

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

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

Date: May 21, 2018  
Time: 6:30 PM  
Place: E. Ethel Little School Cafeteria

***School Committee Members Present***

Dyana Boutwell  
Scott Buckley  
Janene Imbriano  
Rich McGowan  
Mel Webster

***Staff Members Present***

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

**Visitors:** Ms. Elizabeth Barrett (Student Representative, Class of 2020), Ms. Christine Molle (Principal, E. Ethel Little Elementary School), Members of the Little School faculty, students and parents, Ms. Jillian String (of the North Reading Transcript)

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

Superintendent Bernard called the Open Session to order at 6:30 PM.

**II. A Reorganization of the North Reading School Committee**

By policy, an annual reorganization meeting shall take place on the first Monday following Town election. Superintendent Bernard acted as Chairperson for this portion of the meeting. He received a nomination from Mr. Buckley to appoint Ms. Imbriano as Chair and was seconded by Mr. Webster. At this point Ms. Imbriano took over the meeting.

**Election of Officers:**

- a. Chair – Janene Imbriano  
*The Committee voted on a motion by Mr. Buckley and seconded by Mr. Webster to appoint Ms. Imbriano as the Chair of the 2018-2019 School Committee. Motion passed 5-0.*
- b. Vice-Chair – Scott Buckley  
*The Committee voted on a motion by Mr. Buckley and seconded by Mr. McGowan to appoint Mr. Buckley as the Vice-Chair of the 2018-2019 School Committee. Motion passed 5-0.*
- c. Secretary – Mel Webster  
*The Committee voted on a motion by Ms. Boutwell and seconded by Mr. McGowan to appoint Mr. Webster as the Secretary of the 2018-2019 School Committee. Motion passed 5-0.*
- d. Legislative Representative – Dyana Boutwell  
*The Committee voted on a motion by Mr. Buckley and seconded by Mr. McGowan to appoint Ms. Boutwell as the Legislative Representative of the 2018-2019 School Committee. Motion passed 5-0.*

**Subcommittee Assignments:**

- a. Policy Subcommittee (two members) – Dyana Boutwell and Rich McGowan  
The Committee voted on a motion by Mr. Webster and seconded by Mr. Buckley to appoint Ms. Boutwell and Mr. McGowan to the Policy Subcommittee. Motion passed 5-0.
- b. Athletic Subcommittee (two members) – Mel Webster and Dyana Boutwell  
The Committee voted on a motion by Mr. Buckley and seconded by Mr. McGowan to appoint Mr. Webster and Ms. Boutwell to the Athletic Subcommittee. Motion passed 5-0.
- c. Evaluation Subcommittee (two members) – Rich McGowan and Janene Imbriano  
The Committee voted on a motion by Mr. Webster and seconded by Ms. Boutwell to appoint Mr. McGowan and Ms. Imbriano to the Evaluation Subcommittee. Motion passed 5-0.
- d. Budget and Finance Subcommittee (two members) – Scott Buckley and Rich McGowan  
The Committee voted on a motion by Mr. Webster and seconded by Ms. Boutwell to appoint Mr. Buckley and Mr. McGowan to the Budget and Finance Subcommittee. Motion passed 5-0.
- e. Capital Improvements Planning Committee (one member) – Dyana Boutwell  
The Committee voted on a motion by Mr. Webster and seconded by Mr. Buckley to appoint Ms. Boutwell to the Capital Improvements Planning Subcommittee. Motion passed 5-0.
- f. Secondary Schools Building Committee (one member) – Mel Webster  
The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Buckley to appoint Mr. Webster to the Secondary Schools Building Committee. Motion passed 5-0.
- g. NORCAM Advisory Board (one member) – Scott Buckley  
The Committee voted on a motion by Mr. Webster and seconded by Mr. McGowan to appoint Mr. Buckley to the NORCAM Advisory Board. Motion passed 5-0.
- h. Finance Planning Team (Chair and Vice-Chair) – Janene Imbriano and Scott Buckley
- i. Substance Abuse Coalition (one member) – Janene Imbriano  
The Committee voted on a motion by Mr. Buckley and seconded by Mr. Webster to appoint Ms. Imbriano as the School Committee representative to the Substance Abuse Coalition. Motion passed 5-0.
- j. Contract Subcommittee (two members) – Scott Buckley and Rich McGowan  
The Committee voted on a motion by Mr. Webster and seconded by Ms. Boutwell to appoint Mr. Buckley and Mr. McGowan to the Contracts Review Subcommittee. Motion passed 5-0.

**III. A. Public Input:**

There was no public input.

**II. B. Student Input:**

Ms. Elizabeth Barrett gave the student report and presented a sample of her class work.

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

There was no formal update provided at the meeting.

**II. D.2. Presentation: E. Ethel Little Elementary School Faculty and Students Superintendent's Professional Practice Goal**

Tonight was the fifth of the five school presentations being made to the School Committee in the 2017-2018 school year.

**D.2. Proposed Summer Meeting Schedule**

The School Committee voted on the summer meeting schedule. The following are the approved dates.

Thursday, July 19, 2018	4:30 p.m.	Goals Workshop: Superintendent's Conference Room
	6:30 p.m.	Regular Meeting: Distance Learning Lab
Monday, August 27, 2018	4:30 p.m.	Goals Workshop: Superintendent's Conference Room
	6:30 p.m.	Regular Meeting: Distance Learning Lab

**II. E.1 Minutes:**

None at this time.

