

NORTH READING PUBLIC SCHOOLS
North Reading, Massachusetts

Regular Meeting of the School Committee
Open Session

Date: October 16, 2017
Time: 6:30 PM
Place: Distance Learning Lab

School Committee Members Present

Scott Buckley
Julie Koepke
Janene Imbriano
Gerald Venezia
Mel Webster

Staff Members Present

Jon Bernard – Superintendent of Schools
Michael Connelly – Director of Finance and Operations
Cindy Elmore – Recording Secretary

Visitors: Mr. Michael Tyrell (Student Representative, NRHS), Ms. Allison Kane (Teacher, NRHS), Mr. Kyle Bythrow, Mr. Michael Brown, and Ms. Caitlyn Galvin (Students, NRHS), Mr. Sotirios Pintzopoulos (Teacher, NRHS), Mr. Michael Geoffiron Scannell (of the North Reading Transcript)

I. Call to Order Open Session:

Chair Mel Webster called the Open Session to order at 6:30 PM.

II. A. Public Input:

No public input at this time.

II. B. Student Report:

Mr. Michael Tyrell, Class of 2019, presented the student report and shared his class work.

II. D.1. Proposal: North Reading High School Performing Arts Trip

Ms. Allison Kane, Performing Arts Teacher at North Reading High School, and faculty advisor to the Masquers, presented a proposal for an overnight trip to New York City (April 27 & 28, 2018) with the students of the performing arts program. A trip itinerary with other relevant details was distributed and discussed.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to approve the April 27 & 28, 2018 overnight trip to New York City with the students of the performing arts program. Motion passed 5-0.

II. D.2. Proposal: North Reading High School Extracurricular Club: Students for Soldiers

Mr. Kyle Bythrow and Mr. Michael Brown, members of the Class of 2018 at North Reading High School presented a proposal for a new extracurricular club at North Reading High School: Students for Soldiers.

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Venezia to approve the proposed Extracurricular Club, Students for Soldiers, at North Reading High School for a two-year trial period before becoming a permanent club. Motion passed 5-0.

II. D.3. Proposal: North Reading High School Model United Nations

Mr. Sotirios Pintzopoulos, North Reading High School teacher and advisor to the North Reading High School Model United Nations Club, Ms. Caitlyn Galvin, and Mr. Michael Tyrell, students of the Model United Nations Club, presented a proposal to attend the 2018 Harvard Model United Nations (HMUN) Conference on January 25-28, 2018.

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Venezia to approve the North Reading High School Model United Nations Club overnight trip to attend the 2018 Harvard Model United Nations Conference January 25-28, 2018. Motion passed 5-0.

**II. C.1. MSBA/SSBC Update
School Committee Goal LG-III-F-1**

- A second storm drain was installed on September 26th to address the persistent puddling of water in the area near the District Administration Offices
- Replacement of identified trees and shrubs was completed on October 2nd
- Hydro-seeding of remaining, identified areas on campus was completed on October 4th
- The work needed to address cracks in the asphalt of the main parking lot has been completed
- The contractors have received the drawings for the new concession stand and DEP has approved the plans. Completion date is scheduled for March 5, 2018
- The last “official” SSBC meeting is scheduled for October 24, 2017

**II. D.4. Budget and Finance Subcommittee Representatives
School Committee Goal FAM-6
Superintendent’s Professional Practice Goal**

At the September 25, 2017 meeting of the North Reading School Committee, goals of the School Committee for 2017-2018 were adopted. Among the goals adopted is the formation of a Budget and Finance Subcommittee. The School Committee selected Ms. Julie Koepke and Mr. Mel Webster to serve on the Budget and Finance Subcommittee.

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to approve the nomination of Ms. Koepke and Mr. Webster to the new Budget and Finance Subcommittee. Motion passed 5-0.

