

Ashburnham-Westminster Regional School Committee

January 10, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	K Glenny	L. Weiderman	M. Gianino
L. Beaton	J. Schonborg	E. Holmes	G. Farley

Members absent: J. Rheault, J. Boudreau

Also present: R. Hicks, S. Kersey

II. M.A.S.S. – SCHOLAR AWARD – Calvin Young

- A. The Mass Association of Superintendent’s of Schools can nominate a student from the senior class and this year Calvin Young who is the valedictorian was nominated and has received the award.

III. PARTICIPATION BY THE PUBLIC—None

IV. STUDENT ADVISORY COMMITTEE

- A. Liz Duggas and Jessica Wing
 1. This Friday is Café Artè; finals are a week from this Thursday; new semester starts 1/24/12; community service project-Toys for Paraguay Fund; alumni return day; Thursday and Friday will be 8th grade parent night

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman’s Report—None
- B. School Committee Comment
 1. All stars have been named
- C. Correspondence—None

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Legal Subcommittee
 1. Next meeting Thursday at 8:30 p.m.
- B. Fullday Kindergarten Subcommittee
 1. Next meeting, Thursday
- C. Briggs Building Committee
 1. Will meet Thursday

VII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
 1. **Motion** by K. Glenny that the School Committee approve the minutes of March 22, 2011 with the following changes: II, A, 3, J. change Ashburnham to Westminster after J. Fairbanks and change K. Hard to K. Harding, seconded by L. Weiderman Unanimous
 2. **Motion** by K. Glenny that the School Committee approve the minutes of April 26, 2011, seconded by L. Weiderman Unanimous
 3. **Motion** by K. Glenny that the School Committee approve the minutes of May 10, 2011, seconded by L. Weiderman Unanimous

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4. **Motion** by K. Glenny that the School Committee approve the minutes of May 24, 2011, seconded by L. Weiderman Unanimous
 5. **Motion** by K. Glenny that the School Committee approve the minutes of June 7, 2011, seconded by L. Weiderman Unanimous
 6. **Motion** by K. Glenny that the School Committee approve the minutes of June 21, 2011, seconded by L. Weiderman Unanimous
 7. **Motion** by J. Schonborg that the School Committee accept the Budget Subcommittee minutes of 12/6/11, seconded by L. Weiderman Unanimous
- B. Personnel Report—None

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
1. Dr. Hicks explained that the district received the first rebate check of \$3341 for the solar panels that are on Oakmont. The district should receive about \$10,000
D. Christianson explained that this was a student initiated project that started about 5 years ago
L. Beaton why don't we do more on the ground with solar panels?
Dr. Hicks explained the district was hoping to do more with the solar panels but on the roof where they would be more secure and less shade. The district has also looked into a wind tower at OMS but it does not hold a lot of promise because of the way the wind blows but WES does show a lot of promise
 2. The building permit for JRB was signed
 3. The easement with National Grid was signed yesterday and sent out now we have to wait for National Grid to sign and return
 4. Monty Tech did a superb job in building a shed for Briggs. Due to the construction the garage that was being used for storage has to be taken down
G. Farley asked about a fall sports report. Explained that E. Dawley has games on Tuesdays and is unable to attend the School Committee meeting until February
 5. Dr. Hicks explained ESLA is proposing to be able to move money between programs and is encouraging testing in math and ELA and not science and social studies. MCAS scores in the district are very good but Commission Chester is looking for a waiver of the AYP. Massachusetts scores #1 in the country in math and ELA but did not make AYP because the bar is very high for Massachusetts.
- B. Overlook Middle School Statement of Interest
1. **Motion** by L. Weiderman that the School Committee having convened in an open meeting on January 10, 2012, the School Committee of the Ashburnham-Westminster Regional School District in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated January 10, 2012 for the Overlook Middle School located at 10 Oakmont Drive, Ashburnham, MA 01430 which describes and explains the following deficiencies and priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future under Priority #5 - to replace pneumatic HVAC system with direct digital control system; replace boilers with high efficiency boilers and hot water heater; replace and insulate roof; replace windows and doors with energy efficient models; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the

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Massachusetts School Building Authority, or commits the Ashburnham-Westminster Regional School District to filing and application for funding with the Massachusetts School Building Authority, seconded by G. Farley

Roll Call Vote:

D. Christianson	Y	L. Weiderman	Y	K. Glenn	Y
L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y
G. Farley	Y	M. Gianino	Y		

2. **Motion** by L. Weiderman that the School Committee authorize the Superintendent of Schools and Chair to sign the Statement of Interest Certification as presented, seconded by G. Farley

Roll Call Vote:

D. Christianson	Y	L. Weiderman	Y	K. Glenn	Y
L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y
G. Farley	Y	M. Gianino	Y		

3. **Motion** by L. Weiderman that the School Committee authorize the Chair to sign the 1/10/12 portion of the minutes pertaining to OMS Statement of Interest as presented for submission to MSBA, seconded by M. Gianino

Roll Call Vote:

D. Christianson	Y	L. Weiderman	Y	K. Glenn	Y
L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y
G. Farley	Y	M. Gianino	Y		

C. Acceptance of Gifts

1. **Motion** by J. Schonborg that the School Committee accept the donation of the tractor and smoke detector duct made to Oakmont Regional High School, seconded by G. Farley
Unanimous

IX. UNFINISHED BUSINESS

A. Regional Agreement

1. Joe Bartulis felt we should stay with the statutory method so as not to cause confusion in the future
2. **Motion** by K. Glenn that the School Committee authorize the Superintendent to transmit the current red lined draft of the amended Regional Agreement to the two boards of selectmen, two advisory boards and DESE, seconded by M. Gianino

Roll Call Vote:

D. Christianson	Y	L. Weiderman	Y	K. Glenn	Y
L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y
G. Farley	Y	M. Gianino	Y		

X. NEW BUSINESS—None

XI. AGENDA SETTING

- A. Upcoming meetings: 1/24/12 at 7p.m. at OMS; 2/7/12, a Tri-Board Meeting at 7 p.m. at Overlook Middle School

XII. EXECUTIVE SESSION

Ashburnham-Westminster Regional School Committee

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- A. **Motion** by E. Holmes that the School Committee go into Executive Session under MGL Chapter 30A, Section 21, for the purpose of discussing Collective Bargaining and to reconvene into open session for the purpose of ratifying Executive Session votes and adjournment, seconded by M. Gianino at 8:11 p.m.

Roll Call Vote

D. Christianson	Y	L. Weiderman	Y	K. Glenny	Y
L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y
G. Farley	Y	M. Gianino	Y		

Resume open session at 8:40 p.m.

B. Head Custodians

1. Ratify Executive Session vote taken 1/10/12
2. **Motion** by K. Glenny that the School Committee authorize the Chair to sign the memorandum of understanding between AWRSD School Committee and New England Joint Board RWDSU/UFC representing the Head Custodians from 7/1/11-6/30/14, seconded by L. Weiderman
Unanimous

C. AFSME

1. Ratify Executive Session vote taken 1/10/12
2. **Motion** by M. Gianino that the School Committee approve the memorandum of agreement for 7/1/11-6/30/14 between AWRSD School Committee and AFSCME, AFL-CIO, State Council 93, Local 1717, seconded by G. Farley
Unanimous

XIII. ADJOURNMENT

- A. **Motion** by L. Weiderman to adjourn, seconded by G. Farley at 8:45 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

January 24, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:02 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by L. Beaton

Members present

L. Beaton	J. Schonborg	E. Holmes
J. Boudreau	M. Gianino	G. Farley

Members absent: D. Christianson, K Glenny, L. Weiderman, J. Rheault

Also present: R. Hicks, S. Kersey

II. RECOGNITION

A. Today's Science

1. Courtney Allard, Skylar Alves, Morgan Beatty, Bailey Fluet, and Delia Sencal from Mrs. Ruth Crowley's science class won \$10,000 from entering a contest to show what they had learned in class about climate change
2. The prize money will be distributed as follows: \$1000 to Mrs. Crowley's science class; \$2000 to OMS; and \$7000 to the young ladies

K. Glenny in at 7:08 p.m.

B. Project 351

1. Jennifer Aubuchon represented OMS at in Boston with Governor learning about service learning and community impact

III. PARTICIPATION BY THE PUBLIC—None

IV. STUDENT ADVISORY COMMITTEE—None

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report—None
- B. School Committee Comment—None
- C. Correspondence—None

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Health & Wellness Subcommittees
 1. G. Farley—planned discussions: head injuries policy; food policy; vending machines
- B. Full Day Kindergarten
 1. G. Farely—met but no update
- C. Legal Subcommittee
 1. E. Holmes—standard review of budget

VII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes—None
- B. Personnel Report
 1. **Motion** by G. Farley that the School Committee accept the personnel report as presented, seconded by E. Holmes Unanimous

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VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent

1. Dr. Hicks read the following:

At the January 12, 2012 meeting of the FLLAC Executive Board of Directors the Board voted to consider the request of the Quabbin Regional Schools to join the FLLAC Collaborative and to notify the member district school committees of the request. In order to accept a new member we must amend our Agreement to reflect the addition of a new member.

In order to comply with our Agreement I am asking that you:

- Notify your school committees in writing that the School Committee of the Quabbin Regional Schools has requested to join the FLLAC Collaborative
- Make sure that this notification is recorded in the minutes of your districts school committee meeting.

Here is a sample of what you could state in your written notification to your school committees:

“The School Committee of the Quabbin Regional School District has requested to join the FLLAC Collaborative. The FLLAC Collaborative Board of Directors proposes to amend the FLLAC Collaborative Agreement to include the Quabbin Regional School District as a member of the collaborative. “

Once our member district school committees have been notified of this request our Board can take a formal vote to admit Quabbin, set an effective date for admission and set any conditions related thereto. We must then amend our Agreement and send it to the Commissioner for approval 60 days prior to the amendment taking effect.

Fortunately we should have plenty of time before our May meeting to notify your school committees of Quabbin’s request to join. My hope is that you can do this sooner rather than later. At the March Board meeting I will ask you, for the record, to verify that you have notified your school committee in writing. Our Agreement is silent on the issue of whether school committees must vote on amendments; it simply states that they must be notified in writing.

- ##### 2.
- At the last meeting of the MIAA, Dick Neit, Executive Director, was asked why no fees are paid for the use of Oakmont and fields. He explained that it would be cost prohibitive to pay all schools for the use of the buildings and fields. Some colleges charge a fee but most don’t. DCU and the Kraft Patriot fields do not charge a fee. More discussion on this matter will be moved to the Interscholastic Athletic and Policy subcommittees

K. Glenn mentioned the concerns that have come up: no money comes to the district. The MIAA pay for refs, details, and custodians

- ##### 3.
- Dr. Hicks explained that the Governor’s budget will recommend an increase in Chapter 70 aid, however we don’t know how it will be disbursed; level funding in Circuit Breaker and transportation: level funding in local aid could be less because of grant money that was given as extra money last year
- ##### 4.
- Dr. Hicks serves on an advisory board for Early Childhood planning to increase Early Childhood rates

B. Oakmont Regional High School Handbook Change

- ##### 1.
- The new librarian at Oakmont wants to offer a Kindle to be borrowed by students
- ##### 2.
- Motion** by E. Holmes that the School Committee approve the proposed changes to the Oakmont Regional High School handbook, seconded by J. Boudreau Unanimous

C. Head Injury and Concussion Policy – First Reading Change

- ##### 1.
- Motion** by K. Glenn that the School Committee accept the first reading and waive the second and third readings and accept the Head Injury and Concussion Policy as presented, seconded by J. Boudreau Unanimous

D. Financial Update – Food Service – December

- ##### 1.
- Presented by S. Kersey

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2. **Motion** by E. Holmes that the School Committee accept the December Food Service financial update as presented, seconded by G. Farley Unanimous
- E. Financial Update – December
 1. Presented by S. Kersey
 2. **Motion** by G. Farley that the School Committee accept the December financial update as presented, seconded by E. Holmes Unanimous
- F. Westminster Master Planning Committee—held over to next meeting

IX. UNFINISHED BUSINESS

- A. Regional Agreement—discussion tabled—Ashburnham has questions

X. NEW BUSINESS—None

XI. AGENDA SETTING

- A. Upcoming meetings: 2/7/12, Budget Presentation and Tri-Board meeting; 2/14/12 Public Hearing; 2/28/12 Public Hearing all at 7 p.m. at Overlook Middle School

XII. EXECUTIVE SESSION

- A. **Motion** by G. Farley that the School Committee go into Executive Session under MGL Chapter 30A, Section 21, for the purpose of discussing collective bargaining and to reconvene into open session for the purpose of adjournment, seconded by J. Schonborg at 7:50 p.m.

Roll Call Vote:

L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y	M. Gianino	Y
J. Boudreau	Y	G. Farley	Y	K. Glenny	Y		

B. Resume open session at 7:52

- C. Amend previous motion—**Motion** by E. Holmes that the School Committee vote to reconsider vote to go into Executive Session, seconded by J. Schonborg

Roll Call:

L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y	M. Gianino	Y
J. Boudreau	Y	G. Farley	Y	K. Glenny	Y		

- D. **Motion** by G. Farley that the School Committee go into Executive Session under MGL Chapter 30A, Section 21, for the purpose of discussing collective bargaining and to reconvene into open session for the purpose of ratifying Executive Session votes if needed and to adjournment, seconded by J. Schonborg at 7:53 p.m.

L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y	M. Gianino	Y
J. Boudreau	Y	G. Farley	Y	K. Glenny	Y		

XIII. ADJOURNMENT

- A. **Motion** by E. Holmes to adjourn, seconded by J. Boudreau at 8:12 p.m.

