

Ashburnham-Westminster Regional School District
JANUARY 14, 2003 MINUTES

A. CALL TO ORDER

1. The meeting was called to order in the Overlook Team Room by Chair N. Bakanowsky at 7:00 PM.
 2. Members present: G. Leger, P. Janhunen, D. Loescher, N. Bakanowsky, K. Glenny, E. Holmes, L. Beaton, D. Christianson, C. Gagnon
 3. Also Present: C. Thibodeau and E. Muserallo
- Last Thursday, January 9 there was a bus accident on Ellis Road in Westminster. There were no injuries. Chair N. Bakanowsky commended Assistant Principal Patty Marquis for handling the emergency and commended students' behavior.
 - Linda McCormack suffered a stroke last week; she is doing well and expected to make a full recovery.
 - N. Bakanowsky asked for a moment of silence for Charles Lyons.
 - Elaine Niedermeier gave birth to twin girls, Autumn Hunter and Courtney Grace. Mom and girls are doing fine.

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of 12/17/02 with the following corrections by D. Loescher, seconded by L. Beaton Y - 9 N - 0
 - E.6.c. - has not come before the committee

D. CORRESPONDENCE

1. Letter from Kim Haley re: Athletic Fee refund
 - Refund policy unclear, recommendation to forward to Interscholastic Program
 - C. Thibodeau will make sure letter of acknowledgement is sent
2. Letter dated 12/24/02 from Lisa M. Steinbring re: school choice
 - No action, it was noted that family has purchased home in Westminster
3. Letter from Michael Krupski re: Athletic Fee refund
 - C. Thibodeau will make sure letter of acknowledgement is sent
4. E-mail from Dick Mackey
5. C. Thibodeau received a letter from Pioneer Institute re: competition on policy making, \$3,000 award
6. E. Holmes received information from Sharon School District and will share in Executive session

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. P. Janhunen gave an overview of the progress at Oakmont. Currently the project is in Phase III with completion due this summer, when punch list will begin.
- b. Dedication of the Joe Von Deck Lecture Hall will be held on 02/02/03 at 3:00 PM. Open to the public.
- c. **MOTION** to transfer \$263,000 from arbitrage funds into the project by P. Janhunen, seconded by G. Leger
 - Discussion followed regarding the disbursement, \$28,000 for tractor with attachments, \$35,000 to resurface running track and \$200,000 for the contingency fund.Y - 3 (G. Leger, P. Janhunen, L. Beaton) N - 6

6. Other

- a. N. Bakanowsky stated that the Ashburnham Selectmen have decided to postpone the Ashburnham Town Meeting to May 3, 2003. With the meeting date changed the Committee will need to certify

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the budget by March 18th. Superintendent C. Thibodeau made the recommendation to certify a budget number by the March 11th meeting.

- b. N. Bakanowsky asked when the January 2 snow day would be made up. C. Thibodeau is looking into a Saturday in the spring. C. Thibodeau as of this date has not heard from the DOE re: request for waiver of two emergency snow days.

G. DISCUSSION ITEMS

1. FY04 Special Education Budget Presentation-Chuck Kirousis

- a. C. Kirousis handed out FY04 budget. Information included:
- Budget Overview/Student Enrollment; Special Education Budget Summary; No Override/Override Budgets; Salaries
Related Services
 - Per Pupil Expenditures
- b. Discussion followed
- \$8K for Part time Secretary and \$3K for summer stipend with or without override.
 - Possible increase of \$30,000 for current fourth quarter cost if DOE does not fund the 50/50 costs for out of district placement.

J. Anderson arrived at 8:47 PM.

2. FY04 J. R. Briggs Budget Presentation-Chuck Pretti

- a. C. Pretti handed out FY04 budget. Information included:
- Four Year Budget Trend; Historical Class Size Maximums; Historical Enrollment; Tragedy of Reductions in 2001, 2002, 2003; Reduce Budget by \$175,000; Scenario #1; Scenario #2; Scenario #3; Community Input Priorities; Parent Values Questionnaire
- b. Discussion followed
- Preference would be to keep Librarian and not fund PE
 - Option #3 would most likely be the choice by Briggs

3. FY04 Meetinghouse/Westminster Elementary Budget-David Marble

- a. D. Marble handed out FY04 budget. Information included:
- FY03 Personnel List; MHS/WES Recent losses; Salaries/Class Sizes; Four Year Budget Trend
 - Override Options; Summary/Recommendations
- b. Discussion followed
- Parents concerned over safety issues
 - Come up with ways to generate revenues rather than cuts
 - Important that MHS/WES and Briggs work together to make budget decisions
 - Possible \$2.09 million override with a 10% state reduction
 - Disparities in class sizes between elementary schools in the district
 - Disparities in cost per pupil between elementary schools in the district

MOTION to go beyond 10:00 PM made by E. Holmes and seconded Y – 10 N - 0
L. Beaton left at 10:00 PM

4. FY04 Overlook Middle School Budget-Mike Sunderland

- a. M. Sunderland handed out FY04 budget. Information included:

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- Budget Losses Last Three Years; 2003-2004 Budget Scenario: Reductions; Budget Scenario Implications; Turning Points Recommendations for Middle Level Education; What is Teaming?; Things That Great Teams Do; Support Our Children Committee
- c. Discussion followed
 - Overlook would be able to keep everything with a level service budget

5. FY04 Oakmont Regional High School Budget-William Waight

- a. D. Landry and B. Waight handed out FY04 Budget. Information included:
 - Forces Impacting 2003-2004 Budget; Lost to Date; Positions Lost; Priorities; Enrollment Summary; Budget Scenarios; 5-year Budget Analysis; Enrollment Summary; Alternative 1 – No Override; Per Pupil Expenditure 2001; Department of Education; Key Messages; New baby boom swamps colleges
- b. Discussion followed
 - Change in dialogue to restoration rather than cuts
 - Need to reach voters with no children in the system

6. Transportation Position Paper

- a. Looking for two community members, preferably with advertising or marketing backgrounds, to work on the Transportation Subcommittee

J. EXECUTIVE SESSION-MGL 39 SECTION 23B

- 1. **MOTION** to go into Executive Session at 11:15 PM according to MGL Chapter 39 Section 23B by D. Loescher, seconded by

G. Leger – N; J. Anderson – N; P. Janhunen – Y; D. Loescher – Y; N. Bakanowsky – Y; E. Holmes – Y;
D. Christianson – Y; C. Gagnon – Y; K. Glenny – Y

Y – 7 N – 2

Submitted,
Linda K. McClenahan

Ashburnham-Westminster Regional School District
JANUARY 21, 2003 MINUTES

A. CALL TO ORDER

1. The meeting was called to order in the Overlook Library by Chair N. Bakanowsky at 6:00 PM.
2. Members present: G. Leger, D. Loescher, C. Gagnon, N. Bakanowsky, E. Holmes, L. Beaton, D. Christianson
3. Also Present: C. Thibodeau and E. Muserallo

B. EXECUTIVE SESSION

1. **MOTION** to go into Executive Session at 6:00 PM according to MGL Chapter 39 Section 23B to discuss collective bargaining and personnel by L. Beaton, seconded by E. Holmes Y – 7 N – 0

G. Leger – Y; D. Loescher – Y; N. Bakanowsky – Y; E. Holmes – Y; D. Christianson – Y;
C. Gagnon – Y; L. Beaton – Y

2. **MOTION** to come out of Executive Session at 7:05 PM by L. Beaton, seconded by E. Holmes
Y – 7 N – 0

The dedication of the Joe Von Deck Lecture Hall will be held on February 2, 2003 at 3:00 PM.

E. CORRESPONDENCE

1. Letter dated 01/13/03 from Commissioner Driscoll re: waiver request
 - The district is to exhaust all snow days before consideration of a waiver
2. N. Bakanowsky sent a thank you note to Jim Mullins for his help at last weeks meeting

F. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. C. Thibodeau gave an overview of the progress at Oakmont.
 - Samples taken from the auditorium have tested positive for asbestos. No air samples show signs of asbestos. Further testing is on going. Decontamination of materials removed will take place. Contractors worked extra shifts over the weekend.
 - A schedule is being worked out between the contractor and student body for the use of the cafeteria hall needed for the next two to three weeks.

1. Westminster Building Committee

- a. G. Leger gave a brief overview of the building project
 - On going problem with the roof leaks from Phase I
 - Emergency lights will be installed in the classrooms
 - Generator will be delivered in February
 - The committee would like to put any left over money from the project into a reserve account to be used for upkeep of MHS/WES buildings.

3. Budget Subcommittee

- a. **MOTION** to approve the minutes of the 01/16/03 by C. Gagnon, seconded by D. Christianson
Y – 7 N – 0
 - E. Holmes presented an alternate idea regarding FY04 Athletic fees.

5. Executive Committee

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- a. A MASC representative will come to address the Committee regarding the Superintendent search. Due to scheduling the only date he is available is 02/12/03. N. Bakanowsky suggested the 02/11 meeting be changed to 02/12.

G. ADMINISTRATIVE UPDATE

1. Makeup day at Oakmont

- a. 01/27 is a Professional Development day for the elementary and middle schools. The high schools Professional Development day has been changed to 02/03 due to snow days.
- b. **MOTION** to change Oakmont's Professional Development day from 01/27 to 02/03 by D. Christianson, seconded by G. Leger Y - 5 N - 2 (D. Loescher, N. Bakanowsky)
- c. N. Bakanowsky asked when the January 2 snow day would be made up. C. Thibodeau is looking into a Saturday in the spring but has not checked the terms of the teacher's contract. C. Thibodeau as of this date has not heard from the DOE re: request for waiver of two emergency snow days.

F. REPORTS OF COMMITTEES

6. Other

- a. Legal Services Subcommittee met on 01/06 and 01/13. E. Holmes presented an overview of legal firms contacted. Next meeting 01/27 at the Forbush Library.
- b. **MOTION** to approve the Legal Services Subcommittee minutes of 12/09 by L. Beaton, seconded by D. Loescher Y - 7 N - 0

H. DISCUSSION ITEMS

3. Transportation Position Paper

- a. Transportation Subcommittee met on 01/02/03 - Forming a governing board to look into advertising on school buses. Two community members needed to serve on the board.
- b. Public hearing on two tier busing to be held on 02/12
- c. Bus company must have decision on two tier or three tier for FY04 by 04/01
- d. Discussion on Transportation Position Paper
- e. Discussion on Oakmont bus ramp clarification

I. ACTION ITEMS

1. Transportation Position Paper

- a. **MOTION** to adopt Transportation Position Paper by E. Holmes, seconded by D. Christianson Y - 7 N - 0
- b. **MOTION** to approve the Transportation Subcommittee minutes of 11/04 by E. Holmes, seconded by D. Christianson Y - 7 N - 0

H. DISCUSSION ITEMS

1. Timeline for FY04 Budget Certification

- a. Ashburnham selectmen have changed the Ashburnham Town Meeting to 05/03/03.
- b. Budget Certification date can be moved out to March 15
- c. Budget Certification public hearing to be held on 01/28
- d. Special warrant to supplement budget shortfall if State cuts funding-possible 6.1% cut FY03 (\$524K reduction in the current year), MARS estimate FY04 reduction 10-24% in state aid

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- e. Discussion on self funding insurance
- 2. Presentation of the District Wide Budget-Ernie Muserallo**
 - a. E. Muserallo handed out FY04 Budget. Information included: Overview (with override); Administration; Support; Instructional; Transportation; Employee Benefits & Insurance; Debt Service; Other
 - b. Discussion followed
 - c. E. Holmes has been approached by community members about private donations. E. Muserallo response-The district can accept as long as there is a letter stating where the money is to be used and approval of school committee.

H. ACTION ITEMS

2. Approval of Bond Anticipation Note

- a. **MOTION (attached)** by E. Holmes, seconded by G. Leger. Y - 7 N - 0

3. Terrorism Insurance Coverage

- a. **MOTION** to add Terrorism Insurance coverage made by G. Leger, seconded by D. Christianson. Y - 2 (G. Leger, D. Christianson) N - 5

I. AGENDA SETTING

- 1. C. Gagnon budget recommendation presentation on behalf of the School Committee.
- 2. Update on make-up snow day for high school
- 3. 7:30 PM-8:30 PM Public hearing-FY04 Budget

L. ADJOURNMENT

- a. **MOTION** to adjourn made by D. Loescher, seconded by G. Leger Y - 7 N - 0

Submitted

Linda K. McClenahan

Ashburnham-Westminster Regional School District
JANUARY 28, 2003 MINUTES

A. CALL TO ORDER

1. The meeting was called to order in the Overlook Library by Chair N. Bakanowsky at 7:05 PM.
2. Members present: G. Leger, P. Janhunan, J. Anderson, D. Loescher, N. Bakanowsky, K. Glenny, E. Holmes, L. Beaton, D. Christanson, C. Gagnon
3. Also Present: C. Thibodeau and E. Muserallo

B. EXECUTIVE SESSION

1. **MOTION** to go into Executive Session at 6:00 PM according to MGL Chapter 39 Section 23B to discuss negotiations by E. Holmes, seconded by C. Gagnon

G. Leger - Y, P. Janhunan - Y, J. Anderson - Y, D. Loescher - Y, N. Bakanowsky - Y,
K. Glenny - Y, E. Holmes - Y, L. Beaton - Y, D. Christanson - Y, C. Gagnon - Y

2. **MOTION** to come out of Executive Session at 6:58 PM by E. Holmes, seconded by L. Beaton

C. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of January 14, 2003, with the following corrections by E. Holmes and seconded by J. Anderson. Y – 10 N - 0
 - B.1. – delete, by D. Loescher...
 - G.3.b. – Possible disparities in class sizes...
 - J.1. – N – 3
2. **MOTION** to approve the minutes of January 21, 2003, with the following corrections by J. Anderson and seconded by K. Glenny. Y – 10 N - 0
 - G.1.c. – Delete last sentence, C. Thibodeau as of

PUBLIC HEARING – 7:30 PM

1. N. Bakanowsky opened with a statement regarding the budget process and the importance of public participation.
2. Tracy Mitchell expressed the district once being top notch, now infrastructure crumbling and concern over class size.
 - Most of the concerns expressed by the parents were concerning class size.
3. Jean Popik spoke against the possible loss of special subject teachers and teacher prep time being in jeopardy due to the loss of special subject teachers.
 - N. Bakanowsky questioned physical education requirement by the state. Response-C. Thibodeau stated physical education is required by the state but the state does not mandate that the class be taught by a physical education teacher.
4. Leslie Wales spoke on the need to focus on the future, and urged the public to contact state and federal agencies.
5. Kris Demora read a letter from a former Oakmont alumnus regarding the possible elimination of special subjects.
 - E. Holmes stated that it was not a recommendation of the school committee to eliminate special subjects. Response-C. Thibodeau stated that the possible elimination of special subject teachers was a response from the building administrators if Prop 2 ½ should fail in the two towns. While none of the administration wants to eliminate specials, this is a fiscal challenge and reality with the possibility of no override.
6. Andy Hertel asked-

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- Why the district needs \$30K for advertising? Response for bids, public notices and advertising of positions.
 - Explanation for home school. Response-Home School is early intervention for the Special Education Department. Special Ed. is responsible for children from 3-21 years.
 - Why does the district pay \$32K for rent? Response-E. Muserallo stated that the Superintendent's office will move to Oakmont in October rent free. As of this date, P. Janhunan stated that it would be more costly to break the three year lease.
 - Why does WES have 32" color televisions in each classroom? Response these are not for watching television but are used as computer monitors, they are funded as part of the WES building project.
 - Why does the MHS lunch program continue with only a few students participating? Response-E. Muserallo stated that the lunch program was a separate entity and any saving resulting in the closing of the program could not be used to fund a teacher.
7. Dennis Caisse questioned the loss of 41 positions at Oakmont, when looking at the current faculty and staff roster there are currently 42. Discussion held it was determined that 3 faculty positions have been cut and added staff is in a non-instructional capacity.
- N. Bakanowsky asked if curriculum coordinators teach half-time but receive full teacher salaries? Response-yes and they also receive a stipend for additional responsibilities
8. Dan Stango stated that it is now time to change the mind set, stop coming up with excuses for not voting for the override but focus on the positive support for public education.
9. Heidi Hertel-Therrien asked for the number of buses the district has and why they are always late at the high school and middle school? Response-N. Bakanowsky stated there are 28 buses and that there will be a public hearing regarding transportation on 02/12, perhaps that would serve as a better time to address this issue.
10. Question regarding number of students leaving the district because of budget cuts. Response-there has been no significant increase in the number of students choosing other education avenues.
11. N. Bakanowsky commented on reading about the school committees recommendation that non contractual employees take a 3% pay raise rather than a 6% raise. Discussion followed.

