

**NASHOBA REGIONAL SCHOOL DISTRICT  
SCHOOL COMMITTEE MEETING**

School Committee Conference Room  
Emerson School  
Bolton, MA

October 7, 2015

**SCHOOL COMMITTEE IN ATTENDANCE:** Lorraine Romasco, Nicole Odekirk, Mark Jones, Lynn Colletti, Kathy Codianne, Cathy Thier and Neal Darcy

**ADMINISTRATION IN ATTENDANCE:** Michael Wood, Superintendent of Schools, Georg King, Assistant Superintendent of Schools

**CALL TO ORDER**

Ms. Romasco called the meeting to order at 6:00 PM in the School Committee Conference Room, Emerson School, Bolton, MA.

**CITIZENS' COMMENTS**

None

**Student Advisory Report**

Tom Bunnell, NRHS Student Rep. reported; This year so far has been a great year for all of our sports teams. The volleyball team has been on a tear so far with a record of 7-1 last time I checked. This is the best season they have ever had. They made the playoffs for the first time two years ago and won their first set in the playoffs last year and are looking to be in a good position to make a strong run into the playoffs again this year. The football team is undefeated this year and so are both the girls and boys cross country teams. With the girls taking 9 of the top 11 spots yesterday.

Today was the math team's first meet and that got off to a strong start. Also coming up is Model UNs first meet. Over the past few meetings they have been figuring out the different committees that they are interested in. Homecoming is coming up this week and all week we have been having different spirit days each day of the week with the football game home this Friday.

**OLD BUSINESS**

**Superintendent's Goals and Annual Plan**

Ms. Codianne thanked the Personnel Sub Committee and the Superintendent for their work and collaboration on the Superintendent's goals and annual plan. Ms. Codianne advised the Personnel Sub Committee voted to accept the Superintendent's Annual Plan but before the school committee votes she would like to explain the process and would like the Superintendent to review his annual plan. Ms. Codianne provided a review of the process, provided the Superintendent's Evaluation Process and Superintendent's Annual Plan documents and reviewed same. Mr. Wood provided an overview of his annual plan.

**MOTION**

Kathy Codianne moved to accept the Superintendent's Annual Plan, draft 4 dated 10/7/15 as revised; seconded by Mark Jones **IN FAVOR:** Lorraine Romasco, Cathy Thier, Nicole Odekirk, Mark Jones, Lynn Colletti, Kathy Codianne and Neal Darcy **VOTED AND PASSED. UNANIMOUS (7-0-0)**

### **Sub Committee Goals**

Ms. Romasco asked each subcommittee Chair to review their goals that are included in the meeting packet. Mr. Jones provided the overview for Finance, Ms. Romasco voiced her concern of the Finance Sub Committee meeting all their stated goals. Members of the Finance Sub Committee reviewed their plan to meet each goal. Ms. Codianne provided the overview for Personnel and Ms. Odekirk provided the overview for Policy.

### **MOTION**

Nicole Odekirk moved to accept the 15-16 overarching goals for the Policy, Personnel and Finance sub committees as presented in the 10/7/15 meeting packet; seconded by Neal Darcy **IN FAVOR:** Lorraine Romasco, Cathy Thier, Nicole Odekirk, Mark Jones, Lynn Colletti, Kathy Codianne and Neal Darcy **VOTED AND PASSED. UNANIMOUS (7-0-0)**

### **NEW BUSINESS**

#### **MCAS Overview**

Mr. Wood advised that some of the districts we historically have used for comparison participated in PARCC and as a result we will not have comparison data for those districts as PARCC results have not been released. Mr. Wood provided a PowerPoint presentation and reviewed each slide. Ms. Romasco advised she would like to establish a consistent set of comparable districts for use in all aspects where comparisons are made. Mr. Wood will compile the list and share with the committee.

#### **Principal Updates Format**

Ms. Romasco advised she would like the committee's thoughts on what information they would like to hear from the principals and what the Superintendent would like them to inform the committee of. Ms. Odekirk stated she wants to know what the Principals/staff need from the school committee. Ms. Colletti stated she would like an interactive collaboration session regarding MCAS and assessments. Ms. Thier advised she would like to hear about the day to day activities in the schools.

#### **Bond Approval**

Mr. King advised the refunding bond sale went through as approved at the last meeting. Mr. Darcy stated in future transactions he would like a process that allows a wider timeframe for review. If the school committee is signing, as they owe the towns the due diligence to review the documents and ask questions that need to be asked for a clear understanding.

