

NASHOBA REGIONAL SCHOOL DISTRICT

SCHOOL COMMITTEE MEETING

December 15, 2005

School Committee in Attendance: Don Adams, Monica CampoBasso, Brian Burke, Ellen Sturgis, Chris Way, Cathy Giunta, Tricia Kelly, Ex-Officio Member Donnie Allison

Absent: Mel Govindan

Administration in Attendance: Michael Wood, Superintendent of Schools, George King, Assistant Superintendent of Finance

CALL TO ORDER

Chair Don Adams called the meeting to order at 6:00 PM. at the Emerson Building of the Nashoba Regional School District.

APPROVAL OF THE December 1, 2005 MINUTES

MOTION

Chris Way made a motion to approve the minutes of December 1, 2005 as amended. Seconded by Ellen Sturgis. **VOTED AND PASSED. UNANIMOUS.**

APPROVAL OF THE WARRANTS OF December 16, 2005

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
2042	12/16/05	VENDOR	\$581,946.04
2043	12/16/05	BENEFIT	\$27,224.84
2044	12/16/05	PAYROLL	\$960,076.89
2045	12/8/05	VENDOR	\$3,000.00
2046	12/16/05	VEBDOR	\$15,807.34

MOTION

Cathy Giunta made a motion to approve the warrants as detailed in the memos dated 12/15/05 and noted above. Seconded by Brian Burke. **VOTED AND PASSED. UNANIMOUS.**

CORRESPONDENCE

Letter was distributed from Bolton resident and H.S. Tutor, William Cridland, requesting he be allowed to discuss holiday displays, or the absence of such, at the high school.

Student schedules for each of the district middle schools were distributed to all committee members.

Mr. Wood distributed information to all committee members regarding how Destination Imagination is run in each town. Ms. Giunta asked that the committee be informed as to whether this program will be a District funded activity as this information will be helpful when the budget planning process begins. Ms. Kelly asked that the Florence Sawyer School info be re-checked as she believes they do need coaches and the information distributed stated they do not. Mr. Wood said he would check and get back to the committee with regards to this information.

Memos regarding the Bond Issue were distributed to all committee members. These included:

- Clarification of Funds
- Letter from Michael Wood to DOR, requesting approval

- Letter from Gerard Perry of the DOR, issuing approval

Also distributed to all committee members was the current Audit Report, which was recently completed and received.

SUPERINTENDENT'S REPORT

Audit Presentation

Richard Sullivan, District Auditor with Powers and Sullivan, reviewed the recently completed FY05 Audit with the committee. He told the committee that the Audit Advisory Committee had reviewed this Audit report. He reported to the committee that everything in FY05 was shown to be in the positive, which he said was not the case in FY04. Mr. Sullivan told the committee that for the most part all was as you would expect, and a very positive report for the district. He also told the committee that one important point to note which confirms the positive progress the District has made, is the dissolution of the FAB (Financial Advisory Board). Mr. Sullivan made one recommendation to the District, which was that there should be some Disaster Recovery Document to include plans and instructions for recovering district data and records should some event occur in which the District data and systems information was lost or destroyed.

Committee member Ellen Sturgis thanked the Audit Advisory Committee for their work.

Minuteman Presentation

The following administrators from Minuteman were present to conduct a presentation to the committee explaining the benefits of the Minuteman Technical High School Outreach Program: Bill Callahan, Superintendent, Tom Markham, Assistant Superintendent, James Amara, Principal, George Taliadouros, Coordinator, Technology Division. This program is currently offered to middle school students in Lancaster and Bolton. It has been presented to the committee that the town of Stow should also offer this program to their middle school students. Mr. Taliadouros presented a PowerPoint presentation to the committee and followed up by answering questions. He told the committee the mission of the Minuteman Middle School outreach program is to provide vocational technical education programs to the District. Mr. Taliadouros told the committee Minuteman Outreach Program institutes a "hands-on minds-on" integrated approach to learning which enhances the existing excellent middle school programs. He said it provides an irreplaceable opportunity to learn about Engineering & Technology, strengthen various academic skills, and has been shown to improve MCAS results.

Technology Update

Marianne Boswell, Director of Technology, updated the committee on recent activity with regards to the Technology Task Force. She told the committee there have been three meetings of the task force and that those participating are very excited about it. Ms. Boswell reported to the committee that MicroSoft has a new initiative called MicroSoft Showcase Schools and Nashoba Regional School District will be the showcased school in February.

Ms. Boswell discussed Connect Ed with the committee. She explained how Connect Ed functioned and told the committee it would not be something that would work well for snow day/no-school announcements. She explained that to use this service for an emergency call, the district would be put in a national queue which could take a very long time, and may not allow the information to get out in a timely fashion. She said that with emergency calls, every contact number submitted into the Connect Ed system for each student are called and this would result in a huge delay in the information reaching every household in time. Email notices were mentioned and concerns were brought up that some high school parents did not receive an email notice of no school from Connect Ed the last time it was used to send a message from Mr. Wood. Ms. Boswell told the committee this was most likely due to the fact that the high school has received an abundance of email addresses to input into their system recently in response to their request for this information. She said that although the high school is working very hard to enter this data, all the email addresses were probably not entered and downloaded yet.

Time on Learning

Mr. Wood discussed the topic of *Time on Learning*, which is included in the printed Superintendent's report he distributed to the committee and which is also posted on the district website. Committee member Monica CampoBasso told Mr. Wood and the committee she is very concerned with the amount of time Lancaster students are receiving for math instruction. Ms. CampoBasso said there is a disparity among the towns, with Lancaster receiving 6 minutes less than Stow students per each 6 day cycle. Mr. Wood told the committee that the present year's schedule is different from last years because they have looked at this issue. He said that addressing scheduling issues is a very complex process and the district is continuing to examine this issue in order to address any disparities.

