

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

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

Date: March 9, 2015

Time: 6:30 PM

Place: Distance Learning Lab at North Reading High School

***School Committee Members Present***

Clifford Bowers (arrived at 7:00 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. Gabrielle Lanzaro (Student Representative), Ms. Julie Koepke, Dr. Patrick Daly (Assistant Superintendent), Mr. Dan Tomasello (of the North Reading Transcript)

**I. Executive Session**

At 6:30 p.m. the Committee voted on a motion by Mr. Webster and seconded by Mrs. Imbriano pursuant to Massachusetts General Laws, Chapter 30A, Section 21, to go into Executive Session for the purpose of discussing collective bargaining and ongoing litigation and to return to Open Session. Motion passed 3-0 on a roll call vote.

At 7:05 p.m. the Committee voted on a motion by Mr. Webster and seconded by Mrs. Imbriano to return to Open Session. Motion passed 3-0 on a roll call vote.

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

Chairman Venezia called the meeting to order at 7:08 PM.

**III. A. Public Input:**

No public input at this time.

**III. B. Student Report:**

Ms. Gabby Lanzaro gave the student report and presented her class work.

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

- a) Drywall installation and painting are ongoing in the two story portion of the middle school
- b) Plumbing, electrical and HVAC work is well under way within the new Science Lab area.
- c) Interior masonry work is substantially complete at this time.
- d) Roofing is ongoing and nearly complete.
- e) After evaluating loss time due to the weather this year, the building project is still on schedule!
- f) The next regular meeting of the SSBC is scheduled for March 10, 2015.

**III. D.1. Presentation - Fiscal Year 2016 Preliminary Budget for the North Reading Public Schools:**

The Director of Finance and Operations, Michael Connelly, and Superintendent Jon Bernard presented and reviewed the Fiscal Year 2016 Preliminary Budget for the North Reading Public Schools. This is a “level funded” budget that also includes the final year of NRPS 2016. At this phase of the budget process the gap is \$760,228. The School Committee will meet on March 18, 2015 for their FY16 Budget Workshop.

**III. D.2. Recommendation: Food Services Provider:**

Mr. Connelly reviewed a recommendation for a one-year extension of the contract with Chartwells, the Food Services provider for the school district. Chartwells presented at the February 23, 2015 School Committee meeting their current direction and statistics showing an increase in sold lunches in the High School. The net loss from this time last year is down. The food services personnel contract is also due for negotiations this year.

The Committee voted on a motion by Mr. Bowers and seconded by Mrs. Imbriano to extend the food services agreement with Chartwells for the 2015-16 school year. Motion passed 4-0.

**III. D.3. Policy Manual Review/Revision:**

Mr. Bowers presented for first reading policy GAM: Background Checks and C.O.R.I. Requirements.

The Committee voted on a motion by Mr. Bowers and seconded by Mr. Webster to approve the first reading of policy GAM: Background Checks and C.O.R.I. Requirements as amended. Motion passed 4-0.

Policy GBRIH: Domestic Violence Leave was tabled.

**III. E.1. Minutes:**

The Committee voted on a motion by Mr. Bowers and seconded by Mrs. Imbriano to approve the Executive Session minutes of February 23, 2015 as written. Motion passed 3-0-1, Mr. Webster abstained.

The Committee voted on a motion by Mr. Bowers and seconded by Mrs. Imbriano to approve the Open Session minutes of February 23, 2015 as written. Motion passed 3-0-1, Mr. Webster abstained.

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

Mr. Connelly provided a FY15 Budget update.

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

Superintendent Bernard gave an update on the hiring of a Director of Pupil Personnel Services. The three finalists have been identified and will be interviewed by the Administrative Council on March 16, 2015.

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

Superintendent Bernard requested the acceptance of the following donations:

- North Reading Middle School Parents' Association: Donation of \$250.00 to pay for a Salsa Instructor for an eighth grade students' activity.

The Committee voted on a motion by Mr. Webster and seconded by Mrs. Imbriano to accept with gratitude the donation of \$250.00 from the North Reading Middle School Parents' Association to pay for Salsa Instruction for the eighth grade students. Motion passed 4-0.

