon advised the cost of the three year start up contract would be \$10,500.00, \$3500.00 per year and an annual hosting fee of \$950.00 that would begin in the second year, after the first three years that annual fee would be \$950.00. Mr. Darcy advised with this service MASC would be ensuring all policies meet legal requirements. Ms. Romasco stated, the service will also save the district legal fees as policies would not have to be vetted through the districts legal counsel.

MOTION

Kathy Codianne moved to accept the contract with MASC to host the District's policies ; seconded by Jennifer Leone **IN FAVOR:** Lorraine Romasco, Mark Jones, Lynn Colletti, Jennifer Leone, Neal Darcy, Susan Reardon, Nicole Odekirk, and Kathy Codianne **VOTED AND PASSED. (8-0-0)**

Nashoba Regional School Committee 2016-2017 Overarching Goals Draft

Ms. Romasco shared that the School Committee, in collaboration with Dorothy Pressor from MASC, held a full day workshop on August 26th. Ms. Romasco reviewed the draft Overarching Goals. Ms. Romasco asked the subcommittee's to compile a list of reports they would like to receive monthly, quarterly, bimonthly, etc. at the Oct. 12th meeting. Kathy Codianne will have a draft outline of the School Committee Handbook on Oct. 12th. Ms. Romasco advised next steps are to establish timelines and measurements and asked for input from the school committee members by the next meeting.

OLD BUSINESS

Forensic Audit Update

Ms. Romasco advised John Sullivan from MelansonHeath has met with Pat Marone, Superintendent Clenchy, Ms. Romasco and Mr. Darcy. Ms. Romasco advised the audit has been extremely thorough and they are doing a "deeper dive" in a few areas. The district is on track with the approved budget allocation and Mr. Sullivan will be providing a report at a future meeting.

Facilities Update

Superintendent Clenchy and Jeff Converse, Director of Facilities, provided a powerpoint presentation providing an update of the facilities issues that were addressed during the Summer.

Policies for second reading

BEDG - Minutes
BG - School Committee Policy Development
BGB - Policy Adoption
BGC - Policy Revision and Review
BGF - Suspension of Policies
BIA - New School Committee Orientation
BIBA - School Committee Conferences, Conventions and Workshops
BID - School Committee Professional Development
BJ - School Committee Legislative Program
CH - Policy Implementation
CHC - Regulation Dissemination

MOTION

Nicole Odekirk moved to accept the second reading and adoption of policies BEDG, BG, BGB, BGC, BGF, BIA, BIBA, BID, BJ, CH, CHC; seconded by Jennifer **IN FAVOR:** Lorraine Romasco, Mark Jones, Lynn Colletti, Jennifer Leone, Neal Darcy, Susan Reardon, Nicole Odekirk, and Kathy Codianne **VOTED AND PASSED. (8-0-0)**

SUBCOMMITTEE REPORTS

Finance Subcommittee

Mr. Darcy reported the committee has met and started the discussion of the goals for the Finance Subcommittee and are researching other districts financial reports.

Personnel Subcommittee

Ms. Codianne reported the committee met on August 26th to establish meeting dates and time and the Superintendent's goals.. Ms. Codianne advised the Superintendent has submitted a self-evaluation to the subcommittee. The subcommittee is meeting again on Monday and will present the Superintendent's Evaluation process at a future meeting.

Policy Subcommittee

Ms. Reardon reported the committee met before the meeting tonight, but decided it was in the best interest to see what the outcome of the vote for the MASC policy hosting contract was before moving forward with policy revisions. Ms. Reardon advised the Policy Subcommittee was unsure if they were tasked with developing the school committee norms, Ms. Romasco advised the Policy Subcommittee is tasked with developing the norms, Ms. Reardon advised they will review at the next subcommittee meeting and report out.

NRHS Space Task Force

No Report

SEPAC

No Report

Tech Committee

No Report

Emergency Response Committee

Collective Bargaining Committee
No Report

Audit Advisory

Mr. Jones reported has not yet met, but anticipates in late September or early October the committee will begin conversations regarding a search bid for an audit firm.

SUPERINTENDENT'S REPORT

Superintendent Clenchy provide an update on;

- MCAS process for grades 4 and 8 this year
- Educator Evaluation Process
- Team Chair relocation to the schools
- Review of budget process
- K-8 Assessments
- District forms updating
- Refining the district's building rentals and billing

CORRESPONDENCE

None

CONSENT AGENDA

Topics on consent agenda included:

Warrants of September 16, 2016

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3595	9/16/16	VENDOR	\$ 541,695.59
3596	9/16/16	BENEFIT	\$ 64,339.86
3597	9/16/16	PAYROLL	\$1,346,732.21

Meeting Minutes of 6/29/16, 7/7/16 and 8/26/16, as amended

ITEMS TO BE CONSIDERED FOR NEXT AGENDA

Superintendent's Entry Plan
School Committee Goals
Norms Draft
MelansonHeath

Adjourn

MOTION

Jennifer Leone moved to adjourn at 7:53 pm seconded by Kathy Codianne **IN FAVOR:** Lorraine Romasco, Mark Jones, Lynn Colletti, Jennifer Leone, Neal Darcy, Susan Reardon, Nicole Odekirk, and Kathy Codianne **VOTED AND PASSED. (8-0-0)**

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

Reference Documents and Presentations

Agenda

Change to Late Starts at NRHS Request
FSS Robotics Donation Memo
2016-17 School Committee Goals DRAFT
Facilities Update
BEDG – Minutes
BG – School Committee Policy Development
BGB – Policy Adoption
BGC – Policy Revision and Review
BGF – Suspension of Policies
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NEASC Follow Up Letter from Dr. Graham
Meeting Minutes of June 29, 2016
Meeting Minutes of July 7, 2016
Meeting Minutes of August 26, 2016

Approved by NRSC 9/28/16