

Ashburnham-Westminster Regional School District
JANUARY 9, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:04 PM in the Oakmont Library by Chairman, P. Brault.
2. Members present included: D. Loescher, J. Anderson, N. Bakanowsky, P. Brault, G. Leger, S. Boudreau, G. Lane, L. Beaton.
3. Also present: C. Thibodeau, E. Muserallo, members of the Oakmont Student Council.

B. APPROVAL OF MINUTES

1. December 12, 2000

- a. **MOTION** to accept the minutes of December 12, 2000 with the following changes by G. Leger, seconded by J. Anderson:

W. Cooper arrived at 7:06 PM

- F.2.a. - add: "The Committee unanimously decided to not make any changes to the current Web Page Publishing consent form."
 - F.3.a. bullets 3-5 - "...total budgeted increase..."
- Y - 8 N - 0 Abstention - 1 (D. Loescher)

C. PUBLIC PARTICIPATION

1. Oakmont Student Council will be providing an argument in the near future re: the Web Page Publishing Policy and how they believe it is violating the first amendment.

F. ADMINISTRATIVE UPDATE

1. Presentation of Academic Coordinators - MCAS

Jeff Lawrence, Science/Technology Coordinator K-12

- a. Mr. Lawrence presented the Committee with information pertaining to MCAS and Science and Technology sections. Information included:
 - MCAS - Comparison - English / Math / Science / Technology 1998-2000
 - Performance level results
 - School comparison means 1998-2000
 - Oakmont exceeded science expectations
 - Oakmont was 17th out of the top 45 high schools performing in the state
 - Science and technology questions

E. Holmes arrived 7:23 PM

- Curriculum implementations at all levels
- Discussion followed

Kevin Hart, Social Studies Coordinator K-12

- b. Dr. Hart presented the Committee with information pertaining to MCAS and Social Studies sections. Information included:
 - A copy of the grade 8 test
 - General observations
 - Recommendations
 - Performance level results
 - Subject area subscores
 - Comparison of district results
 - Frameworks issues
 - Impact on budget
 - Discussion followed

Ashburnham-Westminster Regional School District
JANUARY 9, 2001 MINUTES

G. DISCUSSION ITEMS

2. Budget Presentation

Westminster Elementary School / Meetinghouse School

a. Mr. Gasbarro presented the Committee with budget information pertaining to Westminster Elementary School and Meetinghouse School. Information included:

- School Improvement Council members
- Improvement Plan goals
- Proposed budget increases - MHS (up 7%) / WES (up 4%)
- School faculty - current / proposed additions
- Student/technology ratio (20-21:1)
- WES total budget increase \$61,543
- MHS total budget increase \$85,579

John R. Briggs Elementary School

b. Mr. Pretti presented the Committee with budget information pertaining to John R. Briggs Elementary School. Information included:

- Total academic/personnel highlights increase \$96,160
- Total energy/plant/maintenance increase \$74,182
- Total FY02 requested budget increase \$116,678
- Total operating proposed budget \$2,071,528 (5.633% increase)
- Enrollment projections
- Staffing
- FY02 expense budget
- School Improvement goals
- FY02 proposed increases vs. reductions

Central Office / District-Wide

c. Mr. Muserallo presented the Committee with budget information pertaining to the Central Office and District-Wide costs. Information included:

- Revised estimated revenue projection
 - Total Ashburnham assessment increase \$781,272
 - Total Westminster assessment increase \$773,482
- Revised total budget increase (teacher salaries TBD) \$1,845,837
- Overview - district-wide budget up \$607,005 (11.9%)
- Expense by function
- Administration costs
- Support staff / supplies
- Instructional expenses
- Transportation costs
- Employee benefits and insurance
- Debt service
- Other

D. CORRESPONDENCE

1. Letter from Ashburnham Selectmen, Ron Reed, to Sen. Antonioni re: special education funding for towns.
2. Letter from G. Lane to Sen. Breaux and Sen. Snowe re: supporting special education funding.

Ashburnham-Westminster Regional School District
JANUARY 9, 2001 MINUTES

E. REPORTS OF COMMITTEES

1. Oakmont Facilities Committee

- a. Testing on oil tank removal was done
- b. Dave Backlin will be assisting HL Turner Group through submission process.
- c. Friday Mr. Thibodeau, Mr. Muserallo, Mr. Waight and Mr. Lawrence will be going to meet with HL Turner representatives in Concord, NH for a third phasing meeting.
- d. Next meeting Jan 25th at 6 PM

2. Westminster Building Committee

- a. The roof is on and there is heat on first floor.

3. Budget Subcommittee

- a. **MOTION** to accept minutes of 12/12/00 by G. Leger, seconded by J. Anderson Y - 9 N - 0
Abstention - 1 (D. Loescher)

4. Technology Subcommittee

- a. Subcommittee working on 5-yr Technology Plan

5. Transportation Subcommittee - none

6. Other

- a. The Interscholastic Subcommittee took part in the interviewing of candidates for the Varsity Softball position. The position was later offered to Overlook teacher, Randy Jepson.

G. DISCUSSION ITEMS

1. MASC Conference Update

- a. E. Holmes briefed the Committee on the past MASC Conference which she attended.
- b. With the increase in class size, there is a need to look at how technology can help teachers and students and be utilized to its full potential.
- c. Grant funding is available for schools for full day kindergarten.
- d. SBAB formula change.

L. Beaton left at 10:13 PM

H. ACTION ITEMS - none

I. AGENDA ITEMS

1. Budget

J. EXECUTIVE SESSION - MGL 30 SECTION 23B

1. **MOTION** to go into Executive Session at 10:28 PM according to MGL Chapter 39 Section 23B to discuss negotiation by G. Leger, seconded by E. Holmes.

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Leger - Y; E. Holmes - Y;
W. Cooper - Y; S. Boudreau - Y; G. Lane-Y. YES - 9 NO - 0

K. ADJOURNMENT

1. **MOTION** to come out of Executive Session and adjourn at 10:42 PM by J. Anderson, seconded by G. Leger Y - 9 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
JANUARY 10, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:03 in the Oakmont Library by Chairman, P. Brault.
2. Members present included: D. Loescher, N. Bakanowsky, P. Brault, G. Leger, E. Holmes, G. Lane
3. Also present: C. Thibodeau, E. Muserallo

W. Cooper arrived at 7:06 PM

F. ADMINISTRATIVE UPDATE

1. Presentation by Academic Coordinators - MCAS

David Kalagher, Mathematics Coordinator K-12

- a. Mr. Kalagher presented the Committee with information pertaining to MCAS mathematics sections.

Information included:

- Average scaled math scores
- District 3-year comparison
- Curriculum and pedagogical implementations
- Sample math questions
- Discussion followed

S. Boudreau arrived at 7:22 PM

Diane Erickson, English Coordinator K-12

- b. Ms. Erickson presented the Committee with information pertaining to MCAS English sections.

