

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

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

Date: May 12, 2014

Time: 6:06 PM

Place: J. Turner Hood School Cafeteria

***School Committee Members Present***

Clifford Bowers

Karen Errichetti

Janene Imbriano

Gerald Venezia

Mel Webster

***Staff Members Present***

Kathleen Willis – Superintendent of Schools

Carl Nelson – Director of Finance and Operations

Cindy Elmore – Recording Secretary

Visitors: Mr. Matthew Leighton (Student Representative), Mr. Glen McKay (Principal, Hood School), Students, teachers and parents of the Hood School, Mr. Steve McManus (Chairman, North Reading Special Education Parent Advisory Council (SEPAC), Members of North Reading SEPAC Governing Body, Dr. Valerie Ardi Flynn (Interim Director of Pupil Personnel Services), Dan Tomasello (of the North Reading Transcript)

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

Superintendent Willis called the meeting to order at 6:06 PM.

**II. Executive Session:**

At 6:07 p.m. the Committee voted on a motion by Mrs. Errichetti and seconded by Mr. Bowers pursuant to Massachusetts General Laws, Chapter 30A, Section 21, to go into Executive Session to discuss strategy with respect to negotiations with non-union personnel and to discuss strategy with respect to collective bargaining and to reconvene in Open Session. Motion passed 5-0 on a roll call vote.

At 6:52 p.m. the Committee voted on a motion by Mrs. Errichetti and seconded by Mrs. Imbriano to return to Open Session. Motion passed 5-0 on a roll call vote.

**III. A. Reorganization of the North Reading School Committee:**

A reorganization meeting took place following the Town election. Congratulations to Cliff Bowers on his re-election to his third term on the School Committee.

**Election of Officers:**

The Committee voted on a motion by Mr. Webster and seconded by Mrs. Errichetti to appoint Mr. Gerald Venezia as Chair of the North Reading School Committee. Motion passed 5-0.

The Committee voted on a motion by Mr. Webster and seconded by Mrs. Imbriano to appoint Mr. Cliff Bowers as Vice Chair of the North Reading School Committee. Motion passed 5-0.

The Committee voted on a motion by Mrs. Errichetti and seconded by Mr. Bowers to appoint Mrs. Janene Imbriano as Secretary of the North Reading School Committee. Motion passed 5-0.

The Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers to appoint Mrs. Karen Errichetti as Legislative Representative of the North Reading School Committee. Motion passed 5-0.

**Subcommittee Assignments:**

The following Subcommittee positions were assigned:

- a. Secondary Schools Building Committee (1 member) – Gerald Venezia
- b. Policy Subcommittee (2 members) – Cliff Bowers and Janene Imbriano
- c. Athletic Subcommittee (2 members) – Gerald Venezia and Mel Webster
- d. Communication Subcommittee – no appointment at this time
- e. Evaluation Subcommittee (2 members) – Karen Errichetti and Janene Imbriano
- f. Finance Planning Team (Chair and Vice Chair) – Gerald Venezia and Cliff Bowers

The Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers to approve the Subcommittee assignments as listed above. Motion passed 5-0.

**III. B. Public Input:** There was no public input.

**III. C. Student Report:**

Matthew Leighton provided the student report and presented his class work.

**III. E.1. J. Turner Hood School Presentation:**

This was the final of five School Committee meetings that took place in each of the schools. Principal Glen McKay hosted the meeting and various students and teachers presented highlights of a variety of initiatives taking place at the Hood School this year.

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

- a) The last SSBC was April 29, 2014.
- b) Construction Update-The construction is moving on schedule with the gym and academic wing floors being tiled, the case work is installed in the labs and the chiller is connected.
- c) Design Update: Focus has been on FF&E. The designer has issued purchase orders up to the approved dollar amount approved at the last SSBC meeting. Rob Juusola distributed an FF&E Summary that provided detail regarding the base budget and the additional items and their costs over the base budget totaling \$437,849. Following a discussion, the SSBC eliminated the cost associated with the purchase of new copiers (\$132,063) and voted to approve an additional \$305,786 from the contingency fund to purchase the needed FF&E items.
- d) Change order 15 was reviewed and approved for a total of \$149,917.87.
- e) The Mover Bid was awarded to Wakefield Moving and Storage Inc. out of Rowley, MA. There were three bidders with Wakefield coming in as the highest. One bidder was eight minutes late with submitting the bid by the deadline and the other bidder could not satisfy all of the terms of the bid. Wakefield handled the move associated with modular classrooms at the Middle School and the District was pleased with their performance.
- f) Meetings with Wakefield about the move have been held with the Middle School staff, the High School staff, and the Central Office Staff. Multiple meetings have taken place regarding the relocation of the middle school to the old high school. The middle school must be vacated on June 24, 2014 following the dismissal of students. The Central Office will be relocated to the old high school starting on June 24<sup>th</sup> and will be up and running by Friday, June 27<sup>th</sup>.
- g) The next regular meeting of the SSBC is scheduled for May 13, 2014.