**II. D.5. Contracts Review Subcommittee Representatives
School Committee Goal FAM-7
Superintendent's Professional Practice Goal**

At the September 25, 2017 meeting of the North Reading School Committee, goals of the School Committee for 2017-2018 were adopted. Among the goals adopted is the formation of a Contracts Review Subcommittee. The School Committee selected Mr. Scott Buckley and Mr. Gerald Venezia to serve on the Contracts Review Subcommittee.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to approve the nomination of Mr. Buckley and Mr. Venezia to the new Contracts Review Subcommittee. Motion passed 5-0.

**II. D.6. October 1, 2017 Student Enrollment
Superintendent's Professional Practice Goal**

Superintendent Bernard and Mr. Connelly, Director of Finance and Operations, reviewed the 2017-2018 October 1, 2017 Student Enrollment.

**II. D.7. School Committee Policies; First Reading
School Committee Goal LG-III-A-1
Superintendent's Professional Practice Goal**

The Policy Subcommittee met on July 27, 2017 and September 24, 2017 to review and make recommendations for updates to a number of School Committee Policies; some are listed below. Mr. Buckley reviewed any changes to the current policies.

1. ABB: School Committee Powers and Duties

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy ABB: School District Organization – School Committee Powers and Duties. Motion passed 5-0.

2. BBBA: Duties and Functions of the School Committee

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to repeal Policy BBBA. Motion passed 5-0.

3. ABCB: School Committee Member Qualification/Oath of Office

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy ABCB: School District Organization – School Committee Member Qualifications/Oath of Office. Motion passed 5-0.

4. BBBB: New School Committee Member Orientation

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy BBBB: School Committee Operations – New School Committee Member Orientation. Motion passed 5-0.

5. BBBC: School Committee Conferences, Conventions, and Workshops

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy BBBC: School Committee Operations – School Committee Conferences, Conventions, and Workshops. Motion passed 5-0.

6. BBD: School Committee – Superintendent Relationship

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy BBD: School Committee Operations – School Committee - Superintendent Relationship. Motion passed 5-0.

7. CF: School Committee-Superintendent Relations

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to repeal Policy CF: School Committee-Superintendent Relations. Motion passed 5-0.

8. BBF: Advisory Committees to School Committee

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy BBF: School Committee Operations – Advisory Committees to School Committee. Motion passed 5-0.

9. BCBB: Notification of School Committee Meetings

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy BCBB: School Committee Operations – Notification of School Committee Meetings. Motion passed 5-0.

10. CEI: Evaluation of the Superintendent

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy CEI: General School Administration – Evaluation of the Superintendent. Motion passed 5-0.

11. CEIA: Procedure for Evaluating the Superintendent of Schools

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to repeal Policy CEIA: General School Administration – Procedure for Evaluating the Superintendent of Schools. Motion passed 5-0.

12. DB: Budget Planning

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy DB: Fiscal Management – Budget Planning. Motion passed 5-0.

13. GAB: Budget Planning Involvement

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to repeal Policy GAB: Personnel – Budget Planning Involvement. Motion passed 5-0.

14. DC: Fiscal Management

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy DC: Fiscal Management – Annual Budget. Motion passed 5-0.

15. DCA: Fiscal Management

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to repeal Policy DCA: Fiscal Management – Goals and Objectives. Motion passed 5-0.

16. DFD: Funding Proposals and Applications

Policy DFD: Funding Proposals and Applications was tabled until further review by the Policy Subcommittee.

17. GBRM: Smoking

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy GBRM: Personnel, Professional - Smoking. Motion passed 5-0.

18. KCAA: Public Participation at School Committee Meetings

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to approve the First Reading of revised Policy KCAA: General Public Relations – Public Participation at School Committee Meeting, with modification that Section 3 be replaced with “Public Participation throughout a regularly scheduled meeting will be left to the discretion of the Chairperson.” Motion passed 5-0.

19. BCBIA: Public Participation, Regularly Scheduled Meeting

The Committee voted on a motion by Mr. Buckley and seconded by Mr. Venezia to repeal Policy BCBIA: School Committee Operations – Public Participation, Regularly Scheduled Meeting. Motion passed 5-0.

