

**NASHOBA REGIONAL SCHOOL DISTRICT**

**SCHOOL COMMITTEE MEETING**

February 8, 2007

**School Committee in Attendance:** Don Adams, Ellen Sturgis, Brian Burke (absent from 6:50 – 8:15), Monica CampoBasso (6:07 p.m.), Cathy Giunta, David Horne (6:07 p.m.), Mel Govindan, Tricia Kelly, Laura O’Neil

**Absent:**

**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 WARRANTS OF FEBRUARY 9, 2007**

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
2751	2/09/07	VENDOR	\$ 478,178.15
2752	2/09/07	BENEFIT	\$ 31,988.12
2753	2/09/07	PAYROLL	\$ 1,010,826.63

**MOTION**

Cathy Giunta made a motion to approve the warrants as detailed in the memo dated 2/09/07 and noted above. Seconded by Brian Burke. **IN FAVOR:** Don Adams, Ellen Sturgis, Brian Burke, Monica CampoBasso, Cathy Giunta, Mel Govindan, **VOTED AND PASSED. UNANIMOUS (6-0)**

**MOTION**

Brian Burke made a motion to take item VII B out of order. Seconded by Ellen Sturgis. **IN FAVOR:** Don Adams, Ellen Sturgis, Brian Burke, Monica CampoBasso, Cathy Giunta, David Horne, Mel Govindan, **ABSTAIN:** Tricia Kelly **VOTED AND PASSED. UNANIMOUS (7-1-0)**

**MOTION**

Brian Burke made a motion to table item VII B. Seconded by Ellen Sturgis. Motion withdrawn.

Mr. Burke told the committee he did not want to vote until he knew the towns’ financial situations. Ms. Giunta said she would have a hard time voting on this item now as it is outside of the budget process. Ms. Kelly asked Mr. Burke when he thought he might have that financial information from the Town of Stow. Mr. Burke responded that he should have it after the February 27<sup>th</sup> Joint Board meeting in Stow. Mr. Burke added that the committee will not need to vote on this until March 1<sup>st</sup>. Ms. Kelly replied that the committee would be meeting to discuss and cut things before the budget vote. Mr. Adams addressed the committee and said that Mr. Wood asked that this be included in the meeting’s agenda as a requested vote so that Chief Alfano would know whether to include this position in his budget which he will be presenting to the Bolton Select Board. Mr. Adams said that Mr. Wood also would like a commitment regarding the fiber project before moving forward on this project. Discussion ensued. Mr. Adams asked the committee members if they wanted the Resource Officer to be part of the budget process and discussion. All members of the committee said they wanted this to be part of the budget discussion process. The committee continues to discuss this issue. Mr. Horne asked what the committee would be voting on regarding the two items being discussed, the fiber project and the Resource Officer position. Mr. Adams said that they would be making a commitment to fund them. Mr. Burke asked if the committee would be voting on items VII B & VII C at this meeting and asked for a commitment from the chair that they would not. Mr. Adams responded that the committee would not be voting on those two agenda items at this meeting.

## **APPROVAL OF THE January 25, 2007 MINUTES**

### **MOTION**

Ellen Sturgis made a motion to approve the minutes of January 25, 2007 as amended. Seconded by Cathy Giunta. **IN FAVOR:** Don Adams, Ellen Sturgis, Brian Burke, Monica CampoBasso, Cathy Giunta, David Horne, Mel Govindan, Tricia Kelly **VOTED AND PASSED. UNANIMOUS (8-0)**

### **CORRESPONDENCE**

- NRSD Technology Plan
- Letter of resignation from Mr. Smith, NRHS Principal
- Diagram of the proposed Fiber Network Project
- Memo from Mr. Wood to the Committee of background information for the budget workshop

### **SUPERINTENDENT'S REPORT**

Mr. Wood presented awards from Microsoft Corporation to Mary Marotta, NRHS ITS and Leslie Carroll, Instructional Technology Specialist at the Mary Rowlandson Elementary School. Mr. Wood told the committee and those in attendance that they both excelled in their field and that Microsoft was recognizing them for their leadership in the Technology field.