Information included:

- Overview
- Scores
- Language
- Curriculum and instructional implementations (reading and writing)
- Discussion followed
- Literature
- Composition

G. DISCUSSION ITEMS

2. Budget Presentation

Overlook Middle School

- a. Mr. Gundlach presented the Committee with budget information pertaining to Overlook Middle School. Information included:
 - School Improvement Council members / School Improvement Plan
 - Budget building process
 - FY02 budget increase \$181,930 (8%)
 - Increases included: personnel \$7,000; substitutes \$10,000; professional development subs \$32,000; custodial subs \$2,000; professional development \$7,700; computer hardware \$43,100; adjustment counselor \$43,690; coaching stipends \$4,000; advisor stipend \$5,000.
 - Discussion followed

Oakmont Regional High School

- b. Mr. Waight presented the Committee with budget information pertaining Oakmont Regional High School. Information included:
 - School Improvement Council members / School Improvement Plan / Council priorities
 - SAT mean score of seniors (5-yr average)

L. Beaton arrived 8:43 PM

- report card - attendance; dropout rate; SAT scores; advanced placement tests; Stanford Test of academic skills; senior graduation plans; MCAS scores
- Mass DOE - school performance rating report
- Forces impacting FY02 budget

Ashburnham-Westminster Regional School District
JANUARY 10, 2001 MINUTES

- Proposed budget highlights - enrollment and staff

J. Anderson arrived 8:45 PM

- Enrollment summary
- Organizational chart
- Expenses (9-yr overview by function) / expenses without salaries (5-yr overview by function)
- FY02 budget make-up
- Proposed budget highlights - commentary
- Additional items not in proposed budget
- ORHS spending summary
- ORHS gross budget compared with AWRSD foundation budget
- Summary / conclusions
- Discussion followed

D. Loescher left at 9:35 PM

Special Education

- c. Mr. Kirousis presented the Committee with budget information pertaining to special education.

Information included:

- Number of students receiving special education
- Overview of FY02 special education budget and enrollment
- District budget (general education vs. special education)
- District enrollment (general education vs. special education)
- Special education budget
- Tuition out 37.7% of special education
- Contracted services 5% of total special education budget
- Selected accounts 2.8% of total special education budget
- Tuition accounts / all collaborative accounts / non-public school accounts
- In-district / out-of-district cost comparison salaries
- Psychological services / transportation services
- Discussion followed

G. Lane left at 10:17 PM

G. DISCUSSION ITEM

1. FY02 Budget

- a. The Committee discussed proposed budgets and proposed total budget increases. Discussion on possible cut backs were addressed. No conclusions were made. To be addressed at next meeting.

L. Beaton left at 10:55 PM

H. ACTION ITEMS

1. **MOTION** to cut the proposed budget by \$400,000 by G. Leger, seconded by E. Holmes
Y - 2 (G. Leger, E. Holmes) N - 4 Abstention - 1 (J. Anderson)
2. **MOTION** to cut the proposed budget by \$300,000 by S. Boudreau, seconded by E. Holmes
Y - 2 (S. Boudreau, E. Holmes) N - 3 Abstention - 2 (J. Anderson, G. Leger)

K. ADJOURNMENT

1. **MOTION** to adjourn at 11:23 PM by J. Anderson, seconded by E. Holmes Y - 7 N - 0

Submitted, Elaine Niedermeier

Ashburnham-Westminster Regional School District

JANUARY 23, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:00 PM in the Oakmont Library by Chair, P. Brault.
2. Members present included: D. Loescher, J. Anderson, N. Bakanowsky, P. Brault, G. Lane, L. Beaton
3. Also present: C. Thibodeau, E. Muserallo

B. APPROVAL OF MINUTES

1. January 9, 2001

- a. **MOTION** to accept the minutes of January 9, 2001 by J. Anderson, seconded by N. Bakanowsky Y - 6
N - 0

2. January 10, 2001

- a. **MOTION** to accept the minutes of January 10, 2001 with the following changes by J. Anderson, seconded by D. Loescher Y - 5 N - 0 Abstention - 1 (G. Lane)
 - L. Beaton arrived at 8:43 PM. He had been attending an Interscholastic Athletics Subcommittee meeting.

C. PUBLIC PARTICIPATION

1. Parent, Paul Aldridge, asked the Committee to review the number of half days on the school calendar and have as a discussion item on the 2/13/01 agenda.

W. Cooper arrived at 7:05 PM

2. Parent, Barry Davilli, would like to be informed when the Committee reviews the Web Page Publishing Policy with Oakmont's Student Advisory Council.

G. Leger arrived at 7:11 PM

D. CORRESPONDENCE

1. Public Notice - School Committee vacancies

E. REPORTS OF COMMITTEES

1. Oakmont Facilities Committee

- a. Next meeting Thursday at 6PM at Oakmont Regional High School
- b. Due to the reconstruction the Subcommittee would like the Committee to consider: starting school after Labor Day; and, two weeks off for Christmas break.

2. Westminster Building Committee

- a. Wednesday, Building Committee meeting at 6:00 PM
- b. Thursday, site meeting at 3:00 PM
- c. The Westminster Selectmen gave the District custody of the Adam's property. The District will have to advertise the sale of the property.

3. Budget Subcommittee

- a. **MOTION** to accept the minutes of January 9, 2001 by G. Leger, seconded by J. Anderson
Y - 8 N - 0

4. Technology Subcommittee

- a. TCI Committee is meeting Wednesday afternoon

5. Transportation Subcommittee - none

6. Other

- a. Upton Subcommittee met Monday night with the Westminster Board of Selectmen. E. Muserallo presented to the Selectmen an updated Upton Plan which included
 - Need for approximately \$240,000 to maintain the building.
 - Desire to have the Special Education Dept. occupy the building by May, 2001
 - Currently no heat, electricity or water.
- b. The Subcommittee is waiting for the town to decide what they want to do with the building.
- c. Interscholastic Subcommittee met 1/10/01 and offered George Lison the position of varsity baseball coach.

Ashburnham-Westminster Regional School District
JANUARY 23, 2001 MINUTES

E. Holmes arrived at 7:40 PM

F. ADMINISTRATIVE UPDATE

1. District Improvement Plan

- a. The plan is currently a work in progress and C. Thibodeau is waiting for comments back from various teachers, administrators, and community members.

2. Tower Bid

- a. E. Muserallo informed the Committee that there were no bids submitted.
- b. Interest was expressed by tower companies if the contract was extended to ten years rather than 3-5 years.

G. DISCUSSION ITEMS

2. Approval of Bond Anticipation Note - Westminster Elementary School Project

- a. 3.118% premium possibly due to our bond rating upgrade.
- b. Savings of \$65,000 - interest of \$460,000 rather than \$525,000
- c. The District will retain this money until the project is completed.

H. ACTION ITEMS

2. Approval of Bond Anticipation Note - Westminster Elementary School Project

- a. **MOTION** to approve a bond anticipation note in the amount of \$8,108,770.00 for funding of the Westminster Elementary School Building Project as presented by G. Leger, seconded by E. Holmes
Y - 9 N - 0

3. Other

- a. **MOTION** to reserve Westminster Elementary School Project accumulated interest for project by G. Leger, seconded by G. Lane Y - 9 N - 0
- b. **MOTION** to reserve Oakmont Regional High School Building Project accumulated interest for project by G. Leger, seconded by E. Holmes Y - 0 N - 0

G. DISCUSSION ITEMS

1. Budget 2001-2002

- a. Total budget increase \$1,946,557 (total without teacher salaries)
- b. G. Lane recommends cutting the proposed budget increase by \$417,000
- c. Discussion followed about possible cuts.
- d. Additional School Committee meeting on Wednesday, February 7, 2001 to continue discussion prior to public hearing on February 13, 2001.