L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y	M. Gianino	Y
J. Boudreau	Y	G. Farley	Y	K. Glenny	Y		

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

February 8, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:06 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson		L. Weiderman	
L. Beaton		E. Holmes	
J. Boudreau		J. Rheault	
J. Schonborg		M. Gianino	

Members absent: K Glenny, G. Farley

Also present: R. Hicks, S. Kersey

II. TRI-BOARD

- A. Present to receive budget notebooks and view presentation

III. PARTICIPATION BY THE PUBLIC—None

IV. STUDENT ADVISORY COMMITTEE

- A. Emily Dewey and Ryan Lothrop
 - 1. The new semester has started; freshmen have taken the Biology MCAS; parent meeting this Thursday at 6:30 p.m. for new classes

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report—None
- B. School Committee Comment—None
- C. Correspondence
 - 1. D. Christianson and Dr. Hicks received an email from D. Briggs reminding us of the March 15th deadline for warrant articles

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE—None

VII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes—None
- B. Personnel Report—None

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. Report will be the Ed plan presentation
- B. Presentation of Educational Plan FY13
 - 1. Discussion: State aid and transportation dollars lower; the district will have to adopt the Common Core Curriculum by 2014; restoring French to a full time; Latin is done after this year; some capital plan items in the budget as opposed to on a warrant; cost of health insurance; purchase of a maintenance van; Core Curriculum impact to district; new or restored staff positions; cost of health insurance

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Recess at 8:40 p.m.

Resume open session 8:47 p.m.; D. Christianson thanked S. Kersey and Dr. Hicks for the informative presentation

C. Discussion: Regional Agreement

1. Received some questions and answers from Ashburnham officials and waiting to hear from Westminster's. Will be discussed more at the 2/14 and 2/28 meetings

D. Ratification of AFSCME Contract

1. **Motion** by M. Gianino that the School Committee ratify the vote taken in Executive Session to approve the contract agreement between the AWRSD School Committee and AFSCME, AFL-CIO, State Council 93, Local 1717 from 7/1/11-6/30/14, seconded by L. Weiderman

Unanimous

2 A—J. Boudreau and J. Rheault

E. Ratification of Teachers Contract

1. **Motion** by M. Gianino that the School Committee accept the agreement for the period of 7/1/11-6/30/13 between the AWRSD School Committee and the AWTa, seconded by L. Weiderman

Unanimous

1 A—J. Rheault

2. Over all good process with some give and take; help by two English teachers to clean up language and grammar errors

3. Dr. Hicks reviewed corrections that were made to document

IX. UNFINISHED BUSINESS—None

X. NEW BUSINESS—None

XI. AGENDA SETTING

- A. Upcoming meetings: 2/14/12 and 2/28/12 7 p.m. at OMS with Public Hearing 7-7:30 p.m. Will schedule a tri-board and have public officials attend a meeting in March

XII. EXECUTIVE SESSION—None

XIII. ADJOURNMENT

- A. **Motion** by L. Weiderman to adjourn, seconded by J. Boudreau at 9:05 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

February 14, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:06 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	K. Glenny	L. Weiderman	J. Boudreau
L. Beaton	J. Schonborg	E. Holmes	M. Gianino

Members absent: G. Farley, J. Rheault

Also present: R. Hicks, S. Kersey

II. PUBLIC HEARING—Open at 7:11 p.m.

III. PARTICIPATION BY THE PUBLIC—None

IV. STUDENT ADVISORY COMMITTEE

A. Emily Dewey

1. Safety drill, course selection for sophomore, indoor track-some members going to states; Student Council will have lunch with the Superintendent on Wednesday 2/15

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman’s Report—None
- B. School Committee Comment—None
- C. Correspondence—None – Enclosure #3 will be discussed later in meeting

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Legal subcommittee will meet 2/28 at 6 p.m. at Overlook Middle School

VII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes—None
- B. Personnel Report—None

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 1. Attended the band banquet at the Colonial Hotel. Congratulations to Chris DeMoura, kids, and parents for all their hard work
 2. Information on CORE curriculum will be available to all staff members. The CORE curriculum has to be in place within the next 3 years
 3. Many have read that Massachusetts got a waiver from NCLB --- NAP testing. Mass students score in the 1st or 2nd nationally—the bar very high for Mass students
 4. Strategic plan in the process of forming a committee. It will take close to a year to complete work. Dr. Hicks is not the chair person of this committee but wants to be involved. For the committee, we are looking for:

5 teachers	Boards of Selectmen to appoint
2 paraprofessionals	someone from town government
2 business people	2 School Committee members
At least 2 from the COA	2 high school Students
	5 Parents

Meetings will start at 4 p.m. with 1 meeting a month for a year and more information will be sent out after April vacation

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5. 2 School Committee members attended MARS. Robert Hatch and Mr. Sullivan discussed the state budget: projections 55% for transportation; 60-65% in circuit breaker

B. Education Plan FY13 Presentation:

1. Marching Band—Chris DeMoura
 - a. Major events many competitions; video presentations; practice June – March;
2. Overlook Middle School—Phil Saisa and Sandy Rehler
 - a. Budget presentation concerning needs, new programs and Common CORE
3. Athletics—Eric Dawley not in attendance
 - a. Presentation by D.Uminski
4. Oakmont Regional High School—Dave Uminski and Craig Smith
 - a. Academic presentation; curriculum; staff; Common CORE impact on texts and materials, trend in scores, MCAS and SATS

C. Educational Plan FY13 Discussion

1. Discussion included enrollment, health benefit increases

D. Unfunded Mandates

1. Discussion of unfunded mandates impact on district budget

E. Field Trip Approval

1. **Motion** by J. Boudreau that the School Committee approve the over night field trip to Hyannis, MA, seconded by J. Schonborg 1A—E. Holmes Pass by Majority
2. **Motion** by J. Boudreau that the School Committee approve the out of state field trip to Granby, CT, seconded by J. Schonborg 1A—E. Holmes Pass by Majority

IX. UNFINISHED BUSINESS

A. Discussion: Regional Agreement

1. Received written questions from Ashburnham Selectmen on Enclosure #3 with a request to meet informally with D. Christianson and Dr. Hicks. Just waiting for a response from Westminster Selectmen.
2. Funding allocations should be written in the agreement to prevent long needless discussions
3. All past and future discussions concerning the Regional Agreement will be done in Public session

X. NEW BUSINESS—None

XI. AGENDA SETTING

- A. Upcoming meetings:** 2/28—Public Hearing and Tri-board meeting and 3/13—Budget Certification at 7 p.m. at Overlook Middle School

XII. EXECUTIVE SESSION

- A. Motion** by E. Holmes that the School Committee go into Executive Session under MGL Chapter 30A, Section 21, for the purpose of discussing litigation and to reconvene into open session for the purpose of adjournment, seconded by L. Weiderman at 9:10 p.m.

Roll call:

D. Christianson	Y	L. Weiderman	Y	J. Boudreau	Y
L. Beaton	Y	E. Holmes	Y	M. Gianino	Y
K. Glenn	Y	J. Schonborg	Y		

XIII. ADJOURNMENT

- A. Motion** by M. Gianino to adjourn, seconded by J. Boudreau at 9:41 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenn

Ashburnham-Westminster Regional School Committee

February 28, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Boudreau	L. Weiderman	G. Farley
L. Beaton	J. Schonborg	E. Holmes	

Members absent: K. Glenny, J. Rheault, M. Gianino

Also present: R. Hicks, S. Kersey

Agenda taken out of order

V. STUDENT ADVISORY COMMITTEE

A. Rebecca Greenly and Jessica Wing

1. Blood drive; last hockey game played last Friday and the team won; last Cafè Artè this Friday; 3/16 Mr. Oakmont with a supper to benefit the Relay Walk for Hunger

II. PUBLIC HEARING

A. Hold open until adjournment

1. Certify budget by 3/15; plan to certify at 3/13 meeting

III. TRI-BOARD

A. Dr. Hicks

1. Understands the constraints of prop 2 ½ and time in which we live. Looking for a large increase but we realize we won't get everything; Oakmont ranked in top 10 of Massachusetts high school
2. Discussion—priorities—17 new and reinstated positions
3. Keith Harding of Westminster asked what the district's portion of health insurance expense would be—about \$10,000-\$12,000
4. Ed Vitone of Ashburnham asked about the state reimbursement, what the new growth amount was and if it was built into the amount. R. Hicks responded that the state reimbursement would be level funded.
5. Dr. Hicks thanked everyone for coming and mentioned that he would not have any new information on the OMS project until some time in 2013.
6. Town officials would like to see enrollment history, BC/BS distribution amount and 5 year capital plan

Recess open meeting at 7:58 p.m.

Resume at 8:11 p.m.

IV. PARTICIPATION BY THE PUBLIC—None

VI. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman's Report—None

B. School Committee Comment—None

C. Correspondence—None

VII. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. Briggs Update

1. Next meeting 3/1/12 to agree on price with Consigli.
2. The budget was brought inline with the money that was approved. Local businesses will be used to keep costs down.
3. Port-a-potties will be delivered next Wednesday and all permits have been taken care of—the town could not waive the fees

B. Legal Sub

1. Met this evening to look at legal services from different firms—the regular annual review

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- C. Full Day Kindergarten to meet Wednesday
- D. IPAD to meet next Monday at 4 p.m. at the Superintendent's office
- E. Health Advisory to meet the following Monday

VIII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **Motion** by J. Boudreau that the School Committee accept the Budget Subcommittee minutes of 12/20/11 and 1/10/12, seconded by J. Schonborg Unanimous
- B. Personnel Report—None

IX. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. The district has applied for a Drug Free grant for \$125,000
 - 2. E. Holmes will be attending the MARS breakfast with Dr. Hicks. If anyone else is interested, the next meeting will be 3/19 at Nashoba Tech with the state representatives
- B. Education Plan FY13 Presentations: Technology/Meetinghouse School/Westminster Elementary School/John R. Briggs Elementary School/ Special Education
 - 1. Technology presentation by E. DeHays
 - 2. WES, MHS, and JRB by P. Marquis and A. McGrath
 - 3. Special Education by K. Veroude
- C. Educational Plan FY13: Discussion
 - 1. Certification vote on 3/13/12. Discussion concerning the Capital plan—listing items separately or lump together; list for next meeting by district then by school then broken down by town
- D. French River Education Center
 - 1. **Motion** by E. Holmes that the School Committee authorize the Superintendent to sign a membership agreement with French River Education Center, seconded by J. Schonborg Unanimous

X. UNFINISHED BUSINESS

- A. Discussion on Regional Agreement postponed

XI. NEW BUSINESS—None

XII. AGENDA SETTING

- A. Upcoming meetings: 3/13 at 6:30 p.m. with auditors, 3/27 at 7 p.m. both at Overlook Middle School

XIII. EXECUTIVE SESSION

- A. **Motion** by J. Boudreau that the School Committee go into Executive Session under MGL Chapter 30A, Section 21, for the purpose of discussing labor negotiation and to reconvene into open session for the purpose of ratifying Executive Session votes and tot adjourn, seconded by G. Farley at 10:20 p.m.

Roll Call:

D. Christianson	Y	L. Weiderman	Y	J. Boudreau	Y	G. Farley	Y
L. Beaton	Y	E. Holmes	Y	J. Schonborg	Y		

- B. Resume open session at 10:27 p.m.
- C. **Motion** by L. Weiderman that the School Committee authorize the Chair and Vice Chair to sign the MOA between the district and the Ashburnham-Westminster Paraprofessionals, seconded by G. Farley Unanimous

XIV. ADJOURNMENT

- A. **Motion** by G. Farley to adjourn, seconded by J. Boudreau at 10:29 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

March 13, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 6:40 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Schonborg	L. Weiderman	M. Gianino
L. Beaton	K. Glenny	E. Holmes	G. Farley

Members absent: J. Rheault, J. Boudreau

Also present: R. Hicks, S. Kersey

IX. PRESENTATIONS FOR INFORMATION AND/OR ACTION

B. FY11 Audit Financial Reports by Melanson Heath

1. Cash all reconciled; No significant findings/ recommendations; All Employees welcoming; FY11 was the first year to implement GASB 54; unqualified clean opinion fairly presented; pages 3-10 Management’s Discussion and Analysis; page 11 long term perspective—not just General Fund, all funds including revolving accounts, fixed assets, liability debt; page 13-Balance Sheet, unassigned fund balance \$946,292 is 1.3% total expenditures within 5% limit; page 17 Budget vs. Actual, \$888k budget surplus, reduce by \$305k for E & D use; page 20 footnotes-Net OPEB pages 35 & 36, rating agencies are aware of this number but it isn’t counted against bonding at this point; Management—three recommendations – prior year restatement
2. **Motion** by K. Glenny that the School Committee accept the FY11 audit financial report as presented, seconded by J. Schonborg Unanimous

V. STUDENT ADVISORY COMMITTEE

A. Emily Dewey

1. Last Friday-Dodge Ball game, Students Against Destructive Decisions; Mr. Oakmont this Friday; Mr. Cary’s dodge ball game next Friday; parent/teacher conferences this Thursday; course selection this month; Wellness survey; military exploratory group

I. RECOGNITION

- A. 2012 Fire Safety Poster Contest Winners – Rebecca Schlier-not present and Johnna Roy
- B. MSLA Bookmark Contest Honorable Mention—Felicia Alicea

II. GUEST SPEAKER~ SENATOR BREWER & REPRESENTATIVE BASTIEN

- A. Senator Brewer, Representative Bastien, Representative Ferguson, Carly Antonelli representing Senator Flanagan
 1. Sen. Brewer discussed what he knows to be important to schools: unfunded mandates, transportation, special ed, Massachusetts budget. Also what affects the budget changes and the tough decisions that law makers face
 2. L. Beaton questioned unfunded mandates—if the state looked at the list of unfunded mandates and funded just one for a year? Unfortunately just not enough money

Recess at 8:03 p.m.

J. Boudreau in at 8:08 p.m.

Resume at 8:11 p.m.

