

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

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

Date: November 21, 2016

Time: 6:00 PM

Place: North Reading Middle/High School Distance Learning Lab

***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. Michael Tyrell (Student Representative), Ms. Cynthia Conant (Director of Pupil Personnel Services), Ms. Tracy Conlon (Batchelder Parent), several Batchelder School parents, Mr. Scott Buckley (NR Resident), Mr. Dan Tomasello (of the North Reading Transcript).

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

Chairman Bowers called the meeting to order at 6:00 p.m.

**Executive Session:**

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Venezia pursuant to Massachusetts General Laws, Chapter 30A, Section 21, to enter into Executive Session to discuss a potential legal matter, and to reconvene in Open Session. The motion passed 5-0 on a roll call vote.

Chairman Bowers called the Open Session back to order at 6:32 p.m.

**II. A. Public Input:**

There was no public input.

**II. B. Student Report:**

Mr. Michael Tyrell gave the student report and presented his class project.

**II. D.1. Presentation: SBIRT; Ms. Cynthia Conant, Director of Pupil Personnel Services**

Ms. Cynthia Conant gave a presentation on SBIRT (Screening, Brief Intervention, and Referral for Treatment), which is required for the 2017-2018 school year as part of the provisions of the “Opioid Law.” There is a desire to pilot this process in the spring of 2017.

## II. D.3. Elementary School Recess

Ms. Tracy Conlon and other Batchelder parents attended to the School Committee meeting to address the letter Ms. Conlon sent to the School Committee and Superintendent Bernard regarding teachers taking away recess time for academic reasons at the Batchelder Elementary School. Ms. Conlon and other parents shared their thoughts and the Committee agreed this is an issue to be referred to the Superintendent. Ms. Conlon will contact Superintendent Bernard to schedule a time to meet with him and others on this issue.

## II. C.1. MSBA/SSBC Update

- a. MON was on site on November 14, 2016 to begin shrub replacement. Approximately 70% of those plants needing to be replaced were removed and new plants were installed; the remaining 30% of plants will be replaced in the spring.
- b. Drainage repairs began on November 14, 2016 and will continue per the schedule confirmed on November 10, 2016.
- c. A meeting to review the updated list of punchlist items is taking place among representatives of Dore and Whittier, Gilbane, and PMA on November 21, 2016. The results of this meeting will be reviewed with representatives of the SSBC on November 23, 2016.
- d. The next SSBC meeting is scheduled for November 29, 2016.

## II. C.2. Naming of a School Facility

The date of October 28, 2016 had been set by the School Committee as the deadline for expressing interest to serve on a screening committee to accept nominations for the naming of the Distance Learning Lab at North Reading Middle/High School. The following individuals have expressed interest in serving on said screening committee: Mr. Geoffrey Simons (Community Representative); Ms. Catherine O'Connell (Middle School Principal); Mr. AJ Loprete (High School Principal) and Mr. Jon Bernard (Superintendent of Schools). It was recommended that Mr. Jerry Venezia from the NR School Committee also be on the screening committee.

A deadline of December 5, 2016 (two weeks) was established for the acceptance of nominations for naming the North Reading Middle/High School Distance Learning Lab. A recommendation has been made to name the space after Dr. David Troughton, Superintendent of Schools from 1994 to 2009. Additional nominations should be submitted in writing to the attention of Mr. Jon Bernard, Superintendent of Schools.

A public hearing will be held on January 9, 2017.

The above is in accordance with the policy FDCA: Naming of Schools and School Related Facilities.

*The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to approve Mr. Geoffrey Simons, Ms. Catherine O'Connell, Mr. AJ Loprete, Mr. Jerry Venezia, and Superintendent Bernard to be a screening committee to accept nominations for the naming of the Distance Learning Lab. Motion passed 5-0.*

## II. D.2. Appointments: School Committee Representatives to Collective Bargaining Teams

Representatives of the School Committee serve on negotiation teams with the different collective bargaining units. The following individuals are recommended for appointment:

Mr. Webster, Paraprofessionals Collective Bargaining Unit  
Ms. Imbriano, Custodians Collective Bargaining Unit  
Ms. Koepke, Secretaries Collective Bargaining Unit

The Committee voted on a motion by Mr. Venezia and seconded by Ms. Koepke to approve Mr. Mel Webster as the School Committee Representative to the Collective Bargaining Unit with the Paraprofessionals. Motion passed 5-0.

The Committee voted on a motion by Mr. Venezia and seconded by Ms. Koepke to approve Ms. Janene Imbriano as the School Committee Representative to the Collective Bargaining Unit with the Custodians. Motion passed 5-0.

The Committee voted on a motion by Mr. Venezia and seconded by Mr. Webster to approve Ms. Julie Koepke as the School Committee Representative to the Collective Bargaining Unit with the Secretaries. Motion passed 5-0.

## **II. D.4. Appointment: Athletic Facilities Committee**

There has been a request to expand the membership of the Athletic Facilities Committee to include a representative of the North Reading Finance Committee. The Committee agreed to the appointment of the representative from the Finance Committee to serve from November 21, 2016 to January 31, 2018.