- III. D.7. Presentation: “NRPS 2021: A Strategy for the Future”; Year Two Update
School Committee Goal LG-III-B-1
School Committee Goal LF-III-B-2
Superintendent’s Professional Practice Goal
Superintendent’s District Improvement Goal #1**

Superintendent Bernard presented a Year Two Update (2017-2018) of the school district’s strategic plan, “NRPS 2021; A Strategy for the Future.”

II. E.1. Minutes:

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to approve the September 25, 2017 Open Session minutes as written. Motion passed 5-0.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to approve the October 2, 2017 Open Session / Town Meeting minutes as written. Motion passed 5-0.

II. E.2. Budget Update:

No budget update at this time.

II. E.3. Staffing:

No staffing update at this time.

II. E.4. Bids and Donations:

- Philip and Kathleen Bustin: \$50.00 donation to purchase classroom supplies for the RISE program at the Middle School.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of \$50.00 from Philip and Kathleen Bustin to purchase classroom supplies for the RISE program at the Middle School. Motion passed 5-0.

- Tom Lasdin/Troop 750: \$67.77 donation on behalf of a Troop 750 fundraiser to benefit the NRHS Masquers performing arts program at NRHS.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of \$67.77 from Tom Lasdin on behalf of a Troop 750 fundraiser to benefit the NRHS Masquers performing arts program at the NRHS. Motion passed 5-0.

- Shalaka Taneja: \$260.00 donation to purchase classroom supplies for the Batchelder School

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation from Shalaka Taneja totaling \$260.00 to purchase classroom supplies for the Batchelder School. Motion passed 5-0.

- North Reading Youth Lacrosse Association: \$500.00 donation to the NRMS physical education program.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of 30 lacrosse sticks, 30 indoor balls and curriculum guide with a total value of \$500.00 to develop a new lacrosse unit for grades 6, 7, & 8 at the Middle School, from the North Reading Youth Lacrosse Association. Motion passed 5-0.

- Geoffrey Simons: \$500.00 donation to support costs associated with the Parent University initiative.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of \$500.00 from Geoffrey Simons to support the costs associated with the Parent University initiative at the North Reading Public Schools.

- Geoffrey Simons: \$1,500.00 donation for a large color printer for student artwork.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of \$1,500.00 to purchase a large color printer for student artwork at North Reading High School from Geoffrey Simons. Motion passed 5-0.

- North Reading Youth Services: \$1,757.41 donation of materials for the North Reading Middle School health classroom.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of materials valued at \$1,757.41 from the North Reading Youth Services to support the health curriculum at the Middle School. Motion passed 5-0.

II. F.1. Subcommittee Reports:

No subcommittee updates.

Subcommittee Schedule:

a) Athletic Subcommittee	October 17, 2017	12:30 PM
b) Policy Subcommittee	October 18, 2017	7:00 AM
c) SSBC	October 24, 2017	5:30 PM
d) NORCAM BOD	October 26, 2017	7:00 PM
e) Finance Planning Team	November 2, 2017	8:00 AM

II. F.2. Administrative Report:

- * **Resource Allocation and District Action Reports (RADAR) Grant Application**
Superintendent's Professional Practice Goal
Superintendent's Student Learning Goal
 Superintendent Bernard addressed North Reading's participation in a RADAR grant application

- * **MCAS 2.0 Assessment Results**
Superintendent's Professional Practice Goal
Superintendent's Student Learning Goal
 Superintendent Bernard spoke about the release of the spring 2017 MCAS 2.0 assessment results

- * **Parent University Update**
School Committee Goal FCR III-A-6
Superintendent's Professional Practice Goal
Superintendent's District Improvement Goal #6
 Superintendent Bernard distributed the results of a survey that was administered last spring, and which is being used to develop workshops to be presented at Parent University 2018.

