

NASHOBA REGIONAL SCHOOL DISTRICT

SCHOOL COMMITTEE MEETING

September 22, 2005

School Committee in Attendance: Don Adams, Tricia Kelly, Monica CampoBasso, Mel Govindan, Brian Burke, Ellen Sturgis, Ex-Officio Member Donnie Allison

Absent: Chris Way, Cathy Giunta

Administration in Attendance: Michael Wood, Superintendent

CALL TO ORDER

Chair Don Adams called the meeting to order at 6:10 PM. at the Emerson Building of the Nashoba Regional School District.

APPROVAL OF THE SEPTEMBER 8, 2005 MINUTES

MOTION

Ellen Sturgis made a motion to approve the minutes of September 8, 2005 as amended. Seconded by Monica CampoBasso. **VOTED AND PASSED. UNANIMOUS.**

APPROVAL OF THE WARRANTS OF September 23, 2005

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
2021	09/23/05	VENDOR	\$414,285.64
2022	09/23/05	BENEFIT	\$544,727.89
2023	09/09/05	PAYROLL	\$934,592.23

MOTION

Ellen Sturgis made a motion to approve the warrants as detailed in the memos dated 09/22/05 and noted above. Seconded by Brian Burke. **VOTED AND PASSED. UNANIMOUS.**

CORRESPONDENCE

Legislators Letter

Mr. Wood presented a copy of the letter which he sent to the Massachusetts State Legislators regarding the Rte. 117 safety issues. Letters were sent to Senators Antonioni, Resor, Naughton, and Walrath.

Letter sent via email RE: Seat belt instruction

Letter from Mrs. Hammill stating concern over perceived delay in seat belt instruction. Mr. Wood presented a timeline for this instruction later in the meeting, which would be during the first two weeks of October during School Bus Safety Week.

Town of Stow Warrant Article Proposal

Copy of warrant which is being presented to the town of Stow regarding the purchase and set up of the modular classrooms for additional space at the Pompositticut and center schools in Stow.

BAN

Copy of the approved BAN notice from Gerard Perry, Deputy Commissioner at the Department of revenue.

Notes from Policy Subcommittee regarding last meeting.

SUPERINTENDENT'S REPORT

Mary Carney, of First Southwest Company, presented an explanation of the Bond Anticipation Note (BAN) process to the committee. The committee had requested they be given more notice and time to review documents in the future, but Ms. Carney explained that this is not possible. The way the process

works, there is very little turn-around time from when the BAN documents are actually received for signatures, and when they need to be sent back to the company offering the notes (in this case First Southwest). However, the short turn-around time also allows for the most recent interest to be applied to the BAN. Mr. Wood asked if the district and committee could receive a range of interest rates we which could most likely be expected approximately two weeks prior to the anticipated delivery of the BAN documents for approval. Ms. Carney responded that she believed this would be a possibility.

Mr. Wood informed the committee of the timeline for seat belt instruction to the students. He said that this training would take place during the first two weeks of October, during School Bus Safety Week, and would be conducted in conjunction with the Fire and Police departments of each town. He also urged parents to have discussions with their children regarding their use.

Mr. Wood discussed the Open Houses which were held at each school. He said that although there were some scheduling conflicts for a few parents, the principals of those schools worked together with the parents to set up alternate times when they would be able to tour their child's school and receive the information available at the Open House. The highlight of the high school Open House was the introduction of SharePoint to the parents, which was very well received.

Regarding the subject of the eighth grade overnight trips, Mr. Wood reported that both the Florence Sawyer School and the Hale Middle School have decided not to have this trip this year due to safety concerns.

Mr. Wood also reported that there was a great turnout at the Substitute Orientation held on Thursday, September 22nd.

MCAS results were not received in time for discussion at this meeting, but results will be reviewed at the October 6th meeting.

Mr. Wood then asked that the committee review the MASC Resolutions in preparation for the next meeting as there will be discussion regarding their position as a committee. This position is what will be advocated at the Delegate Assembly.

FINANCIAL REPORT

Assessments

Mr. Wood presented the NRSD Premium Received versus Reduction of Assessment Report to the committee, and the FY06 Assessment Calculation for approval.

MOTION

Brian Burke made a motion to accept the FY06 Assessment Calculation received, dated September 21, 2005, in the amounts described in the document. Seconded by Monica CampoBasso.

VOTED AND PASSED. UNANIMOUS.

Bonnie Holston, Director of Finance for the town of Lancaster, asked the committee when the towns could expect an estimate for Transportation Aide. Mr. Wood responded that it would be in June, at the end of the fiscal year. She then asked if Lancaster would see any increase in reduction to Transportation Aide. Brian Burke suggested the Finance Subcommittee look into this issue.

MOTION

Brian Burke made a motion to ask the Finance Subcommittee to study the issue of Transportation Aide, and the possibility of returning funds to the district towns before the end of the year. Seconded by Ellen Sturgis. **VOTED AND PASSED. UNANIMOUS.**

SUBCOMMITTEE REPORTS

Assistant Superintendent Search by Mr. Wood

Mr. Wood updated the committee on the progress of the Assistant Superintendent search and reported that final interviews are talking place over the next two weeks.

