

**NORTH READING PUBLIC SCHOOLS**  
North Reading, Massachusetts

**Regular Meeting of the School Committee**  
*Open Session*

Date: November 13, 2017  
Time: 6:30 PM  
Place: Distance Learning Lab

***School Committee Members Present***

Scott Buckley  
Julie Koepke  
Janene Imbriano  
Gerald Venezia (not present)  
Mel Webster

***Staff Members Present***

Jon Bernard – Superintendent of Schools  
Dr. Patrick Daly – Assistant Superintendent  
Michael Connelly – Director of Finance and Operations  
Cindy Elmore – Recording Secretary

**Visitors:** Ms. Caitlyn Galvin (Student Representative, NRHS), Mr. Geof Simons (NR Resident), Ms. Christine Molle (Principal, E. Ethel Little School), Little School Parents: Ms. Elena DeAngelis, Ms. Linda Emery, Ms. Jennifer Vant, Ms. Kate Schulz, Mr. Virgilio Bancarotta, Mr. Chuck Mulik, Mr. Tim Brewster, and Mr. Scott Curtice, Mr. Evan Noce (Social Studies teacher/faculty advisor to the International Travel Club), Mr. Michael Geoffrion-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:**

Mr. Geof Simons expressed his gratitude to the many present and former School Committee members, teachers, administrators, and former Superintendent David Troughton, for their support of the inclusion program in which his son, Nathan was enrolled from the age of three. Nate, who is now 29, is living independently and working full-time at Children's Hospital in Boston. Mr. Simons attributed a large part of Nathan's success to his experiences in the North Reading Public Schools.

**II. B. Student Report:**

Ms. Caitlyn Galvin, Class of 2018, presented the Student Report and shared her class work.

**II. D.1. Presentation: Certificates of Appreciation  
School Committee Goal FCR-III-A-4**

On behalf of the School Committee, Mr. Webster and Ms. Molle, Principal of the E. Ethel Little School presented Certificates of Appreciation to members of the Little School community for their help and participation in the fundraising, planning and design and their physical contributions in building the new Little School playground.

PTO Playground Committee: Elena DeAngelis, Linda Emery and Jennifer Vant

PTO Fundraising Committee: Kate Schulz

Playground Construction “Dads”: Virgilio Bancarotta, Chuck Mulik, Tim Brewster and Scott Curtice

## **II. D.2. Proposal: North Reading High School Foreign Travel Proposal: Spring 2019**

Mr. Evan Noce, English and Social Studies teacher at NRHS and faculty advisor to the International Travel Club, presented a proposal for a student trip to Eastern Europe in April 2019.

*The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to approve the International Travel Club trip to Eastern Europe in April 2019. Motion passed 4-0.*

## **II. D.3. Presentation: Assessment and Accountability Spring 2017 State Standardized Assessment Results Superintendent’s Student Learning Goal School Committee Goal EP-III-A-3 School Committee Goal EP-III-A-4**

Dr. Patrick Daly, Assistant Superintendent, gave a presentation of the district’s results on the spring 2017 state standardized assessments (MCAS and MCAS 2.0).

## **II. D.3. Presentation: Elementary Standards Based Report Card Superintendent’s Student Learning Goal School Committee Goal EP-III-A-3 School Committee Goal EP-III-A-4**

Dr. Patrick Daly, Assistant Superintendent, gave a presentation on the elementary schools’ report card to reflect a standards-based model.

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

- There remains one outstanding item on the punch-list; this includes the replacement of a section of the protective glass in the High School cafeteria serving line. The glass is due to be replaced on November 14, 2017.

## **II. C.2. School Committee Policies; Second Reading School Committee Goal LG-III-A-1 Superintendent’s Professional Practice Goal**

The School Committee approved a First Reading of these policies at the October 16, 2017 School Committee meeting. 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 Ms. Imbriano to accept the Second Reading of Policy ABB: School District Organization – School Committee Powers and Duties. Motion passed 4-0.*

**2. ABCB: School Committee Member Qualification/Oath of Office**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy ABCB: School District Organization – School Committee Member Qualifications/Oath of Office. Motion passed 4-0.

**3. BBBB: New School Committee Member Orientation**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy BBBB: School Committee Operations – New School Committee Member Orientation. Motion passed 4-0.

**4. BBBC: School Committee Conferences, Conventions, and Workshops**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy BBBC: School Committee Operations – School Committee Conferences, Conventions, and Workshops. Motion passed 4-0.