The Athletic Facilities Committee has been asked to serve as the conduit for exploring further the need to install a lavatory facility and possibly a concession stand at Arthur J. Kenney Field.

The Committee voted on a motion by Mr. Venezia and seconded by Ms. Koepke to approve an expansion of the Athletic Facilities Committee to include a representative of the Finance Committee for a term of November 21, 2016 to January 31, 2018. The Finance Committee will appoint the representative. Motion passed 5-0.

## **II. D.5. School Trip (Out of State Day Trip); North Reading Middle School Robotics Club**

Students in the Robotics Club at North Reading Middle School have been selected to take part in this year's Christa McAuliffe Technology Conference to be held on Thursday, December 1, 2016 in Manchester, NH. The Christa McAuliffe Technology Conference seeks teacher and student teams to showcase successful strategies that engage and excite students in the learning process. Ms. Kathleen Dasho and Ms. Christine Lindsay will be active participants and presenters at the conference.

The Committee voted on a motion by Ms. Koepke and seconded by Ms. Imbriano to approve the December 1, 2016 Middle School Robotics Club trip to Manchester, NH to participate in the Christa McAuliffe Technology Conference. Motion passed 5-0.

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

None at this time

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

None at this time

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

No staffing updates at this time

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

Superintendent Bernard requested the acceptance of the following donations:

- Kathleen Apigian: \$50.00 to purchase supplies for Thanksgiving baskets for local families in need.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to accept with gratitude a \$50.00 donation from Kathleen Apigian to purchase supplies for Thanksgiving baskets for North Reading families. Motion passed 5-0.

- Middle School Parents' Association: in-kind contribution totaling \$150.00 to support a Teacher Appreciation Lunch.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to accept with gratitude an in-kind donation of \$150.00 from the Middle School Parents' Association to support a Teacher Appreciation Lunch. Motion passed 5-0.

- J.T. Hood Parent's Association: in-kind contributions totaling \$2,539.87 for various enrichment activities and other expenses.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to accept with gratitude an in-kind donation of \$2,539.87 from the Hood School Parents' Association for various enrichment activities and other school activity expenses. Motion passed 5-0.

- Batchelder School Parents' Organization: in-kind contributions totaling \$4,797.00 for various enrichment activities, teacher supply reimbursements, field trip expenses, and other school activity expenses.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to accept with gratitude an in-kind donation of \$4,797.00 from the Batchelder School Parents' Organization for various enrichment activities, teacher supply reimbursements, field trip expenses, and other school activity expenses. Motion passed 5-0.

- E. Ethel Little School Parents' Association: In-kind donations totaling \$6,635.12 for various enrichment activities, teacher supply reimbursements, other school activities and general school supplies.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to accept with gratitude an in-kind donation of \$6,635.12 from the Little School Parents' Association for various enrichment activities, teacher supply reimbursements, other school activities and general school supplies. Motion passed 5-0.

- J.T. Hood School Parents’ Association: \$10,000.00 to support the startup of and supplies for the Maker Space units at the Hood Elementary School.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to accept with gratitude a \$10,000.00 donation from the J.T. Hood School Parents’ Association to support the startup and supplies for the Maker Space units at the Hood Elementary School. Motion passed 5-0.

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

Mr. Bowers and Mr. Venezia gave an update from the Finance Planning Team meeting held on November 15, 2016.

**Subcommittee Schedule:**

a) Athletic Subcommittee	November 29, 2016	12:30 PM
b) SSBC	November 29, 2016	5:30 PM
c) NORCAM BOD	December 15, 2016	7:00 PM
d) Finance Planning Team	December 16, 2016	8:15 AM
e) Policy Subcommittee	TBD	
f) Athletic Facilities Comm	TBD	
g) Evaluation Subcommittee	TBD	

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

No administrative report at this time.

**III. F.3. Correspondence:**

No correspondence at this time.

**IV. Future Business:**

December 12, 2016	6:30 PM	Regular Meeting; High School Presentation Distance Learning Lab
January 9, 2017	6:30 PM	Regular Meeting – NRMS/HS Distance Learning Lab
January 23, 2017	6:30 PM	Regular Meeting – Batchelder School Presentation Batchelder School Cafeteria

**V. Adjournment:**

The Committee voted on a motion made by Ms. Imbriano and seconded by Ms. Koepke to adjourn at 7:45 p.m. Motion passed 5-0.

**Documents and Exhibits:**

1. Student Representative – School Work
2. PowerPoint: Screening Brief Intervention, Referral to Treatment (SBIRT)
3. Letter Dated November 10, 2016 from Ms. Tracy Conlon
4. Policy: FDCA / Facility Expansion Program / Naming of Schools and School Related Facilities
5. Memo Requesting NRMS trip to the Christa McAuliffe Technology Conference
6. Gift Acceptance Memo – Kathleen Apigian
7. Gift Acceptance Memo – Middle School Parents’ Association
8. Gift Acceptance Memo – Hood School Parents’ Association
9. Gift Acceptance Memo – Batchelder School Parent Organization
10. Gift Acceptance Memo – Little School Parents’ Association
11. Gift Acceptance Memo – Hood School Parents’ Association