

NORTH READING PUBLIC SCHOOLS
North Reading, Massachusetts

Regular Meeting of the School Committee
Open Session

Date: August 25, 2014

Time: 6:00 PM

Place: North Reading Town Hall – Room 14

School Committee Members Present

Clifford Bowers

Karen Errichetti (arrived at 6:35 p.m.)

Janene Imbriano

Gerald Venezia

Mel Webster

Staff Members Present

Kathleen Willis – Superintendent of Schools

Michael Connelly – Director of Finance and Operations

Cindy Elmore – Recording Secretary

Visitors: Mr. and Mrs. Mark Favreau, Mrs. Grace Ventura, Ms. Tracey Conlon, Mr. Geof Simons, Dr. Valerie Flynn (Interim Director, PPS), Dr. Patrick Daly (Director of Academic Services), Mr. Dan Tomasello (of the North Reading Transcript)

I. Executive Session

At 6:21 p.m. the Committee voted on a motion by Mr. Webster and seconded by Ms. Imbriano pursuant to Massachusetts General Laws, Chapter 30A, Section 21, to go into Executive Session to discuss strategy with respect to collective bargaining and potential litigation and to reconvene in Open Session. Motion passed 4-0 on a roll call vote.

At 7:07 p.m. the Committee voted on a motion by Dr. Errichetti and seconded by Mr. Bowers to return to Open Session. Motion passed 5-0 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: There was no public input.

III. C.1. Introductions:

Superintendent Willis introduced the three newest district level administrators to the Committee and the public. Each of the administrators gave a brief introduction of their background and fielded questions from the Committee. The Committee welcomed: Kristen Burke – Coordinator of Elementary Special Education, Maureen Ryan – Coordinator of Secondary Special Education, and Nathan Campbell – Coordinator of Digital Learning.

III. C.2. Naming School Facilities:

Town Administrator Michael Gilleberto recently received an opinion from Town Counsel regarding the naming of a building in North Reading. The Town Board considered the custodian of the building (in this case, the School Committee) has the authority to choose the name of the building. Town meeting only has approval authority. Based on this information, the School Committee's final decision is based on the current policy, which states that the North Reading Middle School or High School will not be named after an individual person or persons.

Mr. Mark Favreau approached the Committee and asked for the status of their support for this citizens' petition. After hearing that all the members are in favor of keeping the Middle School and High School named for the Town of North Reading, Mr. Favreau asked if there was a possibility that minds could be changed if a committee was formed to obtain public opinion. A couple of the School Committee members agreed to possibly reconsider their opinion after reviewing the results of said committee.

If the School Committee does agree to rename the Middle School, the current policy would have to be changed.

II. B.1. MSBA/SSBC Update:

- a) The SSBC meeting was held on August 12, 2014.
- b) Construction: At the last SSBC meeting, Gilbane Project Executive Joanna Kripp stated "Construction is almost done!" Inspections have taken place and are ongoing. Exterior doors have been installed; all of the shared facilities such as the gymnasium, library/media center, and cafeteria are operational; the Middle School exterior wall, now an interior wall on Main Street has been painted; the old Middle School interior walls are down and corridor walls are up; excavation for installation of fittings and piping as well as bracing for seismic and wind has taken place; additional roof support is going in; and the footings for the extended central office are in place. The WWTP operator is ready to take over; the Team Room roof is on; Route 62 paving is complete, traffic lights installed; and the occupancy permit will be issued on August 25, 2014.
- c) Design: The punch list is getting done as sections of the building are completed; FF&E deliveries are ongoing; training on systems has started and will continue; technology servers have been relocated and hardware installed; commissioning continues and substantial completion is expected for August 25, 2014
- d) The "Move" has been poetry in motion with so many logistical details coming together to relocate both the High School and the Middle School in preparation for opening day. The custodial staff should be commended for going above and beyond to assist with and prepare for welcoming staff and students back to school.
- e) Invoices were approved.
- f) Change order #19 was approved for a sum of \$313,690.50.
- g) The SSBC voted to approve up to \$67,260 to pave Sherman Road with the help of the North Reading DPW.
- h) The Transcript has printed the traffic flow maps for the Middle and High School.
- i) The next regular meeting of the SSBC has been moved to September 2, 2014.

II. B.3. 2014-2015 School Committee Goals Workshop:

The August 6, 2014 School Committee Goals Workshop was rescheduled to September 3, 2014 at 5:00 PM.

