

**North Reading Public Schools**  
North Reading, Massachusetts

**Regular Meeting of the School Committee**  
*Open Session/Public Budget Hearing*

Date: April 13, 2020  
Time: 6:30 PM  
Place: Virtual Meeting (+1 570-731-0195 / PIN: 754 383 474#)

***School Committee Members Present***

Dyana Boutwell  
Scott Buckley  
Janene Imbriano  
Rich McGowan  
Chris Pappavaselio

***Staff Members Present***

Patrick Daly – Superintendent of Schools  
Michael Connelly – Assistant Superintendent of Finance  
and Operations  
Cindy Elmore –Recording Secretary

**Visitors:** Ms. Julia Thorstad (Class Representative – 2021), Ms. Jillian String (of the North Reading Transcript)

**I. Call to Order Open Session**

Chair Scott Buckley called the Open Session to order at 6:30 PM.

**II. A. Public Input**

There was no public input.

**II. B. Student Report**

Ms. Julia Thorstad, Class of 2021, presented the Student Report.

**II. D.1. Update: COVID-19 and North Reading Schools**

Dr. Daly updated the committee on the district's response to COVID-19. Phase I of remote learning has gone smoothly. Any student that needed a device was provided one from the district to use during this time. The remote learning is not to replicate a "day at school." MCAS have been cancelled for the 2019-2020 school year by the state.

**II. D.2. 2019-2020 School Calendar Update**

Dr. Daly presented a revision of the 2019-2020 School Calendar to show the changes in the calendar for the week of April vacation. Discussion followed regarding the four days of April vacation (4/21 – 4/24) and the School Committee agreed that on Monday the State Holiday would be observed and school would be held Tuesday to Thursday, with Friday being a vacation day.

*The Committee voted on a motion by Mr. McGowan and seconded by Mr. Pappavaselio that given the school closure due to COVID-19, we amend the calendar for 2019-2020 to change April 21, 22 & 23, 2020 to digital learning days, taking April 20, 2020 as a holiday and April 24, 2020 as a vacation day. Motion passed 5-0 on a roll call vote.*

**Chair Scott Buckley opened the Public Hearing on the Fiscal Year 2021 Budget at 7:24 p.m.**

**II. D.3. Public Hearing: Fiscal Year 2021 Budget**

Mr. Michael Connelly, Assistant Superintendent of Finance and Operations gave an overview of the current status of the FY21 proposed budget. Another School Committee budget workshop is scheduled for April 29, 2020.

**Chair Scott Buckley closed the Public Hearing on the Fiscal Year 2021 Budget at 8:28 p.m.**

**II. D.4. Employment Contracts**

Dr. Daly reviewed the proposed contracts for approval by the AFSCME Council 93, Local 1703 – Custodians Unit and the North Reading School Secretaries (Administrative Assistants’) Association.

*The Committee voted on a motion by Mr. McGowan and seconded by Mr. Pappavaselio to approve the Memorandum of Agreement between North Reading Public Schools and AFSCME Council 93, Local 1703 – Custodians Unit as written. Motion passed 5-0 on a roll call vote.*

*The Committee voted on a motion by Mr. McGowan and seconded by Mr. Pappavaselio to approve the Memorandum of Understanding between North Reading Public Schools and the North Reading Administrative Assistants’ Association, formerly known as North Reading School Secretaries’ Association. Motion passed 5-0 on a roll call vote.*

**II. D.5. Superintendent’s Goals**

Dr. Daly reviewed the progress toward his goals at this mid-point in the cycle.

**II. E.1 Minutes:**

*The Committee voted on a motion by Ms. Imbriano and seconded by Mr. McGowan to approve the March 18, 2020 Open Session minutes as written. Motion passed 5-0 on a roll call vote.*

*The Committee voted on a motion by Ms. Imbriano and seconded by Mr. McGowan to approve the March 23, 2020 Open Session minutes as written. Motion passed 5-0 on a roll call vote.*

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

Mr. Connelly reviewed the tentative agreement reached with North Reading Transportation (NRT, Inc.) on handling payments during the school closure period. The School Committee took a formal vote to approve the memorandum of agreement with the bus company.

*The Committee voted on a motion by Mr. McGowan and seconded by Ms. Imbriano to approve the Memorandum of Agreement between North Reading Public Schools and North Reading Transportation, Inc. with the understanding the percentage stated at 95% will not be the case but at 80% or less. Motion passed 5-0 on a roll call vote.*

**II. E.3 Staffing:** There was no staffing update.

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

Mr. Connelly reviewed the LED lighting bids, and Proposal Selection Committee's recommendation for awarding the contract. Mr. Connelly recommended, and School Committee approved, Efficient Lighting Consultants for the contract.

*The Committee voted on a motion by Ms. Imbriano and seconded by Mr. McGowan to authorize the Administration to award the contract for installing LED lighting fixtures at all five of North Reading's Schools to Efficient Lighting Consultants, as recommended by the Proposal Selection Committee, contingent upon approval of a five year lease agreement at the Annual Town Meeting in June (TBD) 2020. Motion passed 5-0 on a roll call vote.*

*The Committee voted on a motion by Ms. Imbriano and seconded by Mr. McGowan to approve the above mentioned Town Warrant Article as recommended by the Administration for an approval of a five year lease agreement for the installation of LED lighting at all five North Reading Schools contingent upon approval and modification . Motion passed 5-0 on a roll call vote.*

**II. F.1. Subcommittee Updates:**

Mr. Buckley gave an update of the April 9, 2020 Finance Planning Team meeting.

Dr. Daly gave an update of the April 13, 2020 CIPC meeting.

**Subcommittee Schedule:**

a) Finance Planning Team      April 23, 2020      8:00 AM

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

- **Middle School Cancelled Annual Washington, D.C. trip**  
Due to COVID-19 the NRMS cancelled the grade eight trip to Washington, D.C.
- **End of Year Financial Report – June 30, 2019**  
Mr. Connelly gave a recap of the End of Year Financial Report of June 30, 2019.  
There were zero findings in the report.
- **Assistant Superintendent Search Update**  
Dr. Daly updated the progress on the search for an Assistant Superintendent.

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

No correspondence at this time.

**III. Future Business: All are dependent on the current shelter in place orders.**

April 29, 2020	3:00 PM	Fiscal Year 2021 Budget Workshop – Virtual Meeting
May 4, 2020	6:30 PM	School Committee Meeting: FY21 Budget Vote And School Choice Vote – Virtual Meeting

**IV. Adjournment:**

*The Committee voted on a motion made by Mr. McGowan and seconded by Mr. Pappavaselio to adjourn at 9:41 pm. Motion passed 5-0 on a roll call vote.*

**Documents and Exhibits:**

1. NRPS School Calendar 2019-2020
2. PowerPoint FY2021 School Budget Public Hearing
3. Memorandum of Agreement – NRPS and AFSCME Council 93, Local 1703 – Custodians Unit
4. Memorandum of Understanding – NRPS and North Reading Administrative Assistants' Association
5. PowerPoint – Superintendents' Mid-Cycle Formative Assessment Report
6. Minutes – Open Session – March 18, 2020
7. Minutes – Open Session – March 23, 2020
8. Memorandum of Agreement – NRPS and North Reading Transportation, Inc.
9. NRPS – LED Lighting Project Proposal Award
10. North Reading School Committee Proposed Warrant Article
11. End of Year Financial Report – June 20, 2019