Permanent Bond for the High School Project

Mr. Wood told the committee that they will be asked to vote on the permanent bond at this meeting. He told the committee that Mary Carney of First Southwest Co., Financial Advisor for the District, said the actual bids should come in lower than the 4.75% interest rate estimated. He also said Ms. Carney estimated that with a 4.75% interest rate the "Equal Principal" schedule of repayment would be \$689,882.29. Mr. Wood told the committee that when the actual bids and final pay down are received they will be provided to the School Committee.

Facilities Update

Mr. Wood told the committee the Massachusetts School Building Authority (MSBA) has notified the District that they would like the District to complete a survey of needs. He said that part of the survey would include actual site visits, but that most of the survey would consist of collecting artifacts and documenting the existing state of our buildings, enrollment, use, and a projection of need.

SUBCOMMITTEE REPORTS

Audit Advisory, by Mr. Wood

Mr. Wood said Audit Advisory updates were discussed earlier in the meeting (see Superintendent's Report).

Ex-Officio Report by Mr. Allison

Mr. Allison reported to the committee on recent events and activity at the high school. He told the committee that the basketball team beat a tough opponent, Nipmuc, 70-76. The Ice Hockey Team record is 1-1-0, and the Wrestling Team's record is 2-1. He told the committee the Wrestling Team had a huge win over Bellingham. Mr. Allison reported that the Indoor Track Team has also begun to have meets.

MOTION

Ellen Sturgis made a motion to continue after 9:00. Seconded by Chris way. **VOTED AND PASSED. UNANIMOUS.**

Facilities Subcommittee, by Mr. Wood

Mr. Wood reported there were revisions to the lease agreements and the revised agreements have been forwarded to the three towns.

Finance Subcommittee

Nothing to report.

Personnel Subcommittee, by Don Adams

Mr. Adams reported the Personnel Subcommittee will meet in Executive Session later in the meeting for the purpose of discussing the Unit C negotiations. He also told the committee that the Superintendent Evaluations were due.

Policy Subcommittee, by Ms. Kelly

Ms. Kelly told the committee there was nothing to report, but that Ms. Giunta will be the Bolton representative for a short time.

SPED PAC

Mr. Burke told the committee that the SPED PAC Committee had not had a recent meeting so there was no news to report.

Stow Building Committee, by Ms. Way

Ms. Way reported that the SBC met on December 5th, 7th, (public forum), and on December 12th before Town Meeting. She told the committee that although there was a majority vote in favor of the School Building Project, there was not the required 2/3 vote so the project will not move forward. She also reported that there was an additional vote for \$10 million dollars to renovate the existing buildings, which also did not get approved. The SBC was planning to meet on Monday, December, 19th to decide what to do next. She told the committee that doing nothing was not an option. Ms. Way also told the committee that the present SBC may dissolve, and a new committee form.

NEW BUSINESS

Audit Acceptance

The recently received Audit report was distributed to committee members. It was decided that the vote for acceptance would wait until the next meeting so that the committee would have an opportunity to review it first.

Starting Balance

Mr. King distributed a memo regarding the classification of funds. Charlotte Noponen, District Treasurer, discovered a small discrepancy in the classification of funds tracing back to 2002. Mr. King told the committee that after speaking with the auditors for the District, it was agreed that it would be accurate to reclassify the discrepancy of \$81,655, from the revenue bond line item to the undesignated general fund line item on the balance sheet. Mr. King said this action causes the Excess and Deficiency Account as of January 30, 2005 to rise to \$909,598 and the Revenue Bond line item to be decreased to \$609.00. He told the committee that at some point in the near future they will need to vote to transfer the remaining \$609.00 from the deficit bond to the General Fund.

Transfer of Funds

MOTION

Ellen Sturgis made a motion to accept the recommendation of Assistant Superintendent for Finance, George P. King, Jr., in a memo dated December 9, 2005, to transfer the remaining \$609.00 from the Deficit Bond line item to the General Fund line item. Seconded by Tricia Kelly. **VOTED AND PASSED. UNANIMOUS.**

High School Construction Bond

MOTION

Chris Way made a motion to approve the sale of the \$6,605,000. State Qualified School Bonds of the District dated December 15, 2005, to Piper Jaffray & Co. at the price of \$6,681.05 and accrued interest as described in the memo from Michael Wood, dated December 15, 2005. Seconded by Ellen Sturgis. **VOTED AND PASSED. UNANIMOUS.**

MOTION

Chris Way made a motion to confirm the consent of the State Qualified School Bonds, dated December 13, 2005, to the financial advisor bidding for bonds. Seconded by Monica CampoBasso. **VOTED AND PASSED. UNANIMOUS.**

OLD BUSINESS

Nothing to report.

CITIZEN INPUT

Bolton resident and H.S. Tutor, William Cridland, addressed the committee with his concerns regarding the lack of holiday displays at the high school and in the schools. He distributed information regarding legal aspects of celebrating holidays to the committee.

EXECUTIVE SESSION

MOTION

Motion moved by Ellen Sturgis to move to Executive Session for the purpose of discussing Unit C contract negotiation updates. Seconded by Chris Way. **VOTED AND PASSED. UNANIMOUS.**

ADJOURNMENT

MOTION

Motion moved by Brian Burke to move out of Executive Session and adjourn. Seconded by Monica CampoBasso. **VOTED AND PASSED. UNANIMOUS.**

The meeting adjourned at 10:10 p.m.

Respectfully Submitted,
Linda DeStasi
Executive Assistant