I. AGENDA ITEMS

- 1. Public Hearing - 2/13/01 7:30 PM
- 2. School calendar half days
- 3. Letter written by G. Lane

J. EXECUTIVE SESSION - MGL 39 SECTION 23B

- 1. **MOTION** to go into Executive Session at 9:53 PM according to MGL Chapter 39 Section 23B to discuss negotiation by E. Holmes, seconded G. Lane.

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Leger - Y; E. Holmes - Y;
W. Cooper - Y; G. Lane-Y; L. Beaton - Y . YES - 9 NO - 0

E. Holmes left at 10:01 PM

K. ADJOURNMENT

- 1. **MOTION** to come out of Executive Session and adjourn at 10:31 PM by G. Leger, seconded by G. Lane
Y - 8 N - 0

Ashburnham-Westminster Regional School District
FEBRUARY 7, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:06 PM in the Overlook Middle School Library by Chair, P. Brault.
2. Members present included: D. Loescher, J. Anderson, N. Bakanowsky, P. Brault, L. Beaton, G. Lane
3. Also present: C. Thibodeau, E. Muserallo
4. W. Cooper arrived at 7:10 PM; G. Leger arrived at 7:14 PM

C. EXECUTIVE SESSION - MGL 39 SECTION 23B

1. **MOTION** to go into Executive Session at 7:06 PM according to MGL Chapter 39 Section 23B to discuss negotiations by J. Anderson, seconded D. Loescher.

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Lane-Y; L. Beaton - Y .
YES – 6 NO - 0

2. **MOTION** to come out of Executive Session at 7:25 PM by J. Anderson, seconded by D. Loescher. Roll call vote taken. YES – 8 NO - 0

B. DISCUSSION ITEMS

1. FY02 Budget

- a. C. Thibodeau presented to the Committee the proposed budget for FY02.
- b. Information included:
 - Total budget increase of \$1,820,321 (excluding teacher salary increase)

S. Boudreau arrived at 7:30 PM

- Budget by expenditure category
 - School budget by function
 - FY02 estimated revenue projections
 - Tax impact information - School tax history without capital outlay/debt exclusion
 - Tax impact information - for WES building project / for ORHS building project
 - Tax impact including building projects
 - Proposed staff increases
 - Proposed cuts
 - Brief discussion re: Extended Day
- c. L. Beaton recommended that technology be removed from the proposed budget (totaling \$104,000) and be put on a warrant article.
 - d. G. Lane felt the total increase is too high and for the administration to continue to get input from town officials.
 - e. Ashburnham Selectmen, Ron Reed, believed there will be at least a \$500,000 override
 - f. P. Brault felt that reducing the budget by \$500,000 will not change the tax rate per town enough to cut anything from the budget. He supports the proposed \$21,200,769 budget, plus the additional teacher's salaries/benefits that is currently excluded.
 - g. C. Thibodeau believes that if there was a \$500,000 override that it will fail.
 - h. S. Boudreau also supports the budget as presented.
 - i. G. Leger stated that capital outlay should not be a factor.
 - j. R. Reed feels that we need to continue to push senators and representatives to support the need for government with assisting towns and their schools' special education budgets.

Ashburnham-Westminster Regional School District
FEBRUARY 7, 2001 MINUTES

- k. N. Bakanowsky supports the proposed budget and believes that cuts have already been made and the proposed amount is the bare minimum.
- l. C. Thibodeau noted that the proposed budget needs to be available to the public (in libraries) no later than Friday morning.
- m. P. Brault recommends using the proposed \$21,200,769 figure and include a statement within the budget stating that the teachers salaries/benefits are not included within the proposed budget and that this figure will be determined after negotiations conclude.

C. EXECUTIVE SESSION - MGL 39 SECTION 23B

- 1. **MOTION** to go back into Executive Session at 9:08 PM according to MGL Chapter 39 Section 23B to continue discussing negotiations by J. Anderson, seconded D. Loescher

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Leger - Y; S. Boudreau - Y;
W. Cooper - Y; G. Lane-Y; L. Beaton - Y . YES – 9 NO - 0

D. ADJOURNMENT

- 1. **MOTION** to come out of Executive Session and adjourn at 10:20 PM by J. Anderson, seconded by D. Loescher Y - 9 N - 0

Ashburnham-Westminster Regional School District

FEBRUARY 13, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:03 PM in the Oakmont Library by Chair, P. Brault who noted that since a quorum was not yet present, no business would be conducted until at least one other School Committee member was present.
2. Members present included: D. Loescher, P. Brault, E. Holmes, L. Beaton, W. Cooper
3. Also present: C. Thibodeau, E. Muserallo
4. At 7:05 PM a quorum was established.

E. REPORTS OF COMMITTEES

1. Oakmont Facilities Committee

- a. Thursday's meeting has been postponed until March 8, 2001.
- b. There was a meeting today with the Westminster Building, Wire and Fire Inspectors.
- c. To meet with the Ashburnham Inspectors on February, 26, 2001

G. Lane arrived at 7:05 PM

2. Westminster Building Committee

- a. Brick siding on, finishing roofing, first level almost complete, windows to be installed within the next week.

3. Budget Subcommittee

- a. **MOTION** to accept the minutes of January 23, 2001 by D. Loescher, seconded by L. Beaton
Y - 6 N - 0

4. Technology Subcommittee - none

5. Transportation Subcommittee - none

J. Anderson arrived at 7:10 PM

6. Other

- a. The Negotiation Subcommittee continues negotiations with teachers.

C. PUBLIC PARTICIPATION

1. Members of Oakmont's Student Advisory Committee were present to make a presentation to the Committee re: how they feel the WebPage Policy is "infringing upon the first amendment rights of the student journalists at The Oakmonitor."
2. Information included: Massachusetts Student Free Expression Law; how the Oakmonitor is a printed public forum; how the internet is the same as print; liability; non-evidence of cyber-stalking; quotes from the Journalism Education Association, Michael Heistand, Student Press Law Center, and the American Civil Liberties Union.
3. Discussion followed.

PUBLIC HEARING 7:35 PM

1. Mr. Thibodeau presented the FY02 budget for the school district.
2. Information included:
 - Total budget increase of \$1,820,321 (excluding teacher salary increase)
 - Budget by expenditure category
 - School budget by function
 - FY02 estimated revenue projections
 - Tax impact information - School tax history without capital outlay/debt exclusion
 - Tax impact information - for WES building project / for ORHS building project

Ashburnham-Westminster Regional School District
FEBRUARY 13, 2001 MINUTES

- Tax impact including building projects
- Proposed staff increases
- Proposed cuts
- Per pupil expenditure

RETURN TO GENERAL SESSION 8:45 PM

G. DISCUSSION ITEMS

1. School Calendar Half Days

- a. Parent, Paul Aldrich, was present to discuss questions he sent to Mr. Thibodeau re: the substantial number of half days the district has for the current year (17 for elementary students).
- b. Other parents were present and agreed with Mr. Aldrich's concerns about the considerable number of half days.
- c. Mr. Aldrich suggested possible options he felt would help reduce the number of half days.
- d. Currently there is nothing in the teacher's contract pertaining to half days.
- e. P. Brault informed Mr. Aldrich that the Committee is also concerned about the number of half days and will be looking into how they can be reduced.

C. PUBLIC PARTICIPATION

4. J. Mullins added that he was in support of the presentation by the Oakmont's Advisory Council, and feels that it is more of a liability to have the WebPage Policy in place rather than not have it.

