

**NASHOBA REGIONAL SCHOOL DISTRICT**

**SCHOOL COMMITTEE MEETING**

May 4, 2006

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

**Absent:** N/A

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

**CALL TO ORDER**

Chair Don Adams called the meeting to order at 6:00 PM. in the Office of the Superintendent.

**APPROVAL OF THE March 23, 2006 MINUTES**

**MOTION**

Cathy Giunta made a motion to approve the minutes of March 23, 2006 as amended. Seconded by Chris Way. **IN FAVOR:** Cathy Giunta, Don Adams, Chris Way, Brian Burke, Monica CampoBasso, Ellen Sturgis, Mel Govindan **ABSENT:** Tricia Kelly (not present for approval of minutes)

**VOTED AND PASSED. UNANIMOUS**

**APPROVAL OF THE WARRANTS OF April 21, 2006 and may 5, 2006**

<b><u>WARRANT NO.</u></b>	<b><u>DATE</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
2076	4/21/06	VENDOR	\$ 483,015.35
2077	4/21/06	BENEFIT	\$ 532,880.85
2078	4/21/06	PAYROLL	\$ 951,581.79
2079	4/21/06	VENDOR	\$ 94.00
2080	4/21/06	VENDOR	\$ 547.42
2081	5/05/06	VENDOR	\$374,233.40
2082	5/05/06	BENEFIT	\$44,460.24
2083	5/05/06	PAYROLL	\$911,258.03

**MOTION**

Cathy Giunta made a motion to approve the warrants as detailed in the memos dated 4/07/06 and noted above. Seconded by Ellen Sturgis. **IN FAVOR:**, Mel Govindan, Cathy Giunta, Don Adams, Chris Way, Brian Burke, Monica CampoBasso, Ellen Sturgis **ABSENT:** Tricia Kelly (not present for approval of warrants) **VOTED AND PASSED. UNANIMOUS**

**CORRESPONDENCE**

- Health Newsletter
- List of 2005-2006 NRSD retirees
- Letter to Department of Public Health informing them of the District’s intent to participate in the STEPS project

**Presentation of Certificate of Appreciation to Chris Way**

This meeting was Ms. Way’s last meeting as a member of the Nashoba Regional School Committee. The School Committee, along with Mr. Wood and Mr. King, presented Ms. Way with a Certificate of Appreciation for her service as a member of the School Committee. Chair Don Adams thanked Ms. Way for her dedication and service as a member of the Nashoba Regional School Committee. Committee member Ellen Sturgis presented Ms. Way with flowers and spoke of Ms. Way’s involvement and participation in many services to the children of Stow over many years, and also of her work and

contribution to the Stow Building Committee which Ms. Way also served on as Chair until its recent dissolution. Ms. Way thanked the committee.

**SUPERINTENDENT'S REPORT** (\*This report is available on the District website)

**A Day on the Hill:**

Mr. Wood spoke about the Day on the Hill event that he and Don Adams attended recently at the state house. He told the committee he and Mr. Adams were able to meet with Representative Walrath, Senator Antonioni, and an aide to Jamie Eldridge, and discussed the Charter Schools Funding issue. He told the committee there would be another round of letters to be sent regarding this issue.

**NASHOBA'S Budget Passes:**

The passing of the District's budget in all three towns in the district was discussed. Committee members Patricia Kelly and Cathy Giunta presented the budget to the Town of Bolton; no presentations were made at Lancaster and Stow town meetings, given the support of the District budget. Additionally, Mr. Wood told the committee that the towns of Bolton and Lancaster voted to allow each town to enter into a lease for the town's schools. The town of Stow already has a lease and did not need to take that vote.

**HOUSE Budget:**

Mr. Wood told the committee the House of Representatives passed an education budget with one hundred seventy million dollars, which was up significantly from the original budget published weeks before. He said that regional transportation aid has not been released but that it appears we now have a better chance to meet our budgeted number.

**Power School Access Committee:**

Mr. Wood reported to the committee that the Communications Committee that was formed to develop recommendations related to how the District is going to move forward with parent access has completed their work and will present their findings to him in the next two weeks. He told the committee he will invite them to come before the School Committee to share their findings. Mr. Wood said the recommendations will be used as a basis for decisions made next fall regarding how to open access.

**School Bus Safety:**

Mr. Wood told the committee that bus evacuation practice would be taking place at each school on Monday, May 8<sup>th</sup>. He also informed the committee that a presentation on school bus safety would be shown to students in Bolton grades PK-3. Additionally, the Stow Fire Department would be assisting with the evacuation drills in Stow, focusing on helping students evacuate through the school bus vents. Mr. Wood told the committee he has met with the fire and police chiefs in all three towns and have reminded them of the new policy of having seat belts available to students.

**Destination Imagination:**

Mr. Wood told the committee that representatives from Destination Imagination would be in attendance at this meeting to ask for funding to support their efforts.