(This following report may be viewed on the District website at [www.nrsd.net](http://www.nrsd.net))  
Mr. Wood distributed the following report to the committee:

#### **Nashoba Regional High School Chosen as a COMPASS SCHOOL**

Nashoba Regional High School was chosen as a Compass School for 2007 – 2008. The Compass Schools program was established in 2001 as a way for the state to recognize and celebrate individual school improvement, and to encourage the sharing of good ideas and effective practices among educators statewide. Each school will receive \$2,500. At a luncheon recognizing all thirty five schools, Commissioner of Education, David P. Driscoll said, "Great strides are being made at schools in all corners of our state and each of these schools serve as testament to that. Each one has overcome tremendous challenges, and made incredible progress. As a result, their students are being better served, and getting a much better education. I am confident that what they have learned will be helpful to educators facing similar issues in other communities."<sup>1</sup>

Commonwealth Compass Schools are identified based on the school's overall performance. To be selected a school must have a Composite performance Index (CPI) of 95 or above in ELA and math, with 40 percent or more performing in the Advanced category in both subjects; or have a 2006 CPI above the state average, and be able to show significant student gains; or the school must have met or exceeded its improvement target, and have an enrollment that includes 40 percent or more disadvantaged students.<sup>22</sup> Mr. Smith, Ms. Kathy Crowley (Math) and Ms. Kara Roche (English) attended the luncheon with me.

#### **Student Athletes Headed to Division I**

A pair of Nashoba Regional High School girl's soccer players signed their letters of intent with Division I schools on Wednesday, February 7<sup>th</sup>. Kylie Ricker plans to attend the University of Maryland while Brittany Schandelmayer will play for Fairfield University next year. A small signing ceremony was held in the media center, press, parents, and teammates were in attendance. Congratulations!

#### **Heat Goes Out at Nashoba**

The boilers went down on Sunday evening at the high school. Mr. Spratt provided the following overview of the incident:

<sup>1</sup> Mass DOE Web Site, [www.doe.mass.edu](http://www.doe.mass.edu), Headlines, February 5, 2007

<sup>2</sup> Mass DOE Web Site, [www.doe.mass.edu](http://www.doe.mass.edu), Headlines, February 5, 2007

The High School typically uses about 300 gallons of fuel per day, 500 gallons in extreme cold weather. The 12,000 gallon fuel tank usually gets filled when the fuel level is about 1500-2000 gallons. The fuel level is checked daily by a monitoring system in the boiler room. On Friday the fuel level was about 1500 gallons and fuel was ordered for a Monday morning delivery. The boilers used about 1000 gallons over the weekend. On Sunday night at about 11:30 PM the boilers went into alarm and shut down. The energy management system is programmed to send a text message to our facilities staff. No alarms were sent. I was called at about 6:20 AM and went to the school. I was able to start one boiler at about 6:45 AM and called a heating company to assist me. It was determined that the fuel filters on both boilers were clogged with sludge that was pulled in from the 500 gallons remaining in the tank. Both boilers were running by 9:00 AM, but it took several hours for the system to come up to temperature. Most rooms in the building were about 60 degrees; a few rooms were as low as 56 degrees.

The system is back to normal and working Mr. Spratt is working with the alarm company to determine the cause for the malfunction.

### **Spelling Bee**

Mr. Wood was honored to be the Mary Rowlandson and Luther Burbank Middle School Spelling Bee emcee on Tuesday evening. Emily Castner, a fifth grader went on to win the Bee. It was a fun evening for all.

### **Meetings with Finance Committee**

Mr. King and I have begun scheduling meetings with our town finance and advisory committees. Mr. King, Ms. Giunta and Ms. Kelly met with Bolton's Advisory Committee last Monday; we are set to meet with Lancaster's Finance Committee on Saturday, February, 24<sup>th</sup>, and we are meeting with the Town of Stow's Board of Selectmen on March 13<sup>th</sup>. I will be contacting Stow's Finance Committee to determine a meeting time.

### **Tri Town Meeting**

The three communities held a Tri Town meeting on Wednesday evening. The agenda included a report by Marilyn Driscoll, Nurse, representing the Town of Stow's Medical Reserve Corp. She explained the purpose of this effort, how Stow has been able to get 100 volunteers and offered to assist Bolton and Lancaster in any effort they would like to pursue. The Medical Reserve Corp is a voluntary effort by the Department of Homeland Security in an effort to get organized in the even of a major event.