A second public hearing date has not been scheduled. State Senators and Representatives have been invited to attend one of our meetings to discuss the state budget. There will be a Representative at the 02/12/03 meeting.

RETURN TO GENERAL SESSION AT 8:45 PM AFTER 15 MINUTE BREAK

F. REPORTS FROM COMMITTEE

1. **Oakmont Building Committee**
 - a. **MOTION** to transfer all money from the arbitrage fund to the contingency fund as it becomes available by P. Janhunan, seconded by G. Leger
 - Discussion followed regarding unanimous decision by building committee to transfer funds; concerns regarding the use of the money, as it was set up for unexpected cost only.

Y - 5 N - 5 (D. Loescher, N. Bakanowsky, K. Glenny, E. Holmes, D Christianson)
 - b. **MOTION** to disband Oakmont Building Committee by P. Janhunan, no second
 - Discussion followed regarding trust in building and abatement for asbestos removal

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- c. **MOTION** to move \$250K from the arbitrage fund to the Oakmont Building contingency fund by C. Gagnon, seconded by J. Anderson. Y - 10 N - 0 A - 0

G. ADMINISTRATIVE UPDATE

1. **Makeup day at Oakmont**

- a. C. Thibodeau met with Oakmont faculty, it has been decided at this time to wait until June for makeup day, if there are no more snow days used.
- Discussion followed on transportation expense that would be incurred. Mr. Muserallo responded.

2. **Per Pupil Expenditure**

- a. C. Thibodeau handed out Per Pupil Expenditure Analysis FY03 based on budget, since current year figures are incomplete.

3. **Status of FY03 Athletic Program**-postponed until 02/12/03 meeting

4. **Student-Teacher Ratio/Administration Ratio**

- a. C. Thibodeau distributed handouts. Discussion followed.

H. DISCUSSION ITEMS

1. **Budget Presentation by C. Gagnon**

- a. C. Gagnon handout budget suggestions for WES/MHS, J.R. Briggs, Overlook and Oakmont
- Discussion followed

J. AGENDA SETTING

1. Status of FY03 Athletic Program
2. MASC presentation - Ellen Holmes
3. Public Hearing for Transportation

L. ADJOURNMENT

1. **MOTION** to adjournment the meeting at 10:30 PM by N. Bakanowsky, seconded by D. Loescher Y - 10 N - 0

Submitted by

Linda K. McClenahan

Ashburnham-Westminster Regional School District
FEBRUARY 12, 2003 MINUTES

A. CALLED TO ORDER

1. Chair N. Bakanowsky at 7:05 PM called the meeting to order in the Overlook Team Room.
2. Members present: G. Leger, P. Janhunen, D. Loescher, N. Bakanowsky, K. Glenny, L. Beaton, D. Christianson
3. Also Present: C. Thibodeau and E. Muserallo

PUBLIC HEARING – Two-Tier / Three-Tier Busing -7:10 PM

1. D. Christianson opened the Public Hearing with comments regarding the letter sent to First Student from E. Muserallo addressing current busing issues and the reply received from First Student.
2. David Marble-Meetinghouse/Westminster Elementary Schools: The two-tier system has resulted in shorter bus routes, less discipline issues and children getting home at a reasonable hour in the afternoon. This system has worked well for MHS/WES Elementary schools. The only inconvenience this year would be the doubling up of bus routes. Question-N. Bakanowsky; At the early hour are the children ready to learn? Response-There does not seem to be any direct impact to an early start time on the children.
3. Mike Sunderland-Overlook Middle School: School does not start or end on time. Under the two-tier there are more discipline issues. A survey given to parents and students show that there is no real preference between the two-tier and three-tier system. 38% of the students polled did however feel unsafe on the bus and less comfortable. Cameras will be installed on the buses by the end of the month. Question-do they help? Response-Maybe a little. General feeling at Overlook is disappointment in the two-tier system, three-tier was a better system.
4. Chuck Pretti-JR Briggs Elementary School: Studies have shown that younger children are ready to go in the morning. There have been fewer behavioral issues on the buses. Dismissal at the end of the day is shorter than under the three-tier system. Question-L. Beaton; What about buses not showing up to pick up students? Response-This is caused by the shuffling of drivers and combining bus routes, there is no correlation between this problem and the two-tier and three-tier system.
5. Jeff Lawrence-Oakmont: Traffic! Currently Oakmont has 28 buses dropping off in 14 spaces, creating a dangerous traffic jam. There has been an increase in discipline issues on the bus. Also there seems to be more traffic accidents. A redesign to the bus ramp is needed for accommodate this many buses but cost and losing valuable parking spaces is an issue. Suggested to open up Maple Avenue to ease traffic flow. Reconfigure the bus routes to allow for fewer buses. Hold buses at Overlook until Oakmont can accommodate. The administration at Oakmont feels that the three-tier bus system is more efficient for the high school.
6. Neighbors of Maple Avenue-Please do not open up for the safety of children and the people who live in the neighborhood.

7:40 PM C. Gagnon arrived

7. Bob Mazcyk-Has a cost factor been done between the redesign of the ramp and the two vs. three-tier system? Response-D. Christianson, not at this time. Safety of the children should be the first concern.
8. Charlie Packard-Isn't the three tier system less expensive? Response-last year the two-tier system cost \$6K more than the three tier system. Under the second year of the bus contract the exact figures are not yet known.

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9. Melissa Reed-Has the district looked into other bus companies? Response-D. Christianson, no, we have a three year contract with First Student. The district should be able to get the current problems resolved with the bus company.
10. Overall feeling from elementary school parents-shorter bus ride, children getting home at a reasonable time and fewer early dismissals.
11. Middle school parents feel the system does not work for their children due to feelings of being unsafe.

The Transportation Subcommittee will meet to monitor these issues.

N. Bakanowsky motioned for a 5 minute recess.

D. PUBLIC PARTICIPATION-8:00 PM

1. Chair N. Bakanowsky called the meeting back to order at 8:00 PM. She began the Public Participation with comments made by Leslie Wales at the last School Committee meeting in which she stated that we needed to focus on the future and our voices needed to extend beyond this room to reach state and federal agencies. With that N. Bakanowsky introduced Senators Brewer and Antonioni and Representative Knuuttila.
2. Senator Brewer commented on the shortfall in revenues the state has been experiencing in FY03. Currently 35 to 40 states will be facing a revenue shortfall. In FY04 state legislators expect to face a 10 percent reduction in revenues, which will result in a \$2 billion shortfall. The state economic recovery will be slow. Governor Romney will submit the FY04 budget on 2/25. John Rogers of the House Ways and Means, expects a 20 percent reduction in local aid. Senator Brewer suggested cautious spending is in order. These difficult economic times were not caused by Jane Swift or the Big Dig but by a reduction in revenues. This is the time everyone needs to work together. These are sober and difficult times but they do not last forever. Education is of the utmost importance.
3. Representative Knuuttila spoke on the Governor's \$650 million shortfall. FY04 everything will be on the table, drastic changes, raising taxes, regional school districts, transportation, and charter schools will be addressed. Representative Knuuttila cautioned not to be overly optimistic about a windfall. The drop in revenue has been extreme.
4. Senator Antonioni challenges his constituents to paint a realistic picture on education. The legislator has attempted to maintain core education funding. Chapter 70 aid had a 1 percent increase, trying to protect core funding, while other programs have been cut, such as early childhood and full day Kindergarten. FY04 will be far worse. A tax increase is one suggestion but it can not make up the revenue shortfall. There will have to be cuts. Legislature will restructure Chapter 70 aid but there will be no new Chapter 70 money to distribute. There are communities not prepared for no Chapter 70 or less aid. Education, however, is still a priority.
5. L. Beaton-Prop 2 ½ hasn't worked effectively for a number of years. When we go for an override, it puts the burden back on the local taxpayer. With a new elementary school and renovations to the high school underway the state is now saying there is a longer wait for reimbursement. Response-Senator Antonioni commented that there is a moratorium on accepting school building programs. There maybe some delays to receiving money but reality is that education has taken hits, many programs cut. We need to understand the burden. Representative Knuuttila spoke on the state initiating to relax state-mandated requirements on prevailing wage and possibly increasing meal taxes. This will not fix the entire problem.

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6. P. Janhunen-Who decides how Chapter 70 aid will be restructured? Response-Senator Antonioni, the legislature will have to approve. The reality is no new money. The money should be distributed on need instead of equally to all communities.
7. The state has suggested that it may not be able to meet the 50/50 requirement for the 4th quarter. There may be a need to change eligibility requirements. Special Education will not cut mandated services to schools. The state may cut grant programs, such as community partnership. There will be more cuts in grant areas rather than Chapter 70. Special Education statewide averages 15 to 17 percent. Reimbursement for residential placements and service in the classroom was not funded last year because of the shortfall. No decisions have been made on FY04. The legislature has attempted to find ways to meet the needs of students prior to being classified with IEP's. Senator Brewer offered Reading Recovery as such a program that could save money in the long run.
8. D. Christianson-What direction will Chapter 70 aide go in? Response-Senator Antonioni is not prepared to disclose the plan for distribution, but it will be a restructuring of money, no new money. Senator Brewer-Whatever the formula is, it needs to be harmonious.
9. Ed Simoncini requested that the Senators and Representative bring the message to the legislators for a budget. Response-Senator Brewer commented that anticipated revenue is not an exact science, it is difficult to anticipate income/sales taxes.

9:15PM E. Holmes arrived

10. Ron Reed commented that the educational formula penalizes regional school districts. Perhaps the state could use a similar formula that is used for technical schools (Monty Tech). There is an Additional Assistance Program which the Ashburnham-Westminster Regional does not qualify for, but assists cities like Cambridge with an additional \$21 million from the fund (note, Cambridge also has a \$28 million in their free cash and stabilization funds). Thirdly, Ashburnham gives 1 percent of sales tax to the MBTA. Could this possibly be reduced to .5 percent and the money put into education.
11. Mike Sunderland questioned if Ashburnham-Westminster were considered "have" or "have not" towns. Response-Senator Antonioni, currently there is no distinction. The legislature is trying to seek a formula for money to reflect no significant growth and no new money. Regional schools should be based on local towns needs.
12. Dave Couture, the community needs to come up with new ideas for revenues, such as Bingo.
13. Nancy Bakanowsky asked for a realistic number for guidance in certifying a budget number. Response-Representative Knuuttila's best guess for FY04 would be a conservative 10%.
14. Dave Marble questioned the possibility of putting off MCAS for a couple of years and using the \$72 million for educational programs. Response-no. not a likely option. Currently two thirds of MCAS appeals have been granted on good attendance and grades regardless of scores.
15. Dan Stango-Prop 2 ½ has run its course, possibly time to look at changing. Response-Senator Brewer, not even being considered.
16. Senators' Brewer and Antonioni and Representative Knuuttila did not come with good news, and yes times are bad. We can not tax our way out of this shortfall, there needs to be significant cuts. The state is considering options such as casino gambling and two-year budget (which gives local government consistency).

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17. N. Bakanowsky thanked Senators Brewer and Antonioni and Representative Knuuttila for their time this evening.

N. Bakanowsky motioned for a two minute recess-meeting reconvened at 10:10 PM

C. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of January 28, 2003 with the following corrections by D. Loescher, seconded by C. Gagnon. Y - 8 N - 0
 - B.1., seconded by G. Leger
 - delete D. Loescher, C. Gagnon
 - J.2. - delete
 - C.2. - F.1.c., between contractor and administration for the student body use of the cafeteria hall...

E. CORRESPONDENCE

1. Email received from Maggie Whitney-regarding override
2. Letter from James Johnson regarding E & D
3. Letter from James Johnson regarding 50/50 residential program will not be funded
4. Discussion followed. C. Thibodeau commented that the DOE will reimburse but the district must fund the money up front and then will be reimbursed. This will cut back FY04 money.

10:45 PM - L. Beaton left

G. ADMINISTRATIVE UPDATE

1. C. Thibodeau addressed the article that appeared in the Sentinel regarding reducing the \$2.4 million shortfall. C. Thibodeau discussed options to preserve class size and the integrity of the programs, by possibly closing JR Briggs. Briggs being the neediest of the schools in the district and with a moratorium on new schools, it may be cost effective to move the students to the other district sites. One possible distribution could be:
 - Oakmont Grades 7-12
 - Overlook Grades 4-6
 - WES Grades 1-3
 - MHS Pre-K and KCapital cost would need to be reconfigured. Ashburnham debt would go up. N. Bakanowsky cautioned that this proposal is in the preliminary stages.
2. Second Public Hearing is set for March 4, 2003 School Committee meeting
3. Budget certification set for March 18, 2003 School Committee meeting

J. AGENDA SETTING

1. FY04 Budget
2. Legal Subcommittee-recommendation
3. Status of FY03 Athletic Program

K. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 10:55 PM by N. Bakanowsky, seconded by E. Holmes

Submitted,

Ashburnham-Westminster Regional School District
FEBRUARY 12, 2003 MINUTES

Linda McClenahan

Ashburnham-Westminster Regional School Committee

TUESDAY, MARCH 4, 2003 MINUTES

A. CALLED TO ORDER

1. Chair N. Bakanowsky at 7:02 PM called the meeting to order in the Overlook Team Room.
2. Members present: C. Gagnon, D. Christianson, L. Beaton, E Holmes, K. Glenney, N. Bakanowsky, D. Loescher, P. Janhunen, J. Anderson
3. Also Present: C. Thibodeau and E. Muserallo

B. ADMINISTRATIVE UPDATE

1. School Closure Cost Benefit Analysis

- a. C. Thibodeau addressed the possible closure of J. R. Briggs Elementary and Meetinghouse School, if Chapter 70 funding were to be reduced by 10% for FY04.
- b. JR Briggs:
 - Average overhead cost \$143K per year
 - Cost to mothball \$48K estimated
 - Personnel savings \$265K-principal, assistant principal, head custodian, nurse, 1 full time custodian and secretary
 - Town of Ashburnham would realize an additional cost to the budget for Westminster debt service
- c. Meetinghouse:
 - Average overhead cost \$99K per year
 - Cost to close \$33K estimated
 - Closure of MHS would mean loss of state reimbursement
- d. C. Thibodeau recommendation at this time is for the school committee to work with the Town of Ashburnham on a feasibility study for the structural repairs to JR Briggs, Veteran's Memorial and the Town Hall.

2. FY04 Budget

- a. As of today, FY04 Chapter 70 funding at the state level is to be increased by \$73 million.
 - Impact-Town of Ashburnham loss of all lottery revenue
 - Town of Westminster loss of lottery revenue
 - \$936K Chapter 70 money-per pupil spending increase \$7201 to \$7400, class size reduction grant rolled into Chapter 70
 - Based on the new state formula Ashburnham-Westminster exceeds the foundation budget requirement

Gail Leger arrived at 7:26 PM

- With \$6.6 million minimum contribution from Ashburnham and Westminster a \$951K override would be needed for level services
- New Special Ed circuit breaker law will be funded at 2/3 percent and 50/50 residential reimbursement will be cut
- Loss of \$200K in transportation aid
- b. C. Thibodeau is recommending the blue (level services) budget. Bottom line for Ashburnham 47.7 percent share, \$454,421, \$1.15 per 1K assessment. Westminster would pay their 52.3 percent share, \$496,722, \$.80 per 1K assessment.
- c. Pink budget represents the sharing an assistant principal, loss of special subject teachers, a guidance counselor, and elementary teachers. Benefit-Health insurance would be reduced due to loss of personnel.
- d. Student activity funding reinstated, student fees will be minimal
- e. The district will retain Curriculum Coordinator's positions

Ashburnham-Westminster Regional School Committee
TUESDAY, MARCH 4, 2003 MINUTES

C. DISCUSSION

1. FY04 Budget

- a. N. Bakanowsky questioned the cut of text books from the budget with no override. Response-C. Thibodeau, since the frameworks were approved last year, it takes the publishing companies 2 to 3 years to catch up with text books that match a state's curriculum.
- b. E. Holmes-what will students use in the meantime. Response-other forms of media available
- c. Pay increase for non-contractual employees will be reduced by 2 percent, with or without an override.
- d. L. Beaton-could the district charge for transportation. Response-Regional school districts can not currently charge a transportation fee and receive state reimbursement.