### **MOTION**

Neal Darcy moved that the following motion is for the October 2015 Bond Refunding transaction only; seconded by Lynn Colletti **IN FAVOR:** Lorraine Romasco, Cathy Thier, Nicole Odekirk, Mark Jones, Lynn Colletti, Kathy Codianne and Neal Darcy **VOTED AND PASSED. UNANIMOUS (7-0-0)**

### **MOTION**

Mark Jones moved that in order to reduce interest costs on outstanding costs, the District Treasurer is authorized to issue refunding bonds at one time or from time to time, pursuant to Chapter 44, Section 21A of the General Laws, or pursuant to any other enabling authority, to refund all or a portion the District's \$6,605,000 General Obligation State Qualified Bonds, dated December 15, 2005 (the "2005 Bonds") maturing on and after January 15, 2017 (collectively, the "Refunding Bonds"), and that the proceeds of any refunding bonds issued pursuant to this vote shall be used to pay the principal, redemption premium, if any, and interest on the Refunded Bonds and costs of issuance of the refunding bonds;

further moved that the sale of the \$3,085,000 General Obligation Refunding Bond of the District dated October 20, 2015 (the "Bonds"), to Roosevelt & Cross, Inc. at the price of \$3,184,913.03 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on January 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2017	\$355,000	3.00%	2022	\$345,000	2.00%
2018	350,000	3.00	2023	335,000	2.00
2019	350,000	3.00	2024	330,000	2.00
2020	350,000	2.25	2025	320,000	2.00
2021	350,000	2.25			

further moved that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated September 24, 2015, and a final Official Statement dated October 1, 2015 (the "Official Statement"), each in such form as may be approved by the District Treasurer, be and hereby ratified, confirmed, approved and adopted;

further moved to authorize the execution and delivery of a Refunding Escrow Agreement to be dated October 20, 2015, between the District and U.S. Bank, as Refunding Escrow Agent and Paying Agent;

further moved to authorize the execution and delivery of a Paying Agent Agreement to be dated October 20, 2015, between the District and U.S. Bank, as a successor paying agent to the Treasurer and Receiver-General of The Commonwealth of Massachusetts for the 2005 Bonds;

further moved that the District Treasurer and the Chair of the Committee be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time;

further moved that we authorize and direct the District Treasurer to review and update the District's post-issuance federal tax compliance procedures as needed and to the extent the District Treasurer and bond counsel deem sufficient in order to monitor and maintain the tax-exempt status of the Bonds;)

further moved that each member of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes; seconded by Neal Darcy **IN FAVOR:** Lorraine Romasco, Cathy Thier, Nicole Odekirk, Mark Jones, Lynn Colletti, Kathy Codianne and Neal Darcy **VOTED AND PASSED. UNANIMOUS (7-0-0)**

**Tri Town Discussion Items**

Discussions tabled

**School Committee Annual Work Calendar**

Ms. Romasco asked the committee to review and make sure their subcommittee deliverables are stated on the work calendar and advise her of any changes.

**Hale Principal Position**

Ms. Romasco advised this discussion is a philosophical discussion about a position not an individual. Ms. Codianne provided two documents in the packet of her research of how the Hale Principal Position became a non-dedicated position. Ms. Codianne advised she would like to have a discussion on the proposal of having a dedicated Principal position at all our schools in the district, as she feels strongly that there should be a dedicated Principal in each school. Members of the committee discussed their opinions. Mr. Wood advised he does believe there is a dedicated Principal at Hale and advised it is a common practice in Massachusetts education for personnel to have a dual roles. Mr. Wood advised there is legal entanglements in changing the organizational scheme. Ms. Romasco advised she would like the Policy subcommittee to discuss the "one principal one building" model and bring their advisement to the school committee.

**Policies – First Reading**

The committee discussed suggested revisions; the policy subcommittee will review and bring back to the school committee for a second reading.

JIH - Student Searches

CCB - Line Staff and Relations

JL - Student Rights

CBD - Superintendent's Contract

CE - Administrative Councils, Cabinets and Committees

**SUBCOMMITTEE REPORTS**

**Finance Subcommittee**

Mr. Jones reported the committee is doing its preliminary look at the budget and revolving funds and will be review staffing at the next meeting. The committee is reviewing the need for additional meetings and times those would be.

**Personnel Subcommittee**

Ms. Codianna reported the committee met on September 28<sup>th</sup> and Oct. 5<sup>th</sup> to discuss the Hale Principal position, Superintendent Goals, Technology staffing, the subcommittees annual plan. The committee entered into an executive session on Oct. 5<sup>th</sup> to discuss Superintendent's contract negotiations, the next meeting is Oct. 19<sup>th</sup>.

**Policy Subcommittee**

Ms. Odekirk reported the committee meet on September 30<sup>th</sup>, Mr. Darcy was absent, policies presented tonight were reviewed along with others that will be presented at future meetings. The committee also briefly discussed the high school graduation requirements with more discussions to be held on that topic.

**NRHS Space Study Task Force**

Ms. Colletti reported there was not a quorum at the last meeting, but there were discussions about the RFS, the next meeting is Oct 13<sup>th</sup>, the modulars are in at the high school and came in at budget, parking at the high school is working well but if the footprint of the high school changes additional staff parking will be needed.

**SEPAC**

Ms. Odekirk reported SEPAC has a couple events coming up, Oct. 21<sup>st</sup> they are having a Social Skills Curriculum and Support from Preschool to high school presentation at the Sawyer school at 7:00 pm and the first open house will be Friday, October 23<sup>rd</sup> at The Center School at 9:00 am.

