

**NASHOBA REGIONAL SCHOOL DISTRICT  
SCHOOL COMMITTEE MEETING**

September 4, 2008

**SCHOOL COMMITTEE IN ATTENDANCE:** Monica CampoBasso, Richard Fly (arrived 6:05), Don Adams, Cathy Giunta, Mel Govindan, Lynn Colletti (arrived 6:24), David Horne

**ABSENT:** Brian Burke

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

**CALL TO ORDER**

Chair, Cathy Giunta called the meeting to order at 6:01 PM in the Superintendent's Office.

**APPROVAL OF THE WARRANTS OF July 11, 2008**

| <u>WARRANT NO.</u> | <u>DATE</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|--------------------|-------------|--------------------|---------------|
| 2899 FY08          | 6/30/08     | VENDOR             | \$ 660,746.41 |
| 2900 FY09          | 7/11/08     | VENDOR             | \$ 432,110.22 |
| 2902 FY08          | 6/30/08     | Benefit            | \$ 8,180.98   |
| 2903 FY09          | 7/11/08     | Benefit            | \$ 458,613.48 |
| 2904 FY09          | 7/11/08     | Payroll            | \$ 312,789.03 |

**MOTION**

Monica CampoBasso made a motion to approve the warrants as detailed in the memo dated 7/10/08 and noted above and seconded by Don Adams **IN FAVOR:** Monica CampoBasso, Don Adams, Cathy Giunta, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (5-0-0)**

**APPROVAL OF THE WARRANTS OF July 25, 2008**

| <u>WARRANT NO.</u> | <u>DATE</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|--------------------|-------------|--------------------|---------------|
| 2905 FY08          | 6/30/08     | VENDOR             | \$ 159,984.74 |
| 2906 FY09          | 7/25/08     | VENDOR             | \$ 466,869.38 |
| 2907 FY09          | 7/25/08     | Benefit            | \$ 475,875.25 |
| 2908 FY09          | 7/25/08     | Payroll            | \$ 213,427.83 |

**MOTION**

Monica CampoBasso made a motion to approve the warrants as detailed in the memo dated 7/23/08 and noted above and seconded by Don Adams **IN FAVOR:** Monica CampoBasso, Don Adams, Cathy Giunta, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (5-0-0)**

**APPROVAL OF THE WARRANTS OF August 8, 2008**

| <u>WARRANT NO.</u> | <u>DATE</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|--------------------|-------------|--------------------|---------------|
| 2911               | 08/08/08    | VENDOR             | \$ 175,849.74 |
| 2912               | 08/08/08    | Benefit            | \$ 26,022.40  |
| 2913               | 08/08/08    | Payroll            | \$ 226,656.34 |

**MOTION**

Monica CampoBasso made a motion to approve the warrants as detailed in the memo dated 8/6/08 and noted above and seconded by Don Adams **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (6-0-0)**

**APPROVAL OF THE WARRANTS OF August 22, 2008**

| <b><u>WARRANT NO.</u></b> | <b><u>DATE</u></b> | <b><u>DESCRIPTION</u></b> | <b><u>AMOUNT</u></b> |
|---------------------------|--------------------|---------------------------|----------------------|
| 2914                      | 8/22/08            | VENDOR                    | \$ 306,749.13        |
| 2915                      | 8/22/08            | Benefit                   | \$ 43,267.61         |
| 2916                      | 8/22/08            | Payroll                   | \$ 209,571.34        |

**MOTION**

Monica CampoBasso made a motion to approve the warrants as detailed in the memo dated 8/20/08 and noted above and seconded by Don Adams **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (6-0-0)**

**APPROVAL OF THE WARRANTS OF September 5, 2008**

| <b><u>WARRANT NO.</u></b> | <b><u>DATE</u></b> | <b><u>DESCRIPTION</u></b> | <b><u>AMOUNT</u></b> |
|---------------------------|--------------------|---------------------------|----------------------|
| 2918                      | 9/5/08             | VENDOR                    | \$ 133,265.88        |
| 2919                      | 9/5/08             | Benefit                   | \$ 486,139.69        |
| 2920                      | 9/5/08             | Payroll                   | \$ 943,939.39        |
| 2921                      | 8/27/08            | VENDOR                    | \$ 4,132.32          |