D. ACTION ITEMS

1. Legal Services Subcommittee Recommendation

- a. **MOTION** for the Ashburnham-Westminster Regional School District to appoint the law firm of Murphy, Hesse, Toomey and Lehane as legal counsel for the district by P. Janhunen, seconded by E. Holmes.
- b. Discussion followed-Larger firm with experience in school related matters, firm size may cut down number of hours billed, currently represent 80 schools, always available. C. Thibodeau praised the district's current legal counsels and the school committee assured they would remain on current issues. Legal counsel is appointed on an annual basis.
Y – 9, N – 0, A – 1 (K. Glenny)

2. Activity Fee Minimum Participation Requirement

- a. **MOTION** to reduce minimum number of participants in any activity to zero for the remainder FY03. Fee structure will remain the same by D. Loescher, seconded by L. Beaton. Y – 10, N – 0, A – 0

E. AGENDA

1. Glenn Koocher, Executive Director from MASC will speak on Superintendent's search at March 18th meeting
2. Blue budget will be presented at the Public Hearing on March 6th

MOTION to send a letter of congratulations to the administration, faculty and students of Oakmont on being asked to become a Compass School for MCAS by D. Christianson, seconded by E. Holmes Y – 10, N – 0

W. Waight also spoke about the Oakmont boys' basketball team making it to the District finals. The boys' team has not made it to the District tourney since 1980.

F. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 8:31 PM by E. Holmes, seconded by G. Leger Y – 10 N – 0

Submitted by,
Linda McClenahan

Ashburnham-Westminster Regional School District
TUESDAY, MARCH 18, 2003 MINUTES

A. CALLED TO ORDER

1. Chair N. Bakanowsky at 7:02 PM called the meeting to order in the Overlook Team Room.
2. Members present: G. Leger, P. Janhunen, J. Anderson, N. Bakanowsky, K. Glenny, E. Holmes, L. Beaton, D. Christianson, D. Loescher, C. Gagnon
3. Also Present: C. Thibodeau and E. Muserallo

H. ACTION ITEMS

1. FY04 Budget Certification

- a. **MOTION** to certify FY04 Expenditure Budget of \$22,598,954 made by N. Bakanowsky. Seconded by E. Holmes.
 - L. Beaton requested a roll call vote
 - P. Janhunen requested explanation of the changes in the budget number. Response no raises for non union employees, teacher salary added for possible elimination of class reduction teacher, reduction in insurance benefits, extracurricular fees funded at 50% and reduction in transportation aid.
 - C. Gagnon-N, D. Christianson-Y, L. Beaton-N, E. Holmes-Y, K. Glenny-Y, N. Bakanowsky-Y, J. Anderson-N, D. Loescher-N, P. Janhunen-N, G. Leger-N
 - Reasons for No votes-mainly due to non support of non-union employee's and administrator's salary freeze.
- b. **MOTION** for the school committee to accept a no override expenditure budget of \$21,655,314 made by C. Gagnon. Seconded by D. Loescher.
 - Chair N. Bakanowsky could not support the motion
 - Gagnon-Y, D. Christianson-N, L. Beaton-N, E. Holmes-N, K. Glenny-N, J. Anderson-N, D. Loescher-Y, P. Janhunen-N, G. Leger-N, N. Bakanowsky-N
 - Responses to No votes-overall feeling that the voters are willing to support an override.
- c. **MOTION** by G. Leger to certify a budget amount of \$22,673,954. Seconded by P. Janhunen.
 - This number represents raises for non-union employees, one additional teacher and 50% extracurricular funding.
 - Discussion-K. Glenny expressed the opinion that the towns would not support raises for non-union employees. Officials present from both towns supported that opinion.
 - G. Leger-Y, P. Janhunen-A, D. Loescher-N, J. Anderson-Y, N. Bakanowsky-N, L. Beaton-Y, E. Holmes-N, D. Christianson-N, C. Gagnon-N, K. Glenny-N

Recess at 8:10 PM

Ashburnham-Westminster Regional School District
TUESDAY, MARCH 18, 2003 MINUTES

- d. **MOTION** to create a pool of \$76,861 to be placed in a contingency fund for non-union raises based on the towns giving raises to town employees, for a FY04 budget of \$22,675,815 by D. Christianson. Seconded by E. Holmes.
 - Discussion held on what happens to the money if not spent, return it or keep it.
 - Gagnon-N, D. Christianson-Y, L. Beaton-N, E. Holmes-Y, K. Glenny-Y, N. Bakanowsky-Y, J. Anderson-Y, D. Loescher-N, P. Janhunnen-Y, G. Leger-Y

Recess at 9:10 PM

2. MASC/NESDEC Superintendent Search Presentation

- a. Edward Gotgart presented an overview of NESDEC's process and services involved in a superintendent search.
- b. Glenn Koocher of MASC presented an overview of their company's process and procedures for a superintendent search.
 - Discussion held on the two consulting firms.
- c. **MOTION** made by L. Beaton to hire MASC as a consultant for to assist in the superintendent's search. Seconded by E. Holmes.
 - Gagnon-Y, L. Beaton-Y, D. Christianson-Y, E. Holmes-Y, K. Glenny-A, N. Bakanowsky-Y, J. Anderson-N, D. Loescher-N, P. Janhunnen-N, G. Leger-N

J. EXECUTIVE SESSION

MOTION to adjourn to executive session according to MGL 39 SECTION 23B made by G. Leger. Seconded by J. Anderson. Roll call - Unanimous

K. ADJOURNMENT

Meeting was adjourned at 10:30PM

Submitted by,
Linda McClenahan

Ashburnham-Westminster Regional School District

APRIL 15, 2003 MINUTES

A. CALL TO ORDER

1. Chair N. Bakanowsky at 7:05 PM called the meeting to order in the Overlook Team Room.
2. Members present: G. Leger, P. Janhunen, J. Anderson, N. Bakanowsky, K. Glenny, E. Holmes, L. Beaton, D. Christianson, C. Gagnon
3. Also Present: C. Thibodeau and E. Muserallo

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of Tuesday, March 18, 2003 made by N. Bakanowsky, seconded by E. Holmes with the following corrections.
 - H.1.a. -omit in second bullet reduction in insurance benefits, extracurricular fees funded at 50% and reduction in transportation aid.
 - H.1.a.-bullet 4-note C. Gagnon's no vote was not based on non-union or administrator's raises but the towns possible cut in additional school aid.
 - H.1.d-Motion should read: to create a contingency fund of \$76,861 to be used in the event that both Ashburnham and Westminster give their town employees raises in FY04. The funds can only be released with the approval of the school committee. The motion was made by K. Glenny and seconded by D. Christianson. C. Gagnon-N, D. Christianson-Y, L. Beaton-N, E. Holmes,-N, K. Glenny-Y, N. Bakanowsky-Y, J. Anderson-Y, Loescher-N, P. Janhunen-Y, G. Leger-Y
 - H.1.d.- Motion d. should now become H.1.e.

D. CORRESPONDENCE

1. Letter from Maggie Whitney regarding AWRSD staffing
2. Letter from Sherry Kersey expressing an interest in applying for Business Managers position
3. Email from Charlie Packard regarding configuration of bus ramps at Oakmont
4. Email from Tracy Cefole regarding transportation
5. Letter from Jane Claybaugh regarding three-tier bussing

E. REPORTS OF COMMITTEES

1. **Westminster Building Committee**
 - a. G. Leger reported that WES had the dedication of the Joseph Aveni Library and George Lane Community Space on April 8th. L. Beaton expressed his appreciation for a job well done by G. Leger, J. Anderson, D. Marble and C. Thibodeau
2. **Budget Subcommittee**
 - a. **MOTION** to accept the minutes of March 18th by L. Beaton, seconded by D. Christianson. Y-9, N-0, A-1 (D. Loescher)
3. **Transportation Subcommittee**
 - a. D. Christianson reported that the bussing issues the district was having with First Student Bus Company have been resolved. Cameras are now on the buses and additional drivers have been added.

F. ADMINISTRATIVE UPDATE

1. **NCLB Report Cards**
 - a. NCLB Report Card for the district is on the web site, and the NCLB report cards for individual schools will be placed on school websites

Ashburnham-Westminster Regional School District

APRIL 15, 2003 MINUTES

G. DISCUSSION ITEMS

1. Co-curricular/Athletic Offerings for FY04

- a. Barbara DiVito questioned the possible elimination of ice hockey for next year. Response: E. Muserallo stated that if the override fails there could be several sports eliminated from the district program.
- b. Question regarding self-funding sports programs. Response: E. Muserallo said that sports programs can be self-funded.

D. Loescher arrived at 7:17 PM

- c. Discussion held regarding a list of possible activities that could be eliminated due a failed override. The administration is currently working on a list of possible cuts. The school committee is not ready to take a stance on the future of extra curricular activities.

2. Co-curricular/Athletic Fee Schedule & Policy for FY04

- a. **MOTION** to have the Ashburnham-Westminster Regional School District set a ceiling of \$250 per sport and \$25 per activity for FY04, keeping the \$199K held harmless made by E. Holmes, seconded by L. Beaton.
 - Discussion held-E. Holmes' motion is in hopes that it will lessen the financial burden on the students and increase student participation. There were opposing opinions on the part of some school committee members.
 - Phil Esposito asked if a separate line item could be added to for extra curricular activities. Response-C. Thibodeau, Yes, separate warrants could be added but for the upcoming election it is too late.Y – 4 (E. Holmes, L. Beaton, N. Bakanowsky, P. Janhunen) N – 5, A – 1 (C. Gagnon)

3. Business Administrator's Resignation Letter

- a. Ernie Muserallo's resignation letter was submitted and is effective June 30.
 - G. Leger expressed her appreciation and thank you to Ernie. L Beaton added that he was sorry to see Ernie leave.
- b. Superintendent's Search
 - School committee members on the Superintendent's search committee are C. Gagnon, D. Christianson, E. Holmes, N. Bakanowsky, and G. Leger. Also the addition of community and faculty representation to the committee, plus a moderator, the total committee would be 14.
 - Discussion held on the need for an interim superintendent, as it will take anywhere from three to six months to find a new superintendent.

MOTION to appoint a superintendent search sub committee and an interim superintendent made by G. Leger, seconded by C. Gagnon.

Y – 8, N – 0, A – 2 (D. Loescher, E. Holmes)

MOTION to have sub committee identify names of interim superintendent candidates made by N. Bakanowsky, seconded by E. Holmes.

Y – 5, N – 4 (P. Janhunen, D. Loescher, J. Anderson, L. Beaton), A – 1 (D. Christianson)

4. 2003-04 School Calendar

- a. Discussion held on moving the start day to September 3rd due to contractual issues; and moving the November 6th professional day to October due to the number of half-days in November.

MOTION to move the question made by G. Leger, seconded by J. Anderson

Y – 10, N – 0

MOTION to accept FY2003-04 Calendar made by G. Leger, seconded by L. Beaton.

Y – 7, N – 2 (E. Holmes, N. Bakanowsky), A – 1 (D. Loescher)

Ashburnham-Westminster Regional School District

APRIL 15, 2003 MINUTES

5. Town Meeting Presentations

- a. K. Glenny and D. Christianson will represent the school committee at the Ashburnham Town meeting. L. Beaton and P. Janhunnen will represent the school committee at the Westminster Town meeting. After a brief discussion it was decided that the group of four would attend both meetings.

6. Other

- a. Teacher for a Day
 - D. Uminski talked about the AWTA sponsoring Teacher for a Day. This program allows community leaders to volunteer to teach in a classroom. As of this date there are nine volunteers.
- b. Steering Committee
 - Waight announced the date for the steering committee is May 5th at 2:50 PM. Waight expressed his appreciation to E. Holmes for her motion regarding extra curricular activities. Athletic participation is down 37% this year; there is a risk of losing more varsity programs if the trend continues. Also there is a need to protect academic programs at the high school. The upcoming 8th grade class has currently 59 out of 200 students opting for other schools options.
- c. Advisory Board
 - Ed. Simoncini of the Westminster Advisory board announced the board's support of the overrides.
 - Ashburnham Advisory board is also in favor of the override.
 - Discussion held on what would be lost if the override fails. At this time, the idea of reducing specials by 50% is being considered by the Administration. School committee has not committed to what will be lost if the override fails at this time. Parent G. Farley voiced a concern that there would be no hope of an override if the community does not understand what will be lost.

H. AGENDA

1. Town Meeting Update
2. Glenn Koocher from MASC
3. House Update

I. EXECUTIVE SESSION

1. **MOTION** to adjourn to executive session according to MGL 39 SECTION 23B to discuss collective bargaining made by E. Holmes, seconded by L. Beaton. Roll call – Unanimous

J. ADJOURNMENT

1. Meeting was adjourned at 10:30 PM.

Submitted by,
Linda McClenahan

Ashburnham-Westminster Regional School District
TUESDAY, APRIL 29, 2003 MINUTES

A. CALLED TO ORDER

1. Chair N. Bakanowsky at 7:29 PM called the meeting to order in the Overlook Team Room.
2. Members present: G. Leger, P. Janhunnen, J. Anderson, N. Bakanowsky, K. Glenny, E. Holmes, L. Beaton, D. Christianson, C. Gagnon
3. Also Present: C. Thibodeau and E. Muserallo
4. N. Bakanowsky announced a 'Donkey Basketball' game to benefit J.R. Briggs and the 'Dan Farrell 3 on 3' tournament to benefit the Dan Farrell Scholarship Fund

MOTION to appoint Sherry Kersey interim Business Manager for the Ashburnham-Westminster Regional School District beginning July 1, 2003 for a period of 90 days or longer at the discretion of the school committee made by N. Bakanowsky, seconded by J. Anderson. Y – 9, N – 0, A – 0
Congratulations Sherry!

C. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of Tuesday, April 15, 2003 made by E. Holmes, seconded by J. Anderson with the following corrections. Y – 9, N – 0, A - 0
 - a. D., 3. Omit Email
 - b. F., 1. Replace NCBL with NCLB

E. CORRESPONDENCE

1. Richard Murphy
2. Attorney Joe Bartulis

F. REPORTS OF COMMITTEES

1. **Oakmont Building Committee**
 - a. Meeting on Thursday, May 1, 2003
 - b. **MOTION** to transfer \$60K from the interest bearing account to the contingency fund, leaving a balance of \$8K made by P. Janhunnen, seconded by G. Leger. Y – 9, N – 0, A - 0
 - Discussion held regarding use of funds. Question-C. Gagnon regarding the \$120K in change orders will use up the contingency account. Response-E. Muserallo stated that all current change orders that have been approved are already covered. The \$60K would be for new unexpected expenses. E. Holmes requested a summary of expenditures.
2. **Westminster Building committee**
 - a. Next meeting 5/28/03
3. **Budget Subcommittee**
 - a. **MOTION** to approve the minutes of April 15, 2003 and March 31, 2003 made by C. Gagnon, seconded by D. Christianson. Y – 9, N – 0, A – 0
4. **Transportation Subcommittee**
 - a. C. Gagnon-received concerns from a parent regarding the bus schedule proposal for Overlook. C. Gagnon suggested that any bus concerns be emailed to D. Christianson or N. Bakanowsky.
5. **Superintendent's Search**
 - a. N. Bakanowsky brought up forming a screening committee to go over the

Ashburnham-Westminster Regional School District
TUESDAY, APRIL 29, 2003 MINUTES

initial applications.

- b. A Superintendent search survey is being distributed throughout the community, to faculty and administrators. The surveys are due by May 9, 2003. A summary of the surveys will be available by May 16th.
- c. Timeline for the superintendent's search-application deadline June 20, 2003, interview process start in July, with the hopes of having a new superintendent in place for a September 1 start.
- d. Interim superintendent for mid-June. Potential candidates have not been identified yet. The cost will be approximately \$8500 per month, the cost is based on FY03 contract. All billing will be done prior to July 15, 2003.
- e. E. Holmes will be in charge of application acknowledgments, which will save the district \$7500.