B. APPROVAL OF MINUTES

1. January 23, 2001

- a. **MOTION** to accept the minutes of January 23, 2001 with the following changes by J. Anderson, seconded by L. Beaton Y - 7 N - 0
 - C.1. - "Parent, Paul Aldrich..."
 - E.1.b. - "...the administration would like the Committee..."
 - E.6.a. - Delete. Insert: E. Muserallo informed the Committee that he had met with the Westminster Board of Selectmen on Monday evening and submitted to them a draft of the Upton Plan which would allow the District to use the facility. The plan called for \$285,000 over 3 years to maintain the building and make space suitable for educational office use. Heat, electricity and water are due to be cut off during the WES project on approx. July 1st.
 - E.6.c. - "A member of the Interscholastic Athletics Subcommittee, L. Beaton, was a part of a group who met 1/10/01..."

D. CORRESPONDENCE

1. Letter from parents Kevin Ahearn and Dana Krul to Bryan Brown and the School Committee re: forming a girls ice hockey team.
2. Letter from Moody's Investors Service to the District re: bond ratings.

F. ADMINISTRATIVE UPDATE

1. Mr. Thibodeau informed the Committee that he had a good meeting with the Advisory Boards and Selectmen of each town last night.
2. He believes the budget he presented is a level service budget and two to three overrides will not pass in both towns.

G. DISCUSSION ITEMS

2. Approval of Letter to The Honorable R. Paige

- a. Add cc. B. Knuutila / Sen. Antonioni / Massachusetts delegates / Pres. Bush

Ashburnham-Westminster Regional School District
FEBRUARY 13, 2001 MINUTES

H. ACTION ITEMS

2. Approval of Letter to The Honorable R. Paige

- a. There was a consensus among the Committee to send the letter drafted by G. Lane and signed by P. Brault on behalf of the Committee to the mentioned people.

I. AGENDA ITEMS

1. Certify FY02 Budget
2. Superintendent's Evaluation
3. Proposed FY02 school calendar

J. EXECUTIVE SESSION - MGL 39 SECTION 23B

1. **MOTION** to go into Executive Session at 9:37 PM according to MGL Chapter 39 Section 23B to discuss negotiations by E. Holmes, seconded J. Anderson.

D. Loescher-Y; J. Anderson-Y; P. Brault-Y; E. Holmes - Y; W. Cooper - Y; G. Lane-Y; L. Beaton - Y .
YES – 7 NO - 0

K. ADJOURNMENT

1. **MOTION** to come out of Executive Session and adjourn at 10:12 PM by J. Anderson, seconded by D. Loescher Y - 7 N - 0

Ashburnham-Westminster Regional School District

FEBRUARY 27, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:00 PM in the Oakmont Library by Chair, P. Brault
2. Members present included: D. Loesch, J. Anderson, N. Bakanowsky, P. Brault, G. Leger, E. Holmes, G. Lane, L. Beaton and W. Cooper
3. Also present: C. Thibodeau
4. There was a moment of silence for the memory of senior Dan Farrell who died over the weekend.

B. APPROVAL OF MINUTES

1. February 7, 2001

- a. **MOTION** to accept the minutes of February 7, 2001 with the following changes by E. Holmes, seconded by L. Beaton Y - 8 N - 0 Abstention - 1(E. Holmes)

- B.1.g. - strike

2. February 13, 2001

- a. **MOTION** to accept the minutes of February 13, 2001 with the following changes by E. Holmes, seconded by J. Anderson Y - 7 N - 0 Abstention - 2 (G. Leger, N. Bakanowsky)

- C.4. - "...by the Oakmont Student Advisory Council..."

C. PUBLIC PARTICIPATION

1. Athletic Director, Bryan Brown, and parent, Kevin Ahearn, presented to the Committee reasons why the Committee should consider supporting starting a Girls Ice Hockey program at Oakmont for the 2001-2002 school year.

S. Boudreau arrived at 7:08 PM

2. Information included: an overview of the sport; advantages and disadvantages of starting a Girls Ice Hockey program at Oakmont; reasons to start the program during the 2001-2002 school year; current registered teams; interested students; cost; letters of donation; letters of support.
3. Discussion followed.
4. Further information was requested re: liability for parents transporting students to/from games.
5. To be on agenda as discussion/action item for 3/13/01

D. CORRESPONDENCE

1. L. Beaton requested that Mr. Thibodeau respond to last weeks letter from Molly Jarvi re: former teacher, Keith Wiley. The Committee agreed.
2. Letter from the DOE to C. Thibodeau re: the Oakmont project and confirming that all documents have been received for the application for SBAB.

E. REPORTS OF COMMITTEES

1. Oakmont Facilities Committee

- a. Mr. Thibodeau and representatives from H.L. Turner Group met with the Ashburnham Building, Wire and Fire Inspectors on 2/26/01.
- b. The bid proposal will be available by 3/21/01.

2. Westminster Building Committee

- a. Construction on schedule.
- b. Next meeting on 2/28/01 - site meeting 2:30 PM / reg. meeting 6:00 PM
- c. An additional \$35,000-\$40,000 is required to place the utilities in an underground bank from Dave Zephir's driveway up Academy Hill Road and across it to the existing utility bank.

3. Budget Subcommittee

- a. **MOTION** to accept the minutes of February 13, 2001 by E. Holmes, seconded by J. Anderson Y - 9 N - 0 Abstention - 1 (G. Leger)

Ashburnham-Westminster Regional School District
FEBRUARY 27, 2001 MINUTES

4. Technology Subcommittee

- a. Next meeting on Wednesday with TCI

5. Transportation Subcommittee - none

6. Other

- a. Policy Subcommittee will meet to review the WebPage Policy.

J. EXECUTIVE SESSION - MGL 39 SECTION 23B

1. **MOTION** to go into Executive Session at 7:55 PM according to MGL Chapter 39 Section 23B to discuss negotiations by G. Leger, seconded E. Holmes

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky-Y; P. Brault-Y; G. Leger-Y; E. Holmes - Y;
W. Cooper - Y; S. Boudreau-Y; G. Lane-Y; L. Beaton - Y . YES – 10 NO - 0

2. **MOTION** to come out of Executive Session at 8:06 PM by J. Anderson, seconded by N. Bakanowsky. Roll call vote taken. YES – 10 NO - 0

H. ACTION ITEMS

2. Other - Teachers' Union Contract

- a. **MOTION** to accept the Teachers' Union Contract as presented to the Committee by the Superintendent of Schools in non-public session by G. Leger, seconded by E. Holmes Y - 10 N - 0

G. DISCUSSION ITEMS

1. Certification of FY02 Budget

- a. G. Lane feels the budget as presented is too large for taxpayers to incur and recommends reducing it by \$300,000.
b. L. Beaton agrees with G. Lane and supports putting the additional amount on warrants.
c. J. Anderson feels the budget is too large, however, the amount recommended to be cut by G. Lane is such a small amount and will not make a significant enough difference for taxpayers. Recommends putting the proposed budget out for voters to decide.
d. N. Bakanowsky supports the proposed budget.

H. ACTION ITEMS

1. Certification of FY02 Budget

- a. **MOTION** to certify the FY02 budget at \$21,955,870 by E. Holmes, seconded by S. Boudreau Y - 10 N - 0
b. **MOTION** to reduce the proposed FY02 budget by \$300,000 by G. Lane. There was no second.