II. C.2. Policy manual Review/Revision-First Reading:

At the August 6, 2014 School Committee meeting, members received copies of the current policy *LEC-Relations with Booster Organizations* and a revised copy of policy LEC with tracked changes, as well as a copy of the proposed *Guidelines for Booster/Parent Organizations*. The discussion on this policy was extensive with several changes to the policy and the guidelines recommended. There will be another “revised” first reading of the policy/guidelines at a future meeting. No vote was taken tonight.

II. C.3. North Reading Middle School Club Proposal:

Superintendent Willis presented Middle School Principal Catherine O’Connell’s proposed pilot of a new Spanish Club for the Middle School students under the direction of Middle School Foreign Language Teacher Jean Houghton.

The Committee voted on a motion by Dr. Errichetti and seconded by Ms. Imbriano to approve a two year pilot Spanish Club in the North Reading Middle School during the 2014-2015 and 2015-2016 school years. Motion passed 5-0.

II. C.4. FY16 Budget Development Schedule:

The Director of Finance and Operations reviewed the proposed budget development calendar to guide the process for creating the FY16 Budget. A preliminary timeline for the process was also reviewed.

II. D.1. Minutes:

The Committee voted on a motion by Mr. Webster and seconded by Mr. Bowers to approve the May 27, 2014 Open Session minutes as written. Motion passed 5-0.

II. D.2. Budget Update:

None at this time.

II. D.3. Staffing:

Superintendent Willis provided a report updating the new staff for the North Reading Public Schools.

II. D.4. Bids and Donations:

Principal Sean Killeen requested the acceptance of the following donation:

- Batchelder School Parent Organization donation of \$3,000 to support the purchase of Chrome Books.

The Committee voted on a motion by Ms. Imbriano and seconded by Mr. Bowers to approve with gratitude the donation from the Batchelder School Parent Organization of \$3,000.00. Motion passed 5-0.

II. E.1. Subcommittee Reports:

Mr. Venezia gave a brief update of the Finance Planning Team meeting that was held on August 22, 2014.

Subcommittee Schedule:

a) Athletic Subcommittee	September 23, 2014	12:30 pm
b) Policy Subcommittee	TBD	
c) Finance Planning Team	TBD	
d) Evaluation Subcommittee	TBD	

II. E.2. Administrative Report:

- **New Hire Orientation:** On August 27, 2014 the District will be welcoming our new educators to the North Reading School District.
- **Welcome Back Presentation for Faculty/Staff:** On September 5, 2014 Superintendent Willis will be welcome back faculty and staff to the new school year in the new High School auditorium.
- **High School Principal Posting:** A timeline has been set for the search process to fill the position of High School Principal. The posting will go out on August 26, 2014.
- **Library Director Helena Minton Retiring:** A copy of the invitation to honor the retirement of Helena Minton was distributed.
- **Updated Collective Bargaining Agreements:** Copies of the five updated collective bargaining agreements were distributed to the School Committee.
- **North Reading Athletic Boosters Association Statement:** Superintendent Willis read a statement to the School Committee and the public regarding the issue of North Reading School District not being affiliated with the North Reading Athletic Boosters Association and that any monies collect by the Association will not be received/used by the North Reading High School Athletic Department.

II. E.3. Correspondence:

None at this time.

III. Future Business:

September 8, 2014	7:00 PM	NRHS Media Center
September 22, 2014	7:00 PM	NRHS Distance Learning Lab
October 6, 2014	6:30 PM	Town Meeting, NRHS Performing Arts Center

IV. Adjournment:

The Committee voted on a motion made by Mr. Bowers and seconded by Dr. Errichetti to adjourn at 9:30 pm. Motion passed 5-0.

Documents and Exhibits:

1. Email to Town Administrator from Town Counsel
2. Policy: LEC (Cf. DFO) – Relations with Booster Organizations
3. Request from NRMS Spanish Teacher regarding proposal to create a Spanish Club
4. NRPS High School Principal Position Posting and Search Process Timeline
5. NRPS – FY16 Budget Development Schedule
6. Minutes – May 27, 2014 – Open Session
7. NRPS – New Staff 2014-2015 as of 8/20/2014
8. Request for Gift Acceptance
9. NRPS New Faculty Orientation Schedule
10. Superintendent Willis' welcome back letter to faculty/staff dated August 11, 2014
11. Invitation to Library Director's Retirement Reception
12. Collective Bargaining Agreements