IX. PRESENTATIONS FOR INFORMATION AND/OR ACTION

E. Educational Plan FY13 ~ Discussion/Certification

1. **Motion** by K. Glenny that the School Committee certify the FY13 (2012-2013) operating budget in the amount of \$28,792,920, seconded by J. Boudreau

Roll Call

D. Christianson	Y	L. Weiderman	Y	K. Glenny	Y
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Ashburnham-Westminster Regional School Committee

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L. Beaton	Y	E. Holmes	Y	J. Boudreau	Y
J. Schonborg	Y	M. Gianino	Y	G. Farley	Y

J. Boudreau out at 8:19 p.m.

C. Capital Project

1. Discussion concerning items and their importance for the warrant. Check with Monty Tech to see if they have an auditorium lift so as not to purchase one now

J. Boudreau in at 8:50 p.m.

2. **Motion** by K. Glenny that the School Committee request a capital appropriation from member towns totaling \$14,000 for a floor scrubber, seconded by G. Farley Unanimous
3. **Motion** by K. Glenny that the School Committee request a capital appropriation from member towns totaling \$22,000 for network controller for HVAC , seconded by G. Farley Unanimous
4. **Motion** by K. Glenny that the School Committee request a capital appropriation from member towns for \$30,000 for storm drain repair and patch pavement, seconded by G. Farley Unanimous

D. Driver's Education

1. D. Uminski requested a driver's education course at Oakmont to be run by the Central Mass Safety Council with tuition of \$850, a discount for Oakmont students, two sessions starting March 26th and April 6th

III. PARTICIPATION BY THE PUBLIC—None

VI. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman's Report—None

B. School Committee Comment

1. L. Weiderman—Marching Band competed this past weekend in Dover, NH, Emily Dewey did a wonderful job

C. Correspondence

1. Some got a copy of a note from Mr. Feeley from Westminster concerning Boy's State. Sent note to D. Uminski and copied to the committee
2. Received package of letters from an anonymous source and committee members will not look at letters sent unsigned

VII. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. Briggs Building Committee

1. D. Christianson—Concluded contract with Consigli; trailers on site; progress in the works; Consigli bid on design; pulled risked based projects into the contract; guaranteed maximum price; July 17, 2013 turn building over to district; ground breaking date 4/27 or 5/11

B. iPad Evaluation Committee

1. G. Farley—Committee finally met and reports are positive, differentiated instruction, motivating, group problem solving skills, creates conversations between students. There is a list of apps available on the district website

VIII. RECOMMENDED ACTIONS - ROUTINE MATTERS

A. Approval of Minutes—None

B. Personnel Report—None

IX. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent

Ashburnham-Westminster Regional School Committee

March 13, 2012 Minutes

1. Received email regarding WES concerning a large piece of granite fell from one of the windows and landed in the play ground. Outside sill that was held in with chalking and chalking failed, all windows have to be re-anchored. Fortunately the incident happened on the weekend. Playground locked and signs have been put in place stating the danger
2. The district received the 3rd quarter energy payment of \$3200
3. We will be handing out a new school calendar to show creative start and finish dates. We will only be allowed to bring furniture into the gym and café until building is turned over to us after 07/17/13.

X. UNFINISHED BUSINESS

A. Regional Agreement

1. Dr. Hicks and D. Christianson were invited to talk to E. Vitone and D. Briggs to discuss the regional agreement. Many questions were resolved during the discussion.
2. Section 2: Definition of regional agreement reads-District consists of k-12 should read-consists of pre-K-12
3. Section 3, B: add “and the Meetinghouse School” in first paragraph after “Westminster Elementary”
4. Section 4.C.2: Capital items and definition of capital items-limit was \$5000 maybe it should be raised to \$25000
5. Section 4, E: Delete from first paragraph “For each through at such town’s expense”. Delete “the Department of through Chapter70, Section 6” and statutory language for allocation of revenues and computation formula.
6. Section 4, F: Adjust payment schedule to district: July 1-8.33%, December 1-8.34%, May 1-8.33%, August 1-8.33%, January 1-8.33%, June 1-8.34%, September 1-8.34%, February 1-8.33%, October 1-8.33%, March 1-8.34%, November 1-8.33%, and April 1-8.33%
7. Section 4.G: Deleted and changed H to G
8. Section 5.A: Deleted “the District Treasurer”, “mail or” and add “a” after deliver. Delete “the following” and add separate at the end of the paragraph after “classification of expenses into and add after “Committee may determine “, or as required by law” and delete numbered list 1-10
9. Section 5, B: after “published at least” delete ten (10) and add “seven (7)”. Start third sentence with “Forty-five (45) days prior to the first Member Town annual town meeting, but”, change March 15 to 31
10. Section 5.C: Delete “Promptly” and add “Within 10 days” and delete “and in any through of each such year” and add “District Treasurer shall” before certify to the treasurer
11. Ashburnham selectmen need to get together with Westminster to discuss questions. Article on warrant for final draft of regional agreement
12. **Motion** by K. Glenny that the Superintendent request a warrant article in both member towns to request approval of amended regional agreement, seconded by J. Boudreau Unanimous

XI. NEW BUSINESS—None

XII. AGENDA SETTING

- A. Upcoming meetings: 3/27 and 4/10 at 7 p.m.

XIII. EXECUTIVE SESSION—None

XIV. ADJOURNMENT

- A. **Motion** by J. Boudreau to adjourn, seconded by L. Weideman at 10 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

March 27, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:06 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Boudreau	E. Holmes	G. Farley
L. Beaton	J. Schonborg	M. Gianino	

Members absent: K. Glenny, J. Rheault, L. Weiderman

Also present: R. Hicks, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE

A. Liz Duggas and Julianna

1. Harmony week 4/30-5/4 with leadership groups covering different topics that include speakers and presentation; spring sports start early in April; jazz band received the silver award at competition; 4/28 and 29 the musical Urine Town; 3/28 district band night at Oakmont; Caring for Cary dodge ball tournament; Mr. Oakmont-Anthony Perez won; Boston Globe awards went to 31 students; MCAS last week; grades close next week; students visited Gardner Penitentiary

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman’s Report—None

B. School Committee Comment

1. E. Holmes reported that Heidi Hertel-Therrien is organizing the 4/7 Fun Run from Oakmont to Cushing Academy. Registration is \$20 for adults and \$10 for students

C. Correspondence—None

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. G. Farley reported for the iPad committee

1. Working on questionnaire for parents and survey

B. D. Christianson reported for the Briggs Building committee

1. Cutting trees, moving topsoil and boulders. Blasting in April during vacation week-there will be a presentation concerning the blasting for staff and parents. Official groundbreaking will take place 4/27 at 10 a.m. E. DeHays setting up a camera to watch construction day to day through AWRSD website

VI. RECOMMENDED ACTIONS - ROUTINE MATTERS

A. Approval of Minutes

1. **Motion** by G. Farley that the School Committee approve the minutes of 7/19 as amended, seconded by J. Schonborg Unanimous 1A-J. Boudreau
 a. Remove M. Zapantis’ name and replace it with R. Hicks
2. **Motion** by G. Farley that the School Committee approve the minutes of 8/16, seconded by J. Schonborg Unanimous 1A-E. Holmes

Ashburnham-Westminster Regional School Committee

March 27, 2012 Minutes

3. **Motion** by G. Farley that the School Committee approve the minutes of 8/23, seconded by J. Schonborg Unanimous
4. **Motion** by G. Farley that the School Committee approve the minutes of 9/6 as amended, seconded by J. Boudreau Unanimous
 - a. V. A. 1 add “did not waive” in the last sentence after “The town.....”
5. **Motion** by G. Farley that the School Committee approve the minutes of 9/20 as amended, seconded by J. Schonborg Unanimous
 - a. Remove second “g” in Dugas
6. **Motion** by G. Farley that the School Committee approve the minutes of 10/4 as amended, seconded by J. Schonborg Unanimous
 - a. II. A. 1. Correct spelling for Zuriyah from Zuiah
7. **Motion** by G. Farley that the School Committee approve the minutes of 10/18 as amended, seconded by J. Schonborg Unanimous
 - a. VIII. A. 3. Change Christine Lech to Christine Lynch
8. **Motion** by G. Farley that the School Committee approve the minutes of 11/15 as amended, seconded by J. Schonborg Unanimous
 - a. Change II. Call to Order to I; change Overlook Middle School to Meetinghouse School and add tried to call to order again at 8 p.m.
9. **Motion** by G. Farley that the School Committee approve the minutes of 12/6, seconded by J. Schonborg Unanimous
10. **Motion** by J. Boudreau that the School Committee accept the Budget Subcommittee minutes of 1/24, 2/7, 2/14, and 2/28/12, seconded by J. Schonborg Unanimous

B. Personnel Report—None

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent

1. Ed Fitzgerald will be receiving the Rotary Award 5/9/12. See S. Kersey to make reservations
2. I am trying to create a Strategic Planning Committee but I am missing some teachers from each of the schools as well as a business person from Westminster. The meetings are once a month and I am looking to hear from both boards of selectmen, two school committee members, another parent and a citizen at large from Westminster—J. Boudreau volunteered from the School Committee
3. Fliers have been sent out for the fundraiser to benefit the AWFAE
4. After Briggs meeting I received an email concerning Dartmouth vs. Greater New Bedford surrounding funding fairness between towns within the district. The complaints filed by Dartmouth and the cross claim by Fairhaven were dismissed
5. Frank Tedesco is working on a plan to fix sills on the windows at WES
6. A grant submitted by J. Harrison has been submitted for a drug free education. This is a competitive grant and we may not get it but if we are chosen we would receive \$125,000 a year for 5 years to combat drug abuse in Westminster and Ashburnham

B. Fall/Winter Athletic Update – Eric Dawley

1. Congratulations to Ed Fitzgerald
2. There are 241 kids at Oakmont who are participating in spring sports. Field hockey are league champs and went to states, girl’s soccer are league champs, boys soccer received the Central Mass sportsmanship award, the football team made it to the first round of playoff games, girls basketball team made it to the district tournament and won the game against Groton and they were awarded the Division C Midland sportsmanship award, boy’s ice hockey beat Gardner, 3 swimmers competed in Harvard, and 2 wrestlers competed through Monty Tech
3. L. Beaton asked why we play Tyngsboro.

Ashburnham-Westminster Regional School Committee

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K. Glenny in at 7:58 p.m.

4. Budget—transportation increases, official increases, MIAA membership increasing, equipment needs replacement-OMS soccer goals and pitching equipment. Recommended user fee approximately \$250
- C. 2012-2013 School Calendar
 1. Dr. Hicks presented possible changes in FY13s calendar

J. Boudreau out at 9:04 p.m.

- D. Acceptance of Gifts
 1. **Motion** by E. Holmes that the School Committee accept the donation of a monitor to Overlook Middle School, seconded by G. Farley Unanimous

J. Boudreau in at 9:06 p.m.

- E. Financial Update – Food Service – January/February
 1. G. Farley on committee for food service bids
 2. **Motion** by G. Farley that the School Committee accept the food service financial update as presented, seconded by J. Boudreau Unanimous
- F. Financial Update – January/February
 1. **Motion** by G. Farley that the School Committee accept the financial update as presented, seconded by J. Boudreau Unanimous
- G. FY13 Budget Discussion
 1. Dr. Hicks presented possible shortages in budget without any increases, overrides, or at least 2 ½ plus growth. \$28,792,920 Superintendent’s recommended budget; revised budget \$27,467,808. \$59,334 for new initiatives. \$685,000 would put us at level services.

VIII. UNFINISHED BUSINESS

- A. Discussion: Regional Agreement
 1. Update: D. Christianson-met with Westminster Selectmen to discuss Regional Agreement and discussed changes and suggestions from Ashburnham Selectmen
 2. Section 4.C.1: Capital costs based on enrollment, discussion concerning Capital cost cap figure \$5000 vs. \$15000
 3. Section 4.E doesn’t clearly identify funding formula
 4. Section 9 refers to section 12.2 and it should be 11.2

IX. NEW BUSINESS—None

X. AGENDA SETTING

- A. Upcoming meetings: 4/10 and 4/24 at 7 p.m. at Overlook Middle School

XI. EXECUTIVE SESSION—None

XII. ADJOURNMENT

- A. **Motion** by J. Boudreau to adjourn, seconded by G. Farley at 10:46 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

April 10, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:07 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Boudreau	G. Farley	J. Rheault
L. Beaton	K. Glenny	J. Schonborg	

Members absent: L. Weiderman, M. Gianino, E. Holmes

Also present: R. Hicks, S. Kersey

IV. STUDENT ADVISORY COMMITTEE

- A. Reported by Jessica Wing
 - 1. Wellness week with a presentation by guidance on suicide prevention; Thursday school wide picnic; after vacation-harmony week

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman’s Report
 - 1. S. Kersey, J. Schonborg, and I attended the selectmen’s meeting to discuss the Regional Agreement and the budget
- B. School Committee Comment—None
- C. Correspondence—None

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Interscholastic Athletics by J. Rheault
 - 1. J. Rheault will ask about updated athletic handbook
- B. Briggs Building Committee
 - 1. D. Christiansen reported that no ledge was found; moving topsoil; ground breaking scheduled for 4/27 at 10 a.m.