G. DISCUSSION ITEMS

2. FY02 Proposed School Calendar

- a. C. Thibodeau reviewed the proposed calendar (when classes begin, Christmas break, half days, etc.)
b. N. Bakanowsky recommend reducing elementary parent/teacher conferences by two days (1 day in November/1 day in April)

3. Superintendent's Evaluation

- a. Specific dates are needed for Committee members to complete the evaluation.
b. P. Brault asked the Committee to submit any suggestions re: the evaluation by 3/13/01. Also, to hand in a written narrative that can be disseminated to the public.

Ashburnham-Westminster Regional School District
FEBRUARY 27, 2001 MINUTES

I. AGENDA ITEMS

1. FY02 school calendar
2. Superintendent's evaluation
3. Girls Ice Hockey
4. Increase in school lunch prices

K. ADJOURNMENT

1. **MOTION** to adjourn at 9:08 PM by E. Holmes, seconded by S. Boudreau Y - 10 N - 0

Ashburnham-Westminster Regional School District
MARCH 13, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:00 PM in the Oakmont Library by Chair, P. Brault
2. Members present included: D. Loescher, N. Bakanowsky, P. Brault, G. Leger, G. Lane, L. Beaton and W. Cooper
3. Also present: C. Thibodeau and E. Muserallo
4. S. Boudreau arrived at 7:06 PM

B. APPROVAL OF MINUTES

1. February 27, 2001

- a. **MOTION** to accept the minutes of February 27, 2001 with the following changes by G. Leger, seconded by N. Bakanowsky Y - 8 N - 0
 - H.1.b. - strike
 - G.1.d. - "N. Bakanowsky, W. Cooper, P. Brault and S. Boudreau support the proposed budget."
 - G.2.b. - N. Bakanowsky recommended eliminating all half days for elementary parent/teacher conferences and having two nights for conferences instead (two in Nov./two in Apr.)
 - G.3.b. - "...evaluation form by 3/13/01. The Chair will write a narrative that will..."

C. PUBLIC PARTICIPATION - none

J. Anderson arrived at 7:07 PM

D. CORRESPONDENCE

1. Letter from MA DOR re: excess certified and deficiency funds/surplus
2. Letter from DOE to Oakmont Regional High School and Westminster Elementary School re: congratulations for improvement of MCAS scores in 2000
3. Letter from DOE re: their position on waiver of 180 school day requirement
4. E-mail from L. Beaton re: National Campaign to fully fund IDEA

G. DISCUSSION ITEMS

3. Girls Ice Hockey

- a. Athletic Director, Bryan Brown, and several parents were present to support the formation of a girls ice hockey team for next school year.
- b. Mr. Brown noted that there were no abstentions to start this activity as a club sport.
- c. By being a club sport the cost to fund the activity would be reduced to \$450-\$1370.
- d. Mr. Brown stated that as a club sport there would be no cost to the district for the first year due to fund raising and volunteers.
- e. There are no restrictions as to how many years this activity can continue to be a club sport.
- f. Discussion followed.
- g. C. Thibodeau recommended that the Committee fund busing for away games due to the liability from parents driving students.

H. ACTION ITEMS

3. Girls Ice Hockey

- a. **MOTION** to support the formation of a girls ice hockey club for the 2001-2002 school year by G. Leger, seconded by S. Boudreau Y - 8 N - 1 (D. Loescher)

E. REPORTS OF COMMITTEES

1. Oakmont Facilities Committee

- a. A meeting was held 3/8/01 with representatives from the HL Turner Group
- b. Time line: 3/26/01 - documents to contractors; 4/19/01 - contractors do walk through; 4/25/01 - subbids; 5/2/01 - general contractor bids; 5/15/01 - contract awarded; 5/30/01 - sign contract; 6/25/01 or sooner - construction starts.

Ashburnham-Westminster Regional School District
MARCH 13, 2001 MINUTES

2. Westminster Building Committee

- a. Sheet rock up; things progressing nicely.

3. Budget Subcommittee

- a. **MOTION** to accept the minutes of February 27, 2001 by D. Loescher, seconded by L. Beaton
Y - 9 N - 0

4. Technology Subcommittee

- a. Next meeting on 3/15/01 with TCI

5. Transportation Subcommittee - none

6. Other

- a. Policy Subcommittee met on 3/9/01 to discuss the current WebPage Policy.
- b. After reviewing information the subcommittee recommended to the Committee that the policy remain as is.

G. DISCUSSION ITEMS

1. FY02 School Calendar

- a. C. Thibodeau stated that additional changes to the calendar could be made after the teachers union ratifies their contract. Recommends waiting until 3/27/01 to make any motion on this item.

2. Superintendent's Evaluation - none

4. Increase of School Lunch Prices

- a. E. Muserallo handed out a budget presentation for school food service.
- b. Recommendations made included: increase of regular lunch prices to \$1.75; increase ala carte items by 20%; adding additional staff; raise price of adult lunches to \$3.00.

H. ACTION ITEMS

4. Increase of School Lunch Prices

- a. **MOTION** to increase price of regular lunches to \$1.75, raise the price of ala carte items by 20% and raise the price of adult lunches to \$3.00 for FY02 by G. Leger, seconded by L. Beaton
Y - 5 N - 4 (D. Loescher, N. Bakanowsky, W. Cooper, S. Boudreau)

G. DISCUSSION ITEMS

5. FY02 Budget

- a. C. Thibodeau distributed a FY02 budget overview as of 3/13/01.
- b. Information included: estimated revenue projections - gross school budget \$21,955,870; budget by expenditure category; budget explanation - total budget increase \$2,575,422; override estimate.

H. ACTION ITEMS

2. Superintendent's Evaluation/Procedures

- a. P. Brault has discussed with Mr. Thibodeau the current discrepancies in the Evaluation Guidelines and Evaluation Procedures which were established by the original Superintendent Evaluation Subcommittee. Mr. Thibodeau did not have a problem with these discrepancies.

5. Other - FY02 Budget

- a. **MOTION** to request that the towns place the overrides as a single override amount by G. Leger, seconded by J. Anderson Y - 8 N - 1 (L. Beaton)

I. AGENDA ITEMS

- 1. FY02 school calendar
- 2. Final dollar amount for warrant articles
- 3. Superintendent's evaluation

K. ADJOURNMENT

- 1. **MOTION** to adjourn at 8:52 PM by L. Beaton, seconded by W. Cooper Y - 9 N - 0

Ashburnham-Westminster Regional School District
APRIL 24, 2001 MINUTES

A. CALL TO ORDER

1. Chair P. Brault called the meeting to order at 7:01 P.M. in the Oakmont Library.
2. Members present included: N. Bakanowsky, P. Brault, G. Leger, E. Holmes, W. Cooper and L. Beaton.
3. Also present: Charles Thibodeau and Ernest Muserallo

B. APPROVAL OF MINUTES

D. Loescher and J. Anderson arrived at 7:04 P.M.

1. March 27, 2001

- a. **MOTION** to accept the minutes of March 27, 2001 with the following changes by N. Bakanowsky, seconded by L. Beaton. YES – 8 NO – 0
 - C.1. - Corrections – “COPPA”, “Mike Hiestand”
 - E.1. - Charles Thibodeau asked to correct some of the dates given for the Oakmont Project. They are Sub Bid 5/1/01; General Contractor Bids Opened 5/10/01
 - E.2. - Extraction of existing oil tanks – April 18, 2001
 - G.3. - FY 2002 Calendar

2. April 10, 2001

- a. **MOTION** to accept the minutes of April 10, 2001 by G. Leger; seconded by L. Beaton
YES – 7 NO – 0 Abstain – 1 (G. Leger)

D. CORRESPONDENCE

1. NEASC letter to Thomas Gundlach of continued accreditation. The letter included commendations of and some recommendations for Overlook Middle School. Charles Thibodeau noted the letter was “very positive” overall.