**MOTION**

Monica CampoBasso made a motion to approve the warrants as detailed in the memo dated 9/5/08 and noted above and seconded by Don Adams **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (6-0-0)**

**APPROVAL OF THE June 26, 2008 MINUTES**

**MOTION**

Don Adams made a motion to approve the minutes of June 26, 2008, and seconded by Mel Govindan **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, Lynn Colletti, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (7-0-0)**

**SUPERINTENDENT'S REPORT**

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

1. School Year Opening
2. Dee Bus
3. Deficit Bond
4. Enrollment
5. New Teacher Training and Orientation
6. NEASC Visit
7. MASC/MASS Joint Conference

### **Massachusetts Comprehensive Assessment Letter**

Mr. Wood provided a draft letter that will be sent to parents and reviewed the letter with the Committee. Full results for the entire school are not public, however under the requirement of the No Child Left Behind Act (NCLB) the ratings detailed in the letter for the Mary Rowlandson Elementary School will be shared with the parents to inform them of our actions to improve and their right to transfer while the school is in the "identified for improvement" status.

### **SUBCOMMITTEE REPORTS**

#### **Ex-Officio Report by Ryan Nicoll**

##### **1. Freshman Orientation –**

- This year, we have 271 freshmen at Nashoba, the biggest class ever. Last year, the senior class only had 212 students. Around 95% of freshmen attended the orientation.
- Incoming freshman, along with other new students, were introduced to the school and its policies in the auditorium and then lead to their homerooms, where they were given their schedules.
- Student volunteers from National Honor Society, Student Council, and other organizations lead tours along with a faculty member. Afterwards, there was an ice cream social to attend.
- The day was very successful.
- Some recommendations to improve Freshman Orientation given from students and parents were to have a way so that students could go through their entire schedule and be able to attend/see all their classes. Also, a desire for an improved map of the school was expressed.

##### **2. Athletics:**

- Beginning the fall season...
- Participation numbers for the fall are the highest ever. Over 325 athletes are participating in the 8 fall sports offered: girl's volleyball, football, cheerleading, boys & girls soccer, golf, and boys & girls cross country.
- Cheerleading has the highest amount of people cheering ever, and girls cross country has had its highest amount of runners ever.
- Girl's volleyball, coached by Ms. Sutton, was originally offered only at the junior varsity level, but is now offered at both the JV and the Varsity level.
- The first events are all beginning sometime this week. Golf, field hockey, and cross country had their events Thursday (today). Soccer has its first game Friday and Football begins September 12<sup>th</sup>.

##### **3. Drama –**

- Drama Club has two new co-presidents: Jackie Murtha and Rebecca Shoer. They are holding a meeting about the fall play, which is yet to be announced. Tryouts will be held on September 15<sup>th</sup> and 16<sup>th</sup>. They also plan to have a face painting booth at the Bolton Fair to raise funds.

##### **4. Music –**

- Introduced a new piano course: Introduction to Piano. The course is fully enrolled.
- The Pep Band is participating in the UMass Band Day, which has over 3,000 participants.

##### **5. EMT Program –**

- The Bolton Fire/EMS just received a new ambulance that the EMTs will be able to use.
- The Year 2/3 EMT class has 23 students. This year has had the most number of applications for the EMT Year 1 class starting this November.

#### **Facilities Subcommittee, by Mr. Fly**

No Report

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

Ms. Giunta reported that the Committee has met several times over the summer and they continue to work on the user fee issue. Ms. CampoBasso stated it is very hard to quantify the fees for the area, they will continue collecting data.

Policy Subcommittee, by Mr. Fly

No Report

Personnel Subcommittee, by Mr. Adams

Mr. Adams reported they will be starting contract negotiations again with Unit C next week.