**III. E.2. North Reading SEPAC Presentation:**

The SEPAC receives its statutory authority from the Chapter 71B, Section 3 of the Massachusetts General Laws, This authority is also codified in the Code of Massachusetts Regulations (CMR), 603 CMR 28.07 (4). The SEPAC Chair gives an annual report to the School Committee.

Chairman Steve McManus of the North Reading Special Education Parent Advisory Council provided a brief presentation regarding the Council's accomplishments this year as well as an overview of their plans for the future.

**III. E.3. Food Service Workers Contract Agreement:**

The Director of Finance and Operations presented the Food Service Workers Contract Agreement to the Committee and to the public. The School Committee approved the one year contract.

The Committee voted on a motion by Mr. Bowers and seconded by Mrs. Errichetti to approve a one year Food Service Workers Contract Agreement. Motion passed 5-0.

**III. F.1. Minutes:**

The Committee voted on a motion by Mr. Webster and seconded by Mrs. Errichetti to approve the April 7, 2014 Open Session minutes as written. Motion passed 5-0.

**III. F.2. Budget Update:**

Director of Finance and Operations provided a status report on the FY14 Budget.

**III. F.3. Staffing:**

No report at this time.

**III. F.4. Bids and Donations:**

None at this time.

**III. G.1. Subcommittee Reports:**

Mr. Bowers gave a brief update on the Policy Subcommittee that met on April 30, 2014. Mrs. Errichetti gave a brief update of the Finance Planning Team meeting that was on May 9, 2014.

**Subcommittee Schedule:**

a) Athletic Subcommittee	May 13, 2014	12:30 pm
b) Evaluation Subcommittee	May 16, 2014	10:45 am
c) Policy Subcommittee	May 21, 2014	9:00 am
d) Finance Planning Team	June 13, 2014	8:15 am

**III. G.2. Administrative Report:**

- **Commissioner’s Weekly Update:** The May 9, 2014 Commissioner’s Weekly Update includes preliminary information regarding the PARCC-MCAS Choice in 2015. Patrick Daly and Superintendent Willis will attend the M.A.S.S. Seminar on this topic on May 19, 2014. Dr. Daly will host a DESE webinar on May 23, 2014 for administrators.

The timeline for making the decision is as follows:

- ▶ **Wednesday, May 14:** District superintendents receive email with instructions and a pass code for registering the district’s choice through an online tool

- ▶ **Mid to late-May:** Information sessions to assist in decision-making (see below)
- ▶ **Mid to late-May:** District superintendents register early decision
- ▶ **12:00 p.m., Monday, June 30:** Deadline for early decision submission
- ▶ **12:00 p.m., Wednesday, October 1:** Deadline for decision, pending availability (instruction will be forthcoming on registering a decision in October)
- **Retirement Statement:** Chairman Venezia announced the retirement of Superintendent Willis. Superintendent Willis will be retiring from NRPS in October of 2014. This is a personal decision and Chairman Venezia and all the Committee members shared their regret and gave praise and admiration for the work Superintendent Willis has accomplished.

**III. E.4. Correspondence:** No correspondence at this time

**IV. Future Business:**

Tuesday, May 27, 2014	7:00 PM	Regular Meeting, Town Hall
Monday, June 2, 2014	6:30 PM	Town Meeting, NRHS
Monday, June 9, 2014	7:00 PM	Regular Meeting, Town Hall (Elementary SIP Presentation)
Monday, June 23, 2014	7:00 PM	Regular Meeting, Town hall (NRMS & NRHS SIP Presentation)

**V. Adjournment:**

At 8:45 p.m. the Committee voted on a motion by Mr. Bowers and seconded by Mrs. Errichetti to adjourn. Motion passed 5-0 on a roll call vote.

**Documents and Exhibits:**

1. J. Turner Hood School Presentation Agenda
2. Minutes: April 7, 2014 – Open Session
3. FY14 Budget Report
4. Commissioner's Weekly Update – May 9, 2014