North Reading Middle School Parents: Donation of \$2,149.00 to provide financial assistance for students to attend the spring 2015 Grade 8 trip to Washington, D.C.

The Committee voted on a motion by Mrs. Imbriano and seconded by Mr. Webster to accept with gratitude the donation of \$2,149.000 from various Middle School parents to help fund the cost for students to attend the 8<sup>th</sup> grade trip to Washington D.C. Motion passed 4-0.

North Reading High School Hockey Boosters: Donation of \$7,500.00 to support the cost of the Junior Varsity Ice Hockey team expenses.

The Committee voted on a motion by Mr. Bowers and seconded by Mr. Webster to accept with gratitude the donation of \$7,500.00 from the North Reading High School Hockey Booster group to support the cost of JV Ice Hockey expenses. Motion passed 4-0.

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

Mr. Webster gave a brief update of the February 24, 2015 Athletic Subcommittee meeting.

Mr. Webster gave a brief update of the February 26, 2015 NORCAM Board of Directors meeting.

Mr. Venezia gave a brief update of the March 6, 2015 Finance Planning Team meeting.

**Subcommittee Schedule:**

a) SSBC	March 10, 2015	5:30 pm
b) Athletic Subcommittee	March 27, 2015	12:30 pm
c) NORCAM BOD	March 24, 2015	7:00 pm
e) Finance Planning Team	April 17, 2015	8:15 am
f) Policy Subcommittee	TBD	

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

- **Department of Elementary and Secondary Education Coordinated Program Review:** The Department of Elementary and Secondary Education is currently conducting a Coordinated Program Review in the district, which is aimed at evaluating specific education programs and services offered in the North Reading Public Schools. A records review was conducted on March 2 & 3, 2015 and interviews of administrators, teachers, and parents as well as observations of instruction will take place March 9-12, 2015. A comprehensive report with detailed findings will be presented. A two-year process, the staff has been working diligently to prepare for this on-site visit. Particular thanks are owed to the staff and administration of the Pupil Personnel Services Department for their coordination efforts and to Dr. Valerie Flynn for agreeing to stay the second year as the Interim Director of Pupil Personnel services to facilitate this review.
- **North Reading Parks and Recreation Department’s 14<sup>th</sup> Annual Spring Wine and Food Social:** The North Reading Parks and Recreation Department is hosting its 14<sup>th</sup> annual Spring Wine and Food Social on March 20, 2015 at the Hillview Country Club. Tickets are \$40.00 each.
- **Reminder:** The “North Reading Night Off” program, sponsored by the Community Impact Team, will take place on Thursday, March 12, 2015.
- **Update:** The “The Secret Life of a Massachusetts Teen” program, sponsored by the Community Impact Team, took place on Wednesday, March 4, 2015 and was a huge success with approximately 300 attendees.

**III. F.3. Correspondence:** None at this time.

**IV. Future Business:**

March 18, 2015	7:00 PM	FY16 Budget Workshop, Superintendent’s Office
March 23, 2015	7:00 PM	Regular Meeting NRHS Distance Learning Lab

April 6, 2015	7:00 PM	FY16 Budget Public Hearing, NRHS DLL
April 13, 2015	7:00 PM	E. Ethel Little School Cafeteria

**V. Adjournment:**

The Committee voted on a motion by Mr. Webster and seconded by Mrs. Imbriano to adjourn at 8:52 pm. Motion passed 4-0.

**Documents and Exhibits:**

1. Student Representative Class Work
2. PowerPoint: FY16 Preliminary School Budget
3. Memo: Food Services Contract Recommendation
4. Policy GAM: Background Checks and C.O.R.I. Requirements
5. Minutes: February 23, 2015 Executive Session
6. Minutes: February 23, 2015 Open Session
7. FY15 Budget Report
8. Gift Acceptance Memo from Middle School Parents Association
9. Gift Acceptance Memo from Middle School Parents
10. Gift Acceptance Memo from NRHS Hockey Boosters
11. Flyer for NR 14<sup>th</sup> Annual Food and Wine Social