VII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes—None
- B. Personnel Report—None

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. Brian King, an Eagle Scout, will be working on the walking path
 - 2. Ed Fitzgerald’s Rotary award presentation is postponed to 5/19
 - 3. Late yesterday the drawings for the repairs on the windows for WES were received. Lameroux/Pagano engineer will review for durability. At this time they sills are secure and safe

II. PUBLIC HEARING (7:15-7:45 P.M.)

- A. Open Public Hearing at 7:15 p.m.
 - 1. Dan Allen from Ashburnham expressed concern over the large second grade classrooms asked about adding another teacher. Dr. Hicks explained that there are funding issues
 - 2. Cathy Cunningham from Ashburnham with a second grader and a kindergartener explained that her daughter in the second grade this year is begging not to go to school because of the behaviors in class. D. Christiansen explained that the principals have stressed that class size for second grade is an issue. J. Boudreau explained that parents should go to selectmen meetings and explain their concerns to the towns
 - 3. Heidi Collins from Ashburnham with a first grader asked if administrators are going to be creative with staff they have. A. McGrath explained that the administrators have looked at ways to service kids with staff we have

Ashburnham-Westminster Regional School Committee

April 10, 2012 Minutes

4. Paula Gastonguay from Ashburnham with a first grader asked if Briggs as met AYP? And what will happen next year?
5. K. Veroude explained that when systems get stressed, most children will act out however IEPs have dropped over the last three years
6. Cathy Cunningham—the top students not being serviced because they have had to wait for others in the class to catch up and J. Boudreau explained that that is happening at every level
7. D. Uminski explained that the district has been dealing with cuts for the last seven years and again encouraged parents to go to the selectmen's meetings
8. D. Christiansen mentioned that it was the largest parent group in attendance at a school committee meeting and thanked everyone for coming and to please let the school committee know if parents have any ideas to rectify the classroom conditions
9. Jerry Lambert from Ashburnham asked what is the recommended ratio for student to teacher? For paraprofessionals in the classroom? Dr. Hick's explained that paras are more expensive then teachers because of benefits. Part time paras maybe an option but we are still looking at different options
10. Heather Sikora from Ashburnham with a second grader, knows there are issues but moved to Ashburnham because of the school district's reputation
11. John Morsehead, Oakmont Lacrosse coach with a third graders at WES, said there are 150 kids in the lacrosse youth program and would like to allow more but there are not enough coaches. The program has been fundraising for 5years and was wondering when they can get help from the district. Eric Dawley apologized that this issue has not been discussed prior to tonight but there has been consistently 70 kids involved each year. Dr. Hicks asked if it was the same fee across the board? L. Beaton asked if lacrosse was more popular than other sports. E. Dawley explained that it was hard to compare one sport to another. D. Christiansen explained that lacrosse is fully funded outside the district. K. Glennly explained that it was late in the budget season to make any changes now and that everyone should be prepared to present something to the school committee next year. E. Dawley will be looking for \$30,000 to run the lacrosse program within the budget. J. Rheault asked if E. Dawley figured what the user fee would be the current fee of \$205 or be raised to \$238? Next year user fees would be \$250 and without lacrosse \$218. J. Morsehead said it was late in the game now but if we start supporting lacrosse now, when will the time be right? The school committee discussed the funding process with those in attendance
12. Rock Therriault from Westminster asked what will happen to the snow and ice removal money that was not used this year. S. Kersey explained that this year's money will be moved to next year's expense. For every expense saved, there will be another expense made. R. Therriault said that athletics are treated as extracurricular and should be considered co-curricular
13. J. Rheault explained that if sports were supported solely through user fees inequality would result because only those who can afford to pay the fee would be able to play any sport
14. Dennis Caisse from Westminster—we should not allow lacrosse to die because that could affect other sports
15. Rhonda Zbikowski from Ashburnham said that the freshmen and seniors at Oakmont support lacrosse and do all the fundraising
16. Sam Albert from Westminster—I have four children, two playing varsity sports—what happened 5 years ago when lacrosse was accepted as an unfunded sport?
17. Dr. Hicks—if not next year then the following year the district will commit to a percentage of support then increase it in subsequent years until we reach 50% district funded

Close Public Hearing at 8:47 p.m.

Resume Open Meeting at 8:56 p.m.

Ashburnham-Westminster Regional School Committee

April 10, 2012 Minutes

III. PARTICIPATION BY THE PUBLIC

- A. TV production
 - 1. L. Beaton asked Dr. Hicks about bringing in a course that is not offered at Monty Tech
 - 2. Dr. Hicks explained that there has to be community need to receive the Chapter 70 support

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- B. Educational Plan FY13 Discussion
 - 1. Increase school choice allotments to maintain current staff; user fee currently \$220; holding off committing to lacrosse until summer
 - 2. **Motion** by K. Glenny that the School Committee recertify the FY13 Budget in the amount of \$27,930,071, seconded by J. Boudreau

Roll Call Vote:

D. Christianson	Y	G. Farley	Y	K. Glenny	Y
L. Beaton	Y	J. Schonborg	Y		
J. Boudreau	Y	J. Rheault	Y		

- C. Regional Agreement
 - 1. **Motion** by G. Farley that the School Committee accept the amended the Regional Agreement as presented and to transmit to the two member towns for action at the two town meetings, seconded by J. Boudreau

Roll Call Vote:

D. Christianson	Y	G. Farley	Y	K. Glenny	Y
L. Beaton	Y	J. Schonborg	Y		
J. Boudreau	Y	J. Rheault	Y		

- D. 2012-2013 School Calendar
 - 1. **Motion** by J. Rheault that the School Committee approve the 2012-2013 school calendar as presented, seconded by G. Farley Unanimous
- E. School Choice
 - 1. **Motion** by G. Farley that the School Committee vote to continue to be a school choice district for the 2012-2013 school year, seconded by J. Boudreau Unanimous
- F. CAPS Collaborative
 - 1. Dr. Hicks recommended that all members of School Committee attend the 4/26 meeting concerning Caps Collaborative changes
- G. Out-of-State Field Trip
 - 1. **Motion** by J. Boudreau that the School Committee approve the field trip to Jaffrey, NH, seconded by G. Farley Unanimous 1A-J. Rheault

IX. UNFINISHED BUSINESS—None

X. NEW BUSINESS—None

XI. AGENDA SETTING

- A. Upcoming meetings: 4/24 and 5/8 at 7p.m. at Overlook

XII. EXECUTIVE SESSION—None

XIII. ADJOURNMENT

- A. **Motion** by J. Boudreau to adjourn, seconded by G. Farley at 10:12 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

April 24, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:06 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Boudreau	G. Farley	M. Gianino
L. Beaton	J. Schonborg	E. Holmes	

Members absent: J. Rheault, K. Glenny, L. Weiderman

Also present: R. Hicks, S. Kersey

- A. We would like to take a moment of silence to acknowledge the passing of Jack Dube of Westminster. Jack served on the School Committee for 10 years

L. Weiderman in at 7:07 p.m.

III. STUDENT ADVISORY COMMITTEE

A. Reported by Julia Pena

- 1. Wellness week was before vacation; SOS training on Tuesday and Wednesday; Thursday is a scheduled ½ day; the coffee house fundraiser raised approximately \$500; this week is green week; Tuesday is animal print day; freshmen met to discuss schedule; the play Urine Town is Friday 7 p.m. and Saturday 2 and 7 p.m.; Saturday the track team going to invitational relay; Harmony week next week; May 4th is “Evening of the Arts”

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman’s Report

- 1. Dr. Hicks and D. Christiansen are reviewing the open meeting laws. All members are supposed to sign off on receiving a copy of the open meeting laws

B. School Committee Comment—None

C. Correspondence

- 1. J. Boudreau received email from a Westminster parent concerning class size for next year

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. Briggs Building Committee

- 1. D. Christiansen reported: Briggs is on schedule, going smoothly, should start pouring footing next week, official ground braking 4/27/12 at 10 a.m. at Briggs

II. PARTICIPATION BY THE PUBLIC

A. Discussion

- 1. Mark Dellasanta, Lori Bruchetts, Heaven Daly all of Westminster expresses concerns over class sizes
- 2. L. Beaton, J. Boudreau, L Weiderman all spoke to this issue and encouraged parents to go to the selectmen
- 3. Dr. Hicks—We would hire new teachers, as many as six, if we had the money
- 4. D. Christiansen—After many years of cuts we are now seeing the large class sized again

VI. RECOMMENDED ACTIONS - ROUTINE MATTERS

A. Approval of Minutes

- 1. **Motion** by J. Boudreau that the School Committee accept the Budget Subcommittee minutes of 3/13/12, seconded by J. Schonborg Unanimous

B. Personnel Report—None

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent

- 1. Reminder this Thursday at 6:30 p.m. at OMS there will be a meeting concerning the changes in the laws that will affect CAPS
- 2. AAS—alone in the classroom, teachers feel isolated. Teachers need interaction time
- 3. Putting together a team to attend a conference on June 27, 28, & 29, concerning the CORE curriculum. Administration is willing to jump in to do the best we can without a curriculum coordinator

Ashburnham-Westminster Regional School Committee

April 24, 2012 Minutes

4. Budget—I had a conversation with Ed Vitone. Will speak to this more later this evening
- B. Nurse Leader Report by Marcia Sharkey
 1. **Motion** by E. Holmes that the School Committee authorize the Chair to sign the DPH delegations, seconded by J. Boudreau Unanimous
 2. **Motion** by E. Holmes that the School Committee refer the Wellness and Nutritional suggestions to Policy Subcommittee to be brought back to the full committee by our July meeting, seconded by J. Boudreau Unanimous
- C. Acceptance of Gifts
 1. **Motion** by E. Holmes that the School Committee accept the \$2,000 donation towards Oakmont Regional High School’s Science Department, seconded by G. Farley Unanimous
- D. 2012-2013 School Committee Calendar
 1. **Motion** by E. Holmes that the School Committee approve a 2012-2013 school committee calendar, seconded by G. Farley Unanimous
- E. Financial Update – Food Service--March
 1. Report by S. Kersey and will bring recommendations for food service to the June meeting
 2. **Motion** by G. Farley that the School Committee accept the food service financial update as presented, seconded by J. Boudreau Unanimous
- F. Financial Update – March
 1. **Motion** by J. Boudreau that the School Committee accept the financial update as presented, seconded by G. Farley Unanimous
- G. CAPS Collaborative
 1. **Motion** by K. Glenny that the School Committee appoint Dr. Hicks as the district representative to CAPS Collaborative Board for 7/1/12 to 6/30/13, seconded by L. Weiderman Unanimous
- H. FY2013 Budget
 1. Discussion: If we receive additional Chap. 70 then we would return to the town’s excesses up to \$40, 000. Ashburnham town manager, Doug Briggs willing to take the chance.
 2. **Motion** by K. Glenny that the School Committee resolves to return to each member town its proportional share of funding for the two additional elementary teachers for FY13 and such return to be limited to the lesser of the total of any additional Chapter 70 funds received by the School District or \$128,116 and D. Christiansen to send text of resolution to both towns, seconded by J. Boudreau Pass by Majority
1 no—L. Beaton

VIII. UNFINISHED BUSINESS—None

IX. NEW BUSINESS

- A. Regional Agreement ~Westminster selectmen has a few questions

X. AGENDA SETTING

- A. Upcoming meetings: CAP meeting this Thursday 6:30 p.m. at 7 pm; Superintendent Evaluation sub—5/8, 5/22 at 7 p.m.

XI. EXECUTIVE SESSION

- A. **Motion** by M. Gianino that the School Committee go into Executive Session under MGL Chapter 30A, Section 21, for the purpose of discussing possible litigation and collective bargaining, seconded by K. Glenny at 8:45 p.m.

Roll Call

D. Christianson	Y	G. Farley	Y	J. Schonborg	Y
L. Beaton	Y	E. Holmes	Y	K. Glenny	Y
J. Boudreau	Y	M. Gianino	Y	L. Weiderman	Y

XII. ADJOURNMENT

- A. **Motion** by G. Farley to adjourn, seconded by J. Schonborg at 9:19 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

May 2, 2012 Minutes

I. CALL TO ORDER

The Special meeting was called to order at 7:48 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Schonborg	G. Farley	J. Rheault
L. Beaton	K. Glenny	E. Holmes	M. Gianino

Members absent: L. Weiderman, J. Boudreau

Also present: R. Hicks, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Regional Agreement

1. A request from Westminster to possibly add an optional assessment method based on enrollment. Westminster passed over the regional agreement at the town meeting in the hopes of convincing Ashburnham and ultimately the School Committee to add the optional assessment method back into the agreement. Ashburnham asked what School Committee wanted to do about the regional agreement at the town meeting

J. Boudreau in at 7:55 p.m.

2. There was some confusion over Westminster's reaction to the agreement. The wording in the agreement refers to the state assessment formula. Should we Passover the agreement at the town meeting?
 3. The committee agrees that they should put the agreement to a vote in both towns and see what happens
- B. Town manager from Ashburnham, Doug Briggs, asked what is expected in transportation reimbursement to be returned to both member towns.
- C. Resolution: The School Committee resolves to return to each member town its proportional share of funding for the two additional elementary teachers for FY13 and such return to be limited to the lesser of the total of any additional Chapter 70 funds received by the school District or \$128,116
1. Revised resolution: **Motion** by K. Glenny that the School Committee resolves to return to each member town its proportional share of funding for the two additional elementary teachers for FY13 and such return to be limited to the lesser of the total of any additional Chapter 70 funds *and additional transportation funds* received by the school District or \$128,116, seconded by J. Rheault
Unanimous

IV. UNFINISHED BUSINESS—None

V. NEW BUSINESS

A. Town Meetings

1. Westminster town meeting starts at 1 p.m. and School Committee will speak to the Regional Agreement
2. Ashburnham town meeting starts at 10 a.m. either School Committee or Dr. Hicks and S. Kersey will speak to the two additional teachers

Ashburnham-Westminster Regional School Committee

May 2, 2012 Minutes

VI. AGENDA SETTING

- A. Upcoming meetings: May 8th at Overlook

VII. EXECUTIVE SESSION

- A. **Motion** by E. Holmes that the School Committee go into Executive Session under MGL 39, Section 23B for the purpose of discussing potential litigation and to reconvene in open session to ratify Executive Session votes, seconded by G. Farley at 8:54 p.m.

Roll call vote:

D. Christianson	Y	G. Farley	Y
L. Beaton	Y	E. Holmes	Y
J. Schonborg	Y	J. Rheault	Y
K. Glenny	Y	M. Gianino	Y
J. Boudreau	Y		

Resume at 9:29 p.m.

