

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

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

Date: June 22, 2015

Time: 6:30 PM

Place: Distance Learning Lab at North Reading High School

***School Committee Members Present***

Clifford Bowers

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. Jenson Kaithamattam (Student Representative), Mr. Rich McGowan, Ms. Lacey LaHaie (Middle School French Teacher), Ms. Catherine O’Connell (Principal, Middle School), Mr. AJ Loprete (Principal, High School), Dr. Patrick Daly (Assistant Superintendent), Mr. Dan Tomasello (of the North Reading Transcript)

**I. Executive Session**

At 6:33 p.m. the Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers pursuant to Massachusetts General Laws, Chapter 30A, Section 21, to go into Executive Session for the purpose of discussing ongoing contract negotiations and potential litigation and to return to Open Session. Motion passed 5-0 on a roll call vote.

At 6:59 p.m. the Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers to return to Open Session. Motion passed 5-0.

**II. Call to Order Open Session:**

School Committee Chair, Janene Imbriano called the Open Session to order at 7:06 p.m.

**III. A. Public Input:**

There was no public input.

**III. B. Student Report:**

Mr. Jenson Kaithamattam gave the final student report for the year.

**III. C.2. MSBA/SSBC Update:**

- a. Forming for concrete at the high school/middle school plaza has begun
- b. Excavation has taken place at the south side of the middle school parking lot (west of existing former high school) for storm water structure and piping installation
- c. Small plantings and mulching placement is ongoing
- d. Balancing and testing of mechanical units and components is ongoing and is progressing out of the two-story portion of the middle school toward the one story structure
- e. Moisture mitigation is complete for resilient flooring; installation of VCT is 70% complete
- f. Remaining casework for E & F building one story classrooms has been delivered and installation has begun
- g. Tentative dates has been set for tours prior to the first day of school
- h. Still on schedule for opening day of September 9, 2015
- i. The next SSBC meeting is June 23, 2015.

**III. C.2. Policy Manual Review/Revision - Second Reading: KGA and KGA-R**

Policy KGA and KGA-R: Use of North Reading Public School Buildings and Grounds and North Reading Public Schools Facility Use Fees and Regulations was presented for a second reading.

The Committee voted on a motion by Ms. Koepke and seconded by Mr. Bowers to approve the second reading of Policy KGA and KGA-R – Use of North Reading Public School Buildings and Grounds and North Reading Public Schools Facility Use Fees and Regulations. Motion passed 5-0.

**III. D.1. North Reading Education Association Contract Agreement**

The North Reading School Committee and the North Reading Education Association (NREA) have reached a tentative agreement as a result of collective bargaining negotiations from December 2014 to May 2015. The NREA held a ratification meeting with their membership on June 4, 2015 and voted in the affirmative to approve the terms of the tentative agreement.

In general, the terms of the tentative agreement are as follows:

- The contract will be for three years, from July 1, 2015 through June 30, 2018
- The COLA is 1%, 2%, 3% in fiscal years 2016, 2017, 2018 respectively
- A revised salary schedule will be instituted to a more “traditional salary” scale with nine lanes and twelve steps
- An amount of \$15,000 will be set aside each year for course reimbursement beginning with fiscal year 2017
- The sick leave buyback provision will be eliminated beginning with fiscal year 2018

- A subcommittee established under the terms of the present contract will continue its work to further discuss modifications to the extracurricular stipend structure (including coaches' stipends).

Superintendent Bernard was pleased to report that negotiations were conducted in a professional and collaborative manner. He praised the teachers for their cooperation and commitment to the school district and said it was a pleasure working with such dedicated professionals. He is also appreciative of the contributions of Mr. Venezia and Mr. Webster, both of whom represented the School Committee and the community in a fashion that demonstrated both fiscal responsibility and support of the employees of the school district.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Venezia to approve the contract between the North Reading School Committee and the North Reading Education Association that begins July 1, 2015. Motion passed 4-0-1, Mr. Bowers abstained.

### **III. D.2. North Reading Food Services Employees Contract**

The North Reading School Committee and the North Reading Food Service Employees have reached a tentative agreement as a result of collective bargaining negotiations from February through June 2015.