- * **SEEM Collaborative and Northshore Educational Consortium Executive Director Reports**
Superintendent's Professional Practice Goal
 Copies of the SEEM Collaborative and the Northshore Education Consortium's Executive Director's Reports were distributed

* **REMINDER: Plaque Dedication Ceremony Honoring Dr. David Troughton**
- October 17, 2017 (Tuesday): David Troughton Plaque Dedication Ceremony;
Distance Learning Lab at North Reading Middle/High School; 4:00 p.m.

* **“Good News” Department**

School Committee Goal FCR III-A-4

Superintendent’s Professional Practice Goal

The following four students at North Reading High School have been named “Commended Students” in the 2017 PSAT National Merit Scholarship Program for their exemplary performance on the PSAT examination (top 3% of approximately 1.6 million PSAT test takers): Sarah Bustin, Owen DeCleene, Monika Stantcheva, and Emma Wolf; Caitlyn Galvin has been named a Semi-Finalist, an honor reserved for approximately one percent of all test takers.

II. F.3. Correspondence: No correspondence at this time.

III. Future Business:

October 30, 2017	6:30 PM	Regular Meeting – Distance Learning Lab NRMS/HS
November 13, 2017	6:30 PM	Regular Meeting – Distance Learning Lab NRMS/HS

V. Adjournment:

The Committee voted on a motion made by Ms. Koepke and seconded by Ms. Imbriano to adjourn at 9:00 pm. Motion passed 5-0.

Documents and Exhibits:

1. Student Report
2. Memo – Student Trip to NYC
3. PowerPoint – Students for Soldiers
4. Memo – Student Trip to Harvard Model United Nations Conference 2018
5. NRPS –In-District Enrollment 2017-2018
6. Policy – School District Organization – ABB – School Committee Powers and Duties
7. Policy – School Committee Operation – BBBA – Duties and Functions of the School Committee
8. Policy – School District Organization – ABCB – School Committee Members Qualifications /Oath of Office
9. Policy – School Committee Operations – BBBB – New School Committee Member Orientation
10. Policy – School Committee Operations – BBBC – School Committee Conferences, Conventions, and Workshops
11. Policy – School Committee Operations – BBD – School Committee – Superintendent Relationship
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13. Policy – School Committee Operations – BBF – Advisory Committees to School Committee
14. Policy – School Committee Operations – BCB – Notification of School Committee Meetings
15. Policy – General School Administration – CEI – Evaluation of the Superintendent
16. Policy – General School Administration – CEIA – Procedure for Evaluation the Superintendent of Schools
17. Policy – Fiscal Management – DB – Budget Planning
18. Policy – Personnel – GAB – Budget Planning Involvement
19. Policy – Fiscal Management – DC – Annual Budget
20. Policy – Fiscal Management – DCA – Goals and Objectives
21. Policy – Personnel, Professional – GBRM – Smoking
22. Policy – General Public Relations – KCAA – Public Participation at School Committee Meetings
23. Policy – School Committee Operations – BCBIA – Public Participation, Regularly Scheduled Meetings
24. Policy – Fiscal Management – DFD – Funding Proposals and Applications
25. PowerPoint – NRPS 2021: A Strategy for the Future
26. Minutes: September 25, 2017 – Open Session
27. Minutes: October 2, 2017 – Open Session /Town Meeting
28. Gift Acceptance Memo – Philip and Kathleen Bustin
29. Gift Acceptance Memo – Tom Lasdin/Troop 750
30. Gift Acceptance Memo – Shalaka Taneja
31. Gift Acceptance Memo – North Reading Youth Lacrosse Association
32. Gift Acceptance Memo – Geoffrey Simons
33. Gift Acceptance Memo – Geoffrey Simons
34. Gift Acceptance Memo – North Reading Youth Services
35. Letter – MADESE -Regarding the 2017 MCAS scores
36. North Reading Public Schools Parent University 2018 – handout
37. SEEM Collaborative – Executive Directors Report 9/26/2017
38. Northshore Educational Consortium – Executive Director’s Report, September 2017