

NORTH READING PUBLIC SCHOOLS
North Reading, Massachusetts

Regular Meeting of the School Committee
Open Session

Date: November 16, 2015

Time: 7:00 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: Class of 2017), Chief of Police Michael Murphy, Ms. Raegan Davenport (Adventure Club student representative), Mr. Michael Vaudo (Adventure Club Advisor), Ms. Catherine O’Connell (Middle School Principal), Mr. Dan Tomasello (of the North Reading Transcript)

I. Call to Order Open Session:

Chair Janene Imbriano called the Open Session to order at 7:02 PM.

II. A. Public Input:

No public input at this time.

II. B.1. MSBA/SSBC Update:

- a. Appropriate signage for the new crosswalk at the base of the middle/high school access road has been installed.
- b. Punchlist work continues. The work has been done mostly during second shift and will continue for the next several weeks.
- c. Demolition of the former high school is complete and the demolition subcontractor is now completely demobilized from the work site.
- d. Lower site restoration (drain lines, electrical, fields, parking) continues and the pace is picking up now that the demolition subcontractor is no longer on site.
- e. The next SSBC meeting is November 24, 2015.

II. D.5. School District Safety and Security Protocols

Superintendent Bernard and NR Chief of Police Michael Murphy presented the ALICE (Alert, Lockdown, Inform, Counter and Evacuate) school safety and security program, which is being proposed for implementation at all schools in the district in the coming months. A proposed timeline for implementation, details of the program, and a letter to be sent to the school community were reviewed. The program will be introduced to the school district faculty on February 16, 2016

The Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers to approve the ALICE safety and security program in the North Reading Public Schools. Motion passed 5-0.

II. D.1. School Trips: North Reading High School Adventure Club

NRHS teacher and Adventure Club Advisor Mr. Michael Vaudo and student Raegan Davenport presented a request to participate in overnight and out of state trips for the students under the direction of the Adventure Club.

The Committee voted on a motion by Mr. Webster and seconded by Ms. Koepke to approve the NRHS Adventure Club trips. Motion passed 5-0.

II. D.2. School Trip: North Reading Middle School; Washington, D.C.

Ms. Catherine O'Connell, North Reading Middle School Principal, gave a presentation requesting approval for the grade 8 student trip to Washington, D.C.

The Committee voted on a motion by Mr. Venezia and seconded by Ms. Koepke to approve the NRMS grade 8 trip to Washington, D.C. in June 2016. Motion passed 5-0.

II. D.3. New Club Proposal: North Reading Middle School; EarlyAct Club

Ms. Catherine O'Connell, North Reading Middle School Principal, proposed a new club for the Middle School students. EarlyAct Club is a school-wide service club for students from ages 5-13 and is being sponsored by the local Rotary Club. EarlyAct Club at the Middle School will be open to students in grades 6, 7 and 8.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Venezia to approve the two year pilot for the Middle School EarlyAct Club. Motion passed 4-0-1, Mr. Bowers abstained.

II. D.4. E. Ethel Little School Roof Replacement Project

Superintendent Bernard reviewed the discussion that took place at a meeting of school and municipal officials on November 6, 2015 and which centered on the selection of material to be used to complete the Little School Roof Project. The consensus of the group was to select the material (SBS) recommended by the Architect and Project Manager who have been working on this project. A "Roofing Options and Roof Matrix" was reviewed by the School Committee as well as the "Roof Feasibility/Analysis Report".

The Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers to support moving forward on the E. Ethel Little School Roofing Project. Motion passed 5-0.

II. D. 6. Superintendent's Annual Evaluation

Ms. Koepke and Mr. Webster, members of the Evaluation Subcommittee, facilitated a discussion of the Superintendent's Annual Evaluation.

II. E.1. Minutes:

The Committee voted on a motion by Mr. Webster and seconded by Ms. Koepke to approve the October 19, 2015 Executive 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 October 19, 2015 Open Session minutes as written. Motion passed 5-0.

The Committee voted on a motion by Ms. Koepke and seconded by Mr. Venezia to approve the November 2, 2015 Executive Session minutes as written. Motion passed 4-0-1; Mr. Webster abstained.