D. Loescher arrived 7:55 PM.

G. ADMINISTRATIVE UPDATE

2. FLLAC

- a. Discussion held on the benefits of joining the FLLAC Collaborative. The collaborative would increase services that the district could provide and they also would allow more professional development opportunities.
- b. **MOTION** that the AWRSD School Committee seek and accept membership in the FLLAC Collaborative to become effective on August 15, 2003 subject to the following conditions. For the period August 15, 2003 through August 31, 2004 the AWRSD as a new member will pay 10% more to FLLAC for tuition fees than do the current members of FLLAC. This 10% new member differential will not be applied to other services provided by FLLAC, such as professional development or contracted personnel services. As of September 1, 2004, the AWRSD will participate on the same terms as the current members of FLLAC. By approving this vote, the AWRSD School Committee is agreeing, pursuant to G.L. chapter 40, section 4E, to become a signatory to the written Agreement of the FLLAC Educational Collaborative, but subject to the 10% new member differential detailed above made by G. Leger, seconded by P. Janhunen.

Y – 7, N – 2 (K. Glenny, D. Loescher), A – 1 (N. Bakanowsky)

1. House Budget Information

- a. The House version of the budget reduces Chapter 70 aid but does not reduce funding for regional transportation. House version of the budget is usually the most conservative. The Senate version of the budget has not been released.

H. DISCUSSION ITEMS

1. Day on the Hill

- a. Raising taxes is a non issue
- b. Cuts will be painful and deep

2. C.O.R.I. Check Policy

- a. **MOTION** for the AWRSD to accept the Criminal Offender Record Information Policy made by N. Bakanowky, seconded by J. Anderson. Y – 10, N – 0, A - 0
- b. **MOTION** to waive the second reading made by E. Holmes, seconded by L. Beaton. Y – 9, N – 0, A – 1 (C. Gagnon)

Ashburnham-Westminster Regional School District
TUESDAY, APRIL 29, 2003 MINUTES

3. RIF Policy

- a. **MOTION** to adopt the RIF policy with the following changes: II.-provisional replaced by non-professional; IV.-provisional replaced with non-professional and status teacher is currently... made by N. Bakanowsky, seconded by E. Holmes.
Y – 10, N – 0, A - 0
- b. **MOTION** to waive the second reading of the RIF policy made by N. Bakanowsky, seconded by E. Holmes. Y – 10 N – 0

4. Superintendent Search & Administrative Appointments

- a. N. Bakanowsky announced that Fred Randall has accepted a position in Shrewsbury. M. Sunderland will do an inhouse search for an assistant principal.

5. Town Meeting Presentations

- a. Discussion held on what would be presented at the town meetings; the difference between level funding and level services; what is level services; what will be lost with the failure of the override.
- b. After discussion on how to handle excess money in the event of the override passing and getting more aid from the state, it was the consensus of the school committee that such money would be returned to the towns.

J. AGENDA SETTING

1. Selection of Executive Board
2. Reconfiguration of Subcommittees
3. Executive Session
4. Update on Town Meetings

K. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 9:01 PM made by E. Holmes, seconded by K. Glenny. Y – 10, N – 0, A – 0

Submitted by
Linda K. McClenahan

Ashburnham-Westminster Regional School Committee
MAY 13, 2003 Minutes

A. CALL TO ORDER

1. The meeting was called to order at 7:30 p.m. in the Overlook Team Room, by Chairman, pro tem., C. Thibodeau.
2. Members present: D. Loescher, J. Anderson, N. Bakanowsky, P. Janhunen, C. Gagnon, D. Christianson, K. Glenny, E. Holmes, D. Caisse and L. Beaton.
3. Also present: C. Thibodeau, K. Caron, S. Kersey

B. EXECUTIVE SESSION 6:30-7:30 PM

C. SWEARING IN OF NEW SCHOOL COMMITTEE MEMBERS

1. D. Caisse

D. ELECTION OF OFFICERS

1. D. Caisse newly elected member from Westminster replacing G. Leger. K. Glenny re-elected to the Committee.
2. **MOTION** to nominate J. Andersen as Chair by K. Glenny, seconded by D. Christianson
MOTION to nominate P. Janhunen as Chair by N. Bakanowsky, seconded by E. Holmes. P. Janhunen would not accept the nomination
In favor of J. Andersen Y-9 N-0 Abstention – 1 (J. Anderson)
3. **MOTION** to nominate D. Christianson as Vice Chair by C. Gagnon, seconded by L. Beaton
MOTION to nominate E. Holmes as Vice Chair by N. Bakanowsky, seconded by D. Loescher
MOTION to close nominations by D. Loescher, seconded by C. Gagnon Y - 10 N-0
In favor for D. Christiansen Y-6 Abstention - 1 (D. Christiansen)
4. **MOTION** to nominate P. Janhunen as Secretary by K. Glenny, seconded D. Christiansen
MOTION to close nominations by E. Holmes, seconded by D. Loescher Y - 10 N-0
In favor of P. Janhunen Y – 9 N – 0 Abstention – 1 (P. Janhunen)
5. **MOTION** to nominate K. Caron as Treasurer by J. Andersen, seconded by E. Holmes
MOTION to close nomination by D. Christiansen, seconded by E. Holmes
In favor of K. Caron Y - 10 N - 0

E. APPOINTMENT TO SUBCOMMITTEES

1. Budget & Finance – N. Bakanowsky / D. Christianson / C. Gagnon / K. Glenny / D. Loescher
2. Legislative Liaisons – L. Beaton / E. Holmes / P. Janhunen
3. Policy – N. Bakanowsky / D. Caisse / D. Christianson / K. Glenny / E. Holmes
4. Technology – J. Anderson / N. Bakanowsky / C. Gagnon
5. Community Liaisons – K. Glenny / P. Janhunen
6. Superintendent's Evaluation – D. Caisse / D. Christianson / K. Glenny
7. Interscholastic Athletics – N. Bakanowsky / L. Beaton / D. Caisse / D. Christianson
8. Negotiations – J. Anderson / N. Bakanowsky / L. Beaton / D. Caisse / D. Christianson / C. Gagnon / D. Loescher
9. Transportation – J. Anderson / C. Gagnon
10. Oakmont Renovation – C. Gagnon / D. Loescher / P. Janhunen
11. WES Project – J. Anderson
12. Contract Liaison – K. Glenny / P. Janhunen
13. Legal Services – K. Glenny / E. Holmes / P. Janhunen
14. Superintendent Search – N. Bakanowsky / D. Caisse / D. Christianson / C. Gagnon / E. Holmes / P. Janhunen

Ashburnham-Westminster Regional School Committee

MAY 13, 2003 Minutes

15. **MOTION** made to create new Rules Sub Committee by K. Glenny, seconded by D. Caisse for the potential adoption of rules by which the School Committee would operate Y – 10 N – 0
Rules – D. Christianson / K. Glenny / P. Janhunen

F. APPROVAL OF MINUTES & EXECUTIVE SESSION MINUTES

1. **MOTION** to accept minutes of April 23, 2002 by E. Holmes, seconded by P. Janhunen with the following corrections; Y -10 N - 0 A – O
 - a. A., add (extendable) to appointment agreement
 - b. A., 4. Donkey Basketball to benefit JRB Playground Committee
 - c. Group decision to table Executive Session Minutes
 - d. E. Holmes introduced and welcomed S. Dukakis as interim Superintendent

G. PUBLIC PARTICIPATION

1. S. Slocum questioned funding of co-curricular activities
2. C. Sargent questioned accreditation probation
3. B. Waight expressed concerns of Oakmont's competitive edge

H. CORRESPONDENCE

1. Letter to N. Bakanowsky from S. Slocum re: athletic fees
2. Email to N. Bakanowsky from Chris Redkey re: volunteer coach for football
3. Letter to E. Holmes from K. Barlow re:PAC meeting
4. Letter from C. Parkard re: busing
5. Email from T. Golding-Tule re: 2003-04 busing schedule
6. Note from C. Kirousis re: FLLAC participation
7. Letter from M. J. Leonardo to J. Andersen re: Project WATCH
8. Letter from Ann Garvin of WPI to B. Louney re: recognition for outstanding teaching. Ms. Louney was nominated by Ashley Bourgault
9. Briggs-At-Large to N. Bakanowsky re: commendation for M. Gagnon & K. Bennett

I. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Next meeting May 22
- b. Asbestos work complete
- c. Debris removed
- d. Approve change order for work in auditorium
- e. Complete phase III by Aug. 8th except for auditorium
- f. Retaining monies from phase I & II until satisfied with work

2. Westminster Building Committee

- a. Next meeting May 28, work almost complete
- b. J. Anderson applauded G. Leger's work on project

3. Budget Subcommittee

- a. Formulate plan in event of failed override
- b. **MOTION** to approve minutes from April 29th by C. Gagnon, seconded by K. Glenny Y – 10 N – 0

4. Technology Subcommittee

- a. No recent meeting

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5. Executive Committee – no recent meeting

6. Superintendent Search Committee

- a. Ads and brochures being updated and created
- b. Information online available to candidates
- c. Looking for at least 21 volunteers from the school district to help screen candidates
- d. Time line established for completion of search

J. ADMINISTRATIVE UPDATE

1. Budget Status

- a. All monies from FY03 encumbered

2. Town Meetings

- a. Thank you to D. Christiansen, K. Glenny, and P. Janhunen for presentations at town meetings

3. OMS Vice Principal update

- a. D. Driscoll chosen for Vice Principal at OMS

K. DISCUSSION ITEMS

1. School Choice FY04

- a. Slots limited due to current class sizes, especially at elementary and middle schools
- b. More information available for next meeting

2. FY04 Funding of Co-curricular & Athletic Activities

- a. With override 50% funding extra curricular activities available
- b. With no override, no money, no funding

3. Travel compensation for superintendent finalists

L. ACTION ITEMS

1. School Choice FY03

- a. C. Thibodeau to notify DOE by 6/1/03 of intend to participate in school choice

2. FY04 Funding for Co-curricular & Athletic Activities

- a. J. Anderson encouraged everyone to support override

1. J. Anderson expressed appreciation to: L. Beaton, N. Bakanowsky, and C. Gagnon for participating in Teacher of the Day at ORHS, OMS, & JRB
2. E. Holmes encouraged everyone to complete superintendent search survey and return them to the superintendent's office with in the week
3. J. Anderson to write letter to M. J. Leonardo for Project WATCH

M. AGENDA SETTING

1. Executive Session Minutes
2. Rules Sub Committee
3. School Choice Information
4. Busing schedule

N. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 9:30PM by E. Holmes, seconded by K. Glenny Y – 10 N – 0

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

MAY 27, 2003 MINUTES

A. CALL TO ORDER

1. Chair J. Anderson at 7:05 PM called the meeting to order in the Overlook Team Room.
2. Members present: D. Caisse, D. Christianson, J. Anderson, N. Bakanowsky, K. Glenny, E. Holmes, L. Beaton, C. Gagnon
3. Also Present: C. Thibodeau, E. Muserallo, K. Caron

B. APPROVAL OF MINUTES

1. **MOTION** to approval the minutes of May 13, 2003 with the following corrections by N. Bakanowsky, seconded by L. Beaton. Y – 7 N – 0 A – 0
 - D., 2. E. Holmes, seconded by N. Bakanowsky.
 - H., 9. Add R. Foster
 - E., 6., c. 21 applicants
 - E., 6., e. Selection of the Screening Committee will be made on May 20.
 - L., 2., encouraged school committee members to support override

C. PUBLIC PARTICIPATION

D. CORRESPONDENCE

1. Letter from Rick Mohnk
2. J. Anderson suggested the next two meetings be moved to the following days, due to scheduling conflicts. The June 10th meeting will be held on Wednesday, June 11th and the June 24th meeting will be held on Wednesday, June 25th.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. C. Thibodeau reported that Consigli requested additional information. The project is on schedule for the mid August completion. Currently, the auditorium and gym are being refurbished.

2. Westminster Building Committee

- a. Meeting Wednesday, May 28, 2003

3. Transportation Subcommittee

- a. C. Gagnon reported that the administration has discussed the possibility of loss of 4 buses and different start times at each school. However, it is too early to tell without the outcome of the override vote.
- b. Question regarding 2 or 3 tier busing for next year. The school committee voted to return to 3-tier busing but could reconsider the issue after the override vote.

4. Superintendent Search Committee

- a. **MOTION** to approve the minutes of May 20 by N. Bakanowsky, seconded by D. Caisse. Y – 8 N – 0 A – 0
- c. N. Bakanowsky reviewed time line for the Superintendent's Search Committee, ending with School Committee interviews of finalist on July 28, 29, and 30th.

Ashburnham-Westminster Regional School Committee

MAY 27, 2003 MINUTES

F. ADMINISTRATIVE UPDATE

1. Project WATCH

- a. Wendy LeBlanc received a grant and coordinated a group of 13 girls from Oakmont, Monty Tech, Leominster and Leominster CTE. The girls worked in conjunction with Simplex/Grinell and Simplex/Tyco on IT and engineering problems. Four representatives of the group gave a presentation on their projects. Congratulations to all whom participated.

2. Current School Choice Finance Information

- a. As of May 14, 2003, AWRSD has 59 School Choice students. The District received \$286,331 in tuition reimbursement. As of October 1, 2002 there are 33 students attending other schools. The district has paid out 175,189 in tuition resulting in a net gain of \$111,142.

3. Mary Carney – First Southwest Company

- a. Mary Carney gave a presentation regarding two outstanding bonds that will be called in August and December. The district could save approximately 12% by refunding the bonds now, since interest rates are so low.
- b. Discussion held, question regarding the downside to the program. There is no downside since federal law prohibits refunding of bonds if the district does not save at least 2 percent.

Holmes left at 7:55 PM.

- c. **MOTION** to appoint D. Christianson acting Secretary in P. Janhunen's absence by D. Caisse, seconded by Y – 7 N – 0 A – 0
- d. **MOTION-I** move under and pursuant to Chapter 44, Section 21A of the Massachusetts General Laws, or pursuant to any other enabling authority, there is hereby authorized the issuance and sale of Refunding Bonds (the "Refunding Bonds") of the District for the purpose of (I) refunding all or a portion of the outstanding balance of the District's \$2,175,000 General Obligation School Bonds originally issued by the District as of February 1, 1992, and its \$15,525,000 General Obligation School Bonds originally issued by the District as of December 15, 1993 (collectively, the "Refunded Bonds"), (ii) paying all costs of issuing the Refunding Bonds, (iii) paying any redemption premium associated with the redemption of Refunded Bonds, and (vi) paying any or all of the interest due on the Refunded Bonds. Further that the Treasurer is hereby authorized to take such action as may be necessary to prepare the Refunding Bonds for sale and, subject to approval by the Committee, to determine the details of the Refunding Bonds." I further certify that the votes set forth above have not been in any respect amended or rescinded and each remains in full force and effect as of the date hereof by D. Christianson, seconded by L. Beaton.
Y – 6 N – 1 (N. Bakanowsky) A – 0

Ashburnham-Westminster Regional School Committee

MAY 27, 2003 MINUTES

G. DISCUSSION ITEMS

1. School Choice Participation FY04

- a. C. Thibodeau notified the School Committee must inform the state of the intent to accept school choice students for FY03 by the end of June.
- b. **MOTION** to accept School Choice for FY03 by L. Beaton, seconded by C. Gagnon. Y – 7 N – 0 A – 0

2. FY04 School Committee Calendar

- a. N. Bakanowsky suggested that the Budget Subcommittee start time be changed to 6:30 PM, and the date of the April 27, 2004 election meeting be moved to April 26 or 28th, to allow for the new school committee members to become acclimated before the elections. After discussion April 26th was decided upon.
- b. **MOTION** to accept the FY04 School Committee Calendar with the above mentioned changes by L. Beaton, seconded by K. Glenny. Y – 7 N – 0 A – 0

3. Compensation of Superintendent Finalists

- a. **MOTION** that the AWRSD cover the cost of lodging and transportation for the Superintendent finalists by D. Christianson, seconded by D. Caisse. Y – 7 N – 0

4. Negotiation Subcommittee Town Representatives

- a. Karen Murphy informed the School Committee that the two town boards could not agree on a representative for contract negotiations and asked if there could be one representative of each town. K. Glenny stated under 603 CMR41 the boards are to elect one representative.