In general, the terms of the tentative agreement are as follows:

- A one year contract (July 1, 2015 – June 30, 2016)
- A 2% COLA

Superintendent Bernard was pleased to report that the negotiations were conducted in a professional and collaborative manner. He thanked the Food Service Employees for their cooperation and commitment to the school district. He is also appreciative of the efforts of Mr. Michael Connelly, Director of Finance and Operations, and Ms. Janene Imbriano, Chairperson of the North Reading School Committee, for their contributions to the negotiations.

The Committee voted on a motion by Mr. Bowers and seconded by Mr. Venezia to approve the contract between the North Reading School Committee and the North Reading Food Service Employees that begins July 1, 2015. Motion passed 5-0.

### **III. D.3. School Committee Awards of Appreciation**

Ms. Catherine O'Connell, Principal, North Reading Middle School, has nominated three individuals to receive School Committee Awards of Appreciation. Ms. O'Connell presented the awards to Mr. Rich McGowan, Ms. Karen Casey and Ms. Carolyn Copelas for their contributions and dedicated service as two-year members of the North Reading Middle School 2.0 Team. Ms. Casey and Ms. Copelas were not present to receive their award.

**III. D.4. School Improvement Plan Presentation – North Reading Middle School and North Reading High School**

The Middle School and High School Principals reviewed the progress made to achieve their 2014-2015 School Improvement Plan goals and presented their 2015-2016 School Improvement Plans.

**III. D.5. North Reading Middle School Trip Proposal**

Ms. Cathy O'Connell (Middle School Principal) and Ms. Lacey LaHaie (Middle School French Teacher) presented a trip proposal to Québec City for November 19-21, 2015 for the Middle School French students.

The Committee voted on a motion by Mr. Venezia and seconded by Mr. Webster to approve the Middle School trip to Québec City, November 19-21, 2015. Motion passed 5-0.

**III. D.6. Elementary Mathematics Curriculum Presentation**

Dr. Patrick Daly (Assistant Superintendent) provided a presentation on the work that the school district has undertaken in 2014-2015 with respect to reviewing K-12 mathematics curriculum programs and materials. Dr. Daly also outlined a proposed pilot plan for 2015-2016 leading to a textbook materials adoption.

**III. D.7. Annual Municipal Review of Town Owned Land**

This item on the agenda has been tabled to a future School Committee meeting.

**III. E.1. Minutes:**

The Committee voted on a motion by Mr. Webster and seconded by Mr. Venezia to approve the May 26, 2015 Executive Session minutes as written. Motion passed 4-0-1; Mr. Bowers abstained.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Venezia to approve the May 26, 2015 Open Session minutes as written. Motion passed 5-0.

The Committee voted on a motion by Mr. Bowers and seconded by Mr. Venezia to approve the June 1, 2015 Open Session minutes as written. Motion passed 5-0.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Venezia to approve the June 8, 2015 Executive Session minutes as written. Motion passed 4-0-1; Mr. Bowers abstained.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers to approve the June 8, 2015 Open Session minutes as written. Motion passed 5-0.

**III. E.2. Budget Update:**

There was no budget update.

**III. E.3. Staffing:**

There was no staffing update.

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

Superintendent Bernard requested the acceptance of the following donations:

- North Reading Middle School Parents' Association: \$3,760.00 donation to defer expenses associated with the Grade 8 trip to Washington, D.C. and other year-end field trips.

The Committee voted on a motion by Mr. Bowers and seconded by Mr. Venezia to accept with gratitude a \$3,760.00 donation from the North Reading Middle School Parents' Association to be used toward the Grade 8 trip to Washington, D.C. and other year-end trips.

- Mr. Michael Prisco and Family donation of \$18,000 for the purchase of an American Flag pole and Vietnam Memorial presentation at the new Middle School/High School campus, including landscaping and installation. This purchase has been approved by the SSBC.

The Committee voted on a motion by Mr. Venezia and seconded by Mr. Bowers to accept with gratitude a \$18,000.00 donation from Mr. Michael Prisco and Family for the purchase of an American Flag pole and Vietnam Memorial presentation at the new Middle School/High School campus, including landscaping and installation. Motion passed 5-0.

**III. F.1. Subcommittee Reports:**

Ms. Imbriano and Mr. Webster gave a report on the June 19, 2015 Finance Planning Team meeting.