The remainder of the meeting was dedicated to an overview of the Nashoba Regional School District Budget. Mr. Wood was on hand to review the presentation made before the School Committee on January 25<sup>th</sup>. In addition Mr. Wood outlined the Fiber Initiative, Turf Field Project and the High School / Administrative Space planning. It was explained that the two latter items would come before the town's Boards of Selectmen where they would be able to decide if there is a need to bring the matter before the Town Meeting. Both would have a timeline allowing them to get something on the warrant for the May town meeting. Next meeting is March 7<sup>th</sup> in Lancaster.

### **Foreign Language Task Force**

Ms. Morgan, Hale Middle School principal addressed the committee regarding the Foreign Language Task Force, which she led. Ms. Morgan gave a brief overview of what the task force work and told the committee they hope to be done by April and have recommendation regarding text book adoption.

## **SUBCOMMITTEE REPORTS**

### **Ex-Officio Report by Ms. O'Neil**

Ms. O'Neil reported the following to the committee:

- ◆ Last Wednesday, the varsity wrestling team won against Monty Tech High School 69-3. On Friday evening, they made Nashoba history after they beat Algonquin Regional High School, making them the league champions for the first time since 1985. They won 53-6 over

Algonquin, improving their record to 20-2. They will next compete in the Central Division 2 Sectionals at Marlboro High School on Saturday.

- ◆ The girls' varsity basketball team has qualified to the Central Mass. Division 1 tournament. Their current record is 10-5 overall and 6-2 in the league.
- ◆ While the hockey team has slipped to 3-10-2 this season, it is busy fundraising by selling tickets to the American Hockey League game between the Lowell Devils and the Bridgeport Sound Tigers on Saturday, February 24<sup>th</sup>.
- ◆ Last Saturday, the girls' indoor track 4x200 relay team placed 4<sup>th</sup> at the coaches invitational at the Reggie Lewis Track and Field Center in Boston. The 4x400 relay team claimed first place. On Saturday, members of the boys' and girls' teams will be competing in the district meet held at Fitchburg High.
- ◆ The Math Team had a competition yesterday and is currently sixth in the league.
- ◆ The National Honor Society made cards to thank the U.S. troops currently stationed in Iraq. The cards will be sent along with Girl Scout Cookies early next week.
- ◆ Student Council is busy organizing the annual Volleyball Tournament that will be held following February vacation.
- ◆ Allie Durben, a stow-senior was the winner of the Stow Lions Club speech contest and moved on to win the Zone and Region levels. The contest is open to students in grades 10, 11, and 12, and this year's theme was "What community service means to me." She will compete in the District 33k Mid-Winter Convention on Saturday, February 17, in Braintree.
- ◆ Lastly, students enrolled in Nashoba's business classes participated, for the first time, in the internationally recognized business program: DECA competition at the Radisson Hotel in Chelmsford last week. Each student took a 100 question test on a certain topic in business and then had 10 minutes to look at a problem before explaining his or her strategy for dealing with it to a panel of judges. They were scored on presentation, dress, response, and professionalism. It was the district competition consisting of 8 schools and about 500 kids. Out of 40 awards, Nashoba students took home 10. Those 10 are currently raising money to participate in the State competition on March 15<sup>th</sup> in Copley Place, Boston.

**Facilities Subcommittee, by Ms. Kelly**

Nothing to report.

**Finance Subcommittee, by Ms. Giunta**

**Personnel Subcommittee, by Mr. Adams**

Nothing to report.

**Policy Subcommittee, by Mr. Wood**

Nothing to report.

**SPED PAC, by Mr. Burke**

Nothing to report.

**NEW BUSINESS**

**MOTION**

Brian Burke made a motion to take item VII D out of order. Seconded by Me, Govindan **IN FAVOR:** Don Adams, Ellen Sturgis, Brian Burke, Monica CampoBasso, Cathy Giunta, David Horne, Mel Govindan,

