

**NASHOBA REGIONAL SCHOOL DISTRICT  
SCHOOL COMMITTEE MEETING**

November 19, 2013

**SCHOOL COMMITTEE IN ATTENDANCE:** Nancy Federspiel, Maureen Busch, Cathy Their(left meeting at 7:09 pm), Julie Fay, Lynn Colletti, Jeff Odell (arrived at 6:23 pm), Kara Keith and Lorraine Romasco

**ADMINISTRATION IN ATTENDANCE:** Michael Wood, Superintendent of Schools, George King, Assistant Superintendent

**CALL TO ORDER**

Ms. Federspiel called the meeting to order at 6:00 PM in the School Committee Conference Room.

**CONSENT AGENDA**

Topics on consent agenda included:

**November 8, 2013 Warrants**

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3365	11/8/13	VENDOR	\$ 316,149.12
3366	11/22/13	VENDOR	\$ 472,731.80
3367	11/22/13	BENEFIT	\$ 47,147.73
3368	11/22/13	PAYROLL	\$1,428,661.48

Minutes of the November 5, 2013 meeting

**CORRESPONDENCE**

DESE Memo regarding School Breakfast Program

Ms. Thier advised she had a citizen from Lancaster question the funds for field repair, Ms. Thier directed him to website to review the budget documents and he was satisfied with the information provided.

**SUPERINTENDENT'S REPORT**

Mr. Wood reviewed his Superintendent's report; *(The Superintendent's Report is available in full on the NRSD website at <http://www.nrsd.net>)*

Topics included:

- Parent Teacher Conferences
- Concessions Stand Update
- NRHS Space needs Committee
- Curriculum Summit
- Curriculum Development Cycle
- Top Honor for NRHS
- MIAA Sportsmanship Award
- Finance
- Atlantic Express Bus Company

### **Mary Rowlandson Elementary School School Council Report**

Mr. O'Shea advised the council is starting to review the budget process. Mr. O'Shea advised there are a lot of new members on the council this year so therefore they spent the first couple meetings going over expectations and goals of the council. Mr. O'Shea advised the PTO is busy with various fund raisers. Mr. O'Shea reported the enrichment program is going well and each session has been full. Mr. O'Shea reported the box program is full again this year and is running well.

### **The Center School School Council Report**

Mr. LaCoste advised their council is beginning the budget process, reviewing the school improvement plan to make sure goals were not overlapping from previous year. Mr. LaCoste advised a presentation on the new Evaluation process was given to the council. Mr. LaCoste advised the teachers have been reviewing the data gathered on the Benchmark Assessments and all that data has been inputted and they will review to adjust their instruction accordingly. Mr. LaCoste advised the book fair was a huge success. Mr. LaCoste advised The Center School has collected enough food to feed 22 families through the Kind Hearts of Stow food drive. Mr. LaCoste reported this Friday the school will have an all school meeting. Mr. LaCoste reported the kindergarten numbers are coming in for next year and as of today there are 96 families.

### **NRHS School Council Report**

Dr. Graham introduced Shea Cruikshank, a senior at NRHS and senior member of the school council. Dr. Graham advised he did something different this year, a couple weeks ago he did a tour for rising 8<sup>th</sup> grade families who might be thinking of other plans for high school or parents who just wanted to see the school, approximately 30 families attended. Dr. Graham advised the council is working on determined topics on the school improvement plan to focus on, two of the topics picked, one was a continuation of last year, that is to continue to support low achieving students the other being determining the direction of technology in the school. Mr. Cruikshank provided an updated on school activities at the high school

### **Calendar Committee Update**

Mr. Wood advised the committee has meet and they have developed two proposals. Mr. Wood is in the process of meeting with the Teaching and Learning staff to discuss professional development needs and how they align with the calendar proposals. Mr. Wood will then meet with the union representatives for their review and hope to present a proposal at the first meeting in December.

### **Educator Evaluation Update**

Mr. Wood advised the teachers and administrators are doing a great job working with what has been given to us to date from the state. The committee continues to meet with teachers and administrators on ways to streamline the process to make it more meaningful for teachers and administrators.

### **Atlantic Express Updated**

Mr. Wood advised that Atlantic Express is a provider in our district for transportation of our special needs students, and have recently filed Chapter 11, the district is impacted by that but at this point the impact is unknown. Mr. Wood advised there is a secondary plan in place should the Chapter 11 filing not be accepted.

## **SUBCOMMITTEE REPORTS**

### **Student Advisory Report**

Ms. Gurijala reported;  
Athletics Report:

The fall season will come to an end next week on Thanksgiving and winter sports will begin on December 2<sup>nd</sup>.