- B. **Motion** by J. Boudreau that the School Committee authorized the superintendent to sign the agreement with Simpson, Gumpertz and Heger Engineers for services at Westminster Elementary, seconded by G. Farley Unanimous
- C. **Motion** by J. Rheault that the School Committee authorize the expenditure of up to \$25,000 from stabilization funds to cover expenses associated with the engineer and mason for services at Westminster Elementary, seconded by G. Farley Unanimous

VIII. ADJOURNMENT

- A. **Motion** by J. Rheault to adjourn, seconded by G. Farley at 9:31 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

May 8, 2012 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:06 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by R. Hicks, pro temp

Members absent: G. Farley, M. Gianino, J. Rheault

Also present: R. Hicks, S. Kersey

II. SWEARING IN OF NEWLY ELECTED SCHOOL COMMITTEE MEMBERS

- A. Election of Interim Secretary to conduct swearing
1. **Motion** by E. Holmes to nominate L. Beaton as Interim Secretary to the School Committee for the purpose of swearing in elected School Committee members, seconded by J. Schonborg
Unanimous
 2. L. Beaton swears in newly elected School Committee members: K. Glenny and J. Boudreau
Members present

D. Christianson	K. Glenny	L. Weiderman	J. Schonborg
L. Beaton	J. Boudreau	E. Holmes	

III. ANNUAL ORGANIZATION ITEMS

- A. Election of Officers—Chairman, Vice Chair, Secretary, Treasurer
1. **Motion** by K. Glenny that the committee nominate D. Christianson as Chairman, seconded by L. Beaton
Unanimous
 2. **Motion** by K. Glenny that the committee close nominations, seconded by L. Beaton
Unanimous
 3. **Motion** by K. Glenny that the committee elect D. Christianson as Chairman, seconded by
Majority 1A D. C.
 4. **Motion** by K. Glenny that the committee nominate L. Beaton as Vice Chair, seconded by E. Holmes
Unanimous
 5. **Motion** by K. Glenny that the committee close nominations, seconded by E. Holmes
Majority 1A L.B.
 6. **Motion** by K. Glenny that the committee elect L. Beaton as Vice Chair, seconded by E. Holmes
Majority 1A L.B.
 7. **Motion** by J. Boudreau that the committee nominate K. Glenny as secretary, seconded by L. Weiderman
Unanimous
 8. **Motion** by J. Boudreau that the committee close nominations, seconded by L. Weiderman
Majority 1A K. G.
 9. **Motion** by J. Boudreau that the committee elect K. Glenny as secretary, seconded by L. Weiderman
Majority 1A K. G.
 10. **Motion** by E. Holmes that the committee nominate Ken Caron as district treasurer, seconded by J. Schonborg
Unanimous
 11. **Motion** by E. Holmes that the committee close nominations, seconded by J. Schonborg
Unanimous
 12. **Motion** by E. Holmes that the committee elect Ken Caron as district treasurer, seconded by J. Schonborg
Unanimous
- B. Adoption of Rules of Order
1. **Motion** by E. Holmes that the School Committee adopt Preliminary Procedures at a Glance: Roberts Rules of Order for the current term as outlined in the Bylaws, Section 2.1.2 and 3.4., seconded by J. Schonborg
Unanimous
- C. Review of Bylaws
- D. Appointment of Subcommittees

Ashburnham-Westminster Regional School Committee

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1. Choose the Subcommittees on which you will and notify the chair
- E. Open Meeting Law Review and Sign-Off

IV. PARTICIPATION BY THE PUBLIC—None

V. STUDENT ADVISORY COMMITTEE

- A. Emily Dewey and Rebecca Greenleaf
1. Harmony week was last week with whole school planning and acceptance; AP and MCAS testing for the next two weeks; Evening of the Arts; \$1400 was raised for Walk for Hunger; College fare at Assumption College; Prom to take place the weekend of 5/19

VI. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
1. We had a successful passage of the budget including the additional two teachers at the elementary level, the capital request past, and the Regional Agreement past in Ashburnham but was passed over in Westminster. Westminster has questions concerning the assessment.
 - a. K. Glenny—suggested default language. Westminster wants optional assessment language in the Regional agreement. Alternative assessment can change only if both towns agree
 - b. E. Holmes—New Bedford discussion in the district concerning assessment
 - c. K. Glenny—If Westminster wants options put in the agreement, they have the option of requesting a different assessment at any time. Both member towns would need to agree to change, if not then it would automatically revert to statutory method anyway
 - d. Schedule discussion for next meeting. K. Glenny to draft language. D. Christianson will reach out to both chairmen of the select boards
- B. School Committee Comment
1. K. Glenny—Oakmont drama club performed Urine Town and did a great job
- C. Correspondence—None

VII. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Policy Sub
1. Met last week
- B. Briggs Building
1. Building is on schedule. Pour footings and blasting will take place next week

VIII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
1. **Motion** by J. Boudreau that the School Committee accept the Budget Subcommittee minutes of 3/27/12 and 4/10/12, seconded by Schonborg Unanimous
- B. Personnel Report—None

IX. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
1. The ground breaking for the new Briggs was successful. We are hoping to have John R. Briggs Jr., who is 92 years old, at the grand opening of the new Briggs
 2. Dr. and Mrs. Hicks went to Urine Town. Both the play and the supper were very good
 3. The Overlook Soar Banquet will be held at Monty Tech
 4. On 5/4/12 P. Engman and C. Barnard joined Dr. Hicks visiting two schools in New Hampshire that heat with wood pellets. We observed a running boiler
 5. A Strategic Planning Committee worked on the plan and a survey for communities to ask what they would like to see in the educational future. Dr. Hicks is the facilitator

Ashburnham-Westminster Regional School Committee

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6. D r. Hicks was very saddened by the passing of Maurice Sendak author of “Where the Wild Things Are”

B. Policies

1. **Motion** by K. Glenny that the School Committee accept for first reading as amended the School Medication Policy, seconded by J. Boudreau Unanimous
 - a. Add on to paragraph 5 “no further doses will be given until such written permission has been received”
2. **Motion** by K. Glenny that the School Committee accept for first reading as amended the Text Book Selection and Adoption Policy, seconded by J. Boudreau Unanimous
 - a. Add “the Superintendent shall be responsible for implementation of the policy”
3. **Motion** by K. Glenny that the School Committee accept for first reading as amended the Supplementary Material Selection and Adoption Policy, seconded by L. Beaton Unanimous
 - a. Add “the Superintendent shall be responsible for implementation of the policy”
4. **Motion** by K. Glenny that the School Committee accept for first reading as amended the Instructional Materials Policy, seconded by L. Beaton Unanimous
 - a. Add “the Superintendent shall be responsible for implementation of the policy”
5. **Motion** by K. Glenny that the School Committee accept for first reading as amended the Special Interest Materials Selection and Adoption Policy, seconded by L. Beaton Unanimous
 - a. Add “the Superintendent shall be responsible for implementation of the policy”
6. K. Glenny—passover and bring to policy subcommittee to review and bring back at next meeting

C. Acceptance of Gifts

1. Agreement with Tyco and AWRSD for donated item will be passed over until more information is received

D. CAPS Collaborative

1. **Motion** by E. Holmes that the School Committee appoint Ralph Hicks as district representative to the CAPS Board of Directors as of May 31, 2012, seconded by J. Boudreau Unanimous

E. Out-of-state Field Trip

1. **Motion** by J. Boudreau that the School Committee approve the field trip to Portsmouth, NH, seconded by J. Schonborg Unanimous

F. Ratification of Paraprofessional Contract

1. **Motion** by L. Weiderman that the School Committee ratify the Paraprofessional Contract for the period of 7/1/11 to 6/30/13, seconded by J. Boudreau Unanimous

X. UNFINISHED BUSINESS—None

XI. NEW BUSINESS

- A. L. Beaton expressed appreciation for the district staff, teachers and nurses

XII. AGENDA SETTING

- A. Upcoming meetings: May 22nd and June 12th at 7p.m.

XIII. EXECUTIVE SESSION—None

XIV. ADJOURNMENT

- A. **Motion** by J. Boudreau to adjourn, seconded by L. Beaton at 8:20 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

May 22, 2012 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:03 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Boudreau	L. Weiderman	M. Gianino
K. Glenny	J. Schonborg	E. Holmes	

Members absent: L. Beaton, J. Rheault, G. Farley

Also present: R. Hicks, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE

A. Ben Weiderman

1. AP test are done; Sophomore are done with MCAS; Baccalaureate will take place 5/31; NHS this Wednesday; graduation 6/3; Prom was last Saturday at Mount Wachusett

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report—None
- B. School Committee Comment—None
- C. Correspondence—None

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Budget Sub
 1. Met tonight

VI. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
 1. **Motion** by K. Glenny that the School Committee approve the minutes of 1/10/12, seconded by J. Schonborg

1 A-J. Boudreau
Unanimous
 2. **Motion** by K. Glenny that the School Committee approve the minutes of 2/24/12, seconded by J. Schonborg

Unanimous
 3. **Motion** by K. Glenny that the School Committee approve the minutes of 2/8/12, seconded by J. Schonborg

Unanimous
 4. **Motion** by J. Boudreau that the School Committee accept the Budget Subcommittee minutes of 4/24/12, seconded by J. Schonborg

Unanimous
- B. Personnel Report—None

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 1. Briggs project on schedule. One day next week will be our first blasting that will be done at the end of the school day. Contractors took air samples today and will test again after blast to see if there are any changes. Maine Blasting gave presentation
 2. Marcel Marten the mason working on the Westminster Elementary windows. When he is done the engineers, Simpson, Grumpertz and Hager will inspect them then we will go to town and SBLA for re-imburement

Ashburnham-Westminster Regional School Committee

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3. At NAAWG's last week meeting Dr. Hicks was elected as the new chairman
- B. Policies – First Reading
 1. **Motion** by K. Glenny that the School Committee accept for first reading the Guidance Program Policy as presented, seconded by M. Gianino Unanimous
- C. Policies – Second Reading
 1. **Motion** by K. Glenny that the School Committee accept for second reading the School Medication Policy as presented, seconded by L. Weiderman Unanimous
 2. **Motion** by K. Glenny that the School Committee accept for second reading the Text Book Selection and Adoption Policy as presented, seconded by L. Weiderman Unanimous
 3. **Motion** by K. Glenny that the School Committee accept for second reading the Supplementary Materials Selection and Adoption Policy as presented, seconded by L. Weiderman Unanimous
 4. **Motion** by K. Glenny that the School Committee accept for second reading the Instructional Materials Policy as presented, seconded by L. Weiderman Unanimous
 5. **Motion** by K. Glenny that the School Committee accept for second reading the Special Interest Materials Selection and Adoption Policy as presented, seconded by L. Weiderman Unanimous
- D. Policies – Revised
 1. Late Night and Overnight School Sponsored Student Travel Policy
 2. **Motion** by K. Glenny that the School Committee approve the revisions to the Late Night and Overnight School sponsored Policy as presented, seconded by L. Weiderman Unanimous
- E. Acceptance of Gifts
 1. **Motion** by L. Weiderman that the School Committee accept the donated materials made by Tyco towards the technology department at Oakmont Regional High School, seconded by J. Boudreau Unanimous
- F. FLLAC Board of Directors
 1. **Motion** by L. Weiderman that the School Committee elect Dr. Hicks as representative to the FFLAC Board of Directors, seconded by J. Boudreau Unanimous
- G. Transfer of Funds
 1. **Motion** by J. Boudreau that the School Committee approve the recommendations made by the Budget Subcommittee and the administration to transfer funds as presented, seconded by J. Schonborg Unanimous
- H. Regional Agreement
 1. K. Glenny is working on language. Passover discussion and bring back at next meeting

VIII. UNFINISHED BUSINESS—None

IX. NEW BUSINESS—None

X. AGENDA SETTING

- A. Upcoming meetings: June 12th at OMS and June 26th at Oakmont both at 7 p.m. Graduation June 3rd at 1 p.m. at Oakmont

XI. EXECUTIVE SESSION—None

XII. ADJOURNMENT

- A. **Motion** by E. Holmes to adjourn, seconded by J. Schonborg at 7:43 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

June 26, 2012 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:07 p.m. in the on Library at the Oakmont Regional Library with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Schonborg	L. Weiderman	M. Gianino
L. Beaton	G. Farley	E. Holmes	

Members absent: K. Glenny, J. Rheault, J. Boudreau

Also present: R. Hicks, S. Kersey

III. PARTICIPATION BY THE PUBLIC

- A. Avyri Gagne
 - 1. Avyri submitted a design for the Student Space Light Design Program that was created in Ms. T. Davis' technology class at Briggs. Avyri's design will become the mission patch and will be at the international space station in the fall

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
 - 1. Tom Anderson, the Oakmont librarian, pass away

II. PUBLIC HEARING – Discussion: Teacher Evaluation

- A. Teacher Evaluation
 - 1. Dr. Hicks has met twice with AWTA administration to create an outline for the evaluation process. The evaluation process has to be in place for the 13-14 school year.
 - 2. L. Beaton – Principal and Assistant Principal do the evaluations but can a designee do the evaluation?
 - 3. Four department heads have been re-instated this school year and while input will be welcome from them, they are not qualified to do the evaluation

Public Hearing Closed at 7:25 p.m.