**ABSTAIN: Tricia Kelly VOTED AND PASSED. UNANIMOUS (7-1-0)**

**2007-2008 Calendar**

Mr. Wood called the committee's attention to the 2007-2008 Calendar draft included in their meeting packet, and also a memo containing information he received from the Calendar Committee on their thinking as they developed the proposed calendar. Discussion ensued regarding Early Release days. Ms. Sturgis told the committee that staff development and Early Release days are interruptions to learning and that the months of September and December should be looked at as they seemed excessive for those particular months. Mr. Wood told the committee that the December Early Release days were there for Professional Development as well as for Parent Teachers conferences, which are scheduled according to the end of the marking period. He said that is where they fell in the calendar according to that schedule. Mr. Wood also told the committee that the September early release scheduled for the second week of school is a very important one as staff meets to discuss issues that typically arise in the beginning of each school year, as well as needed training and staff development. Ms. Giunta mentioned the Bolton Fair and explained that the District used to have an Early Release Day on the Friday of the Bolton Fair (September 21<sup>st</sup> for the 2007-2008 calendar). She said this was done because many high school students work at the fair and receive credit for that. Ms. Giunta also told the committee that they need to look at the graduation dates of Minuteman and Nashoba Regional High School to ensure they are not occurring at the same times. She said this would pose a scheduling problem for parents of twins or multiples who may have students graduating from both schools. Mr. Wood told the committee he has spoken with Mr. Markham, Assistant Superintendent of Schools for Minuteman, and that they have agreed to coordinate the graduation dates/times in years there will be students from the same family graduating from both Nashoba and Minuteman. Mr. Adams said he would ask that the committee discuss the proposed calendar at one meeting then vote at a subsequent meeting. Ms. CampoBasso commented that the move from Wednesday to Friday early release does not work as well for high school students who she said view the day as an early start to the week-end. Ms. Kelly agreed and added that she thought having Fridays as early release contradicted the message in the school handbooks regarding the district policy on vacations and homework assignments. Mr. Wood told the committee the early release days were changed from Wednesday to Friday because they heard from the elementary school teachers that the Wednesday schedule was too disruptive and did not work well for their students. He said there is no good time for this to happen except for full days, and he added that was just too cost prohibitive. Discussion continued. Ms. Kelly said there was no way to identify which days had a defined initiative. Mr. Horne asked if the committee could have information regarding what the early release days are used for. Mr. Wood told the committee he would get that information for them for the next budget workshop meeting. Mr. Adams asked the audience if there were any comments. (?), parent, stated that she feels Fridays seem to work better.

**Resource Officer**

The committee discussed this agenda item and decided a vote would not be taken at this time.

**Fiber Project**

Mr. Wood called the committee's attention to appendix VII C. The committee discussed the fiber network project proposal and decided to continue discussion at the next budget workshop meeting.

**OLD BUSINESS**

**Update on Architect Request for Proposals**

Mr. King gave a brief update to the committee. He told the committee that they have received proposals from eight different firms. He said he asked for some additional clarification and that we should have that info in March.

**Related Arts**

Mr. Wood called the committee's attention to a Related Arts Schedule for 2006-2007. He told the committee there were no changes except for a slight difference in Computer Science, which is scheduled on an interdisciplinary basis with team teaching within a lab and classroom. He told the committee there were no recommended changes for the 2007-2008 school year. Discussion took place among the committee.

**Professional Development**

Mr. Wood said this topic had been discussed earlier in the meeting as part of the calendar and early release discussion. He asked if there was anything else the committee wanted to discuss regarding this. Ms. Sturgis said that the overall budget for professional development had gone up dramatically. Mr. Wood said he would pull together information for the committee and they could discuss it further once they have this information.

**Turf Field Finance Model**

Mr. King addressed the committee regarding this agenda item and called their attention to two documents in their packet, item VIII C-1 the NRSD Debt Analysis and item VIII C-2 the Turf Field Financing Options. Mr. King gave a brief explanation of the material presented. He said there were two options to consider regarding financing for the turf field. He said the first option would be to go with vendor financing for 8 yrs. At 3,77%, which would be approximately \$900,000 and a flat payment of \$132,408. The second option would be to do a bond financing at 4.5% for 10 yrs. The committee discussed the options. Mr. King said that the towns would have to disapprove the bonding within 45 days of the District proceeding with that option. He also said that only one town would have to disapprove it in order for this option to bond to be disallowed. Mr. Horne spoke of possible fund raising efforts which could help fund the turf field project. Mr. Burke asked if the District had hard numbers on expected gate receipts. Mr. King responded that we do not have that, but have spoken with youth group who are very interested in using the field. Options for financing were discussed. M. King told the committee that it would be possible to plan to finance for 10yrs. He said they would then have about 1/1/2 yrs. to fund raise to reduce the amount that would be financed. Mr. Wood told the committee he had a meeting planned for the following day to discuss capital campaign planning.