I. AGENDA SETTING

1. FY04 Budget

J. EXECUTIVE SESSION

1. **MOTION** to go into Executive Session at 8:50PM under MGL Chapter 39 Section 23B for the purpose of negotiation by D. Christianson, seconded by K. Glenny.
Y – 7 N – 0 A – 0

K. ADJOURNMENT

1. **MOTION** to come out of Executive Session and adjourn the meeting at 9:10.
Y – 7 N – 0

Submitted by
Linda K. McClenahan

Ashburnham-Westminster Regional School Committee

June 11, 2003 Minutes

A. CALL TO ORDER

1. The meeting was called to order at 7:00 p.m. in the Overlook Team Room, by Chairman, J. Anderson
2. Members present: D. Loescher, J. Anderson, N. Bakanowsky, P. Janhunen, C. Gagnon, D. Christianson, D. Caisse and L. Beaton.
3. Members absent: K. Glenny, E. Holmes
4. Also present: C. Thibodeau, K. Caron, S. Kersey
5. J. Anderson commented on 2003 graduation with congratulations to graduates
6. J. Anderson extended appreciation for efforts put forth by individuals and S.O.C. in relation to override

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of February 12, 2003 by D. Christianson, seconded by N. Bakanowsky with the following corrections: Y - 7 N-0 A-1--P. Janhunen
 - Page 1 #2. move to 3
 - Page 3 #13 add reduction
2. **MOTION** to approve the minutes of March 4, 2003 by D. Christianson, seconded by J. Anderson. Y - 7 A - 1--P. Janhunen
3. **MOTION** to approve the Transportation Subcommittee minutes of May 19, 2003 by D. Christianson, seconded. Y - 7 A - 1--P. Janhunen
4. **MOTION** to approve Budget Subcommittee minutes of January 28, 2003 by D. Loescher, seconded by L. Beaton. Y - 7 A - 1--P. Janhunen
5. **MOTION** to approve Budget Subcommittee minutes of February 18, 2003 by D. Loescher, seconded by L. Beaton. Y - 7 A - 1--P. Janhunen
6. **MOTION** to approve Budget Subcommittee minutes of February 25, 2003 by D. Loescher, seconded by L. Beaton. Y - 7 A - 1--P. Janhunen
7. **MOTION** to approve Budget Subcommittee minutes and Warrant of February 11, 2003 by D. Loescher, seconded by L. Beaton. Y - 7 A - 1--P. Janhunen
8. **MOTION** to approve Budget Subcommittee minutes of March 4, 2003 by D. Loescher, seconded by L. Beaton. Y - 7 A - 1--P. Janhunen
9. **MOTION** to approve Budget Subcommittee minutes of May 13, 2003 by D. Loescher, seconded by L. Beaton. Y - 7 A - 1--P. Janhunen
10. **MOTION** to approve School Committee minutes of May 27, 2003 by N. Bakanowsky, seconded by L. Beaton with the following corrections: Y -7 A - 1--P. Janhunen
 - Move E. Holmes' leaving after presentations under A.
11. **MOTION** to approve Screening Committee minutes of June 3, 2003 by N. Bakanowsky, seconded by D. Christianson. Y - 8 N - 0
12. **MOTION** to approve Budget Subcommittee minutes of May 27, 2003 by D. Loescher, seconded by P. Janhunen. Y - 8 N - 0

C. PUBLIC PARTICIPATION

1. None

D. CORRESPONDENCE

1. Letter from D. Brabender on bussing given to Transportation Subcommittee
 - a. D. Caisse joins Transportation Subcommittee

E. REPORTS OF COMMITTEES

1. **Oakmont Building Committee**
 - a. P. Janhunen defers report on Oakmont

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- b. Discussion on Oakmont's Change Order Status Report
- c. E. Muserallo to remain on committee until completion

2. Westminster Building Committee

- a. Meeting from May 28, 2003 J. Anderson reported committee "tying up loose ends".
- b. E. Muserallo to remain on committee until completion
- c. Next meeting in July 2, 2003

3. Budget Subcommittee

- a. **MOTION** made by C. Gagnon, seconded by D. Loescher to grant Superintendent/Interim Superintendent and Business Manager/Interim Business Manager permission to release checks and meet all financial obligations of the School District until next meeting in September. Y - 8
- d. E. Muserallo presented information on Athletic program/student fees, Food Service, and Extended Day
- e. **MOTION** by D. Christianson, seconded by N. Bakanowsky to approve sale of Bond Anticipation
Note: See Attached Y - 8

K. Glenny arrived at 7:45 p.m.

4. Technology Subcommittee

- a. Notice from M. Brodeur of bugbear.32 virus in district

5. Executive Committee - NONE

6. Transportation Subcommittee - NONE

7. Superintendent Search Committee

- a. G. Koocher attended last meeting.
- b. Committee outlined 11 criteria to be used to narrow selection
- c. Next meeting June 23, 2003 to review credentials and resumes

F. ADMINISTRATIVE UPDATE

- 1. Presentation by C. Pretti and J. R. Briggs School Council of J. R. Briggs School Improvement Plan
 - a. Other presenters: L. Rainville, M. Gianino, K. Bramhall, L. Pinsoseault.
- 2. Congratulations extended to D. Driscoll for his appointment as new OMS Vice-Principal
- 3. Next School Committee meeting June 16, 2003
 - a. L. Beaton, D. Loescher, E. Muserallo unable to attend next meeting
 - b. M. Carney to attend to discuss sale of bond

G. DISCUSSION ITEMS

1. FY04 Budget

- a. Re-certification of budget with recommendations
- b. Discussion on budget re-certification--pros & cons

- 2. **MOTION** by D. Christianson seconded by K. Glenny to re-certify and re-submit the current FY2003-2004 budget for \$22,675,815.00 for the purpose of discussion.
 - a. Lengthy discussion follows concerning reasons for and against re-certification of FY04 budget.
 - b. Discussion of majority vote and consequences of lack of same.

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c. Student petition in favor of budget presented to J. Anderson

3. No further discussion, all those in favor of D. Christianson's motion to re-certify the budget for \$22, 675,815.00.

Roll call vote:

D. Caisse Y

P. Janhunen Y

D. Christianson Y

J. Anderson Y

K. Glenny Y

N. Bakanowsky N-"I support the students. I don't support the budget and the way the monies are being appropriated. I think this committee needs to look at standing behind its words and making a commitment to athletics and co-curriculars and looking at some items we looked at with the first go round and think about redirecting those monies to direct class room instruction."

L. Beaton Y

D. Loescher N-echo N. Bakanowsky's sentiments

C. Gagnon N

Y - 6 N - 3

4. Discussion on majority vote--super majority or seven yes votes needed to re-certify budget.

K. Glenny excuses himself

N. Bakanowsky leaves at 8:55 p.m.

K. Glenny returns

5. J. Anderson announces stalemate, ends discussion with standing vote.

H. ACTION ITEMS

1. Postponed until June 23, 2003

I. AGENDA SETTING

1. Re-certification of FY04 Budget
2. Mary Carney

Recess 9:30-9:45

J. EXECUTIVE SESSION

1. **MOTION** to go into executive session at 9:45 p.m. under MGL Chapter 32 section 23 B by K. Glenny, seconded by L. Beaton for the purpose of negotiations. Roll call vote: Unanimous - J. Anderson, D. Caisse, D. Christianson, K. Glenny, L. Beaton, D. Loescher and P. Janhunen
2. **MOTION** to adjourn at 10:35 p.m. by K. Glenny, seconded by L. Beaton. Y - 7

K. ADJOURNMENT

- 1 **MOTION** to adjourn at 10:37 p.m. by K. Glenny, seconded by C. Gagnon.

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

JUNE 16, 2003 MINUTES

A. CALL TO ORDER

1. Chair J. Anderson at 7:05 PM called the meeting to order in the Overlook Team Room.
2. Members present: D. Caisse, D. Christianson, J. Anderson, N. Bakanowsky, K. Glenny, E. Holmes, P. Janhunen, C. Gagnon
3. Also Present: C. Thibodeau, S. Kersey, K. Caron
4. Chair J. Anderson began the meeting with a reminder that respect and patience should be shown to all members in attendance.
5. Student representatives from Oakmont presented the School committee a petition regarding reconsideration of rectifying the budget. The students collected more than 240 signatures.

B. DISCUSSION ITEMS

1. Transportation

- a. Carol with First Student presented a comparison saving between the two-tier and three-tier bus systems. By eliminating 3 buses under the two-tier system the district could realize a savings of \$100K. Carol's recommendation is to stay with the two-tier system.

- b. Discussion held on the two vs. three-tier system.

MOTION to accept the three-tier system utilizing 2 fewer buses, times to be determined by C. Gagnon, seconded by E. Holmes.

- c. Discussion-it was determined that the school committee had already adopted the three-tier system at a previous meeting. C. Gagnon withdrew the motion.

MOTION to accept reducing bus fleet from 28 to 26 made by C. Gagnon, seconded by E. Holmes.

- d. J. Anderson polled the building administrators.

Y - 8 N - 0 A - 0

2. Refinancing of Existing School Debt

- a. Mary Carney-First Southwest was unable to attend the meeting. S. Kersey, interim Business Manger, gave the presentation on the refinancing of existing debt. The district will realize a saving of \$1,614,247 or 13.195% on the refinance of the existing bonds.

L. Beaton arrived at 8:00 PM.

MOTION to accept the recommendation of First Southwest by D. Christianson, seconded by K. Glenny. Y - 9 N - 0 A - 0

3. FY04 Budget

MOTION to reconsider D. Christianson's motion to rectify the budget of \$22,675,851 with no changes to line items by P. Janhunen, seconded by D. Caisse.

- a. Discussion held

- b. Vote on reconsideration by D. Christianson. Y - 7 N - 1 (N. Bakanowsky) A - 1 (E. Holmes)

- c. Vote on rectification of \$22,675,851. C. Gagnon-Y, L. Beaton-Y, E. Holmes-N, N. Bakanowsky-N, K. Glenny-Y, J. Anderson-Y, D. Christianson-Y, D. Caisse-Y, P. Janhunen-Y

C. ADJOURNMENT

MOTION to adjourn the meeting at 9:05 PM by K. Glenny, seconded by E. Holmes.

Submitted by, Linda McClenahan

Ashburnham-Westminster Regional School Committee

July 22, 2003 Minutes

1. **MOTION** by D. Loescher, seconded by C. Gagnon to accept June 11, 2003 minutes with the following addition: Y – 8

- K. Glenny arrived late-7:45 p.m.

6. PERSONNEL MATTERS

A. Resignations

1. List handed to members of resignations including retirements

B. Hires

2. List handed to member of replacement hires as a result of retirements

C. Superintendent Search Update

1. E. Holmes reported that the search has been reduced to three finalist and cite visit have been very informative so far. Interviews for finalist will take place July 28, 29, & 30 at J. R. Briggs with final interviews taking place August 4 in the evening. The district will cover candidate expenses for August 4 interviews because of the late hour and the travel distance with which the candidates are traveling.

7. COMMUNICATIONS

A. Decade of Education Reform

1. Extend congratulations to Emily Lewis for her participation

B. Oakmont Building Committee

1. P. Janhunnen, Chairman, reported that work on Oakmont should be completed by mid to late August and suggested that everyone take some time to visit the school

C. Next Meeting

1. Pending advice from legal counsel the next meeting will be Monday, July 28 if needed

D. Correspondence to be placed on file

1. Letter from K. Nunez
2. Letter from community member to E. Holmes

E. Community Questions

1. What budget will be used to start school?—Answered: failed override budget—S. Dukakis.
Followed by discussion

L. Beaton left at 10:10

8. ADJOURNMENT

- A. **MOTION** to adjourn at 10:20 p.m. by E. Holmes, seconded by N. Bakanowsky. Y - 7

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

July 28, 2003 Minutes

CALL TO ORDER

1. The meeting was called to order at 7:05 p.m. in the Overlook Team Room with the Pledge of Allegiance, by Chairman, J. Anderson
2. Members present: J. Anderson, D. Loescher, E. Holmes, N. Bakanowsky, P. Janhunen, C. Gagnon, K. Glenny, L. Beaton, D. Caisse
3. Members absent: D. Christianson
4. Also present: S. Dukakis, K. Caron, S. Kersey

1. FINANCIAL MATTERS

- A. Following discussion with legal counsel, it was recommended to re-certify the current budget with changes to assessment to both Ashburnham and Westminster
- B. **MOTION** made by P. Janhunen, second by D. Caisse to recommend that the School Committee approve a final FY 04 budget of \$22,525,595 composed of an assessment of \$5,355,417 (includes \$37,915 for debt service and \$275,806 for capital outlay) for Ashburnham and an assessment of \$6,278,034 (includes \$146,541 in debt service and \$616,874 for capital outlay) for Westminster. The total assessment to both towns is \$11,633,451: Y – 7 N – 2 Motion passed by super majority vote

8. ADJOURNMENT

- A. **MOTION** to adjourn at 7:35 p.m. by P. Janhunen, seconded by D. Caisse. Y - 9

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

August 4, 2003 Minutes

CALL TO ORDER

1. The meeting was called to order at p.m. in the Oakmont Joe VonDeck Lecture Room by Chairman, J. Anderson
2. Members present: J. Anderson, D. Christianson, D. Loescher, E. Holmes, N. Bakanowsky, C. Gagnon, K. Glenny, L. Beaton, D. Caisse
3. Members absent: P. Janhunen
4. Also present: S. Dukakis, K. Caron, S. Kersey

1. INTERVIEWS

- A. Both candidates were allowed a three part interview—an opening statement, five questions from the committee members and any closing remarks they may have had

1. The five questions are as follows:

Asked by Dave Christianson: What role has a Strategic Plan served in your district? Have you been responsible for revisions on the document? If “yes”, what process did you organize to prepare such updates? Who else was involved in the revision?

Asked by Diane Loescher: During our site visits to your home district, the visiting team asked your panel members what they believed your strengths and weaknesses to be. Would you outline to the Committee what you believe your strengths and weaknesses are?

Asked by Joan Anderson: Please describe your management style and the role you believe should be played by faculty, staff and administrators in decision making? Our next Superintendent will also appoint a number of administrators over the next three years. Please describe what criteria you have utilized to make such decisions previously?

Asked by Keith Glenny: As the “Chief Executive Officer” of this District, what role do you envision the Superintendent fulfilling within the Regional Community? How visible have you been in your current school community? What strategies have you used to foster positive relationships/build rapport with the variety of groups which make up an educational community?

Asked by Lenny Beaton: Please describe your vision of how you would “sell” a budget to the school community, parents, municipal officials, regional community?

- B. John Mara
- C. Michael Zapantis

2. DISCUSSION FOLLOWING INTERVIEWS

- A. Each committee member had opportunity to voice pros and cons for each candidate
- B. E. Holmes thanked all staff, committee members, and community volunteers who assisted in the search processes for a new superintendent
- C. J. Anderson thanked E. Holmes for the long hours and scheduling as chair person of search committee
- D. **MOTION** made by E. Holmes for the Ashburnham-Westminster Regional School District to appoint Michael Zapantis as Superintendent of Ashburnham-Westminster Regional School District contingent upon successful negotiation of his contract. Seconded by D. Christianson. Unanimous vote—Y – 9
- E. J. Anderson appointed negotiation sub-committee consisting of: J. Anderson, D. Christianson, and E. Holmes.

Ashburnham-Westminster Regional School Committee
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- F. MOTION** made by L. Beaton and seconded by C. Gagnon for Executive Committee, without P. Janhunen, to discuss outlines for the negotiation sub-committee to use for the new Superintendent contract pending committee approve. Y - 9
- G. MOTION** to go into executive session at 8:25 p.m. under MGL Chapter 32 section 23 B by K. Glenny, seconded by C. Gagnon for the purpose of negotiations and to adjourn open School Committee session. Y - 9

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

August 26, 2003 Minutes

LEGAL MATTER

- A. **MOTION** to go into executive session at 7:05 pm under MGL Chapter 32 section 23B by K. Glenny, seconded by E. Holmes.