E. REPORTS OF COMMITTEES

1. Oakmont Facilities Committee

- a. Filed Bid Opening (5/1/01) Charles Thibodeau reported eight or nine General Contractors have now picked up General Contractor Bid documents.
- b. 4/19/01 – Contractor Walkthrough – One General Contractor came (typical), as did several subcontractors.
- c. 4/18/01 – Oil Tank Bid – five (5) bidders for removal/replacement of the oil tank. Two (2) of the bidders were disqualified for incomplete document submissions. The bid of the remaining three (3) were: \$215K, \$235K, and \$289K.
- d. An audience member asked if the District was applying for a UST grant relative to the oil tank removal matter. Charles Thibodeau responded the District was not pursuing that option as the state reimbursement (72%) for the unforeseen expense covered a greater sum than the UST grant (50%) would.

2. Westminster Building Committee

- a. Excavation work revealed a previously undocumented septic system.

3. Budget Subcommittee

- a. **MOTION** to accept the minutes of April 10, 2001 by L. Beaton, seconded by D. Loescher
YES - 7 NO - 0 Abstention - 1 (G. Leger)

4. Technology Subcommittee

- a. TCI met WebQuest online created by JRB teachers.

5. Transportation Subcommittee

Ashburnham-Westminster Regional School District
APRIL 24, 2001 MINUTES

- a. P. Brault received a call from bus driver who then talked to Ernest Muserallo. Laidlaw Transportation has a number of spare buses and our name has been removed from buses. Ernie has contacted Laidlaw and the issue has been resolved.

F. ADMINISTRATIVE UPDATE

1. Elementary School Promotion & Graduation Policies

- a. Chuck Pretti: Retention Policy: only retain child after much discussion with parents, they need to agree with plan or we are likely setting the child up to fail.
- b. Fifty (50) item retention checklist is used to identify benchmarks regarding promotion.
- c. Also, need to assess child's interpretation of the benefits/drawbacks of retention.
- d. Potential children identified and discussed at weekly CHIN study meeting.

2. Elementary School Report Card Formats

- a. Focus groups (ELA, Math, Science, Social Studies) are working on grade level benchmarks to base an assessment on.
- b. Need to involve parents on developing report cards so it means something to them also.
- c. Hopefully, next school year they will make progress on merging report cards.
- d. Would like to key it into MCAS benchmarks so there can be a comparison.
- e. P. Brault expressed opinion that elementary report cards should be the same across schools.
- f. Teachers are still working on this and it has been a long process.
- g. Charles Pretti and Anthony Gasbarro hopes to have process completed next year.
- h. Need to have buy-in from teachers and parents.
- i. The Committee urged principals to have this completed by next spring.

6. Other - Elementary Placement

- a. Different messages from two schools. Briggs Elementary invited parent input regarding learning style. Westminster Elementary/Meetinghouse School does not want parent input to influence placement.
- b. Too many requests, profiling of teachers by parents and profiling of students by faculty.
- c. Take teacher identification out of equation to make true heterogeneous group.
- d. Westminster will solicit parent input regarding "my child as a learner" information sheets which will be sent home to all families. The intent of this sheet is to help next year's teacher to know each child.
- e. The Committee expressed concern regarding differing policies across district.
- f. The Committee has made a suggestion that the two schools merge their placement policy and take the same approach.

3. ORHS -UST Removal Bids

- a. Mr. Thibodeau informed the Committee that we received five bids for the removal of the ORHS-UST. Two of the bids were disqualified due to the fact that they were incomplete. The remaining three bids ranged from a high of \$288,690 to a low of \$214,995.
- b. Duchame and Wheeler is reviewing all of the bid documents and it appears that the low bidder will be given the award.

4. Walkthrough for Contractors at ORHS

- a. The ORHS walkthrough was held. Only one general contractor was represented while several sub-file bidders were present as well.
- b. Project manager, Pat Saitta, said that this attendance is typical on pre-bid walkthroughs.

5. Parent Teacher Conferences Attendance

- a. L. Beaton expressed concern that after seeing numbers re: afternoon attendance the Committee may need to re-visit our decision regarding half-days.

Ashburnham-Westminster Regional School District
APRIL 24, 2001 MINUTES

- b. Charles Pretti does not anticipate a scheduling problem.
- c. The Committee will assess again next year if necessary.
- d. Time allocated for conferences (20 minutes per conference) should not have to change. The total number of conferences should be able to fit in the allotted time frame.

G. DISCUSSION ITEMS

1. Approval of B.A.N. Rollover

- a. Need majority vote to approve sale of bonds to fund Bond Anticipation Note for Westminster Elementary School and Oakmont Regional High School.

Ken Caron:	5.9 million	3.329% for the WES project
	2.2 million	3.49% for the ORHS project

- b. District's improved Bond Rating has allowed us to get favorable interest rates.

H. ACTION ITEM

1. Approval of B.A.N. Rollover

- a. **MOTION** to approve the borrowing of \$5.9 million at 3.329% for the WES Building Project and \$2.2 million at 3.49% for the ORHS Building Project by G. Leger, seconded by J. Anderson
YES - 8 NO - 0

G. DISCUSSION ITEMS

2. Fees Charged for Certain Classroom Supplies

- a. D. Loescher stated that there is nothing in the course selection book to warn parents that a fee is involved in some classes.
- b. Need to make it clear that a fee is assessed even if it is not identified when course is chosen.
- c. D. Loescher does not feel that parents should have to pay an additional fee for courses that are required for graduation.
- d. The only courses that are charging fees are some electives that are not specifically required for graduation. There are other elective courses available that do not assess a fee if parents or a student wish to avoid the fee.
- e. Principal W. Waight explained that the fees are necessary to buy the materials that a child will use in the class, since these cannot be funded by the district budget funds that are allotted to these classes.
- f. Core curriculum budgets are protected more than art or Food Nutrition. This is the reason for the fees.
- g. Due to the fact that it is too complex a task to try to buy supplies and monitor spending for an individual student in these areas, the fees assessed do not necessarily go to the individual student.
- h. D. Loescher was concerned that her child's individual fee is supporting other things than her child's individual costs.
- i. L. Beaton stated that students who write for the Oakmonitor are required to raise money by selling ads. He is concerned with the fact that if they do not raise their assigned quota that they will have to pay out of their pockets. This will be put on the 5/8/01 agenda.

H. ACTION ITEM

2. Fees Charged for Certain Classroom Supplies

- a. No MOTION was taken.

G. DISCUSSION ITEMS

3. Increase of Mileage Reimbursement to Federal Standards

Ashburnham-Westminster Regional School District
APRIL 24, 2001 MINUTES

- a. E. Muserallo would like to increase the mileage reimbursement to the federal standards which is presently 34.5¢.
- b. The District currently pays 31.5¢ per mile to anyone who drives a vehicle for school district business
- c. To be on 5/8/01 agenda after Mr. Muserallo has gathered more information (numbers).