III. PARTICIPATION BY THE PUBLIC- None

IV. STUDENT ADVISORY COMMITTEE—None

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
 - 2. Working on Subcommittee list
 - 3. We need to work on the Regional Agreement
 - 4. We have a full agenda this evening
- B. School Committee Comment
 - 1. G. Farley—Extended Day Program has started its summer program with many challenges
- C. Correspondence—None

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Briggs Building

Ashburnham-Westminster Regional School Committee

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1. Blasting is done today and the project is still on time and on budget-over on blasting, under on asbestos removal. Steel coming in and building should be closed in by Thanksgiving

VII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
 1. **Motion** by J. Schonborg that the School Committee accept the Budget Subcommittee minutes of 5/8/12, seconded by G. Farley Unanimous
- B. Personnel Report
 1. **Motion** by E. Holmes that the School Committee accept the personnel report as presented, seconded by J. Schonborg Unanimous

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 1. Dr. Hicks spent last Thursday and Friday at Fitchburg High School attending a workshop on the Teacher Evaluation presentation on Project 360 Degrees
 2. Met with parents of children who play lacrosse and will bring information to the committee at a later meeting
 3. Held CAPS meeting—the meeting time changed from 9 a.m. to 3 p.m.
 4. Westminster Elementary School taking a long time to work on window project. Sent reports to MSBA. Hoped to get work done this summer but now hopefully this fall. Now the tops of windows are coming loose. Delay starts with engineers, work needs to be done – MSBA has to approve work that needs to be done to repair the windows
 5. Last year we lost our level 2 status and went to level 3. We just received a letter stating we are back to a level 2 district
- B. Handbook
 1. John R. Briggs presented by A. McGrath
 2. Westminster Elementary and Meetinghouse School presented by Patty Marquis
 3. Overlook Middle School presented by P. Saisa and S. Rehler
 4. Oakmont Regional High School presented by Greg Smith
 5. All handbooks will include the language regarding student threats to be inserted where appropriate
 6. **Motion** by G. Farley that the School Committee approve the John R. Briggs Elementary School, Westminster Elementary, Meetinghouse School, Overlook Middle School and Oakmont Regional High School handbook changes as amended, seconded by J. Schonborg Unanimous
- C. Oakmont Regional High School/Overlook Middle School Athletic Coaches Handbook
 1. **Motion** by L. Beaton that the School Committee approve the Oakmont Regional High School/Overlook Middle School Athletic Coaches Handbook as presented, seconded by M. Gianino Unanimous
- D. Authorization of Sport Fees
 1. Passover
- E. Food Service Contract
 1. **Motion** L. Weideman that the School Committee award the food service bid to Chartwells for a period not to exceed five years, seconded by E. Holmes Unanimous
- F. Policies – Second Reading ~ Guidance Program
 1. **Motion** by E. Holmes that the School Committee accept for second reading the Guidance Program as presented, seconded by L. Beaton Unanimous
- G. Policies – Adoption

Ashburnham-Westminster Regional School Committee

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1. **Motion** by E. Holmes that the School Committee adopt the School Medication Policy as presented, seconded by L. Beaton Unanimous
2. **Motion** by E. Holmes that the School Committee adopt the Text Book Selection and Adoption Policy as presented, seconded by L. Beaton Unanimous
3. **Motion** by E. Holmes that the School Committee adopt the Supplementary Material Selection and Adoption Policy as presented, seconded by L. Beaton Unanimous
4. **Motion** by E. Holmes that the School Committee adopt the Instruction Materials Policy as presented, seconded by L. Beaton Unanimous
5. **Motion** by E. Holmes that the School Committee adopt the Special Interest Materials Selection and Adoption Policy as presented, seconded by L. Beaton Unanimous

H. Employee Code of Conduct

1. **Motion** by E. Holmes that the School Committee waive reading and adopt the Employee Code of Conduct as presented, seconded by L. Beaton Unanimous

I. Out-of-State Field Trip

1. **Motion** by E. Holmes that the School Committee approve the field trip to Freedom, NH for JRB, seconded by G. Farley Unanimous

J. Appropriation of Excess and Deficiency FY13

1. **Motion** by E. Holmes that the School Committee appropriate \$450,000 from the Excess and Deficiency Fund to balance the FY13 certified operated budget, seconded by G. Farley

Roll Call:

D. Christianson	Y	L. Weiderman	Y
L. Beaton	Y	E. Holmes	Y
J. Schonborg	Y	M. Gianino	Y
G. Farley	Y		

2. **Motion** by E. Holmes that the School Committee appropriate \$86,500 from Excess and Deficiency Fund to fund the FY13 capital projects funds as previously approved, seconded by G. Farley

Roll Call

D. Christianson	Y	L. Weiderman	Y
L. Beaton	Y	E. Holmes	Y
J. Schonborg	Y	M. Gianino	Y
G. Farley	Y		

K. Stabilization Balance Adjustment FY13

1. **Motion** by E. Holmes that the School Committee vote to appropriate up to \$25,000 of Excess and Deficiency funds to cover the costs of expenses for the Westminster Elementary School architect and masonry as presented, seconded by G. Farley

Roll Call:

D. Christianson	Y	L. Weiderman	Y
L. Beaton	Y	E. Holmes	Y
J. Schonborg	Y	M. Gianino	Y
G. Farley	Y		

L. MASC Membership

1. **Motion** by L. Beaton that the School Committee reinstate their membership with MASC for the current fiscal year, seconded by G. Farley Unanimous

Ashburnham-Westminster Regional School Committee

June 26, 2012 Minutes

- M. Release of Summer Checks
 - 1. **Motion** by L. Weideman that the School Committee authorize the Business Administrator to release checks throughout the summer, seconded by E. Holmes Unanimous
- N. District Treasurer Contract
 - 1. **Motion** by J. Schonborg that the School Committee approve the contract the District Treasurer for FY13, seconded by E. Holmes Unanimous
- O. School Physician Contract
 - 1. **Motion** by L. Weideman that the School Committee approve the contract of the School Physician, seconded by E. Holmes Unanimous
- P. Authorization of Secretary Signature ~ RBC Wealth Management
 - 1. **Motion** by L. Weideman that the School Committee authorize the District Secretary to sign the RNC Wealth Management document removing Michael Zapantis from any district account, seconded by E. Holmes Unanimous

IX. UNFINISHED BUSINESS—Regional Agreement

- A. Regional Agreement to be addressed at next meeting

X. NEW BUSINESS—None

XI. AGENDA SETTING

- A. Upcoming meetings: July 24th (maybe cancelled), 8/21st at Oakmont Library at 7 p.m.

XII. EXECUTIVE SESSION—None

XIII. ADJOURNMENT

- A. **Motion** by G. Farley to adjourn, seconded by E. Holmes at 9:23 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

August 21, 2012 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:08 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Schonborg	L. Weiderman	M. Gianino
L. Beaton	K. Glenny	E. Holmes	G. Farley

Members absent: J. Rheault, J. Boudreau

Also present: R. Hicks, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE—None

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman’s Report—None
- B. School Committee Comment—None
- C. Correspondence—None

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Superintendent’s Evaluation Subcommittee
 - 1. M. Gianino—still being developed
- B. Briggs Building Committee
 - 1. D. Christianson—the project is one time and on budget. 3/5 of the construction is finished, anticipate the building to be closed in by Thanksgiving; the webcam was down but is now up and working
 - 2. When the Building Committee meets each month, there is a walk through first. The next meeting starts at 6:30 p.m. and the walk through will start at 5:30 p.m. for anyone interested in attending

VI. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **Motion** by K. Glenny that the School Committee approve the minutes of 2/14/12, seconded by L. Beaton
 - 2. Motion to approve minutes withdrawn
 - 3. Approval of minutes held over to 9-4-12
- B. Personnel Report
 - 1. **Motion** by K. Glenny that the School Committee accept the personnel report as presented, seconded by E. Holmes Unanimous

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. The teachers will return 8/22, 23, 24 for three days of in-service and the children in grades 1-12 will return 8/27 and kindergarten will start 9/4. If you haven’t registered your kindergartener, please do so ASAP

Ashburnham-Westminster Regional School Committee

August 21, 2012 Minutes

2. November 7-10 will be the MASC joint conference. If you have a chance to go it is an opportunity to network and meet other committee members. If you are interested, notify the superintendent's administrative assistant—register early to save money
 3. The Briggs project was covered by D. Christianson
 4. As D. Christianson explained the webcam was down and has since been fixed and is up and running
 5. Westminster Elementary—South Street was worked on all summer. The issue is with compaction in the road, there has been no rain to help. S. Kersey. P. Marquis will meet to discuss delays in drop off for the busses if the roads are not ready
 6. There will be a meeting with the Westminster selectmen to discuss the window sills at Westminster Elementary
 7. The last three days in June the district administration and I as well as some teachers went to Milford for a conference for creating professional learning communities. We also spent a couple of days at Fitchburg State University
 8. The new AWTA representative is Steve Davis who replaces Bob Ryan. I would like to say thank you to Mr. Ryan for his service with teacher's union
 9. The first NAWGG meeting of the school year was today with Dr. Hicks as new chair. There is a plan for November 6th for the paraprofessionals to meet in Gardner, teachers will be at Oakmont in the a.m. for information on the Common Core Curriculum and back at their own schools in the afternoon. All cost will be split by the four districts
 10. Chapter 222 will be a new law is the legislature follows through with its support. Any student suspended or expelled will receive some type of instruction. The program will be funded up front and reimbursed the following year. The program should be in place by 2015
 - a. L. Beaton—does the new teacher evaluation have to be in place by 2014? Should we submit this information to the auditor to be prepared for the cost of implementation of Chapter 222?
 - b. **Motion** by L. Beaton that the School Committee authorize the Superintendent to contact the State Auditor to investigate the cost of Chapter 222 and determine if it is an unfunded mandate, seconded by E. Holmes Unanimous
- B. Learning Tree Handbook
1. Would like K. Veroude to be available at the next meeting
 2. **Motion** by L. Weideman that the School Committee approve the Learning Tree handbook as presented subject to review at the next School Committee meeting, seconded by K. Glenny Unanimous
- C. Authorization of Sports Fees
1. Discuss concerning cost of extra curriculars. M. Gianino against extra fee for ice hockey
 2. **Motion** by G. Farley that the School Committee set the 2012-13 fees for sports and marching band at \$225 per activity per student with an additional fee added onto ice hockey to include ice time, seconded by L. Beaton Majority yes 1 No-K. G.
- D. Westminster Elementary School Window Sills Update
1. Information shared by Dr. Hicks under superintendent's report
- E. Financial Update – Food Service—S. Kersey
1. New rules making it harder for food service to make a profit
 2. **Motion** by E. Holmes that the School Committee accept the food service financial update as presented, seconded by G. Farley Unanimous
- F. Financial Update—S. Kersey
1. Discussion concerning the E & D and limitations of accessibility

K. Glenny out at 8:30 p.m.

Ashburnham-Westminster Regional School Committee

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2. **Motion** by G. Farley that the School Committee accept the financial update as presented, seconded by L. Beaton Unanimous
 - a. **Motion** by L. Beaton that the School Committee reconsider vote taken previously to set user fees at \$225, seconded by L. Weiderman Unanimous
 - b. **Motion** by G. Farley that the School Committee amend the motion to change the user fees from \$225 to \$205, seconded by L. Beaton Unanimous
 - c. **Motion** by G. Farley that the School Committee set the 2012-13 fees for sports and marching band at \$205 per activity per student with an additional fee added onto ice hockey to include ice time, seconded by L. Beaton Unanimous
- G. John R. Briggs Elementary School Building Committee Appointment
 1. **Motion** by G. Farley that the School Committee appoint Wendy Hess as At-Large member of the John R. Briggs Elementary School Building Committee, seconded by L. Beaton Unanimous
- H. Open Meeting Law Update
 1. Review of updates

VIII. UNFINISHED BUSINESS—None

IX. NEW BUSINESS

- A. IPADS
 1. L. Beaton asked if there was any new information about the IPADS
 2. G. Farley explained that E. DeHays has sent a survey to the involved teachers

X. AGENDA SETTING

- A. Upcoming meetings: 9/4 and 9/18 at 7 p.m. at OMS

XI. EXECUTIVE SESSION

- A. **Motion** by E. Holmes that the School Committee go into Executive Session under MGL 39, Section 23B for the purpose of discussing negotiation strategies and further, that the Chair declare that the discussion of such topics in an open meeting may have a detrimental effect on the negotiating position of the School District, seconded by M. Gianino at 9:03 p.m.

Roll Call:

D. Christianson	Y	L. Weiderman	Y
L. Beaton	Y	E. Holmes	Y
J. Schonborg	Y	M. Gianino	Y
		G. Farley	Y

XII. ADJOURNMENT

- A. **Motion** by G. Farley to adjourn, seconded by E. Holmes at 9:41 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

September 4, 2012 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:07 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Schonborg	L. Weiderman	M. Gianino
L. Beaton	K. Glenny	E. Holmes	G. Farley
J. Boudreau			

Members absent: J. Rheault

Also present: R. Hicks, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE

- A. Liz Dugas
1. School year as started smoothly; fall sports are underway with the first football this Friday; undergraduate awards night on 9/14; parent’s night; welcome back dance; SAC is planning to meet with Chartwells concerning changes in the lunch menus; Sheriff Evangelidis to do a presentation about making smart choices

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman’s Report
1. D. Christianson reported on a successful start to the new school year
- B. School Committee Comment—None
- C. Correspondence—None

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Superintendent’s Evaluation
1. M. Gianino reported the committee is will meet to finalize evaluation.
- B. Briggs Building Committee
1. D. Christianson—the project is on time and on budget and all is going well. There will be a building meeting Thursday at 6:30 p.m. and there will be a walk through at 5:30 p.m. for anyone interested-be sure to wear closed toe shoes
 - 2.

VI. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
1. **Motion** by K. Glenny that the School Committee approve the minutes of 2/14/12, seconded by G. Farley Unanimous
 2. **Motion** by K. Glenny that the School Committee approve the minutes of 2/28/12, seconded by G. Farley Unanimous
 3. **Motion** by K. Glenny that the School Committee approve the minutes of 3/13/12, seconded by G. Farley 1 A-J. Boudreau
Unanimous
 4. **Motion** by K. Glenny that the School Committee approve the minutes of 3/27/12, seconded by G. Farley Unanimous
 5. **Motion** by K. Glenny that the School Committee approve the minutes of 4/10/12 as amended, seconded by G. Farley 1 A-E. Holmes
Unanimous
 - a.II.A.17 should read.....if not next year then the following year the district will “attempt” to....