2. CALL TO ORDER

- A. The meeting was called to order at 8:15 pm in the Overlook TEAM Room by Chairman J. Anderson.
- B. Members present: J. Anderson, D. Christianson, E. Holmes, C. Gagnon, K. Glenny, P. Janhunen
- C. Members absent: N. Bakanowsky, L. Beaton, D. Caisse, D. Loescher
- D. Also present: S. Dukakis, S. Kersey

3. PUBLIC PARTICIPATION

- A. Andrea Hill, President of the MTA extended an invitation to the school committee members to a social at the Colonial Hotel on September 11th from 4:30 pm to 6:30 pm.
- B. Dr. Michael Zapantis, the new superintendent was introduced and welcomed.

4. APPROVAL OF MINUTES

- A. **MOTION** to accept the minutes of July 22, 2003 by D. Christianson, seconded by K. Glenny with the following corrections: Y – 5 A – 1 (P. Janhunen)
- 5.C.1, K. Glenny was absent from the meeting
 - 6.C.1, In district visits for finalist will take place July 28, 29, & 30 at Briggs...The district will cover finalist expenses for interviews...
- B. **MOTION** to accept the minutes of July 28, 2003 by E. Holmes, seconded by K. Glenny with the following corrections: Y – 5 A – 1 (D. Christianson)
- 1.B. N – 2 (D. Loescher, N. Bakanowsky)
- C. **MOTION** to accept the minutes of August 4, 2003 by E. Holmes, seconded by K. Glenny with the following corrections: Y – 5 A – 1 (P. Janhunen)
- F....Executive Committee, (without P. Janhunen and E. Holmes, chair of the search committee) to discuss outlines...

5. SUPERINTENDENT'S REPORT

- A. S. Dukakis expressed his appreciation for the outstanding presentations done at both town meetings and the success of the vote at both town meetings.
- B. A committee should be formed to work on developing a strategy for informing the public on the upcoming vote.
1. Call in program is scheduled for September 4th on Channel 8 chaired by E. Holmes from 7:00 pm – 8:00 pm. S. Dukakis, J. Anderson, and D. Christianson will be in attendance to answer questions regarding the upcoming ballot vote.
 2. S. Dukakis will make a recommendation for Athletic Fees after the September 9th vote.
 3. S. Kersey cleared up confusion regarding Westminster assessment, actual increase would be \$1.20 per 1000.
 4. S. Dukakis informed the committee that the Superintendent's Office is now located at Oakmont. The new telephone number is 978.827.1434. The 978.874.1501 number will rollover for a year.

Ashburnham-Westminster Regional School Committee

August 26, 2003 Minutes

6. EDUCATIONAL MATTERS

- A. Mike Sunderland presented the Overlook Middle School Student Handbook. D. Christianson moved to accept the handbook, seconded by K. Glenny.
 - 1. Discussion followed-E. Holmes asked whether or not the school committee needed to approve handbooks. S. Dukakis stated final approval should be made by the committee.
Y - 5 N - 0 A - 1 (E. Holmes)
- B. B. Waight presented the 2003 Class Report.
- C. B. Waight, Principal, presented the Oakmont School Improvement Council Plan.
MOTION to accept the Oakmont School Improvement Council Plan made by E. Holmes, seconded by K. Glenny. Y - 6
- D. B. Waight next present the Oakmont Handbook.
MOTION to accept the Oakmont Handbook made by C. Gagnon, seconded by E. Holmes.
 - 1. Discussion followed. Y - 4 N - 0 A - 2 (E. Holmes, P. Janhunen)

7. PERSONNEL MATTERS

- A. Appointment of Delegate to the MASC meeting in mid November.
MOTION made by K. Glenny, seconded by P. Janhunen to have E. Holmes represent the school committee at the meeting. Y - 5
- B. Resignation
 - 1. List handed out of resignations, including retirements
- C. Hires
 - 1. List handed out of new hires

8. FINANCIAL MATTERS

- A. A request at the Ashburnham Town Meeting was made for financial information to be provided on the internet. S. Dukakis stated that it would be too complex and that anyone wishing information should contact the superintendent's office.

9. COMMUNICATIONS

- A. Westminster Building Project
 - 1. **MOTION** to hold \$250,000 in a reserve fund for WES and MHS future maintenance with excess funds returned to the Westminster general fund account moved by E. Holmes, seconded by P. Janhunen.
 - 2. Discussion followed regarding prior commitment to return excess funds to the general fund. E. Homes moved to table the MOTION until the next meeting, seconded by P. Janhunen. Y- 6
- B. Oakmont Building Project
 - 1. P. Janhunen reported that the project is near completion and a temporary occupancy permit should be issued tomorrow. He commended B. Waight and J. Lawrence for all the extra work they have had to do in the absence of C. Thibodeau and E. Muserallo.
- C. Correspondence to be placed on file
 - 1. MASC Summer Academy by E. Holmes
 - 2. Letter from NEAC Middle School

ADJOURNMENT

MOTION to adjourn at 9:35 pm by K. Glenny, seconded by E. Holmes. Y - 5

Ashburnham-Westminster Regional School Committee September 10, 2003 Minutes

CALL TO ORDER

The meeting was called to order at 7:05 p.m. in the Overlook Team Room with the Pledge of Allegiance, by Chairman, J. Anderson

Members present: J. Anderson, D. Christianson, D. Loesch, E. Holmes, N. Bakanowsky, P. Janhun, C. Gagnon,

Members absent: , K. Glenny, D. Caisse

Also present: S. Dukakis

L. Beaton arrives at 7:08

A welcome back to school and the school committee to a new school year by J. Anderson

1. CHAIRMAN'S REPORT

- A. NEASC School Committee Representative
 - 1. D. Christianson and L. Beaton to share responsibility
- B. Letter from Teacher's Association to inform school committee of intent to negotiate a contract in June 2004 and starting the process November or December 2003

2. SUPERINTENDENT'S REPORT

- A. Fee Schedule
 - 1. Reduction of fee by setting after programs begin and numbers of those participating is known
- B. Override Vote
 - 1. Looking at budget to find areas to save, positions will not be filled that were left empty at the end of fiscal 2002-2003, try to create a baseline for the budget
- C. Alternative Location for School Committee Meetings
 - 1. Poll taken of all members to hold meetings at all the different school each meeting

3. FINANCIAL MATTERS

- A. Mr. Dukakis recommendation to establish a Stabilization Fund for long range planning for future budget processes

K. Glenny and D. Caisse arrive at 7:28

- B. Motion by E. Holmes that the School Committee vote to establish a stabilization fund in accordance to Chapter 71, Section 16G1/2, seconded by L. Beaton. Y - 10 N - 0
- C. Establish Warrant Article for both towns

4. EDUCATIONAL MATTERS

- A. Transportation remains a challenge
- B. Police presence for bus departures--no cost to district
- C. Briggs commended for handling loss of water on September 9th
- D. Marching band commended for outstanding performance at Lunenburg celebration

Recess for 15 minutes while waiting for legal counsel

Reconvene at 7:58

5. BUDGET DISCUSSION

A. **Motion** by P. Janhunen that the Ashburnham Westminster Regional School Committee comply with the provisions of MGL Chapter 71, section 16B and that the amended regional school district budget be presented at a district-wide meeting, that a warrant be sent to both towns calling said meeting and that the provisions of Chapter 71, section 16B by followed to conduct said meeting, seconded by L. Beaton

Roll call discussion concerning pros and cons of joint town meeting

B. **Motion** by K. Glenny to put forth the previous motion, seconded by P. Janhunen Y - 10

Roll vote on previous motion:

D. Caisse	Y			
P. Janhunen	Y			
D. Christianson	Y			
J. Anderson	Y	Y - 7	N - 2	A - 1
K. Glenny	Y			
N. Bakanowsky	N			
E. Holmes	A			
L. Beaton	Y			
D. Loescher	N			
C. Gagnon	N			

Simple majority needed to go to joint town meeting

1. Time and date: September 30, 2003, 7:00 p.m.
2. Place: Oakmont Regional High School
3. Babysitting with be made available

C. The six yes voters will sign warrant and J. Anderson requested that all administrative personal to look at their budget to see if there is any way figure may be lowered before presenting at the town meeting

5. ADJOURNMENT

A. **Motion** to go into Executive Session for the purpose of negotiation of personal matters according to MGL and to reconvene for the purpose of adjournment by D. Christianson, seconded by K. Glenny

B. **Motion** to adjourn at 10:30 p.m. by P. Janhunen, seconded by D. Christianson Y - 9

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

September 17, 2003 Minutes

CALLED TO ORDER

- A. The meeting was called to order at 7:10 pm in the Overlook Library by Chairman J. Anderson.
- B. Members present: J. Anderson, D. Christianson, E. Holmes, L. Beaton, D. Loescher
- C. Members absent: N. Bakanowsky, D. Caisse, C. Gagnon, P. Janhunen, K. Glenny

1. GUESTS, VISITORS, PUBLIC PARTICIPATION

- A. J. Anderson gave an update to the condition of school committee member P. Janhunen, who suffered a stroke.
- B. J. Anderson introduced the districts attorney Joe B
- C. In the absence of P. Janhunen, a new interim secretary needs to be appointed. **MOTION** by D. Christianson to nominate L. Beaton interim secretary. Y – 4

2. FINANCIAL MATTERS

- A. Karen Murphy nominated John Bowen, moderator for the upcoming Joint Town meeting.
- B. Space capacity at Oakmont discussed for Joint Town meeting. How to accommodate 8,300 registered voters and where to place registered voters and non registered voters.

D. Caisse arrived at 7:15 pm

- C. Discussion held on whether a new budget number needs to be re-certified. There is some discrepancy between the DOR and DOE definition on whether or not a new number needs to be certified.

K. Glenny arrived at 7:20 pm

An amended budget number could be brought up at the Joint Town meeting, but it was suggested that the number not go below the foundation number.

C. Gagnon arrived at 7:47 pm

- D. A meeting to discuss the logistics of the Joint Town meeting is scheduled for Thursday, September 18 at 5:00 PM at Oakmont.
- E. Discussion on how length of debates should be at Joint Town meeting.
- F. Voter Registration to be held on September 19, 2003 from 9:00 AM – 8:00 PM.

ADJOURNMENT

MOTION to adjourn at 8:00 PM by

Submitted by
Linda McClenahan

Ashburnham-Westminster Regional School Committee

September 23, 2003 Minutes

CALL TO ORDER

- A. The meeting was called to order at 7:12 p.m. in the Overlook Team Room with the Pledge of Allegiance, by Chairman, J. Anderson
- B. Members present: J. Anderson, D. Christianson, E. Holmes, N. Bakanowsky, C. Gagnon, K. Glenny, D. Caisse
- C. Members absent: P. Janhunen, D. Loescher,
- D. Also present: S. Dukakis, K. Caron, S. Kersey, Attorney Bartulis

J. Anderson reports that no motions or discussion will be entertained concerning joint town meeting and a temporary replacement for the secretary position while P. Janhunen recuperates from a recent accident--

Motion by E. Holmes to appoint L. Beaton as acting Secretary in P. Janhunen's absence, seconded by D. Caisse Y--7 N--0 A--1 (L. Beaton)

1. GUESTS AND VISITORS

- A. None

2. APPROVAL OF MINUTES

- A. **Motion** by D. Christianson to accept minutes of August 26, seconded by D. Caisse Y—8

3. SUPERINTENDENT'S REPORT

- A. District email
 - 1. All member of school committee should be set up with district email to make communication easier. Discussion concerning recent viruses within the district—suggestions are to keep virus protection updated.

D. Loescher arrives at 7:20 p.m.

- B. School Committee “On The Road”
 - 1. All School Committee members given a list on locations for the remainder of the School Committee meetings

4. EDUCATIONAL MATTERS

- A. MHS/WES present School Improvement Plan--Dave Marble and Gwen Farley
 - 1. Comments--more synergy between Ashburnham & Westminster elementary schools, MHS/WES commended for community outreach. Questions were asked about building use fees and it was decided to look into the fees again and discuss them at a future meeting
- B. **Motion** by N. Bakanowsky to approve/accept the School Improvement Plan for MHS/WES, seconded by K. Glenny Y – 8 (**E. Holmes out of room for approximately 45 minutes**)

5. FINANCIAL

- A. Budget
 - 1. S. Dukakis has reviewed budget—district goal is to maintain level services at this time—school administration has delayed hiring, reduction of supplies and materials, looking for ways to reduce SPED tuition, travel reimbursement from state, charge for transportation for 7-12 (can not charge K-6)
 - 2. S. Dukakis mentioned there is information for elderly for property tax reduction available at the town hall

Ashburnham-Westminster Regional School Committee
September 23, 2003 Minutes

6. COMMUNICATION

A. Chairman's Report

1. Logistics meeting with J. Anderson, D. Christianson, town clerks, and J. Lawrence for joint town meeting

B. Reports of Committees

1. C. Gagnon reported for Oakmont Building Committee—he requested that more money be moved from interest account to the building account
2. **Motion** by C. Gagnon that the School Committee approve moving \$40,000 from contingency fund to construction account, D. Loescher Y – 8 A – 1 E. Holmes
3. C. Packard said temporary occupancy permit has been issued, working on punch list

C. Budget Sub Committee met to sign warrant

D. School Committee to meet with Ashburnham & Westminster Selectman on Monday September 29th and will decide on temporary replacement for P. Janhunen

1. Changes for the School Committee meetings posted

E. Band Issues

1. Parents stated that a petition was circulated to maintain instrumental band program
2. Mr. Dukakis to call meeting with principals & music people to determine status

7. LEGAL MATTERS

A. **Motion** to go into Executive Session for the purpose of negotiations according to by K. Glenny, seconded by D. Christianson

B. Reconvene public session at 9:55 p.m.

C. **Motion** to approve Superintendent contract as amended in Executive Session by D. Christianson, seconded by K. Glenny Y - 9

8. ADJOURNMENT

A. **Motion** to adjourn at 9:58 p.m. by K. Glenny, seconded by E. Holmes Y - 9

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

September 30, 2003 Minutes

CALL TO ORDER

1. The meeting was called to order at 8:02 p.m. in the Meeting House School Library with the Pledge of Allegiance, by Chairman, J. Anderson
2. Members present: J. Anderson, D. Christianson, D. Loescher, E. Holmes, N. Bakanowsky, K. Glenny, D. Caisse, C. Gagnon, L. Beaton
3. Members absent: P. Janhunen
4. Also present: S. Dukakis

J. Anderson read thank you note from P. Janhunen's wife expressing appreciation for not only the basket but prayers and good wishes with an update of Peter's condition.

1. CHAIRMAN'S REPORT

- A. Oakmont Senior Citizen Luncheon and Tour
 1. Initiated by S. Dukakis. Date October 8th with students conducting tours and serving lunch.
- B. Special Town Meeting
 1. Concerns: date, parking, activities at school, baby-sitting availability, safety
 2. Decisions made: check in at 6 p.m., parking will start in the back at football field and work toward the front of the school, wrist bands possible for registered voters, baby-sitting check in at the four corners, people will be allowed to save one seat, auditorium will be filled first, followed by cafe-small gym-large gym, only registered voters will be allowed to speak
 3. Date: a discussion was held concerning a Saturday date however it was also brought to the attention of those in attendance that the Fire and Police Chiefs in both towns had reservations with a Saturday meeting.
- C. **Motion** by L. Beaton to hold joint town meeting on October 20, 2003 at 7 p.m. at Oakmont Regional High School, seconded by K. Glenny.
 1. Discussion followed concerning school committee members availability on the 20th of October--D. Loescher will be unable to attend due to personal issues, however because the school district is currently operating without a budget it was decided to vote on October 20th.
Y--5 (D. Caisse, K. Glenny, L. Beaton, D. Christianson, J. Anderson)
N--4 (C. Gagnon, E. Holmes, N. Bakanowsky)
- D. Gagnon stated he would sign the warrant with the following reservations:
 1. Does not agree with holding a joint town meeting and does not agree with the date chosen but will not interfere with process

ADJOURNMENT

- A. **Motion** to adjourn at 9:00 p.m. by E. Holmes, seconded by N. Bakanowsky. Y - 9

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee
Tuesday-October 7, 2003 Minutes

CALLED TO ORDER

- The meeting was called to order by Chairperson J. Anderson at 7:05 PM in the Oakmont Lecture Hall.
- Members present: J. Anderson, D. Christianson, L. Beaton, K. Glenney, E. Holmes, N. Bakanowsky, C. Gagnon, D. Caisse
- Also present: S. Dukakis, S. Kersey, K. Caron

1. GUESTS AND VISITORS

- A. J. Anderson introduced and welcomed Oakmont Student Council representatives.