**Policies:**

Mr. Wood said there would be two policies in their packet will be introduced at this meeting for consideration; an investment policy and school equipment disposal policy. He told the committee the Health and wellness Policy would be reviewed at the next meeting.

**Authorized Agent:**

The Superintendent reported to the committee that the Town of Lancaster is asking for the committee to identify a person to specifically review capital expenditures because their warrant article for capital expenditures identifies the School Committee as the authorizing agent. Mr. Wood recommended Bill Spratt, Director of Facilities as he is the District person who will be approving any action regarding capital repairs.

**SUBCOMMITTEE REPORTS**

**Ex-officio Report by Mr. Allison**

Mr. Allison reported to the committee on recent events and activity at the high school.

Athletics- Current team records:

- Baseball: 5-5
- Softball: 8-2
- Boy's Track: 2-2
- Girl's Track: 2-1 (lots of meets have been rained out)
- Boy's tennis: 3-2
- Girl's Tennis: 4-0

Other Events-

- Destination Imagination: Five teams from District who are going to Worlds in Tennessee will be performing their skits tomorrow (May 5, 2006) for the community.
- AP exams underway this week and next.
- The Indie will be Saturday night at 7:00 p.m. at the H.S.
- The prom will be May 12<sup>th</sup> at the Westin Hotel in Waltham.
- The senior banquet is June 8<sup>th</sup> from 6-8 p.m. at Wedgewood Pines Country Club.
- The last day for seniors is approaching. It will be May 26<sup>th</sup>, with exams the following week.
- Community Service Club is currently running an anti-smoking campaign.

#### **Facilities Subcommittee, by Ms. Kelly**

Ms. Kelly told the committee that the Facilities Subcommittee met yesterday (May 3<sup>rd</sup>) and they discussed the Leases and who should carry insurance. Ms. Kelly told the committee there were representatives from each town present. She said Mr. Spratt updated the town reps. about the H.S. track, and that there would be no need for a bond. She said Mr. Spratt told them the repairs would be approximately \$40,000., much less than originally anticipated.

#### **Finance Subcommittee, by Ms. Giunta**

Mr. Wood distributed notes from the last Finance Subcommittee meeting on April 24<sup>th</sup>. The topic for that meeting was the long term financial goals of the district, which included future trends for Preschool, All Day Kindergarten, Program Enhancements, Extended day, Retirement Funding, Insurance Funding, and Capital Planning. Also the justification for costs relating to these items was discussed.

#### **Personnel Subcommittee, by Mr. Adams**

Mr. Adams reported to the committee that the Personnel Subcommittee had not met recently.

#### **Policy Subcommittee, by Ms. CampoBasso**

Mr. Wood mentioned the policies in the evening's packet for review. Chair Don Adams said this could be discussed under New Business.

#### **SPED PAC**

Mr. Burke told the committee that SPED PAC is working on a presentation to the School Committee and is planning to meet with the committee soon.

#### **Stow Building Task Force (SBTF), by Ms. Sturgis**

Ms. Sturgis reported to the committee that the SBTF is meeting weekly and is making progress. She told the committee they are working on a matrix of needs assessment and reviewing the previous work of the Stow Building Committee.

### **NEW BUSINESS**

#### **Policies:**

The committee conducted a first reading of the Investment of Funds Policy, which Mr. Wood said outlines how the guidelines would be for investment of funds by the District.

The committee also conducted a first reading of the Policy on Disposition of Surplus Property and the Health and Wellness: Physical Activity Policy.

**Destination Imagination:**

Representatives of the Destination Imagination Teams were present to speak with the School Committee. Mary Redford addressed the committee regarding the DI's current achievements and financial situation involved in getting all of the students to the Worlds competition in Tennessee. Discussion ensued regarding possible funding. Ms. Giunta asked if the MCAS exams would be affected and Mr. Wood said that they would not be affected. Committee member Patricia Kelly told the committee that on principal she could not vote for any funding for D.I. until the Florence Sawyer School stops their practice of holding try-outs for D.I. and lets every interested join.

**MOTION**

Motion moved by Chris Way to fund each Destination Imagination team \$1200 toward the cost of going to the DI World competition in Tennessee. Seconded by Mel Govindan **IN FAVOR:** Cathy Giunta, Don Adams, Chris Way, Brian Burke, Monica CampoBasso, Ellen Sturgis, Mel Govindan **OPPOSED:** Tricia Kelly **VOTED AND PASSED.**

**Student Activity Audit:**

Mr. King discussed the Financial Statement document included in the evening's packet. He asked the committee to vote to accept this. The committee requested bound copies and Mr. King said they would be provided to them. It was again noted that the Audit, though dated in October, was not received until January, 2006.