Ashburnham-Westminster Regional School Committee

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6. **Motion** by K. Glenny that the School Committee approve the minutes of 4/24/12, seconded by G. Farley Unanimous
 7. **Motion** by K. Glenny that the School Committee approve the minutes of 5/2/12, seconded by G. Farley 1 A-J. Boudreau Unanimous
 8. **Motion** by K. Glenny that the School Committee approve the minutes of 5/8/12, seconded by G. Farley 1 A-G. Farley Unanimous
 9. **Motion** by K. Glenny that the School Committee approve the minutes of 5/22/12, seconded by G. Farley Unanimous
 10. **Motion** by K. Glenny that the School Committee approve the minutes of 6/26/12, seconded by G. Farley 1 A-J. Boudreau Unanimous
- B. Personnel Report—None

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent

1. Opening of school went smoothly although there were some bussing glitches. The custodians worked hard all summer to get the buildings ready. There are still some class size issues at WES and JRB that we will try to address next year. Enrollment is slightly down from last year at OAK and OMS, is the same at WES and MHS and up for JRB
2. Enclosed in the Information side of the packet is an article that I wrote for the Telegram about the new teacher evaluation and the benefit for the children
 - a. L. Beaton asked about last meeting's Personnel Report, where did the teachers go that were added to the budget?
 - b. A second grade teacher was added at Briggs and a first grade was added at MHS. I hope to add more teachers in the near future. K-3 should ideally be smaller classes sizes, if that is not possible then at least K and 1.

*D. Christianson mentioned that the new subcommittee roster is in the Information side of the packet—there was very little change

B. Recognition—Presentation by Chief Zbikowski

1. G. Smith nominated David Uminski for a recognition award from the ESGR an organization to help employers with employees who are serving in the military

C. PARCC Educator Leader Fellows

1. Sharon Deccico presented information about PARCC. PARCC is an organization of states working to develop a common set of K-12 assessments in English and math. These common assessments would eliminate the need for colleges to administer placement tests. Prototypes of the assessments are being developed with the hope of being in place in the next two years. Currently the tests will be taken by computer only. There still are many issues to work through before these assessments can be put in place

D. Learning Tree Handbook

1. K. Veroude presented handbook—enrollment is at 58 students with one new referral and one full time and one part time teacher
2. **Motion** by G. Farley that the School Committee approve the Learning Tree handbook with the following changes, seconded by J. Boudreau Unanimous
 - a. On page 5 under Transportation the word “eligibility” should be changed to “eligible” and on page 9 under Communication in the second paragraph “/preparation time” should be added after “during lunch”

Ashburnham-Westminster Regional School Committee

September 4, 2012 Minutes

- E. iPad Update
1. E. DeHays—85 students IPADS will be available for students in the first grade for 2012-13
 2. L. Weideman expressed concern that older students need to be more familiar with the computer/IPADS than the younger students
- F. School Improvement Plan – JRB and OAK
1. A. McGrath discussed goals, achievements and changes. Added Think Social as a Professional Development for teachers
 2. L. Beaton asked if WES/MHS improvement plan would be the same and A. McGrath said not necessarily because the school needs are not the same
 3. **Motion** by G. Farley that the School Committee approve the John R. Briggs Elementary Improvement Plan, seconded by J. Boudreau Unanimous
 4. D. Uminski present the Oakmont Improvement Plan
 5. **Motion** by J. Boudreau that the School Committee approve the Oakmont Regional High School Improvement Plan, seconded by E. Holmes Unanimous
- G. Handbook Change – JRB
1. A. McGrath presented information on recommended changes to the elementary school's handbook concerning ways to handle inappropriate behaviors
 2. **Motion** by J. Boudreau that the School Committee approve the JRB, WES/MHS handbook changes, seconded by G. Farley 1N-E. Holmes Past by Majority
- H. Out-of-State Field Trip
1. **Motion** by K. Glenny that the School Committee approve the out-of-state field trip to Orlando, FL for the band, seconded by G. Farley Unanimous
 2. **Motion** by K. Glenny that the School Committee approve the out-of-state field trip to Bridgeport, CT for the band competition, seconded by G. Farley Unanimous
 3. **Motion** by K. Glenny that the School Committee approve the out-of-state field trip to Freedom, NH for WES Nature's Classroom, seconded by J. Boudreau Unanimous

VIII. UNFINISHED BUSINESS

- A. Regional Agreement
1. Draft of alternative language by K. Glenny to be brought to the next meeting

IX. NEW BUSINESS

- A. Driver's Ed
1. L. Beaton asked M. Gianino is the program was well attended? Response was both sessions were full and will offer the program again
 2. WES windows: all 58 windows will be checked, more information will be available after meeting that is scheduled for Wednesday

X. AGENDA SETTING

- A. Upcoming meetings: 9/18/12 and 10/9/12 at 7 p.m. at 7 p.m.

XI. EXECUTIVE SESSION—None

XII. ADJOURNMENT

- A. **Motion** by G. Farley to adjourn, seconded by J. Boudreau at 8:30 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

September 18, 2012 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:07 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Boudreau	M. Gianino	J. Schonborg
L. Beaton	K. Glenny	E. Holmes	

Members absent: L. Weideman, J. Rheault, G. Farley

Also present: R. Hicks, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE

- A. Report by Julianna Pena
1. Parent’s night 9/20/12; Marching Band to Weymouth 9/22/12; conversations have been ongoing with Chartwell’s and some accommodations have been made; Sheriff Evangelidis gave a presentation on drugs and drinking and making good choices

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman’s Report—None
- B. School Committee Comment—None
- C. Correspondence
1. Note from an Ashburnham parent on center Street concerning a bus stop
 2. Notice from NEASC in last packet

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Briggs Building Committee
1. Still on time and on budget; next meeting will be Thursday 10/4; tours open to public officials but not public

VI. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
1. **Motion** by J. Boudreau that the School Committee accept the Budget Subcommittee minutes of 5/22/12, 6/26/12, and 8/21/12, seconded by J. Schonborg Unanimous
- B. Personnel Report—None

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
1. EEE report was sent home and no outdoor activities after 6 p.m. The offer for mosquito repellent was directed only to high school students only. Several surrounding schools have followed our lead
 - a. L. Beaton—great call. Thanks for sending out the information
 - b.J. Boudreau—did we have the option to spray the field?
 - c. Dr. Hicks—we would have had to do it ourselves and it would have been very costly.
 - d.K. Glenny—Pop Warner is still using our fields.
 - e. Dr. Hicks—it is their option
 - f. D. Christianson—we will have to be on guard until after the first hard frost
 - g.Dr. Hicks—after or around the full moon
 - h.E. Holmes—how do people know what times the games are?
 - i. Dr. Hicks—the times are on the website. Saturday games will be 1 p.m.
 2. We are going to have a consultant to help staff with the transition to the Common Core. We have already budgeted for Dr. Debra Brady visit
 3. Edd Burns has gone out to bid for Health Insurance. One bid could save us \$200,000. We will go out to bid one more time. We are looking to save the town and district money. Many of the bids offers the same doctors, but the co-pays may be different

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4. Friday Mr. Uminski and Mr. Dawley were contacted by Franklin Pierce College about the use of our field for football, they are playing Cornell this Saturday. Not paying usage fee but they are paying all related expenses. They let us use their dome for indoor practice. The booster club will run the shack.
 5. Results for MCAS will be made public Wednesday. Everyone will be proud of Oakmont scores
 6. The Superintendent Evaluation Committee should review the open meeting laws to determine what can or cannot be reported on in executive session
 7. Mr. Uminski's and Dr. Erickson's summer reading project, "I am the Cheese" was considered a success. 86% of test takers received a passing mark. The technology department held a bike race in Oakmont based on the book
- B. School Improvement Plan – OMS and MHS/WES
1. P. Saisa and S. Rehler reported on OMS School Improvement Plan
 2. **Motion** by J. Boudreau that the School Committee approve the Overlook Middle School Improvement Plan, seconded by M. Gianino
Unanimous
- C. Student Access to Educational Service and Exclusion for School
1. The response to a letter written by Dr. Hicks to State Auditor Suzanne Bump concerning the financial impact of the unfunded mandate to provide educational services for students excluded from school based on behavior
- B. School Improvement Plan—MHS/WES
3. P. Marquis and K. Taylor reported on MHS/WES School Improvement Plan
 4. **Motion** by E. Holmes that the School Committee approve the MHS/WES School Improvement Plan, seconded by J. Boudreau
Unanimous
- D. Westminster Elementary School Window Sills
1. The repairs on the sills at WES will not be any cost to Westminster using the Mount Vernon Group/J & J Construction proposal
- E. Drug Free Communities Support Program
1. Dr. Hick's applied for but did not receive the funding but will re-apply for FY2013 after reviewing comments received on the application
- F. Budget Process - Discussion
1. Discussion concerning having a Public Hearing earlier in the budget process
 2. Move the November meeting from the 6th to Wednesday the 7th at 7p.m.
 3. Discussion concerning the possibility of moving all meetings from Tuesdays to Wednesdays

VIII. UNFINISHED BUSINESS

- A. Regional Agreement—moved to next meeting as an agenda item

IX. NEW BUSINESS

- A. Locker replacement
1. L. Beaton—questioned whether 7th grade lockers had been replaced
 2. S. Kersey—they have been on the Capital Plan but there has been no funding

X. AGENDA SETTING

- A. Upcoming meetings: 10/9/12 and 10/23/12 at 7 p.m.

XI. EXECUTIVE SESSION—None

XII. ADJOURNMENT

- A. **Motion** by J. Boudreau to adjourn, seconded by E. Holmes at 8:54 p.m.

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

Ashburnham-Westminster Regional School Committee

November 7, 2012 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:10 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson		L. Weiderman	
L. Beaton		J. Schonborg	
J. Boudreau		M. Gianino	
K. Glenny		G. Farley	

Members absent: E. Holmes, J. Rheault

Also present: R. Hicks, S. Kersey

II. PUBLIC HEARING—FY14 Budget Goals

A. Open at 7:12

1. D. Fleck, teacher in Westminster preschool asked about plans for next year's preschool, if it was going to be housed in the new Briggs or two separate preschools for Ashburnham and Westminster. Dr. Hicks—no decisions have been made at this time and decisions will be made based on money and what is best for children
2. L. Berg from Ashburnham commented that she would like a preschool at Briggs for continuity of care and access for Ashburnham
3. M. Ledger, would like more availability because the cost is much higher at a private preschool
4. B. Robinson from Westminster-expressed concern for class sizes and locality of preschool. Very happy with smaller class sized this school year. Has son in preschool in Westminster and if preschool was in Ashburnham he would not have the same access or the familiarity with Westminster
5. Tricia Caspers-Ross from Ashburnham, has a kindergarten student and is concerned with class sized this and would like to see smaller classes for first grade
6. P. Marquis-WES- expresses concern over current 4th grade next year for 5th grade
7. A. McGrath –JRB-also looking for two teachers for FY14
8. H. Daley-grateful for the work done this year with class sized and hopes that work continues to keep the numbers low
9. N. Morsehead from Westminster, presented information about Lacrosse—there are 74 members currently and has the largest participation of a sports team. D. Christianson asked how long lacrosse has been in place. Answer 6 years and N. Morsehead explained that participation fees are collected and the balance of funds needed are fundraised
10. D. Uminski explained that ice hockey started in 1987 and for the first three years it was self funded and by year four the district funded 50/50. M. Gianino explained that the school committee has been working on funding in the budget
11. R. Zbikowski-Ashburnham-explained that there are currently 40+ boys and 60+ girls participating in youth lacrosse and in 2008 there was on 14 players playing at the college level
12. L. Berg expressed concern with class sizes verse sports and many decisions have to be made
13. K. Glenny realizes that fundraising is tough for both sides—receivers and givers
14. M. Gianino the committee is doing the best it can and loves the support the sport has
15. R. Zbikowki, finances look good for this season but after that there are no guarantees. W. Hess asked if current participation fee was \$250. The league fundraised \$18500 and would like to know

Ashburnham-Westminster Regional School Committee

November 7, 2012 Minutes

future plans. M. Ledger asked if total of all money collected could be divided across all sports participants. D. Christianson explained that is the way it is done currently. The districts funds 50% and would like to do more

16. D. Uminski submitted planning drafts for hybrid courses with part-time teacher lecturers and part-time online
17. A. McGrath explained that because Briggs is moving to a larger school, that there will be a need for another custodian and funding could come from higher paid teachers retiring.

Public hearing ends at 7:55 p.m.

Resume regular School Committee meeting at 8:05 p.m.

III. PARTICIPATION BY THE PUBLIC—None

IV. STUDENT ADVISORY COMMITTEE

A. Liz Dugas

1. Updates at Oakmont and Overlook: SADD created and funded a blood drive that had to be postponed due to a bird in the old gym and will be rescheduled; college reps have been visiting; SAT's were last Saturday; Nikki Tsongas visited Oakmont; monster dash held at OMS; fall concert held at Oakmont; interclass plays 11/31 and 12/1—a 30 minute play judged by faculty; with support from the AWFAE project BONES was brought to Oakmont; OMS artists were featured in the Westminster art festival; powder-puff football 11/20 as well as Chicken Bingo; senior Halloween party; field hockey; winter sports meeting; juniors selling Mrs. Field's cookies and Aunt Annie's pretzels as well as coffee on Monday mornings; the last home football game is this Friday evening with senior recognition at 7 p.m.

V. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman's Report

1. Received email from Greg Barry about students working at Anna Maria
2. Negotiation representative from town manager Doug Briggs
3. AWFAE Night of Excellence was held this past Saturday and was well attended. The foundation has given \$7000-10000 in grants in the past few years

B. School Committee Comment—None

C. Correspondence

1. Note from Mr. & Mrs. Barry request from AWTA to begin discussion on next contract
2. "Mr. Sharpy" anonymous letters are not accepted by the School Committee

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. Interscholastic Athletics

1. Have met recently in preparation for the new budget year

B. Briggs Building Committee

1. Briggs project on time and on budget. The building will be weather tight by November 30th
2. Finalized specification for pellet burner

C. Superintendent Eval for 2011-12

1. **Motion** by M. Gianno that the School Committee accept the Superintendent's Evaluation as presented, seconded by G. Farley Unanimous
2. **Motion** by M. Gianno that the School Committee approve the \$87,00 base salary adjustment beginning 7/1/12, seconded by G. Farley Unanimous
3. The subcommittee met to discuss the lengthy process

Ashburnham-Westminster Regional School Committee

November 7, 2012 Minutes

VII. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes—None
- B. Personnel Report
 - 1. **Motion** by J. Schonborg that the School Committee accept the personnel report as presented, seconded by G. Farley Unanimous

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. Sandy Rehler is the district's new Title 2 administrator
 - 2. Gin Koski created student head count charts and information. Looking to have more school choice in than out
 - 3. Strategic Plan questionnaires out there asking for everyone to complete one. All parents and educators are asked to print one, fill it out and drop it off at the library or mail it to the district by November 12th or 13th. We are looking for info to improve our strategic plan
 - 4. NAWWG Day was November 6th. 800 people participated. The focus was on the Common Core. Sharon DeCicco was a presenter
 - 5. The foundation night was well attended and Ken Caron deposited over \$10000 Monday morning
 - 6. The political discussion club met with Nikki Tsongas and all local candidates were invited
 - 7. Friday at 1:30 p.m. in the Oakmont auditorium will be a Veteran's Day presentation
 - 8. Students in from Oakmont and Overlook will have art work on display at the Colonial Inn
 - 9. Debbie Fleck has been selected as the NAEYC
 - 10. Rotary dictionaries have been distributed to all students in the 3rd grade
 - 11. Health care update—the district went out to bid and Fallon was the low bidder. The teachers association wants to stay with BC/BS. We will go out to bid in the Spring to give people a chance to absorb all the information
 - 12. We are putting together a job description for a director of Building, Grounds and Equipment. This job is being taken away from Sherry Kersey to give her a break. This position will come with a stipend
 - 13. Looking to replace the old white truck that needs costly repairs. We will be looking for a used dump truck to use for sanding at all schools and to plow. We are looking now because we cannot wait for spring
 - 14. There was a flood at the Briggs schools. Consigli dug a trench and laid some pipes and will bring sand bags to be placed in front of the back doors in hopes to prevent any future flooding
- B. MCAS Update
 - 1. Update presented by Phil Saisa
- C. JV Ice Hockey
 - 1. There are not enough signed up for JV ice hockey and to support the varsity hockey the proposal is taking \$7300 of the \$7855 that was budgeted for UV ice hockey and use it for the varsity team's ice time
 - 2. **Motion** by M. Gianino that the School Committee accepts the recommendation of the Superintendent of Schools for the expenditure of the \$7300 from the \$7855 to be applied to the varsity ice hockey ice time and the JV ice hockey will not be offered for FY13, seconded by L. Beaton Unanimous
- D. Acceptance of Gifts
 - 1. **Motion** by G. Farley that the School Committee accept the donation of plastic bins to John R. Briggs Elementary School, seconded by J. Schonborg Unanimous
- E. Capital Plan—Not discussed
- F. Vending Machine Regulation Letter

Ashburnham-Westminster Regional School Committee November 7, 2012 Minutes

- 1. Not discussed
- G. Health Insurance
 - 1. Previously discussed
- H. Regional Agreement
 - 1. Will discuss at next meeting
- I. E&D Appropriation for Westminster Window Sills
 - 1. Can't use E&D but will loan money to Westminster and be reimbursed
- J. Financials for September—S. Kersey
 - 1. **Motion** by J. Boudreau that the School Committee approve the September financials as presented, seconded by G. Farley Unanimous

K. Glenn out at 9:40 p.m.

- K. Financials – Food Service – September
 - 1. **Motion** by J. Schonborg that the School Committee approve the food service September financials as presented, seconded by G. Farley Unanimous

IX. UNFINISHED BUSINESS—REGIONAL AGREEMENT—on hold

X. NEW BUSINESS—None

XI. AGENDA SETTING

- A. Upcoming meetings: 11/20/12 at 7p.m. at OMS; 12/4/12 at 7 p.m., FY14 Budget Hearing

XII. EXECUTIVE SESSION—None

XIII. ADJOURNMENT

- A. **Motion** by J. Boudreau to adjourn, seconded by J. Schonborg at 9:56 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenn

Ashburnham-Westminster Regional School Committee

November 20, 2012 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:10 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	J. Boudreau	G. Farley	K. Glenny
L. Beaton	J. Schonborg	E. Holmes	

Members absent: M. Gianino, L. Weiderman, J. Rheault

Also present: R. Hicks, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE

- A. Morgan Beatty and Emily Dewey
1. 8th grade tours this past week; football tickets available now: powder puff game tonight; interclass plays November 30th; field hockey team made it to semi-finals lost—score 1-0

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman’s Report—None
- B. School Committee Comment
1. G. Farely—parents are wondering about December 10th being changed from a half day to a full day
 2. J. Boudreau—last week’s Sparton 1 Shooting camp was well attended. E. Dawley should be commended for a job well done
- C. Correspondence

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Negotiation Sub
1. Met this evening, waiting to hear back from AWTA to set up schedule for meetings
- B. Briggs Building Committee
1. Building project is still on time and on budget

VI. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
1. **Motion** by K. Glenny that the School Committee approve the minutes of 8/21/12 with the following changes, seconded by L. Beaton A-J. Boudreau Unanimous
 - a. V.B.1. remove the “e” to read “the project is **on time**” and change “3/5” to 35%
 2. **Motion** by K. Glenny that the School Committee approve the minutes of 9/4/12, seconded by G. Farley Unanimous
 3. **Motion** by K. Glenny that the School Committee approve the minutes of 9/18/12 with changes, seconded by G. Farley Unanimous
 - a. VII.E.1. remove the apostrophe before the s in Dr. Hicks name and change “funding but may re-apply” from “funding but will”
 4. **Motion** by J. Boudreau that the School Committee accept the Budget Subcommittee minutes of 9/4/12, 9/18/12, 10/9/12 and 10/23/23, seconded by J. Schonborg Unanimous
- B. Personnel Report—None

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
1. Congratulations to the girl’s field hockey team for a successful season
 2. A meeting date of December 1st has been set up with the contractor to discuss the WES window sills
 3. There was an incident with a large truck with a trailer and a child at WES nearly being hit. Please use caution when using large equipment near the schools

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4. On November 14th we filmed the first issue of School Talk with representatives from the National Honor Society and Student Council. We will be hoping to film the program on the third Monday of the month with student guests to speak to what is happening in and around the schools
 5. On November 14th D. Erickson, K. Miville, S. Rehler and Dr. Hicks attended a meeting concerning the Common Core Curriculum
 6. On behalf of the district and the School Committee, Happy Thanksgiving to all
 - a. L. Beaton—an idea for a future broadcast might be to have someone on to discuss the terms surrounding the upcoming budget
- B. Acceptance of Gifts
1. K. Lucander thanked Chris Redkey and American Bio-medical for the donation of the keyboards and Mr. Redkey is also willing to donate headphones
 2. K. Lucander is planning a fundraiser to obtain a digital piano
 3. **Motion** by E. Holmes that the School Committee accept the donation of keyboards to WES, seconded by J. Boudreau Unanimous
- C. 8th Grade DC Field Trip
1. Mr. Saisa requested permission to move forward with planning for spring 2014
- D. Winter Percussion Band
1. Kris DeMoura and Shawn Rodger gave presentation for a self funded program
 2. **Motion** by J. Schonborg that the School Committee approve the activity fee of \$205 per participant to offset costs for the winter percussion band, seconded by G. Farley No-K. Glenny Passed by Majority
- E. Potential Change in Retirees Health
1. E. Byrnes presented possible changes to retiree's health insurance. There will be a savings to both retirees and district. Mailing to be sent to retirees to explain changes
- F. 2012-2013 Calendar Change
1. **Motion** by E. Holmes that the School Committee amend the FY13 school calendar and make December 10th a full day of school, seconded by J. Boudreau No-G. Farley Passed by Majority
- G. Regional Agreement
1. Continued discussion concerning changes and updates to the Regional Agreement
 2. Changes to page 6 under section (E), the next to the last sentence concerning the apportionments should read "upon the election of both towns."
 3. The final draft has not been approved by district counsel, DESE or both towns
 4. **Motion** by G. Farley that the School Committee approve the draft of the Regional Agreement as presented and have the Superintendent send updated draft to DESE and both towns following review by district counsel, seconded by J. Schonborg Unanimous
 5. Thanks to K. Glenny for the attention and work put into the Regional Agreement

VIII. UNFINISHED BUSINESS—None

IX. NEW BUSINESS—None

X. AGENDA SETTING

- A. Upcoming meetings: Tuesday 12/4/12 at 7 p.m. with a Public Hearing: Tuesday 12/18/12 at 7 p.m.
1. Solicit issues that will impact the budget; will discuss the retirees health insurance

XI. EXECUTIVE SESSION—None

XII. ADJOURNMENT

- A. **Motion** by J. Boudreau to adjourn, seconded by G. Farley at 8:38 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenny

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I. CALL TO ORDER

- A. The meeting was called to order at 7:12 p.m. in the on Library at the Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

D. Christianson	L. Beaton	G. Farley	
K. Glenny	E. Holmes	J. Schonborg	

Members absent: J. Rheault, M. Gianino, L. Weideman, J. Boudreau

Also present: R. Hicks, S. Kersey

Carrie O'Brien recording

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- B. Presentation/Sampling of School Lunch as Prepared Under New Guidelines—taken out of order
 - 1. Sample of foods served during school lunches with an explanation of the changes in the guidelines for school lunches

J. Boudreau in at 7:16 p.m.

- 2. Suggestion made: do a lunch demo at parents night

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE

- A. Liz Dugas
 - 1. Toys for Tots collection ended today; food drive run by NHS to be give to food pantry; band went to Disney and all went well; Briggs concert at Oakmont on Thursday and Oakmont and Overlook's concert on Wednesday; focus group was run in homerooms to hear from everyone concerning school lunches; discussions with Chris Callahan and Dennis Mueller concerning lunches at school; changes in vending machine at Oakmont not going well-students not happy with changes; caroling for cancer and money collected will be donated to St. Jude's; emotional impact on Oakmont students and teachers as a result of the shooting in Connecticut

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
 - 1. We want to assure parents of the safety and security of the students and staff in all the schools
 - 2. Revamp agenda to align with Open Meeting Laws
- B. School Committee Comment—None
- C. Correspondence—None

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Budget Subcommittee
 - 1. Met to review budget goals to present to School Committee the areas of need and change
 - 2. **Motion** by J. Boudreau that the School Committee adopt the FY14 budget goals as presented, seconded by G. Farley Unanimous

VI. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes.
 - 1. **Motion** by J. Boudreau that the School Committee accept the Budget Subcommittee minutes of 11/20/12, seconded by J. Schonborg Unanimous
- B. Personnel Report—None

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VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
1. School safety—Dr. Hicks did a One Call and email to parents concerning the safety at the schools. We are looking closely at our safety programs and procedures we currently have in place. D. Uminski and Dr. Hicks are discussing “Alice” a new response to safety program that has everyone leaving the building. Speaking to both town chiefs about ideas. The Chiefs have offered their help in planning.
 2. Monday’s weather—we make every effort to gather information concerning roads that would be negatively affected by the weather. Going forward we will call twice to check on conditions before making the no school call
 - a. L. Beaton—Do you call the police?
 - b. R. Hicks—it depends on conditions but we rely mostly on highway department reports
 3. This Wednesday will be another School Talk concerning families needing extra assistance. Four young ladies from Oakmont and some young people from WES
 4. MSBA declining our request for repairs at OMS but encouraged us to apply again
 5. Holiday Greetings to all staff. It is important for everyone to know how important you are to this district
- C. Financial Update – Food Service – October & November
1. Presented by S. Kersey. Recommendation is not to raise price of lunches at this time
 - a. D. Christianson—Would it be feasible to offer a free lunch to every student?
 - b. Would be too costly to offer a full lunch but perhaps al a cart items
 2. Six Cent certification as been received and will be reimbursed accordingly
 3. **Motion** by E. Holmes that the School Committee accept the October & November food service financial report as presented, seconded by J. Boudreau Unanimous
- D. Financial Update – October/November
1. Presented by S. Kersey
 2. **Motion** by E. Holmes that the School Committee accept the October/November financial update as presented, seconded by G. Farley Unanimous
- E. Paraprofessional Contract
1. **Motion** by G. Farley that the School Committee approve the amended 2012-2013 paraprofessional salary schedule as presented, seconded by J. Boudreau Unanimous
- F. Out-of-State Field Trip
1. **Motion** by G. Farley that the School Committee approve the out-of-state field trips to Jaffrey, NH and Manhattan, NY, seconded by J. Boudreau Unanimous

VIII. UNFINISHED BUSINESS

- A. Westminster Elementary School Window Sill Update
1. Lighthouse Masonry from Bedford showed up unannounced to do work. Target date was last Thursday but recent bad weather has prevented work being finished
 2. R. Hicks concerned Peter Reynolds was not notified they were working so he couldn’t oversee work

IX. AGENDA SETTING

- A. Upcoming meetings: 1/8/13 and 1/22/13 at 7 p.m. at OMS
1. Information from town boards say tri-boards are not particularly helpful
 2. D. Christianson will contact boards to see if they are interested in continuing the tri-board meetings
 3. E. Holmes-could they send one representative from each group?
 4. K. Glenn—they are not compelled to come to any of our meetings

X. EXECUTIVE SESSION—None

XI. ADJOURNMENT

- A. **Motion** by J. Boudreau to adjourn, seconded by G. Farley at 8:53 p.m. Unanimous

Recorded by,
Kathi Theriault

Reviewed by,
Keith Glenn