

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

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

Date: April 30, 2018

Time: 6:30 PM

Place: North Reading Middle/High School Distance Learning Lab

***School Committee Members Present***

Scott Buckley

Julie Koepke (arrived at 5:58 p.m.)

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:** Ms. Jerlin Kaithamattam (Student Representative, Class of 2018), Dr. Catherine O’Connell (Principal, NRMS), Mr. Michael Maloney (Assistant Principal, NRMS), Members of the Middle School faculty, students and parents, Ms. Jillian String (of the North Reading Transcript)

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

Chairman Mel Webster called the Open Session to order at 5:40 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 review collective bargaining strategies with the North Reading Education Association. Motion passed 4-0 on a roll call vote.*

*At 6:28 p.m., the Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to return to Open Session. Motion passed 5-0 on a roll call vote.*

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

Chairman Mel Webster called the Open Session back to order at 6:40 p.m.

**III. A. Public Input:**

There was no public input.

**III. B. Student Input:**

Ms. Jerlin Kaithamattam gave her final student report and presented a sample of her class work.

**III. C.1. MSBA/SSBC Update**

There was no formal update provided at the meeting. A SSBC meeting is scheduled for May 1, 2019.

**III. D.1 Presentation: North Reading Middle School Faculty and Students  
School Committee Goal FCR-III-B-1  
Superintendent's Professional Practice Goal**

Tonight was the fourth of the five school presentations being made to the School Committee in the 2017-2018 school year. Dr. Catherine O'Connell, Principal, and members of the Middle School faculty and students gave a presentation highlighting all the good work being done at the Middle School.

**III. D.2. Proposal: North Reading Middle School Grade 8 Washington DC Trip; 2019**

Mr. Michael Maloney, Assistant Principal at North Reading Middle School, proposed the Grade 8 Washington DC trip for 2019.

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to approve the NRMS Grade 8, Washington DC trip for 2019, with tentative dates of June 10-14, 2019. Motion passed 5-0.

**III. C.1. School Committee Self-Evaluation  
School Committee Goal LG-III-F-1  
Superintendent's Professional Practice Goal**

Ms. Koepke presented the School Committee's 2017-2018 composite self-evaluation results and facilitated a discussion about the use of the results during a goal-setting workshop this summer. It was determined, that the over-all score should be posted on the NRPS website and indicate if a resident wishes to see individual evaluations to contact the Superintendent.

**III. D.3. Fiscal Year 2017 End of Year Financial Report  
Superintendent's District Improvement Goal #4**

Mr. Michael Connelly, Director of Finance and Operations, reviewed the Fiscal Year 2017 End of Year Financial Report. An independent audit company conducts the audit and writes the report. NRPS had an outstanding report.

**IV. D.4. Presentation: North Reading Public Schools' "App"**

The presentation of the North Reading Public Schools' "App" was tabled until the May 7, 2018 School Committee meeting.

**III. E.1 Minutes:**

The Committee voted on a motion by Ms. Imbriano and seconded by Ms. Koepke to approve the March 26, 2018 Executive 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 March 26, 2018 Open Session minutes as written. Motion passed 5-0.

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to approve the April 4, 2018 Open Session – Budget Workshop minutes as written. Motion passed 4-0-1, Ms. Koepke abstained.

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

Mr. Michael Connelly, Director of Finance and Operations, presented a FY18 budget update.

Mr. Connelly also presented the quarterly update on the Student Activity Accounts for the North Reading Public Schools.

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

There were no staffing updates.

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

Superintendent Bernard requested the acceptance of the following donation:

- E. Ethel Little Elementary Parent Organization; a donation in the amount of \$222.50 to support transportation costs for the grade 4 field trip to the Boston Symphony Orchestra.

The Committee voted on a motion by Ms. Koepke and seconded by Imbriano to accept with gratitude a donation of \$222.50 from the E. Ethel Little Elementary Parent Organization to support the transportation costs for the grade 4 field trip to the Boston Symphony Orchestra. Motion passed 5-0.

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

Mr. Buckley gave an update of the NORCAM Board of Directors meeting of April 26, 2018.

Mr. Venezia gave an update of the Finance Planning Team meeting of April 26, 2018.

#### **Subcommittee Meeting Schedule:**

a) Athletic Subcommittee	May 1, 2018	12:30 PM
b) SSBC	May 1, 2018	5:30 PM
c) Finance Planning Team	May 2, 2018	8:15 AM
d) NORCAM BOD	May 24, 2018	7:00 PM

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

- **Leadership Team Book Study**  
**Superintendent's Professional Practice Goal**

At the Opening Day Meeting of district staff Superintendent Bernard identified a book that the Leadership Team was reading and studying as part of its professional growth studies. The book is *The Innovator's Mindset: Empower Learning, Unleash Talent, and Lead a Culture of Creativity*. Superintendent Bernard distributed the final product of the Leadership Team's book study to the School Committee.

- **Massachusetts School Mental Health Consortium (MASMHC)  
Superintendent's Professional Practice Goal**  
Superintendent Bernard announced that the North Reading Public Schools has joined thirty other local school districts in the recently formed Massachusetts School Mental Health Consortium.
- **Superintendent's Spring 2018 Newsletter  
Superintendent's Professional Practice Goal**
- **Staff Retirement Celebrations  
School Committee Goal**  
Retiring staff have been invited to attend a School Committee meeting in June (elementary level staff: June 11, 2018; secondary level staff: June 25, 2018) to be acknowledged for their service to the school district and its students.

**III. F.3. Correspondence:** No correspondence report.

**IV. Future Business:**

May 2, 2018	4:30 PM	Fiscal Year 2019 Budget Workshop Superintendent's Conference Room
May 7, 2018	6:00 PM	Regular Meeting Distance Learning Lab at North Reading Middle/High School
May 21, 2018	6:30 PM	Regular Meeting E. Ethel Little School Presentation E. Ethel Little School Cafeteria
June 4, 2018	6:30 PM	Town Meeting; Performing Arts Center Pre-meeting in the Superintendent's Conference Room
June 11, 2018	6:30 PM	Regular Meeting Distance Learning Lab at North Reading Middle/High School
June 25, 2018	6:30 PM	Regular Meeting Distance Learning Lab at North Reading Middle/High School

**V. Adjournment:**

*The Committee voted on a motion made by Ms. Imbriano and seconded by Ms. Koepke to adjourn at 8:28 pm. Motion passed 5-0.*

**Documents and Exhibits:**

1. Student Representative – School Work
2. Middle School Presentation Agenda
3. WorldStrides – Benefits of Early Registration for Grade 8 Washington DC trip 2019
4. North Reading School Committee Self-Evaluation 2017-2018
5. Town of North Reading, MA Agreed Upon Procedures Report on the End of Year Financial Report June 30, 2017
6. Minutes: March 26, 2018 – Executive Session
7. Minutes: March 26, 2018 – Open Session
8. Minutes: April 4, 2018 – Open Session/Budget Workshop
9. FY18 Budget Report
10. Student Activity Quarter 3 Report (January-March 2018)
11. Gift Acceptance Memo – E. Ethel Little School Parent Organization
12. The Innovator's Mindset: Empower Learning, Unleash Talent and Lead a Culture of Creativity Book Review (PowerPoint)
13. Massachusetts School Mental Health Consortium
14. Superintendent's Spring 2018 Newsletter