**MOTION**

Motion moved by Ellen Sturgis to accept the Student Activity Audit Report by Powers and Sullivan, dated June 30, 2005 and the letter dated October 28, 2005. Seconded by Cathy Giunta **IN FAVOR:** Cathy Giunta, Don Adams, Chris Way, Brian Burke, Monica CampoBasso, Ellen Sturgis, Mel Govindan, Tricia Kelly **VOTED AND PASSED. UNANIMOUS**

**Third Quarter Results of Operations:**

George King discussed the information regarding third quarter results of operations included in the committee's packet. He told the committee the budget was tight for 2006. He told the committee that at their first meeting in June he would be asking them to approve a budget adjustment to put more money into Health Insurance.

**Lancaster Authorization for Spending:**

Because the Town of Lancaster named the District as Authorizing Agent for approval of expenditures relating to the capital project in Lancaster, Mr. Wood recommended to the committee that Bill Spratt, Director of Facilities, be named as the Authorizing Agent for the approval of expenditures relating to the capital project in Lancaster. Mr. Wood agreed to talk to the Lancaster officials regarding this and request that they not do this in the future.

**MOTION**

Motion moved by Ellen Sturgis to authorize Bill Spratt, Director of Facilities, as Authorizing Agent for approval of capital expenditures. Seconded by Mel Govindan

**MOTION TO AMEND:** Motion to amend the motion moved by Cathy Giunta that this designation be for only two years with a request that the Town of Lancaster change the wording so that the school committee is not the authorizing agent. Amendment not accepted by Ms. Sturgis.

**ORIGINAL MOTION:** Motion moved by Ellen Sturgis to authorize Bill Spratt, Director of Facilities, as Authorizing Agent for approval of capital expenditures.

**IN FAVOR:** Don Adams, Chris Way, Monica CampoBasso, Ellen Sturgis, Mel Govindan, Tricia Kelly  
**OPPOSED:** Brian Burke, Cathy Giunta **VOTED AND PASSED.**

**Administrator Appointment:**

Mr. Wood told the committee he had spoken with Patricia Linenkemper and that she would like to continue in her role as Director of Special Services for the District and Principal of the Mary Rowlandson Elementary School in Lancaster.

#### **MOTION**

Motion moved by Cathy Giunta to accept the recommendation by Michael Wood dated May 4, 2006 that Patricia Linenkemper be appointed Director of Special services with a stipend of \$14,000. Seconded by Brian Burke. **IN FAVOR:** Tricia Kelly, Cathy Giunta, Don Adams, Chris Way, Brian Burke, Monica CampoBasso, Ellen Sturgis, Mel Govindan  
**VOTED AND PASSED. UNANIMOUS**

#### **School Choice:**

Mr. Wood recommended to the School Committee that school choice be offered for grades six (6), seven (7), and eight (8) in each community (Bolton, Lancaster and Stow) up to five (5) students per grade per school and to further allow school choice up to 15 (15) students per grade in grades nine (9), ten (10), eleven (11) and twelve (12). There would be no school choice for grades PK-5.

Mr. Wood presented his rationale for his recommendation, which included:

1. It allows the district an option for families who move during the school year, but ask to allow their child to complete the school year.
2. It enables the district to match the current number of school choice "out" students, currently at sixty-one (61).
3. It enables the district to cap the seats available per grade at fifteen and thus have consistency across the grades six through twelve.

#### **MOTION**

Motion moved by Ellen Sturgis to accept the Superintendent's recommendation dated May 4, 2006 to allow school choice. Seconded by Mel Govindan. **IN FAVOR:** Tricia Kelly, Cathy Giunta, Don Adams, Chris Way, Brian Burke, Monica CampoBasso, Ellen Sturgis, Mel Govindan  
**VOTED AND PASSED. UNANIMOUS**

#### **Alice Eaton Fund:**

#### **MOTION**

Motion moved by Cathy Giunta to accept both Alice Eaton grants, in the amount of \$4195. to the Center School in Stow and \$7875. to Center and Pompo. Seconded by Chris Way. **IN FAVOR:** Tricia Kelly, Cathy Giunta, Don Adams, Chris Way, Brian Burke, Ellen Sturgis, Mel Govindan **ABSENT:** Monica CampoBasso (not present for vote) **VOTED AND PASSED. UNANIMOUS**

#### **OLD BUSINESS**

##### **Lease: Second Reading:**

Mr. Wood called the committee's attention to two areas, Capital Costs and Emergency Capital Costs. The Emergency Capital Costs was an added section. Additionally he said that the Facilities Subcommittee may need to meet over the summer. Discussion took place regarding the lease.

#### **CITIZEN INPUT**

**Nothing to report.**

#### **ADJOURNMENT**

#### **MOTION**

Motion moved by Ellen Sturgis to adjourn. Seconded by Monica CampoBasso. **IN FAVOR:** Tricia Kelly, Cathy Giunta, Don Adams, Chris Way, Brian Burke, Monica CampoBasso, Ellen Sturgis, Mel Govindan  
**VOTED AND PASSED. UNANIMOUS**

The meeting adjourned at 8:50 p.m.

Respectfully Submitted,

Linda DeStasi  
Executive Assistant