**Subcommittee Schedule:**

a) Athletic Subcommittee	June 23, 2015	12:30 PM
b) SSBC	June 23, 2015	5:30 PM
c) NORCAM BOD	June 25, 2015	7:00 PM
d) Policy Subcommittee	TBD	3:00 PM
e) Finance Planning Team	August	8:15 AM

**III. F.2. Administrative Report:**

- Update: Little School Roof Restoration Project/MSBA Reimbursement: On June 16, 2015, the Superintendent, Director of Finance and Operations, and

the Supervisor of Buildings and Grounds met with the Town Administrator and Town Finance Director to review the requirements associated with the Little School Roof Restoration project. A presentation will be made to the Finance Committee on June 25, 2015; the purpose of this presentation will be to seek a reserve fund transfer for the cost of an Owner's Project Manager and Schematic Design for the project (estimated at \$40,000 in total), evidence of which must be submitted by August 3, 2015.

- 2015-2016 School Year: Information and important dates as they relate to the 2015-2016 school year:
  - August 25 & 26, 2015 (Tuesday & Wednesday)
    - New Teacher Orientation Program
  - August 31 & September 1, 2015 (Monday & Tuesday)
    - Optional Classroom Set-up Days and Technology Orientation for Middle School Educators
  - September 2, 2015 (Wednesday)
    - Open House for Middle School Students
      - Grade 6: 9:00 – 11:00 a.m.
      - Grades 7 & 8: 12:00 – 2:00 p.m.
  - September 8, 2015 (Tuesday)
    - Opening Day for Faculty and Staff
      - 8:30 a.m.: Middle School/High School PAC
  - September 9, 2015 (Wednesday)
    - First Day of School: Grades 1-12
  - September 11, 2015 (Friday)
    - First Day of School for Pre-K and Kindergarten
  - September 30, 2015 (Wednesday: Tentative)
    - Community Open House/Ribbon Cutting for the new North Reading Middle School: 6:30 p.m.
  - Student Drop-Off/Pick Up Plans
    - Detailed plans for student drop-off and pick-up at the new Middle/High school campus beginning in September 2015.
- Bravo! to the Cast and Crew of the E. Ethel Little School Drama Club and the performances of "Beauty and the Beast" held on June 9, 2015. Special thanks are owed to Mr. Christopher Tatro and Ms. Leslie Mazzone, Directors.
- School Committee Meeting Schedule for 2015-2016: Attached draft schedule of meeting dates for the North Reading School Committee for 2015-2016.

### III. F.3. Correspondence:

- Letter from David Super (Tour Guide Washington D.C.): Mr. Super wrote to Principal O'Connell (Middle School) praising the students on his bus while in Washington D.C. on their class trip.

**IV. Future Business:**

July 25, 2015	5:00 PM	Goal Setting Workshop
July 25, 2015	7:00 PM	Regular Meeting, NRHS DLL
August 24, 2015	7:00 PM	Regular Meeting, NRHS DLL
		(if needed 5:00 PM for Goal Setting Workshop continued)

**V. Adjournment:**

The Committee voted on a motion made by Mr. Bowers and seconded by Mr. Venezia to adjourn at 9:45 pm. Motion passed 5-0.

**Documents and Exhibits:**

1. Policies: KGA and KGA-R – Use of North Reading Public School Buildings and Grounds and North Reading Public Schools Facility Use Fees and Regulations
2. Memo – Food Services Contract
3. PowerPoint – Middle School and High School Improvement Plans 2015-2016
4. Middle School Trip Proposal
5. PowerPoint – Elementary Mathematics Curriculum Presentation
6. Minutes: Executive Session – May 26, 2015
7. Minutes: Open Session – May 26, 2015
8. Minutes: Open Session – June 1, 2015
9. Minutes: Executive Session – June 8, 2015
10. Minutes: Open Session – June 8, 2015
11. Gift Acceptance memo: North Reading Middle School Parents' Association
12. Gift Acceptance memo: Michael Prisco and Family
13. Map of proposed student drop-off/pick up plan for new Middle/High School
14. Draft of School Committee Meeting Schedule, 2015-16
15. Letter from tour guide, David Super