The cross country teams competed in the District Championship on November 9<sup>th</sup> with the boys team coming in 3<sup>rd</sup> place and Rylee Gillen winning the district meet and girls coming in 4<sup>th</sup> place. The boys team qualified for the state meet and came in 10<sup>th</sup> in the state. The girls team had two runners qualify for the state meet and Gillen placed 6<sup>th</sup> overall in Massachusetts.

The cheerleading team placed 3<sup>rd</sup> in the regional competition over the weekend and qualified for the state competition, which will be held this weekend.

The girls' soccer team lost a tough district semi-final soccer game 1-0 to Algonquin. The team finished the season with an overall record of 14-2-4. Although the team did not reach their goal of winning a state championship, the team was invited to attend the state final as they were selected as the MIAA Division 1 Girls' Soccer Sportsmanship Award winner.

The football team defeated Fitchburg on the road last week. The team will host North Middlesex on Thanksgiving at 10am.

The Pep Rally is next Tuesday, November 26, in the upper gym. On the same day, the entire faculty and student body of Nashoba is participating in a school-wide lip dub music video, through the halls of the high school.

This year's Fall play is "A Midsummer Night's Dream", and the Nashoba Drama Club will be performing it on November 22 and 23 at 7:30 PM and on November 24 at 2:00 PM. We are all looking forward to the play, as the Drama Club has been working very hard to put together this performance!

### **Finance Subcommittee**

Ms. Busch reported warrants were signed and the progress on the concession stand was discussed.

### **Personnel Subcommittee**

No Report

### **Policy Subcommittee**

Ms. Federspiel reported the policy subcommittee meet last week and will presented policies later in the meeting for a first reading.

### **SPED PAC**

No Report

### **ESBC**

No Report

### **NEW BUSINESS**

#### **Chairman Report on MASC Conference**

Ms. Federspiel reported she attended the MASC/MASS Joint Conference at the Cape. Ms. Federspiel reported the conference was excellent; she attended several different seminars, including collective bargaining and found that very informative and communications and found that very interesting. Ms. Federspiel advised she felt the highlight was a key note speaker , who spoke about leadership, which she found very interested and inspiring. Ms. Federspiel advised the conference was well worth the time and energy.

#### **Private School Approval**

Mr. Wood advised he has completed his site visit of Robert F. Kennedy Action Corps and at this time is recommending approval as a private school operating within the district.

### **MOTION**

Maureen Busch made a motion to approval Robert F. Kennedy Action Corps as a private school within the Nashoba Regional School District.; seconded by Nancy Federspiel **IN FAVOR:** Nancy Federspiel, Maureen Busch, Cathy Thier, Julie Fay, Lorraine Romasco, Jeff Odell, Lynn Colletti and Kara Keith **VOTED AND PASSED. UNANIMOUS (8-0-0)**

**Policies for First Reading**

Ms. Federspiel advised the policy subcommittee has been hard at work reviewing the policies to make sure they were up to date. Ms. Federspiel reviewed the policies that were reviewed at the last meeting and are being presented tonight for the first reading.

- AAA - School Committee By-Laws
- BDFA - School Councils and Site - Based Management
- CDA - Evaluation of School District Administration
- CHD - Administration in Absence of Policy or Procedure

**Atlas Rubicon Presentation**

Mr. Wood advised Cindy Larsen and Carol Archambault from the Teaching and Learning Department are present tonight to provide a presentation of Atlas Rubicon which is the district software we use to house our curriculum. Mr. Wood advised this software was purchased last year and like any meaningful software what we were look for was user ease and customization to make it “our own”. Ms. Larsen provided a video which provided an overview of Atlas Rubicon. After the presentation a Q&A session was held and Ms. Larsen addressed all questions, there was no follow up needed.

**OLD BUSINESS**

**None**

Ms. Fay asked what checks and balances are in place to ensure that IEP’s are being followed. Mr. Wood replied the special educator and regular ed teacher are responsible for making sure the plan is being followed and the team chairs provide “spot checks” , along with the Special Education Director and building Principals. Mr. Wood advised the special educator is the liaison.

**CITIZENS’ COMMENTS**

NONE

**ITEMS FOR CONSIDERATION OF NEXT AGENDA**

NONE

**MOTION**

Lynn Colletti made a motion to adjourn at 7:30 pm; seconded by Julie Fay **IN FAVOR:** Nancy Federspiel, Maureen Busch, Cathy Thier, Julie Fay, Lorraine Romasco, Jeff Odell, Lynn Colletti and Kara Keith **VOTED AND PASSED. UNANIMOUS (8-0-0)**

Respectfully Submitted,  
Aleta Masterson  
Executive Assistant