2. APPROVAL OF MINUTES

- A. **MOTION** to accept the minutes of September 10, 2003 by D. Christianson, seconded by L. Beaton with the following correction.

Y – 6 N – 2 (E. Holmes, N. Bakanowsky)

- 5B Y – 7 N – 2 A – 1

- -5. for the purpose of negotiation of personal matters....

3. SUPERINTENDENT'S REPORT

- A. Policy Manuel-S. Dukakis recommends updating the school committee policy manual and stressed the importance of having the manual updated. He suggested that MASC be contacted to give the committee an estimate of cost to update the manual.

MOTION to receive bids on updating policy manual by L. Beaton, seconded by E. Holmes. Y – 8

4. EDUCATIONAL MATTERS

- A. Elementary Music Program-S. Dukakis informed the committee that A Band will be implemented and B Band will be implemented in the future. The exact start date has not been determined. Representatives from JR Briggs voiced there opinion that the band programs should take place during the school day.
- B. Facets-B. Waight gave an overview of Facets and the value of having a grant writer for special assembly programs. The program fosters the arts as well as offering both community and schools to participate in the activities.

5. PERSONNEL MATTERS

6. FINANCIAL MATTERS

- A. User Fees-D. Caisse asked for an update on user fees. S. Dukakis responded that fees were based on student participation.
- B. SOC is sponsoring a lunch and entertainment for senior citizens at Oakmont on Wednesday, October 8th. A tour of the building will be included.
- C. Budget Presentation-S. Dukakis is recommending a reduction in the budget from \$1.3 million to 950K.
- (1) Discussion on proposal. The proposal for a budget reduction would be recommended at the joint town meeting, only after original budget number has been proposed. Further reduction in the \$950K is being considered.
 - (2) S. Dukakis stressed the importance for a budget to be in place by November 11 before the DOE steps in to take over the school district.

Ashburnham-Westminster Regional School Committee
Tuesday-October 7, 2003 Minutes

7. COMMUNICATIONS

A. Chairman's Report

- (1) Dr. Zapantis will start on November 1.
- (2) Teacher's Association bargaining training session is scheduled for November 21st and 22nd. This training is mandatory for anyone who will be part of the bargaining process. School committee members attending are J. Anderson, D. Christianson, L. Beaton, C. Gagnon, and D. Caisse

B. School Committee Comments

- (1) Policy ethics for the next agenda
- (2) Policy 501 subcommittee to meet
- (3) S. Dukakis announced the change in the starting time for the middle and high school beginning October 27th. Overlook and Oakmont will start 10 minutes earlier.
- (4) K. Caron recommended the district prepare a financial statement each month.
- (5) Agenda for next meeting: Athletic User fees
Building User fees

C. Correspondence

- (1) Letter received from Rachel Graham

8. LEGAL MATTERS

- A. **MOTION** to go into Executive session to discuss negotiations by L. Beaton, seconded by D. Caisse. Y – 6 N – 2 (E. Holmes, N. Bakanowsky)

Submitted,

Linda McClenahan

**Ashburnham-Westminster Joint Town Meeting
Oakmont High School
Monday-October 20, 2003**

- I. The meeting to order at 7:03 PM by Moderator John Bowen in the Oakmont Alumni Auditorium.
- II. Only registered voters will be allowed in the Auditorium, Café, Old Gym, Von Deck Hall and three classrooms, with the exception of Dr. Zapantis, new Superintendent, Mr. Dukakis, Interim Superintendent, Sherry Kersey, District Business Manager, Karen Murphy, Westminster Town Coordinator, Joe Bartulis, District Counsel, and Debra Phillips, Ashburnham Town Counsel.

III. Moderator Bowen addressed rules for a town meeting, procedural motions and rules for discussion.

- IV. Lenny Beaton read the warrant for 2003 Special District-Wide Meeting:
GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Towns of Ashburnham and Westminster, qualified to vote in Town affairs, to meet at the Oakmont High School Auditorium at 9 Oakmont Drive, in Ashburnham on Monday, the twentieth day of October next at 7:00 o'clock in the evening, then and there to act upon the following Article to wit:

ARTICLE 1. ASHBURNHAM-WESTMINSTER REGIONAL SCHOOL DISTRICT

To see if the budget proposed by the Ashburnham-Westminster Regional School District School Committee shall be approved for fiscal year 2004.

And you are directed to warn said inhabitant qualified as aforesaid to meet at the time and place and for the purposes herein mentioned by posting attested copies of the Warrant in each of the two Towns' Clerks Offices and in at least two other places in each of the two Towns and by publishing a copy of said Warrant in general circulation within the member municipalities at least fourteen days before the twentieth.

Hereof fail not and make due return of this Warrant with your doings thereon to the Ashburnham-Westminster Regional School District School Committee, on or before said twentieth day of October, next.

Given under our hands at this thirtieth day of September Two Thousand Three, the below-signed members of the Ashburnham-Westminster Regional School District School Committee.

Signed by Joanie Anderson, David Christianson, Keith Glenny, Leonard Beaton, Dennis Caisse and Chris Gagnon

- V. **PROCEDURAL MOTION** to have the vote on the main motion by secret ballot by Keith Harding and seconded.
- A. Discussion held.

B. Vote taken by show of hands. Motion carried.

VI. **MOTION** for the district to accept a budget of \$22,525,595 for FY04 and each town will be assessed accordingly made by Chairman J. Anderson, seconded Dennis Caisse. Vice Chair Dave Christianson moved to amend the original budget amount to \$22,119,852. Lenny Beaton seconded.

A. Discussion held on accepting the lower number

B. Vote taken by show of hands. Motion carried

C. Moderator Bowen asked for opinion from the school committee and town boards.

× J. Anderson, K. Glenny and D. Christianson spoke on behalf of the School Committee-in favor of the motion

× School Committee member N. Bakanowsky gave a minority position

× Westminster Advisory Board in favor

× Westminster Board of Selectmen in favor

× Jonathan Denhey spoke on behalf of the Ashburnham Advisory Board-unanimously opposed to the motion

× Ron Reed, Ashburnham Board of Selectmen, **MOTION** to approve a gross school budget in the amount of \$21,169,852, seconded by Jonathan Denhey

1. Moderator Bowen asked for School Committee and Town Boards opinions.

× School Committee majority 6 opposed and 3 in favor

× Westminster Advisory Board opposed

× Westminster Board of Selectmen opposed

× Ashburnham Advisory Board in favor

× General discussion, general audience consensus opposed

2. 9:00 PM vote taken on the amended number

(a) Vote taken by show of hands. Y – 827 N - 621

(b) Motion carried

D. School Committee member Chris Gagnon **MOTION** to increase the budget amount to \$21,644,852, an increase of \$475,000 and seconded.

1. Moderator Bowen asked for position from School Committee and Town Boards

× School Committee-6 in favor and 3 against

× Westminster Advisory Board in favor

× Westminster Board of Selectmen in favor

× Ashburnham Advisory Board opposed

× Ashburnham Board of Selectmen opposed

2. Discussion held

3. 9:30 PM vote taken by show of hands Y – 625 N – 777 Motion did not carry

VII. **MOTION** to accept a budget of \$21,169,852 and to assess each town accordingly made and seconded.

A. Discussion held

B. **MOTION** to rescind secret ballot motion and vote by hand count made and seconded.

1. Motion rescinded due ballot vote starting in the café.

2. 9:50 PM secret ballot vote. Y – 907 N – 50 Blank – 3 Motion carried

VIII. **MOTION** to adjourn the Ashburnham-Westminster Joint Town Meeting at 10:30 PM moved and seconded.

A. Vote taken by hand-motion carried

Submitted,
Linda McClenahan

Ashburnham-Westminster Regional School Committee

October 21, 2003 Minutes

CALL TO ORDER

1. The meeting was called to order at 6:08 p.m. in the J. R. Briggs cafetorium with the Pledge of Allegiance, by Chairman, J. Anderson
2. Members present: J. Anderson, D. Christianson, E. Holmes, N. Bakanowsky, K. Glenny, D. Caisse, C. Gagnon, L. Beaton
3. Members absent: P. Janhunen, D. Loescher,
4. Also present: S. Dukakis, K. Carron, S. Kersey, M. Zapantis

J. Anderson expressed appreciation on behalf of the School Committee to the Fire and Police departments, Westminster's Town Moderator, Town Clerks, Oakmont Staff, and cameraman, Matt Bourgualt for their assistance with the town meeting.

1. GUEST AND VISTORS

- A. Several Westminster and Ashburnham parents expressed their views on the budget, user fees and the possibility of the state coming in to take over the finances of the school

2. SUPERINTENDENT'S REPORT

- A. Outcome of Joint Town Meeting
 1. Strat handed information to committee members concerning operating figures, reduced assessment

D. Loescher arrived at 6:28

2. Discussion on joint town meeting and what direction to take for budget

- B. **Motion** made by C. Gagnon to put off certification of budget until information from DOE is available and Dr. Zapantis takes over as Superintendent, seconded by L. Beaton

1. Discussion follows concerning DOE info

- C. **Motion** to move question by K. Glenny, seconded by D. Christianson Y – 9

- D. C. Gagnon's motion to delay certification of FY04 budget Y – 6 N – 3
followed by further discussion

3. PERSONNEL MATTERS

- A. N. Bakanowsky reminds J. Anderson that she must leave after reading a statement from the Ethics Committee (see attached)

N. Bakanowsky leaves at 7:15 p.m.

4. APPROVAL OF MINUTES

- A. **Motion** by D. Christianson to accept minutes of 9/17/03, seconded by L. Beaton—after reviewing minutes it was decided to withdraw motion

- B. **Motion** by D. Christianson to accept minutes of 10/7/03, seconded by L. Beaton—Y - 8

5. COMMUNICATIONS

- A. Sub-Committees

1. All sub committees should have met and chosen chairs

- a. Negotiation sub next meeting – 10/29

2. **Motion** made by C. Gagnon to accept Budget sub minutes from 7/22, 8/26, 9/10, 9/23, 10/7, seconded by D. Christianson – Y - 8

Ashburnham-Westminster Regional School Committee
October 21, 2003 Minutes

6. LEGAL MATTERS

- A. **Motion** made by J. Anderson to adjourn to Exec session for the purpose of discussion of strategies with respect to litigation and negotiation at 7:45 p.m.

Roll Vote:

E. Holmes	Y
C. Gagnon	Y
K. Glenny	Y
J. Anderson	Y
D. Christianson	Y
D. Caisse	Y
D. Loescher	Y
L. Beaton	Y

ADJOURNMENT

- A. **Motion** to adjourn at 8:50 p.m. by C. Gagnon, seconded by D. Caisse Y - 8

Submitted,
Kathi Theriault

**Ashburnham-Westminster Regional School Committee
Special Meeting of the District School Committee
Thursday-October 30, 2003**

CALLED TO ORDER

- Chairperson J. Anderson called the meeting to order at 7:01 PM in the Von Deck Lecture Hall.
- Members present-J. Anderson, D. Christianson, K. Glenny, L. Beaton, E. Holmes, N. Bakanowsky, C. Gagnon
- Also present-M. Zapantis, S. Dukakis, K. Caron, S. Kersey

1. FINANCIAL MATTERS

- A. J. Anderson introduced Jeff Wulfson, Associate Commissioner of the Department of Education.

7:05 PM Diane Loescher arrived

- B. Mr. Wulfson presented information on the effects of the DOE taking over the school district. The presentation was in a question and answer format.
1. Mr. Wulfson stressed the importance of the district coming to an agreement with the towns. It would not be in the best interest in the district for the DOE to take over.
 2. The district is to notify the DOE by the end of November, if they wish for the DOE to take over the district. The district would continue to operate on a 1/12 budget for at least one additional month until the DOE has had the opportunity to review the financial situation of the school district and towns.
 - a. DOE will look at: contractual commitments; Discretionary funds; best interest of the students; revenues-fees for transportation and athletics
 - b. School committee will continue to meet but any financial matters would have to be ratified by the commissioner
 - c. The DOE does not want to be in the district on a day to day basis
 - d. Whatever budget the DOE comes up with will not satisfy everyone
 - e. The DOE is a short term fix, it is not their job to do long term financial planning
 - f. The DOE would hope to be out of the district by FY05.
 - g. Even if the DOE finds the towns and school district are in financial ruins, there will be no additional funds. The state is out of money, with the exception of the pot hole fund.
 - h. If no budget were set by June 2004, the district would continue to operate on a 1/12 basis.
 - i. DOE essential services: maintaining teachers, debt services and heating/lighting bills, restoring lost programs (Spanish in the middle school) would not be a priority.
 - j. Union contracts would be negotiated with the commissioner.
 - k. If the DOE findings created a budget shortfall, the towns would have to make up the difference. State aid funding would be diverted directly to the school district, such as Chapter 90 funds.
 - l. The DOE would not be able to make any recommendations until it has a change to collect data on the financial status of the school district and towns.
- C. Mr. Wulfson closed his remarks by stating the state revenues are rebounding and there should be an upturn in FY06. He stressed once again the DOE would prefer the school committee and the towns agree on a budget.

ADJOURNMENT

- Chairperson J. Anderson thanked Mr. Wulfson for speaking to the committee.
- The meeting was adjourned at 8:40 PM

Submitted, Linda McClenahan

Ashburnham-Westminster Regional School Committee

November 3, 2003 Minutes

CALL TO ORDER

The meeting was called to order at 7:02 p.m. in the Westminster Elementary School Library with the Pledge of Allegiance, by Vice Chairman, Dave Christianson

Members present: D. Loescher, D. Christianson, E. Holmes, N. Bakanowsky, K. Glenny, D. Caisse, C. Gagnon, L. Beaton

Members absent: P. Janhunen, J. Anderson,

Also present: M. Zapantis, S. Kersey, and S. Dukakis

D. Christianson welcomes Dr. Zapantis to his first official day. Thanked everyone for their support and Strat for all he did during our budget process.