F. ADMINISTRATIVE UPDATE

6. OTHER

- a. Mr. Thibodeau reminded the committee that according to his contract, if the Committee does not wish to renew his contract, they will need to notify him in writing by July 1st.
- b. Oakmont students placed 3rd and 5th in state-wide competition among high school students to select a high performing stock portfolio.
- c. Superintendent's Evaluation - two evaluations were never submitted. These evaluations must be submitted for P. Brault to compile the information.
- d. Subcommittees as well as the Committee officers will need to be re-formed at the next meeting.
- e. Wireless Communications Tower - the Committee needs to support police/fire needs in our town, but this takes space away from commercial ventures.

I. AGENDA SETTING

- 1. Reform School Committee - vote for officers
- 2. Oakmonitor ads
- 3. Mileage reimbursement
- 4. Tower
- 5. Legislative Committees update

K. ADJOURNMENT

- a. **MOTION** to adjourn by L. Beaton, seconded by J. Anderson at 10:15 P.M.

J. EXECUTIVE SESSION - MGL 39 SECTION 23B

- 1. **MOTION** to rescind adjournment and go into Executive Session at 10:15 PM according to MGL Chapter 39 Section 23B to discuss negotiations by L. Beaton, seconded J. Anderson.

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Leger - Y; E. Holmes - Y;
W. Cooper - Y; L. Beaton - Y . YES – 8 NO - 0

K. ADJOURNMENT

- a. **MOTION** to come out of Executive Session and adjourn at 10:32 P.M. by L. Beaton, seconded by W. Cooper. YES - 8 NO - 0

Ashburnham-Westminster Regional School District
APRIL 24, 2001 MINUTES

ASHBURNHAM-WESTMINSTER
REGIONAL SCHOOL COMMITTEE
EXECUTIVE SESSION MINUTES

April 24, 2001
10:22 P.M.

MOTION to rescind adjournment and go into Executive Session at 10:15 PM according to MGL Chapter 39 Section 23B to discuss negotiations by L. Beaton, seconded J. Anderson.

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Leger - Y; E. Holmes - Y;
W. Cooper - Y; L. Beaton - Y . YES – 8 NO - 0

Mr. Jonathan Tuttle, AFSCME support staff union approached E. Muserallo with the following concerns – Health Insurance contract calls for them to pay 25% of cost but they only have been paying 10% because that is what teachers have been doing. They have heard that teachers got retirement health insurance. They want to re-open negotiations regarding this issue. Committee consensus that they pay same rate as teachers: 10% this year, 10% next year, 15% and 25%. They may claim past practice is 10% and shouldn't go up. The Committee directed E. Muserallo to stick to contract plan. We can talk about it in three (3) years with new negotiations.

MOTION to adjourn Executive Session was made at 10:22 P.M. by L. Beaton and was seconded by W. Cooper.

Ashburnham-Westminster Regional School Committee

MAY 8, 2001 Minutes

A. CALL TO ORDER

1. The meeting was called to order at 7:03 p.m. in the Oakmont Library, by Chairman, pro tem., C. Thibodeau.
2. Members present: D. Loescher, J. Anderson, N. Bakanowsky, G. Leger, P. Brault, W. Cooper, P. Janhunen and L. Beaton.
3. Also present: C. Thibodeau, E. Muserallo

C. ELECTION OF OFFICERS

1. Peter Janhunen was a newly elected member from Westminster replacing G. Lane. W. Cooper, P. Brault and D. Loescher were all re-elected to the Committee.
2. **MOTION** to nominate L. Beaton as Chair by G. Leger, seconded by P. Brault
Y - 7 N - 0 Abstention - 1 (L. Beaton)
3. **MOTION** to nominate N. Bakanowsky as Vice Chair by G. Leger, seconded by J. Anderson
Y - 7 N - 0 Abstention - 1 (N. Bakanowsky)
4. **MOTION** to nominate J. Anderson as Secretary by G. Leger, seconded by L. Beaton
Y - 7 N - 0 Abstention - 1 (J. Anderson)
5. **MOTION** to nominate K. Caron as Treasurer by P. Brault, seconded by G. Leger Y - 8 N - 0

D. APPOINTMENT TO SUBCOMMITTEES

1. Budget & Finance - L. Beaton / G. Leger / P. Brault / D. Loescher / J. Anderson
2. Facilities & Operations - no appointments will be made until appointments are necessary.
3. Legislative Liaisons - L. Beaton / P. Janhunen / E. Holmes
4. Policy - J. Anderson / N. Bakanowsky / G. Leger / S. Boudreau
5. Technology - N. Bakanowsky / S. Boudreau / W. Cooper
6. Community Liaisons - P. Janhunen / N. Bakanowsky
7. Interscholastic Athletics - L. Beaton / N. Bakanowsky / P. Brault / J. Anderson
8. Negotiations - P. Brault / D. Loescher / J. Anderson / G. Leger / W. Cooper
9. Sick Leave Bank - J. Anderson / E. Holmes

S. Boudreau arrived at 7:20 PM

10. Transportation - L. Beaton / P. Brault / S. Boudreau
11. Oakmont Renovations - S. Boudreau / P. Brault / D. Loescher / P. Janhunen
12. Westminster Elementary School Project - G. Leger / J. Anderson
13. **MOTION** to have G. Lane continue as a resident member of the Westminster Building Project Committee by J. Anderson, seconded by G. Leger Y - 9 N - 0

E. APPROVAL OF MINUTES

1. April 24, 2001

- a. **MOTION** to accept minutes of April 24, 2001 with the following changes by J. Anderson, seconded by G. Leger Y - 8 N - 0 Abstention - 1 (P. Janhunen)
 - E.4.a. - delete. Add - WebQuest created on John R. Briggs Elementary School website by Russ Foster and Katie Bennett.
 - F.2.i. - omit "urged"; add "told"

F. PUBLIC PARTICIPATION

1. Vicky Hurd, resident and bus driver for the district, asked Mr. Muserallo what the agreement is now that the district sold the buses - is there a clause for replacing buses over five years old?
2. Several buses are no longer available. Ms. Hurd stated that they had to "beg for a bus to take the kids to the airport."

Ashburnham-Westminster Regional School Committee

MAY 8, 2001 Minutes

3. E. Muserallo said that he had spoken to Laidlaw regarding the buses and was told that we would have priority on sports buses. He also noted that the district will have no more than 3-5 buses at one time that are not ours in our fleet.

G. CORRESPONDENCE - none

H. REPORTS

1. Oakmont Facilities Committee

- a. Opened subbids on 5/1/01. Some bids were awarded, however most will be readvertised.
- b. Filed subbids. Rebids are due 5/31/01. Administration is hoping for more bids closer to estimations than before.
- c. General contractor bids due 6/8/01.
- d. Reviewing bids on 6/14/01.

2. Westminster Building Committee

- a. The drainage line is being tied in; tile in on second floor; elevator installed; heating and cooling units being installed; ceiling and lights installed.
- b. The project is ahead of schedule
- c. Currently there is no internet connection at Westminster Elementary School. The Technology Coordinator met with Verizon. Due to cost and nearing the end of school, a line will not be installed until the project is completed.

3. Budget Subcommittee

- a. **MOTION** to accept minutes of April 24, 2001 by G. Leger, seconded by D. Loescher Y - 8 N - 0
Abstention - 1 (P. Janhunen)

4. Technology Subcommittee

- a. Met April 26th to discuss training for staff members.
- b. Results of WebQuest being shown in schools.
- c. Bob Zbikowski and Eileen Barnacoat provided 20 hours of Learning Quest training for staff members.
- d. PDPs for teachers are contingent on a final product
- e. The Technology Subcommittee is working on the five year technology plan for the state. Currently a list of our inventory has been submitted to the state.