Ex-Officio Report by Mr. Allison

Donnie Allison reported to the committee on the recent athletic activity for the fall sports. He also reported that the high school will be heavily involved at this year's Bolton Fair in various fund raising activities. Mr. Allison said that there is a continued fund raising effort going on to help the victims of Hurricane Katrina as well. He reported that Parents Night went very well, and the senior class raised over \$200 at a bake sale. Many groups were represented that evening in the cafeteria, including the EMT and Drama Clubs.

Mr. Allison discussed some changes in the Attendance Policy. Student announcements were also discussed, and it was suggested that these be posted by the office as well also that students who may not be able to hear them will be able to get this information.

Alan Levin, student coordinator of the NRHS Robotix Team, was present and informed the committee that there is definitely enough interest in this team and they are in the process of registering participants.

Homecoming was planned for Friday, September 23rd.

Facilities Subcommittee, by Mr. Wood

Mr. Wood reported that there was discussion of the Lease Agreement. The Capital definition was reviewed and a full line by line review is planned to be completed, by the next Facilities Subcommittee meeting. The Capital Plan was also discussed. After a review of current needs they agreed to discuss options for new administrative offices. These included building new high school and renovating the Center School in Lancaster. A draft of an updated plan will be reviewed at next meeting on Wednesday, October 6th in the Office of the Superintendent.

Finance Subcommittee, by Mr. Adams

Mr. Adams reported they have yet to meet as they are still trying to find an agreeable meeting time.

Personnel Subcommittee, by Mr. Wood

Mr. Wood reported the Personnel Subcommittee met and discussed things they learned from the negotiations. They also discussed the timeline for the Superintendent's review.

Policy Subcommittee, by Ms. Kelly

The topic of Intramural Job Descriptions was discussed. They recommended adding a line about surveying students for input and stressed the need for communication other than word of mouth. They also discussed options such as Yoga, dance, and aerobics for students who may not be interested in the regular athletic offerings. A review of the Draft 1 Health & Wellness Proposal Activity Physical Activity also took place. Regarding this issue, there was discussion on the need for activity during the day, how lunch could be structured, and how physical activity needs to be a "state of mind". It was suggested that a change to the Interscholastic paragraph be made to reflect the middle school developmental differences. Mr. Wood recommended to let the School Health Advisory Council (SHAC) work on its survey and then report their findings to the subcommittee. The Harassment Policy and C.O.R.I. Policy were handed out to members of the subcommittee. The next of the Policy Subcommittee will be on Tuesday, September 27, 2005.

Stow School Building Committee by Mr. Wood

Mr. Wood updated the committee on the land search as possible sites for a new school facility in Stow. They are still exploring several potential options. The next meeting is planned for Monday, September 26th.

OLD BUSINESS

School Committee Self Evaluation Tool

Mr. Wood distributed this information to the committee.

Request to keep School Zone Lights

Mr. Wood distributed a letter from the town of Lancaster in which they request the district consider taking over the responsibility for the upkeep of the School Zone Lights. The committee agreed to look into this matter further. Mr. Wood will request information regarding this from each town.

Late Bus

Discussion ensued regarding initiating a User Fee for students who would use the Late Bus. It was agreed the Policy Subcommittee would continue this discussion.

District Field Trip Policy

The Field Trip Policy was distributed to committee members. It was reported there are parent groups interested in forming and coordinating field trips. Parent planned trips were discussed.

Goal Setting

The Steering Committee will meet on September 27th. The committee decided to wait until after that meeting to discuss this topic.

NEW BUSINESS

Nothing to discuss.

CITIZEN INPUT

Mr. Joss inquired about the Teacher Negotiations procedure. Mr. Adams responded that the Negotiations Committee meets and develops an agreement which is brought to the School Committee for approval. Mr. Wood said the Unit A Negotiations should be resolved in the next two weeks. Mr. Joss asked who was taking over for Mr. Antonucci now that he has departed the district. Mr. Wood responded that he is taking those responsibilities on. Mr. Joss also inquired about the Rte. 117 safety issue, and asked if the police could place a car there each day. Mr. Wood responded that they do this most days. Mr. Joss then went on to inquire about the relaxed student Attendance Policy at the high school. He asked if it were true that students were allowed 100 tardies. The committee agreed this is an issue the high school needs to look at, and Mr. Wood said he will discuss this with Mr. Smith, the principal.

Monica CampoBasso brought up the issue of lighting in the parking lot, as some appeared to be not working at the Open House. Mr. Wood reported that the lights are now fixed and all in working order.

Ms. Kelly asked why the Gatorade has been taken out of the vending machines at the high school. Mr. Wood responded that it may have something to do with the sugar content and that if it is not on the list of approved healthy snacks then it cannot be sold in the school vending machines.

ADJOURNMENT

MOTION

Ellen Sturgis made a motion to adjourn. Seconded by Monica CampoBasso. **VOTED AND PASSED. UNANIMOUS.**

The meeting adjourned at 8:40 p.m.

Respectfully Submitted,
Linda DeStasi
Executive Assistant