1. APPROVAL OF MINUTES

- A. **Motion** by L. Beaton to approve minutes of 9/17, seconded by N. Bakanowsky Y – 6 A – 2
- B. **Motion** by L. Beaton to approve minutes of 10/20 from joint town meeting, seconded by D. Caisse with the following changes: Y - 8
 1. #6.c—add K. Glenny spoke also
 2. numbering change 5 & 6 repeated—change to 7 & 8

2. SUPERINTENDENT'S REPORT

- A. Hiring Part-Time Treasurer
 1. K. Caron will be out of the country for three weeks and we need to have some available to sign checks
 2. Discussion follows concerning appointing Strat temporary assistant treasurer

J. Anderson arrives at 7:20

3. **Motion** made by D. Christianson to appoint Strat Dukakis Temporary Assistant Treasurer until Ken Caron returns, seconded by E. Holmes Y – 7 A – 1
- B. Depository of Funds Policy
 1. Discussion of adoption of new policy of separation of duties—business manager and treasurer
 2. **Motion** by E. Holmes to accept first reading only of new revised policy on depository funds and add all check in excess of \$5,000 to be co-signed by Business Administrator or the Superintendent and the Treasurer, seconded by D. Caisse Y - 9

3. EDUCATIONAL MATTERS

- A. Revised Expulsion Policy
 1. Dr. Zapantis recommends principals first bring recommendations for expulsions/other offenses to Superintendent. The Superintendent will then bring recommendations for expulsions/other offenses to the School Committee
 2. Discussion follows on the need for updating expulsion policy
 3. **Motion** by K. Glenny to accept attached document changing Oakmont to AWRSD with the addition of “with the recommendation of the Superintendent” (first sentence, second line) as district wide policy as presented for Oakmont and new paragraph for Overlook and the elementary schools, seconded by D. Christianson Y – 7 N – 2

4. FINANCIAL MATTERS

- A. FY04 Budget
 1. Discussion follows concerning cuts and implications
 2. **Motion** by E. Holmes for the AWRSD School Committee certify the FY04 Budget of \$21.2, seconded by D. Loescher
 3. Further discussion follows
 4. **Motion** to move question by E. Holmes, seconded by D. Caisse Y – 9
 5. E. Holmes motion to certify the FY04 Budget Y – 6 N – 1 A – 2

Did not pass—needed 2/3 to accept

Ashburnham-Westminster Regional School Committee

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5. COMMUNICATIONS

A. Chairman's Report

1. J. Anderson, D. Christianson, Dr. Zapantis, L. Beaton visited P. Janhunen in Worcester. He was doing much better, getting used to new bald look and appreciated the visit
2. **Motion** by K. Glenny to approve Executive Session minutes of 5/27 during open meeting, seconded by D. Caisse Y – 9
 - a. School Committee Ethics policy
 1. Glenn Koocher will conduct a seminar on School Committee Ethics in December

B. Reports of Committee

1. Budget Sub Committee
 - a. C. Gagnon would like to have written definition of warrant
 - b. C. Gagnon would like a timeline for FY05 budget
 - c. Next meeting 11/18/03 at 6:30 p.m.
2. Rules Sub Committee
 - a. Last meeting was 10/30/03, ideal to have another member, had committed to report back to School Committee by 11/1/03 but in light of budget issues would like to extend to 2/1/04
 - b. Would like to look at Regional agreement for guidelines, committees lacking by-laws, procedures, rules of order—found some guidelines on Internet
 - c. D. Caisse joins Rules sub committee
 - d. Next meeting 11/24/03 at 4 p.m. at Superintendent's office
3. Transportation Sub Committee
 - a. Would like to set a meeting with bus company representative before setting next meeting date
4. Policy Sub Committee
 - a. Next meeting 11/10/03 at 7 p.m. at the Superintendent's office
5. Negotiations Sub Committee
 - a. Next meeting 11/19/03 at 6:30 p.m. at Overlook Middle School

C. Correspondence

1. Anyone interest in going to MASC conference on Thursday be sure to call ahead
2. Email between and among committee members should be kept short and business like

6. LEGAL MATTERS

- A. **Motion** made by L. Beaton to adjourn to Exec session at 9:35 p.m., seconded by C. Gagnon

Roll Vote:

E. Holmes	Y	D. Caisse	Y
C. Gagnon	Y	D. Christianson	Y
K. Glenny	Y	D. Loescher	Y
J. Anderson	Y	L. Beaton	Y
N. Bakanowsky	Y		

Motion to return to open session at 9:50 p.m. for the purpose of discussing health plan options by D. Caisse, seconded by C. Gagnon Y – 8

Discussion follows concerning obtaining information from different health plan providers for competitive prices

ADJOURNMENT

- A. **Motion** to adjourn at 9:55 p.m. by D. Loescher, seconded by K. Glenny. Y - 8

Submitted,

Kathi Theriault

Reviewed by,

Michael Zapantis, Ed. D.
Superintendent of Schools

Ashburnham-Westminster Regional School Committee

November 18, 2003 Minutes

NOTE: Revised as of December 1, 2003-Minutes will be formatted in time sequence.

I. CALLED TO ORDER

- A. Pledge of Allegiance
- B. The meeting was called to order at 7:05 p.m. in the Meetinghouse Library by Chairperson J. Anderson.
- C. Members present: N. Bakanowsky, D. Loescher, E. Holmes, J. Anderson, D. Christianson, L. Beaton, K. Glenny, C. Gagnon
- D. Members absent: P. Janhunnen, D. Caisse
- E. Also present: M. Zapantis, S. Kersey, Attorney Bartulis
- F. J. Anderson turned the meeting over to Vice Chairman D. Christianson as she has been away and not familiar with tonight's agenda.

II. PARTICIPATION BY THE PUBLIC

- A. Paula Magee, Westminster inquired regarding whether the gift from Westminster would be on the agenda for tonight. D. Christianson response, yes.

VI. PRESENTATIONS MADE TO THE SCHOOL COMMITTEE FOR INFORMATION AND/OR ACTION

- B. Student Advisory Committee to the School Committee
 - 1. Erin McDonald, Student Advisory Council representative, spoke on the impending gift from Westminster selectmen for reimbursement of co-curricular fees for Westminster students.
 - 2. Oakmont Homecoming activities were held on November 15th with 500 students in attendance
- C. Superintendent to outline the potential reduction to the FY04 budget
 - 1. Dr. Zapantis discussed enclosures #11A and #11B with regards to the impact on the FY04 budget. He felt at this point and time that it would not be in the best interest of the school district to be turned over to the state. He will pursue an independent audit of the books.
 - 2. Dr. Zapantis' recommendation is that the School Committee certify the FY04 School Budget for \$21,169,852.
 - 3. **MOTION** by L. Beaton for the School Committee to certify the budget of \$21,169,852, seconded by E. Holmes. Discussion held. J. Anderson and K. Glenny deferred their decision to Superintendent Zapantis. Y – 8 N – 0
- H. A gift from the Town of Westminster to provide \$130,000 for supplies, improvements and custodial services to the Westminster Elementary School and Meetinghouse School for FY04.
 - 1. Dr. Zapantis discussed and made a recommendation, which would be in the best interest of the children. He recommends that the School District accept the gift from the Town of Westminster.

D. Caisse arrived at 7:55 PM.

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2. **MOTION** by L. Beaton that the School Committee accepts a gift of \$130,000 from the Town of Westminster for the purpose of restoring a custodial position, purchasing textbooks, supplies and technology items and performing maintenance at the Westminster Elementary and Meetinghouse School for the Fiscal Year 2004; and further that said appropriation be contingent upon the Ashburnham-Westminster Regional School Committee certifying the budget approved at the Joint Town Meeting held October 20, 2003 and that there is no takeover by the State Department of Education. Seconded by E. Holmes. Discussion held. Y – 7 N – 2 (N. Bakanowsky, K. Glenny) A – 0

III. PARTICIPATION BY THE SCHOOL COMMITTEE

B. School Committee Comments

1. Oakmont Cheerleaders placed first in league competition and took second in district competition. This coming weekend, they will compete in State competition at Shrewsbury High School.
2. Oakmont Pop Warner football team will play in the Super Bowl this coming weekend.
3. P. Janhunen is home from the hospital and doing well.

IV. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. Budget Subcommittee

1. Loescher requested to be taken off the negotiation committee and be placed on transportation committee. Request granted

B. Transportation Subcommittee

1. Meeting, Monday-November 24 at 7:00 pm in the Oakmont Library

C. Negotiations Subcommittee

1. Training sessions November 21 and 22 at Wachusett Village Inn

V. RECOMMENDED ACTIONS-ROUTINE MATTERS

K. Glenny and L. Beaton left room.

A. Approval of Minutes

1. **MOTION** to accept the Minutes of September 23, 2003 made by E. Holmes, seconded by C. Gagnon. Motion passed with the following corrections:
 - (E. Holmes out of room for approximately 45 minutes for review of Superintendent's contract) should be placed before item 4. Y – 7
 - 6.D.-School Committee to meet with Ashburnham and Westminster Selectmen on Monday, September 29th to decide if a temporary replacement for P. Janhunen will be selected.
2. **MOTION** made by C. Gagnon to accept the minutes of October 21, 2003, seconded by J. Anderson. Motion passed with the following corrections:
 - 2.B.-and Dr. Zapantis reviews and makes recommendations.
 - 2.D.-N – 3 (N. Bakanowsky, D. Loescher, E. Holmes)
 - 3.A.-change see N. Bakanowsky
 - Loescher left at 7:15 pm

Ashburnham-Westminster Regional School Committee

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- 5.A.1.-All subcommittees should meet and choose a chair by November 18th
- 5.A.2.- Y – 7
- 7.A.-Motion to adjourn at 8:50 pm by C. Gagnon, seconded by D. Caisse. Y – 7
- 3. **MOTION** by J. Anderson to accept the minutes of October 30, 2003, seconded by L. Beaton. Motion passed with the following corrections.
 - 1.B.- Mr. Wulfson presented...
- 4. Enclosure #4 Budget Subcommittee minutes passed over K. Glenny and L. Beaton returned.
- 5. **MOTION** to accept Executive Session minutes of August 4, 2003 made by E. Holmes, seconded by D. Caisse. Motion passed with the following corrections.
 - Correct motion to adjourn Y – 9
- B. Personnel Report
 - 1. **MOTION** made by E. Holmes to accept the Personnel Report of November 13, 2003, seconded by L. Beaton. Y – 8 N - 0

VII. PRESENTATIONS MADE TO THE SCHOOL COMMITTEE FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. Dr. Zapantis is meeting with faculty members to become familiar with the school system.
 - 2. Teacher's T. Davis and L. Pineseault from JR Briggs presented a program on Information Literacy at the Mass Q Conference.
 - 3. Five students from Oakmont were recognized for outstanding Community Service, Kim Larhette, Laura Kaski, Cara Saudelli, Kristie Gagnon and Steve LeBlanc
- B. Superintendent to Outline FY05 Education Plan (Budget) Schedule and the Educational Plan Assumptions (Enclosure #10A and #10B)
 - 1. The focus of the plan and schedule will be long range, 3 to 5 years, to set a vision for the district, to be reviewed annually.
 - 2. **MOTION** by E. Holmes, seconded by J. Anderson to accept the Outline FY05 Educational Plan (Budget) Schedule and the Educational Plan Assumptions. Y – 9 N – 0
- E. Second reading of the Oakmont Regional High School Suspension and Expulsion Policy.
 - 1. **MOTION** to accept the Second reading of the Oakmont Regional High School Suspension and Expulsion Policy made by E. Holmes, seconded by D. Loescher.
 - Discussion followed with E. Holmes withdrawing the motion
 - 2. **MOTION** to accept Expulsion Policy by K. Glenny, seconded by L. Beaton
 - Discussion followed.
 - 3. **MOTION** to amend the Expulsion Policy by K. Glenny, seconded by D. Caisse

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- Committee decided that the Expulsion Policy should be amended to include all the schools in the district. Discussion followed at which time K. Glenny withdrew the motion.

4. Suspension and Expulsion Policy moved to be discussed in Executive Session.

IV. D. Policy Subcommittee

1. Meeting, December 9 at 5:30 PM in the Superintendent's Office
2. Policy procedures to be addresses: building use, fund raising, activity fees, and gifts to the school district

E. Holmes left at 9:30 PM

VI. G. Second Reading of Depository of Funds Policy

1. **MOTION** by J. Anderson to accept the Second Reading of Depository of Funds Policy seconded by D. Caisse. Y – 8 N – 0

VII. NEW BUSINESS

1. Suggested that legislators should be invited to future meetings so that the school committee could be informed regarding current regulations and laws.
2. Letter from Representative Brian Knuutila

VIII. LEGAL MATTERS

1. **MOTION** to go into Executive Session at 9:50 PM for the purpose of possible litigation, to vote on Executive Session minutes and to come out only to vote on the Expulsion Policy by L. Beaton, seconded by J. Anderson. Roll call-N. Bakanowsky-Y, D. Loescher-Y, J. Anderson-Y, D. Christianson-Y, L. Beaton-Y, D. Caisse-Y, K. Glenny-Y, C. Gagnon-Y. Motion carried.
2. **MOTION** to come out of Executive Session at 11:10 PM. Unanimous.

- VI. F. 4. **MOTION** to adopt the Expulsion Policy-Other Offenses as a district policy by K. Glenny, seconded by D. Caisse Y – 7 N - 0

Meeting adjourned at 11:15 PM.

Submitted,

Linda McClenahan

Reviewed by,

Michael Zapantis, Ed. D.
Superintendent of Schools

Ashburnham-Westminster Regional School Committee

December 2, 2003 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:10 p.m. in the Overlook Middle School with the Pledge of Allegiance, by Chairman, Joan Anderson
- B. Members present: J. Anderson, D. Loescher, D. Christianson, E. Holmes, N. Bakanowsky, K. Glenny, C. Gagnon, L. Beaton
- C. Members absent: P. Janhunen, D. Caisse
- D. Also present: M. Zapantis, S. Kersey, K. Caron, and Student Council representative, Nick Hathaway

II. PARTICIPATION BY THE PUBLIC - None

III. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
 - 1. J. Anderson commented on the great game Oakmont boys played on Thanksgiving
- B. Correspondence
 - 1. Letter from Dr. Zapantis to district staff

IV. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Transportation Subcommittee
 - 1. C. Gagnon-committee met last Monday (November 27th)-minutes to be turned in for next meeting
- B. Budget Subcommittee
 - 1. **MOTION** made by C. Gagnon to approve the minutes of 11/3/03, seconded by D. Christianson
Y – 8
 - 2. **MOTION** made by C. Gagnon to approve the minutes of 11/18/03, seconded by E. Holmes
Y – 8
- C. Policy Subcommittee - none
- D. Oakmont Building Committee-to meet this Thursday, December 4th
- E. Westminster Building Committee to meet this Thursday, December 4th
- F. Rules Subcommittee met November 24th
 - 1. Next meeting December 15th, reviewing by-laws
- G. Superintendent Search
 - 1. Waiting for final financial information

V. ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **MOTION** by E. Holmes to accept minutes of 9/30/03 seconded by D. Loescher Y – 8
 - 2. **MOTION** by D. Christianson to accept minutes of 11/3/03, seconded by E. Holmes with the following corrections: Y – 8 N – 0
 - a. Add 6. B. E. Holmes left at 9:45 p.m.
 - 3. **MOTION** by C. Gagnon to accept minutes of 11/18/03, seconded by D. Christianson-----
MOTION by C. Gagnon to withdraw MOTION to accept minutes of 11/18, seconded by L. Beaton due to corrections Y – 8 N – 0
- B. Nick Hathaway Student Council Representative
 - 1. N. Hathaway gave a report on the transition from Overlook to Oakmont, heavier work load, mixed grad level classes, lunches, and sports, classes more spread out in building
- C. Personal Report
 - 1. **MOTION** by E. Holmes to accept Personal Report as presented by Dr. Zapantis, seconded L. Beaton Y – 8 N – 0

Ashburnham-Westminster Regional School Committee
December 2, 2003 Minutes

VI. PRESENTATIONS TO SCHOOL COMMITTEE

- A. Educational Plan Timeline
 - 1. Two or more public hearing dates
 - 2. Budget Subcommittee taken out of budget process
- B. Superintendent Outline Update of FY05 Education Plan
 - 1. **MOTION** made by E. Holmes to accept revised timeline for educational plan, seconded by N. Bakanowsky Y – 8 N – 0
- C. Superintendent’s presentation of curriculum renewal cycle
 - 1. Six year plan for curriculum will have flexibility to keep up with State Frameworks
- D. Glenn Koocher from MASC—“Creating a Positive Image for Community Support.”
 - 1. Reviewed responsibilities of School Committees

J. Bartulis arrived at 8:35 p.m.

VII. UNFINISHED BUSINESS - none

VIII. NEW BUSINESS

- A. Future Leaders through Community Journal—nomination papers and information
- B. District calendar on website
- C. PTO mini grant program—would like to arrange for Briggs PTO to speak to this program at a future School Committee meeting

IX. EXECUTIVE SESSION

- A. **MOTION** made by D. Christianson to go into Executive Session at 9:10 p.m. under MGL Chapter 39, Section 23B for the purpose of collective bargaining and litigation and only to come out to public session to adjourn, seconded by D. Loescher
 - C. Gagnon Y
 - D. Loescher Y
 - L. Beaton Y
 - K. Glenny Y
 - N. Bakanowsky Y
 - E. Holmes Y
 - J. Anderson Y
 - D. Christianson Y

E. Holms left at 9:50 p.m.

N. Bakanowsky left at 9:58 p.m.

X. ADJOURNMENT

- A. **MOTION** by K. Glenny to adjourn at 10:23 p.m., seconded by D. Loescher Y - 6

Submitted,

Reviewed by:

Kathi Theriault

Michael Zapantis, Ed. D.
Superintendent of Schools