SPED PAC, by Mr. Burke

No Report

ESBC, by Mr. Wood

Mr. Wood reported we are waiting for approval for the OPM for the Stow building project.

CCC by Cathy Giunta

No Report

**NEW BUSINESS**

**Final Transfers**

Mr. King reviewed the budget transfer memo in the packet and requested the Committee approve a Special Education Budget Transfer in the amount of \$10,583.67 from Special Education Aides line 100.2330.30.09.07 to the Special Education Administration line #100.2110.10.09.07.

**MOTION**

Monica CampoBasso made a motion to approve a Special Education Budget Transfer in the amount of \$10,583.67 from Special Education Aides line 100.2330.30.09.07 to the Special Education Administration line #100.2110.10.09.07 as recommended by Mr. King in the memo dated 8/14/08 and seconded by Don Adams **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, Lynn Colletti, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (7-0-0)**

**Bond Transfer**

Mr. King reviewed the deficit bond memo dated August 28, 2008, requesting the Committee to approve a one year reauthorization bond for the deficit bond. The District will be paying \$385,000. in principal and refinancing the amount of \$1,665,000.00

**MOTION**

Monica CampoBasso made a motion to approve the sale of a \$1,665,000. 2.25% State Qualified General Obligation Bond Anticipation Note of the District dated September 12, 2008 and payable September 11, 2009, to First Southwest Company at par and accrued interest plus a premium of \$3,020.25 with noted conditions and seconded by David Horne **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, Lynn Colletti, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (7-0-0)**

**Lancaster High School Alumni Association Donation**

Mr. Wood reviewed a memo from Lancaster High School Alumni Association requesting the Committee accept a donation in the amount of \$3,126.11 to be used to benefit the schools in Lancaster.

**MOTION**

Mel Govindan made a motion to accept a donation in the amount of \$3,126.11 from the Lancaster High School Alumni Association to be used to benefit the schools in Lancaster and seconded by Monica CampoBasso **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, Lynn Colletti, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (7-0-0)**

**Filming of Meetings**

Mr. Wood reviewed the memo dated August 14<sup>th</sup>, regarding the filming of meetings with the Committee and recommended the creating of a position for the purpose of filming the meetings and also to remain with the current meeting schedule and have the meetings taped via changing the meeting day and having the meetings broadcast live.

Mr. Adams stated he would like to see a student get the first opportunity to fill this position. Ms. CampoBasso agreed that a student should be given first opportunity and also suggested this could be an internship with compensation in the form of pay and/or class credits.

**MOTION**

David Horne made a motion to accept Mr. Wood's recommendation to create an Instructional Television Operator position for the purpose of taping the School Committee meetings, which would be compensated in the form of payment and/or class credits to be capped at \$8000. per year and to remain on the present meeting schedule and have the meetings taped and seconded by Monica CampoBasso **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, Lynn Colletti, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (7-0-0)**

**OLD BUSINESS**

**OCE Contract Update**

Mr. King advised the Committee the new copier contract with Oce is in force, all 27 copiers have been delivered. Mr. Wood commended Mr. King for coordinating the delivery of the machines before the start of school. Mr. King reviewed some of the features on the new machines that will enable closer monitoring of copies and use of the machines.

**Food Services Update**

Mr. Wood advised the committee that Mr. King and Mr. LaCroix have been meeting all summer and working on new ideas to boost hot lunch sales and improve appeal to the students.

**CITIZENS' COMMENTS**

NONE

**MOTION**

Don Adams made a motion to adjourn seconded by Monica CampoBasso. **IN FAVOR:** Richard Fly, Monica CampoBasso, Don Adams, Cathy Giunta, Lynn Colletti, David Horne and Mel Govindan **VOTED AND PASSED. UNANIMOUS (7-0-0)**

The meeting adjourned at 7:25 p.m.

Respectfully Submitted,  
Aleta Masterson  
Executive Assistant