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

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

Mr. Connelly also shared information on the new "My School Bucks" online meal payment program for the North Reading Public Schools. The District also received a \$3,000.00 grant to participate in the "Grab n' Go Breakfast Funding Baseline Data Collection" initiative.

**II. E.3 Staffing:**

There were no staffing updates.

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

Superintendent Bernard requested the acceptance of the following donations:

- Three Batchelder School Parents; \$35.00 donation for the Teacher Appreciation Luncheons.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Buckley to accept with gratitude a total donation of \$35.00 from Kaitlin & Nicholas Ward, John & Jayne Stevenson, and Frank & Kathryn Pellegrino for the teacher appreciation luncheon at the L.D. Batchelder Elementary School. Motion passed 5-0.

- Hood Parents' Association; \$110.00 donation to cover the cost of transportation for the Kindergarten field trip to the NR Fire Station.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Buckley to accept with gratitude a donation of \$110.00 from the Hood Parent's Association to cover the cost of transportation for the Kindergarten field trip to the NR Fire Station. Motion passed 5-0.

- Batchelder Parents' Organization; \$290.00 to cover the cost of the grade 2 US Custom House field trip transportation.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Buckley to accept with gratitude a donation of \$290.00 from the L.D. Batchelder Parent's Organization to cover the cost of the grade 2 US Custom House field trip transportation. Motion passed 5-0.

- Businesses and Private donors; \$635.00 donation to offset costs associated with the baseball batting cage project at NRHS.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Buckley to accept with gratitude a total donation of \$635.00 from the businesses and private donors, Sabino & Geraldine Cataldo, Dominic & Jeanne Bergen, K & G Pest Control, LLC, Yard Works, Inc., Anthony DeVirgilio, and Kessler Financial Services, to offset costs associated with the baseball batting cage project at NRHS. Motion passed 5-0.

- North Reading Touchdown Club; \$1,181.20 donation to cover the cost of 20 replacement jerseys for senior football players.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Buckley to accept with gratitude a donation for \$1,181.20 from the North Reading Touchdown Club to cover the cost of 20 replacement jerseys for NRHS senior football players. Motion passed 5-0.

- Maryann & Michael Murray; \$1,603.16 donation to assist with the cost of the Batchelder School's grade 5 field trip to Canobie Lake Park.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Buckley to accept with gratitude a donation in the amount of \$1,603.16 from Maryann & Michael Murray to assist with the cost of the Batchelder School's grade 5 field trip to Canobie Lake Park. Motion passed 5-0.

- Snap Raise Fundraiser – NRHS Baseball Team; \$15,237.19 donation to support the baseball team and help offset the cost of the batting cage project at NRHS.

The Committee voted on a motion by Mr. Webster and seconded by Mr. McGowan to accept with gratitude a donation in the amount of \$15,237.19 from multiple donors raised by the NRHS Baseball Team through their Snap Raise fundraiser to support the baseball team and help offset the cost of the batting cage project at NRHS. Motion passed 5-0.

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

### **Subcommittee Schedule:**

a)	Finance Planning Team	May 24, 2018	8:15 AM
b)	NORCAM BOD	May 24, 2018	7:00 PM
c)	Athletic Subcommittee	June 21, 2018	12:30 PM
d)	SSBC	June 12, 2018	5:30 PM

**II. F.2 Administrative Report:**

- **North Reading High School's Class of 2018 Commencement Ceremony  
School Committee Goal FCR-III-A-4**

North Reading High School's Class of 2018 Commencement Ceremony will be held on Friday, June 8, 2018 at 6:15 PM. at Arthur J. Kenney Field. School Committee members are cordially invited to attend. Please plan to arrive no later than 5:45 p.m. A convening will take place on Main Street at North Reading Middle/High School.

- **Good News Department:  
School Committee Goal FCR-III-A-4**

Congratulations to North Reading High School students Caitlyn Galvin, Alexa Galuppo, and Owen DeCleene, who were honored by the Merrimack Valley Superintendents' Association at the annual Academic Scholars Luncheon on May 6, 2018 for their outstanding scholastic accomplishments.

**II. F.3. Correspondence:**

No correspondence at this time.

**III. Future Business:**

June 4, 2018	6:30 PM 7:00 PM	Pre-Town Meeting in Superintendent's Conference Room Town Meeting
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

**IV. Adjournment:**

The Committee voted on a motion made by Mr. Buckley and seconded by Mr. McGowan to adjourn at 8:22 pm. Motion passed 5-0.

**Documents and Exhibits:**

1. Student Representative – School Work
2. E. Ethel Little School Presentation Agenda
3. FY18 Budget Report
4. Memo – From Michael Connelly, dated May 17, 2018 regarding Grab n’ Go Breakfast Funding Baseline Data Collection
5. Gift Acceptance Memo – Kaitlin & Nicholas Ward, John & Jayne Stevenson and Frank & Kathryn Pellegrino
6. Gift Acceptance Memo – Hood Parent’s Association
7. Gift Acceptance Memo – Batchelder Parents’ Organization
8. Gift Acceptance Memo – Business and Private Donors
9. Gift Acceptance Memo – N.R. Touchdown Club
10. Gift Acceptance Memo – Maryann and Michael Murray
11. Gift Acceptance Memo - Snap Raise Fundraiser – NRHS Baseball Team