**Enrollment/Class Size**

Mr. Wood told the committee to refer to agenda item IV A which included information regarding projected enrollment data for each of the district schools.

**MOTION**

Motion moved by Cathy Giunta to continue business after 9:00 p.m. Seconded by Ellen Sturgis **IN FAVOR:** Don Adams, Cathy Giunta, Brian Burke, Ellen Sturgis, Monica CampoBasso, David Horne, Mel Govindan, Tricia Kelly **VOTED AND PASSED. (8-0)**

Discussion ensued among the committee regarding class size and enrollment

**Preschool**

Mr. Wood again directed the committee to refer to agenda item IV A for background information on this topic. He said there will be a lottery in the beginning of March and that there were no expectations to increase the number of preschool classrooms for the FY 08 school year. He also told the committee it was decided that preschool would not move to Stow next year. He said that this was decided because Stow is currently planning for new school space and they would not want to have to move the preschool in Stow twice.

**All Day Kindergarten**

The committee again referred to agenda item IV A for background information. Mr. Wood told the committee there are two all day kindergarten classes planned for each town based on early registrations. He said there would not be a waiting list in Lancaster, nine students are on a waiting list in Bolton, and 17 are on a waiting list for Stow. He told the committee this would be monitored carefully. He said these numbers were based on having 20 students per class. Mr. Wood told the committee that there will be two half day sessions in Lancaster and Bolton each, and three half day sessions are recommended for Stow.

The number of students for each program and recommendations discussed were:

	<u>Bolton</u>	<u>Lancaster</u>	<u>Stow</u>
<b>All Day</b>	51 (2 classes)	40 (2 classes)	54 (3 classes)

**Half Day**      24 (2 Classes)      22 (2 classes)      42 (4 classes)

**Technology (Projector initiatives)**

Mr. Wood gave a brief overview of the projector initiative. Ms. Marotta also addressed the committee to give an overview of the SharePoint and projector technology use within the district classrooms. Mr. Wood told the committee he is gathering information in response to a request for information regarding the media carts from Mr. Govindan. He said he would have that for the next budget workshop meeting.

**CITIZEN INPUT**

Ms. Sue Allaire of Stow addressed the committee regarding Related Arts and told the committee she would like to see this as a priority when they were looking at the budget. She also told the committee she was disappointed to see that Mr. Smith was leaving the district and asked if the committee conducts exit interviews. Mr. Adams said the committee is currently working on a process for that which would not undermine the superintendent. Mr. Wood told the committee that the district does send exit interview requests to employees leaving the district.

Ms. Carolyn Read addressed the committee and read a letter requesting that the school committee support the implementation of a third full day kindergarten class in Bolton. She submitted the letter and attached petition to the committee.

The committee discussed whether to hold a budget workshop meeting on Thursday February 15, 2007.

**MOTION**

Motion moved by Ellen Sturgis that the committee should meet on Thursday, February 15, 2007. Seconded by Tricia Kelly. **IN FAVOR:** Don Adams, Cathy Giunta, Ellen Sturgis, Monica CampoBasso, Tricia Kelly **OPPOSED:** Mel Govindan, Brian Burke **ABSTAINED:** David Horne **VOTED AND PASSED. (5-2-1)**

**MOTION**

Motion moved by Monica CampoBasso that the committee reconsider the vote to meet on Thursday, February 15, 2007. Seconded by Mel Govindan. **IN FAVOR:** Mel Govindan **OPPOSED:** Don Adams, Cathy Giunta, Ellen Sturgis, Monica CampoBasso, Mel Govindan, Tricia Kelly Brian Burke **ABSTAINED:** David Horne **VOTED AND PASSED. (1-6-1)**

**ADJOURN**

**MOTION**

Motion moved by Ellen Sturgis to adjourn. Seconded by Monica CampoBasso. **IN FAVOR:** Don Adams, Cathy Giunta, Brian Burke, Ellen Sturgis, Monica CampoBasso, David Horne, Mel Govindan, Tricia Kelly **VOTED AND PASSED. UNANIMOUS (8-0)**

The meeting adjourned at 10:07 p.m.

Respectfully Submitted,  
Linda DeStasi  
Executive Assistant