**5. BBD: School Committee – Superintendent Relationships**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy BBD: School Committee Operations – School Committee - Superintendent Relationships. Motion passed 4-0.

**6. BBF: Advisory Committees to School Committee**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy BBF: School Committee Operations – Advisory Committees to School Committee. Motion passed 4-0.

**7. BCBB: Notification of School Committee Meetings**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy BCBB: School Committee Operations – Notification of School Committee Meetings. Motion passed 4-0.

**8. CEI: Evaluation of the Superintendent**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy CEI: General School Administration – Evaluation of the Superintendent. Motion passed 4-0.

**9. DB: Budget Planning**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy DB: Fiscal Management – Budget Planning. Motion passed 4-0.

**10. DC: Fiscal Management**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy DC: Fiscal Management – Annual Budget. Motion passed 4-0.

**11. GBRM: Smoking**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy GBRM: Personnel, Professional - Smoking. Motion passed 4-0.

**12. KCAA: Public Participation at School Committee Meetings**

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Imbriano to accept the Second Reading of Policy KCAA: General Public Relations – Public Participation at School Committee Meetings. Motion passed 4-0.

**III. D.5 School Committee Policies; First Reading**  
**School Committee Goal LG-III-A-1**  
**Superintendent's Professional Practice Goal**

The Policy Subcommittee presented the following policies for First Reading approval. Mr. Buckley reviewed any changes to the current policies.

**1. DFD: Funding Proposals and Applications**

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to approve the First Reading of revised Policy DFD: Fiscal Management – Funding Proposals and Applications. Motion passed 4-0.

**2. DJEJ: Payment Procedures**

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to approve the First Reading of revised Policy DJEJ: Fiscal Management – Payment Procedures. Motion passed 4-0.

**3. GAHB: Political Activities**

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to approve the First Reading of revised Policy GAHB: Personnel – Political Activities. Motion passed 4-0.

**4. GBA: Compensation Guides and Contracts**

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to approve the First Reading of revised Policy GBA: Personnel, Professional – Compensation Guides and Contracts. Motion passed 4-0.

**III. D.6 School Committee Policies; First Reading  
School Committee Goal LG-III-A-1  
Superintendent's Professional Practice Goal**

At the October 17, 2017 meeting of the Athletic Subcommittee, it was discussed that there is an interest in advertising/sponsorship signs at the softball fields at the E. Ethel Little Elementary School. Mr. Webster, member of the Athletic Subcommittee, discussed the possibility of modifying the policies; Policy DFP – Corporate / Business / Benefactor Sponsorship; Policy KJ - Advertising in the Schools; Policy LEGC/LEGC-R – Corporate / Business / Benefactor Sponsorship. It was recommended that the Policy Subcommittee discuss with the Athletic Subcommittee, Ms. Molle (E. Ethel Little School Principal), and Parks & Recreation what their policy is and then come back to the School Committee for further discussion and vote.

**IV. D.7. Student Enrollment Projections  
Superintendent's Professional Practice Goal**

Mr. Connelly, Director of Finance and Operations, presented a report on "Enrollment Projections" for the next 10 years. He also reviewed past years enrollments and trends.

**II. E.1. Minutes:**

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to approve the October 16, 2017 Open Session minutes as written. Motion passed 4-0.

**II. E.2. Budget Update:**

Mr. Connelly, Director of Finance and Operations, presented a FY18 Budget Report.

Mr. Connelly also presented an application for recognition of the North Reading High School Varsity Girl's Hockey Team Boosters.

The Committee voted on a motion by Mr. Buckley and seconded by Ms. Koepke to recognize the North Reading High School Varsity Girls Hockey Boosters as a support group and authorize School Administration to work collaboratively with the group for the betterment of the North Reading Public Schools. Motion passed 4-0.

Mr. Connelly presented a quarterly report on the status of the Student Activities accounts.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to approve the list of active student activity accounts at the High School and Middle School for the 2017-2018 school year as presented by the Administration. Motion passed 4-0.

**II. E.3. Staffing:**

No staffing update at this time.

**II. E.4. Bids and Donations:**

- Firestone Tire: in-kind donation of fourteen tires valued at \$28.00 to be used to make repairs to a football training piece of equipment.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of used tires from Firestone Tires in North Reading, with assistance from Cliff Bowers, valued at \$28.00. The tires will be used to replace the tires on the football team obstacle device. Motion passed 4-0.