**SUPERINTENDENT'S REPORT**

Mr. Wood reviewed his Superintendent's report; *(The Superintendent's Report is available in its entirety on the NRSD website, [www.nrsd.net](http://www.nrsd.net).*

Topics included:

- Instructional Leadership
  - Teaching and Learning
  - Interventionist Training
  - English Language Learners
- Management and Operations
  - Minutemen Building Project
  - Chiller Project - Lancaster
  - Boiler Project at FSS
- Family and Community Engagement
  - District Website
  - Private School Approval
- Professional Culture
  - Educator Evaluation Committee

- Superintendent's Goals

**CORRESPONDENCE**

Ms. Thier advised she was approached by parents regarding the class sizes at the high school during the open houses. Ms. Romasco stated she was also approached regarding class size at the high school.

Mr. Darcy advised he received positive feedback on the website but was advised of a problem with the search.

Ms. Colletti advised she received correspondence regarding finger printing for volunteers.

**CONSENT AGENDA**

Topics on consent agenda included:

**October 9, 2015 Warrants**

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3521	10/9/15	VENDOR	\$ 651,764.54
3522	10/9/15	BENEFIT	\$ 700,228.83
3523	10/9/15	PAYROLL	\$1,318,738.71

Minutes of September 23, 2015  
Private School Approval – Trivium School

**Items to be considered for next agenda**

- Principal Workshop
- 8<sup>th</sup> Grade 1:1 Presentation
- NRHS Green Team Presentation
- Website Enhancement Presentation
- NRSC Calendar of Activities

**EXECUTIVE SESSION**

Committee went into Executive Session at 8:27pm to discuss negotiation strategies for Superintendent's Contract.

**MOTION**

Kathy Codianne moved to go into Executive Session at 8:27 pm to discuss negotiation strategies for Superintendent's Contract; to include school committee members and Attorney Kevin Bresnahan of Murphy, Hesse, Toomey and Lehane, LLC with no regular business to be conducted after executive session adjourns; seconded by Cathy Thier

**Roll Call Vote:**

- Ms. Romasco Yes
- Ms. Odekirk Yes
- Mr. Jones Yes
- Mr. Darcy Yes
- Ms. Their Yes
- Ms. Colletti Yes
- Ms. Codianne Yes

**VOTED AND PASSED. UNANIMOUS (7-0-0)**

**MOTION**

Lynn Colletti moved to reconvene to open session at 10:08 pm; seconded by Neal Darcy.

**Roll Call Vote:**

Ms. Romasco Yes  
Ms. Odekirk Yes  
Mr. Jones Yes  
Mr. Darcy Yes  
Ms. Their Yes  
Ms. Colletti Yes  
Ms. Codianne Yes

**VOTED AND PASSED. UNANIMOUS (7-0-0)**

**MOTION**

Kathy Codianne made a motion to adjourn at 10:09 pm; seconded by Lynn Colletti **IN FAVOR:** Lorraine Romasco, Cathy Thier, Nicole Odekirk, Mark Jones, Lynn Colletti, Kathy Codianne and Neal Darcy  
**VOTED AND PASSED. UNANIMOUS (7-0-0)**

Submitted by  
Aleta Masterson  
Executive Assistant

Meeting Materials provided tonight can be located at [www.nrsd.net](http://www.nrsd.net)

School Committee Meeting recordings can be viewed at: [Click Here](#)

**Reference Documents/ Presentations**

Agenda

2015-2016 Monitoring Progress Toward Goals  
Superintendent's Evaluation Process  
Superintendent's Annual Plan - Draft 4  
DESE Superintendent's Rubric  
Nashoba Regional School District Improvement Plan 2014-2015

2015-2016 Personnel Sub Committee Goals  
2015-2016 Policy Sub Committee Goals  
2015-2016 Finance Sub Committee Goals

Spring MCAS Presentation  
Florence Sawyer Spring MCAS Results  
Center School Spring MCAS Results  
Hale Spring MCAS Results  
Mary Rowlandson Spring MCAS Results  
Luther Burbank Spring MCAS Results  
NRHS Spring MCAS Results

NRSD School Committee Meeting Minutes, October 7, 2015  
Bonding Refunding Memo  
Attachment 1  
Attachment 2  
Attachment 3  
Attachment 4  
Attachment 5

2015-16 SC Calendar of Activities

Hale Principal Position Memo  
Hiring Principals and that communication Memo

Policy JIH - Student Searches  
Policy JI - Student Rights  
Policy CBD - Superintendent's Contract  
Policy CCB - Line and Staff Relations  
Policy CE - Administrative Councils, Cabinets and Committees

Superintendent's Report

Meeting Minutes of September 23, 2015  
Private School Approval Memo - Trivium

**Correspondence**

Volunteer Finger Printing Correspondence  
MASC Bulletin  
Bond Refunding Correspondence  
Bond Refunding Correspondence Response

DRAFT

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