

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

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

Date: February 10, 2015  
Time: 7:00 PM  
Place: Middle School Library

***School Committee Members Present***

Clifford Bowers  
Karen Errichetti (not present)  
Janene Imbriano  
Gerald Venezia  
Mel Webster

***Staff Members Present***

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

Visitors: Mr. Christopher Callahan, (Regional District Manager, Chartwells), Ms. Anna McGovern (Food Services Director NRSD), Mrs. Sharp (Parent), Mrs. Harrington (Parent), Mr. Bob Turosz (North Reading Transcript)

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

Chairman Venezia called the meeting to order at 7:00 PM.

Chairman Venezia announced that this would have been Dr. Karen Errichetti's last meeting, as she has resigned from the School Committee effective February 15<sup>th</sup>, due to her move out of North Reading. The Committee members thanked Dr. Errichetti for her six years as a valued member of the Committee and her hard work on the Superintendent Search Committee, and wished her well. Due to the time frame before the next election there will not be a temporary appointment to fill Dr. Errichetti's seat on the Committee. Members of the community are encouraged to consider running for the position.

Chairman Venezia also addressed the comments from Mr. Yull of the Board of Selectmen on School Department stipends and SSBC approval of change orders. He suggested that if Mr. Yull or anyone of the community questions a decision made by the School Committee, that issue should be brought directly to the School Committee and not presented at a Board of Selectman meeting. The Board of Selectmen is not responsible for, nor does it oversee the School District's budget.

**II. A. Public Input:**

None at this time

**II. B. Student Report:**

No student report due to inclement weather.

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

- The installation of windows in the new middle school continues with anticipated completion time of mid-February. The window installation at this time is approximately 70%.
- Exterior brick work is ongoing and the anticipated completion of this work is also mid-February.
- Interior work at the middle school will begin in full as the structure becomes weather tight in the next three-plus weeks.
- The rough installation of the sprinkler system is nearing completion as is the installation of major ductwork.
- An effort is continuing to finalize the full operation of all audio-visual systems with respect to large areas such as the gymnasium, Performing Arts Center, and the Distance Learning Lab. An initial work completion list has been completed for the Distance Learning Lab and the Performing Arts Center. The audio-visual designer was onsite during the week of February 2<sup>nd</sup> to perform a punchlist in the gymnasium. The installer is working off of this completion list and a follow-up inspection by the designer will be scheduled once this work is confirmed as completed.
- The most recent update on the construction of the team room building near the turf athletic field reveals completion in the summer months with full access and use of the building for the fall 2015 sports season.
- The next regular meeting of the SSBC is scheduled for Tuesday, February 24, 2015.

**II. D.1. Presentation: North Reading Middle School Faculty and Staff:**

This agenda item has been postponed due to weather.

**II. D.2. Presentation: Chartwells School Dining Services:**

Mr. Christopher Callahan, Regional District Manager, and Ms. Anna McGovern, Food Services Director, presented the current programs and initiatives that Chartwells and Food Services are implementing to increase student participation, including a new breakfast program at the High School. Overall participation has increased by 7.2% over the previous year. Ms. McGovern also presented future plans for Food Services that would reach further into the District than student breakfast and lunches.

**II. D.3. Kindergarten Program:**

Superintendent Bernard and Mr. Connelly, Director of Finance and Operations provided a joint presentation on recent work that has been done with regard to the kindergarten program in the District. Superintendent Bernard and Mr. Connelly have worked with several parents to update the School District's website with kindergarten applications and other online forms. The School District has also restructured the payment plan options for full day

Kindergarten from two payments to four. An issue that has also been addressed is the cost of full day Kindergarten. At this time the District is not in a financial position to offer a no cost option, but the School Committee has asked that during this budget season the possibility of a reduction in the cost be taken in consideration for the 2015-2016 budget.

**II. D.4. Proposal: Academic Leveling at North Reading Middle School:**

This item on the agenda has been postponed until a later date.

**II. D.5. Substitute Teacher Pay Rate Survey:**

Pursuant to a request from the School Committee, Mr. Michael Connelly presented a Substitute Teacher Pay Rate Survey. The District is among the lowest paying in the area and the Committee has asked that it be further reviewed with the impact of raising the rate in the next budget year.

**II. D.6. Invitation to participate in the Youth Health Survey and the Youth Risk Behavior Survey:**

The Massachusetts Department of Elementary and Secondary Education and the Massachusetts Department of Public Health have once again extended an invitation to the North Reading Middle School and the North Reading High School to participate in the administration of the Youth Health Survey (Middle School and High School) and the Youth Risk Behavior Survey (High School). This would be the second year that North Reading has participated in these surveys. This is a voluntary and anonymous survey.

*The Committee voted on a motion by Mr. Bowers and seconded by Mr. Webster to approve the participation of the North Reading Middle School and High School in the Youth Health Survey and the Youth Risk Behavior Survey. Motion passed 4-0.*

**II. D.7. MSBA / Statement of Interest Filing - E. Ethel Little Elementary School:**

Superintendent Bernard reviewed a Statement of Interest that he is seeking to file with the Massachusetts School Building Authority. The subject of the Statement of Interest is the restoration of the roof at the E. Ethel Little Elementary School. Mr. Wayne Hardacker, Supervisor of Building and Grounds is reviewing the Statement of Interest to the North Reading Board of Selectmen. The cost of the repair would be \$263,000 to be paid over a period of 20 years.