- Massachusetts Coalition of Nurse Practitioners: \$100.00 donation to purchase supplies for the RISE classroom at North Reading Middle School.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of \$100.00 from the Massachusetts Coalition of Nurse Practitioners to purchase supplies for Jolene Danian's classroom (RISE program) at the Middle School. Motion passed 4-0.

- Reimbursement Specialists, Inc.: \$500.00 to support costs associated with Parent University 2018.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of \$500.00 from Reimbursement Specialists to support costs associated with NRPS Parent University. Motion passed 4-0.

- North Reading Middle School Parents' Association: \$1,581.80 to purchase protective sleeves for Chromebooks for Middle School students.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to accept with gratitude a donation of \$1,581.80 from the NRMS Parents Association to purchase 220 Chromebook sleeves for the 7<sup>th</sup> grade at the North Reading Middle School. Motion passed 4-0.

## **II. F.1. Subcommittee Reports:**

Mr. Webster provided a report on the October 17, 2017 Athletic Subcommittee meeting.

Ms. Imbriano provided a report on the October 24, 2017 Secondary Schools Building Committee.

Mr. Webster provided a report on the November 2, 2017 Athletic Facilities Committee meeting.

### **Subcommittee Schedule:**

a) Athletic Subcommittee	November 14, 2017	12:30 PM
b) SSBC	November 14, 2017	5:30 PM
c) NORCAM BOD	November 16, 2017	7:00 PM
d) Policy Subcommittee	November 21, 2017	7:00 AM
e) Finance Planning Team	December 5, 2017	8:00 AM

## **II. F.2. Administrative Report: \* "Good News" Department School Committee Goal FCR III-A-4 Superintendent's Professional Practice Goal**

Congratulations to the 63 students of the Class of 2019 at North Reading High School who have been named recipients of the John and Abigail Adams Scholarship for exemplary performance on the spring 2017 MCAS examination.

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

**III. Future Business:**

December 4, 2017	6:30 PM	Regular Meeting – Distance Learning Lab NRMS/HS
December 18, 2017	6:30 PM	Regular Meeting / High School Presentation Distance Learning Lab NRMS/HS
January 8, 2017	6:30 PM	Regular Meeting – Distance Learning Lab NRMS/HS

**V. Adjournment:**

The Committee voted on a motion made by Ms. Imbriano and seconded by Ms. Koepke to adjourn at 9:48 pm. Motion passed 4-0.

**Documents and Exhibits:**

1. Student Report
2. PowerPoint – International Travel Club Proposal: Eastern Europe Trip - April School Vacation, 2019
3. NRPS – MCAS: Legacy and Next-Generation and Standards-Based Report Cards
4. Policy: School District Organization – ABB – School Committee Powers and Duties
5. Policy: School District Organization – ABCB – School Committee Member Qualifications/Oath of Office
6. Policy: School Committee Operations – BBBB – New School Committee Member Orientation
7. Policy: School Committee Operations – BBBC – School Committee Conferences, Conventions and Workshops
8. Policy: School Committee Operations – BBD – School Committee – Superintendent Relationship
9. Policy: School Committee Operations – BBF – Advisory Committees to School Committee
10. Policy: School Committee Operations – BCBB – Notification of School Committee Meetings
11. Policy: General School Administration – CEI – Evaluation of the Superintendent
12. Policy: Fiscal Management – DB – Budget Planning
13. Policy: Fiscal Management – DC – Annual Budget
14. Policy: Personnel, Professional – GBRM – Smoking
15. Policy: General Public Relations – KCAA – Public Participation at School Committee Meetings
16. Policy: Fiscal Management – DFD – Funding Proposals and Applications
17. Policy: Fiscal Management – DJEJ – Payment Procedures
18. Policy: Personnel – GAHB – Political Activities
19. Policy: Personnel, Professional – GBA – Compensation Guides and Contracts
20. Policy: Fiscal Management – DFP – Corporate / Business/ Benefactor Sponsorship
21. Policy: General Public Relations – KJ -Advertising in the Schools
22. Policy: Inter-Organizational Relations - LEGC – Corporate / Business / Benefactor Sponsorship
23. NRPS – Enrollment Projections
24. Minutes: October 16, 2017 – Open Session
25. Booster and Support Group Application of Recognition
26. Student Activity Quarterly Report (July 2017 – September 2017)
27. Gift Acceptance Memo – Firestone Tires
28. Gift Acceptance Memo – Massachusetts Coalition of Nurse Practitioners
29. Gift Acceptance Memo – Reimbursement Specialist, Inc.
30. Gift Acceptance Memo – NRMS Parents' Association