The Committee voted on a motion by Mr. Bowers and seconded by Mr. Venezia to approve the November 2, 2015 Open Session minutes as written. Motion passed 4-0-1; Mr. Webster abstained.

II. E.2. Budget Update:

Mr. Connelly, Director of Finance and Operations, presented the FY16 Budget report.

II. E.3. Staffing:

No staffing update at this time.

II. E.4. Bids and Donations:

Superintendent Bernard requested the acceptance of the following donation:

- Little School PTO donation of \$530.00 to support the cost of two second grade field trips: one to Drumlin Farm on November 20, 2015 and one to the Museum of Science on June 16, 2016

The Committee voted on a motion by Mr. Venezia and seconded by Mr. Webster to accept with gratitude a \$530.00 donation from the Little School PTO to support the cost of two second grade field trips. Motion passed 5-0.

II. F.1. Subcommittee Reports:

Subcommittee Schedule:

a) Athletic Subcommittee	November 17, 2015	12:30 PM
b) NORCAM BOD	November 19, 2015	7:00 PM
c) Finance Planning Team	November 20, 2015	8:15 AM
d) SSBC	November 24, 2015	5:30 PM
e) Policy Subcommittee	December 7, 2015	2:30 PM

II. F.2. Administrative Report:

- Middle School/High School Integration: Superintendent Bernard reported as the first quarter has concluded that the integration of students and staff at the new combined middle/high school campus has gone extremely well. Students and staff have acclimated well to their new schools and there are many things to celebrate as we continue to utilize the beautiful new campus.
- Thanksgiving Day Football Game Preparations: The Thanksgiving Day Football Game will be played at the Arthur J. Kenney Athletic Field at 10:00 a.m. Parking will be available at the Batchelder School and at the upper and lower lots at the middle/high school campus. Additional spaces for handicapped parking will be available in the lower lot. Those needing such an accommodation are urged to arrive one hour before kick-off.
- Administrator Stipends: The Superintendent respectfully requested that a list of “special project” stipends be paid to administrators for additional work to be completed in the 2015-2016 school year and for which a provision exists in employment contracts. The total of the stipends is \$13,500.

The Committee voted in consensus to approve the \$13,500.00 in administrative special project stipends for the 2015-2016 school year. Motion passed 5-0.

- Next Generation Testing: The Superintendent shared a copy of a memo that was sent by the Massachusetts Commissioner of Elementary and Secondary Education, Dr. Mitchell Chester, on November 12, 2015 regarding the subject of next generation testing and the decision of the Board of Elementary and Secondary Education to be made on November 17, 2015.

II. F.3. Correspondence:

- Letter sent to the Commissioner of the Department of Elementary and Secondary Education, Dr. Mitchell Chester, by the Superintendent and Assistant Superintendent regarding the PARCC test.

III. Future Business:

November 30, 2015	7:00 PM	Regular Meeting, NRHS DLL
December 14, 2015	7:00 PM	Regular Meeting, NRHS DLL
		High School Presentation

IV. Adjournment:

The Committee voted on a motion made by Mr. Webster and seconded by Mr. Bowers to adjourn at 9:19 pm. Motion passed 5-0.

Documents and Exhibits:

1. Student Report
2. Letter to NRPS Families, Faculty and Staff regarding ALICE
3. ALICE – information and implantation of ALICE
4. PowerPoint – NRHS Adventure Club Trip Proposals, 2015-2016
5. Request from Catherine O’Connell for Grade 8 class trip to Washington, D.C.
6. Middle School new Club request from Catherine O’Connell for the EarlyAct Club
7. NRSD Roofing Options and Roof Matrix E. Ethel Little School
8. End-of-Cycle Summative Evaluation Report: Superintendent
9. Minutes: Executive Session – October 19, 2015
10. Minutes: Open Session – October 19, 2015
11. Minutes: Executive Session – November 2, 2015
12. Minutes: Open Session – November 2, 2015
13. Gift Acceptance memo: Little School PTO
14. FY16 Budget Update
15. Special Project Stipend Requests 2015-2016
16. MADESE – Memo regarding Recommendation on Student Assessment for Spring 2016 and Beyond