The Committee voted on the following motion by Mr. Webster and seconded by Mr. Bowers:

*Having convened in an open meeting on February 10, 2015, prior to the closing date of February 13, 2015, for submission of statements of interest, the North Reading School Committee, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent of Schools to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 4, 2015 for the E. Ethel Little School located at*

7 Barberry Road, North Reading, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: replacement, renovation or modernization of school facility systems, such as roofs, window, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility. Motion passed 4-0.

**II. E.1. Minutes:**

The Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers to approve the January 12, 2015 Executive Session minutes as written. Motion passed 4-0.

The Committee voted on a motion by Mr. Webster and seconded by Mrs. Imbriano to approve the January 12, 2015 Open Session minutes as written. Motion passed 4-0.

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

Mr. Connelly gave an FY15 budget update.

**II. E.3. Staffing:**

Superintendent Bernard announced the hiring of Gina Federico as the School Psychologist for students in grades 6-12. Ms. Federico’s first day was February 4, 2015.

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

North Reading School District requests that the School Committee accept the following donation:

- A donation of \$50.00 from the Amos-Mezinze Family of Pittsburgh, PA in memory of Mr. Joe Venti, a former North Reading High School Teacher. The family asks that the donation in his honor be applied to the foreign language department.

The Committee voted on a motion by Mrs. Imbriano and seconded by Mr. Bowers to accept with gratitude the \$50.00 donation from the Amos-Mezinze Family in memory of Mr. Joe Venti to be applied to the foreign language department. Motion passed 4-0.

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

Mr. Webster provided an update of the last Athletic Subcommittee meeting.

Mr. Bowers provided an update of the last Policy Subcommittee meeting.

Superintendent Bernard provided an update of the last Finance Planning Team meeting.

**Subcommittee Schedule:**

a) NORCAM	February 19, 2015	7:00 PM
b) Athletic Subcommittee	February 24, 2015	3:30 PM
c) SSBC	February 24, 2015	5:30 PM
d) Finance Planning Team	March 6, 2015	8:15 AM

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

- **Thank You:** Special thanks were given to Mr. Wayne Hardacker, Supervisor of Buildings and Grounds, and his staff as well as Mr. Michael Gilleberto, Town Administrator, Mr. Dick Carnevale, Director of Public Works, and the personnel of the Public Works Department for their work with the clean-up of snow that has fallen over the course of the past two-plus weeks.
- **Proactive Measures/Snow Removal on roofs at our schools:** Proactive measures have been taking place at our schools to remove snow from the roofs of the modular additions. All school roofs are receiving regular monitoring of snow load by Mr. Hardacker to ensure that they are compliant and not at risk of collapsing.
- **PARCC Information Forums:** Dr. Patrick Daly, Assistant Superintendent, conducted informational forums for parents on the spring PARCC testing. The elementary level forum was held in the Batchelder School on January 21, 2015 and the secondary level forum was held in the High School on January 22, 2015.
- **Plans for the North Reading Middle School Move:** Meetings continue to be held to discuss and review the plans for the move of the North Reading Middle School and Central Offices to the new building.
- **Bravo!** Congratulations to the cast and crew of “Peter Pan” and to Mrs. Allison Kane and Mr. Eric Forman on the Masquers’ inaugural performance in the new Performing Arts Center on January 30<sup>th</sup> and 31<sup>st</sup> and February 6<sup>th</sup> and 7<sup>th</sup>.

**II. F.3. Correspondence:** No correspondence at this time

**III. Future Business:**

February 23, 2015	7:00 PM	Regular Meeting, NR Middle School Cafeteria
March 9, 2015	7:00 PM	Regular Meeting, NRHS Distance Learning Lab
March 23, 2015	7:00 PM	Regular Meeting, NRHS Distance Learning Lab
April 6, 2015	7:00 PM	Fiscal Year 2016 Budget Public Hearing, NRHS Distance Learning Lab

**IV. Adjournment:**

At 8:50 p.m., the Committee voted on a motion by Mr. Webster and seconded by Mrs. Imbriano to adjourn. Motion passed 4-0.

**Documents and Exhibits:**

1. PowerPoint Presentation: Chartwells
2. PowerPoint Presentation: Full Day Kindergarten Program Financial Analysis
3. Substitute Teacher Pay Rate Survey
4. Commonwealth of Massachusetts Executive Office of Health and Human Services, Department of Public Health letter of invitation to North Reading Middle School to participate in the 2015 Massachusetts Youth Health Survey
5. MADESE letter of invitation to NRHS to participate in the 2015 Massachusetts Youth Behavior Survey and the 2015 Massachusetts Youth Health Survey
6. MSBA Statement of Interest: E. Ethel Little Elementary School
7. Minutes – January 12, 2015, Executive Session
8. Minutes – January 12, 2015, Open Session
9. FY15 Budget Report dated February 9, 2015
10. Gift Acceptance Memo: From Amos-Mezinze Family