5. Transportation Subcommittee

- a. Meeting in July to discuss next year's bus routes
- b. E. Muserallo would like to add one bus to the bus routes.

6. Other - none

I. ADMINISTRATIVE UPDATE

1. **Legislative Committees Update (E. Holmes) - postponed until 5/22/01**
2. **Professional Development Schedule (C. Pretti / C. Wright) - postponed until 5/22/01**

J. DISCUSSION ITEMS

1. Oakmonitor Ads - postponed until 5/22/01

2. Increase of Mileage Reimbursement

- a. In 2000 the federal rate for mileage reimbursement was 32.5¢. For 2001 the federal rate increased to 34.5¢ for mileage reimbursement.
- b. The district's current mileage reimbursement is 31.5¢.

Ashburnham-Westminster Regional School Committee

MAY 8, 2001 Minutes

K. ACTION ITEMS

1. Increase of Mileage Reimbursement

- a. J. Anderson recommended moving the motion to increase mileage reimbursement until after the towns vote on the budget. Consensus of the Committee to postpone a motion.

J. DISCUSSION ITEMS

3. Wireless Communications Tower

- a. E. Muserallo called a potential vendor to revise the specs.

4. School Choice 01-02

- a. Mr. Thibodeau reminded Committee members that if the district is not going to participate in school choice a letter must be sent to the DOE stating so by June 1st.
- b. Mr. Thibodeau recommended that the district continue as a school choice district.

K. ACTION ITEMS

2. School Choice 01-02

- a. **MOTION** to allow the following openings by P. Brault, seconded by P. Janhunen:
MHS - Kindergarten - 4 openings // Grade 1 - 1 opening // WES - Grade 4 - 1 opening //
JRB - no openings // OMS - Grade 8 - 2 openings // OAK - Grade 9 - 1 opening
Y - 0 N - 9
- b. **MOTION** to continue as a school choice district by S. Boudreau, seconded by P. Janhunen. No vote was taken.
- c. **MOTION** to continue as a school choice district and postpone voting on number of available seats for 01-02 school year until June by J. Anderson, seconded by P. Janhunen Y - 9 N - 0

J. DISCUSSION ITEMS

5. Other

- a. P. Brault recommended that the Policy Subcommittee and School Committee make an effort to look at existing policies and make sure that they are in line with current school procedures.
- b. P. Brault completed the summary of the Superintendent's evaluation and distributed it to Committee members.

L. AGENDA SETTING

1. Oakmonitor Ads
2. Legislative Committees Update
3. Professional Development Schedule
4. 01-02 School Committee Meeting Update

M. EXECUTIVE SESSION - MGL 39 SECTION 23B

1. **MOTION** to go into Executive Session at 8:38 PM according to MGL Chapter 39 Section 23B to discuss disciplinary actions by P. Janhunen, seconded by S. Boudreau.

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Leger - Y; S. Boudreau- Y;
W. Cooper - Y; L. Beaton - Y; P. Janhunen - Y . YES – 9 NO - 0

N. ADJOURNMENT

1. **MOTION** to come out of Executive Session and adjourn the meeting at 9:10 PM by G. Leger, seconded by P. Brault Y - 9 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
MAY 22, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:00 PM in the Oakmont Library by Chair, L. Beaton.
2. Members present included: E. Holmes, G. Leger, L. Beaton, N. Bakanowsky, P. Janhunen, P. Brault
3. Also present: C. Thibodeau, E. Muserallo

B. APPROVAL OF MINUTES

1. May 8, 2001

- a. **MOTION** to accept the minutes of May 8, 2001 with the following changes by E. Holmes, seconded by P. Brault Y - 5 N - 0 Abstention - 1 (E. Holmes)
 - H.4.d. - Teachers will receive PDPs based on the number of hours the teacher worked on the project.

C. PUBLIC PARTICIPATION - none

D. CORRESPONDENCE

1. Registration form from Greater Boston Police Council for Internet Crime Town Meeting Training Session

E. REPORTS OF COMMITTEES

1. Oakmont Facilities Committee

- a. Rebids will be opened on 5/31/01

S. Boudreau arrived at 7:07PM

2. Westminster Building Committee

- a. Excavator is currently installing the storm drain line.

3. Budget Subcommittee

- a. **MOTION** to accept the minutes of May 8, 2001 by P. Brault, seconded by G. Leger Y - 7 N - 0
- b. The District has gotten a new program which prints an electronic signature on checks, therefore, the Business Administrator is now going to sign all warrants.

4. Technology Subcommittee

- a. TCI met 4/21/01. Next meeting in June.
- b. Technology Coordinator, D. Cousens, is putting a permanent fiber optic internet connection into WES in June. Because it is being incorporated in the building project it is eligible for state reimbursement.
- c. W. Cooper may be able to loan the district fifty laptops for one year for Westminster Elementary School.
- d. The high school's computer lab will not be impacted with renovations next year.
- e. Fourteen teachers participated in the Learning Quest and provided final products

6. Other - none

W. Cooper arrived at 7:17PM.

J. Anderson arrived at 7:18PM

F. ADMINISTRATIVE UPDATE

1. Legislative Committees Update (E. Holmes)

- a. E. Holmes reviewed the following House Bills by the MASC Legislative Subcommittee: MTA bills -2877; 1561 // MASS bills - 1570; 1689; 1951; 1735; 1881 // Miscellaneous - 1063 // MAVA bill

Ashburnham-Westminster Regional School District
MAY 22, 2001 MINUTES

- b. P. Janhunen, member of the National School Board Association (NSBA), asked the Committee to lobby against Bill #1 - education packet; school privacy ; vouchers; block grant funding.
- 2. Professional Development Schedule (C. Pretti / C. Wright)**
 - a. C. Pretti handed out a draft of the professional development workshops; schedule for 01-02 district wide professional development workshops; needs assessment at each school; and, input from principals.
- 3. Oakmonitor Ads**
 - a. C. Thibodeau noted that it costs \$350 per issue to produce the Oakmonitor.
 - b. Students are asked to sell ads, which raises approximately \$2000 per year to offset costs
 - c. Students are not penalized if they do not sell ads. Those who do choose to sell ads earn extra credit.
- 4. Oakmont Athletics (Bryan Brown) - move to 6/12/01**
- 5. Other - Response to Community Times Journal**
 - a. E. Muserallo and C. Thibodeau drafted a response to the full page ad "To Override or not to Override" which ran in the Community Times Journal.
 - b. The ad had many incorrect statements

G. DISCUSSION ITEMS

1. School Improvement Plan - Overlook Middle School

- a. Principal T. Gundlach discussed the proposed 01-02 School Improvement Plan for Overlook. Goals included: continue to improve academic opportunities for all students; to continue to provide a positive and nurturing environment for all students and staff; to ensure a safe environment for all levels of the OMS community; continue to provide professional development opportunities to faculty through OMS initiatives and a district-wide professional development plan; to establish and support a budget that will ensure quality school programs and activities; continue to promote parental and community involvement in OMS programs.

F. ADMINISTRATIVE UPDATE

5. Other - Response to Community Times Journal

- a. **MOTION** to draft a letter to the editor of the Gardner News, Telegram and Gazette, Sentinel and Community Times to include information as discussed and include School Committee names by P. Janhunen, seconded by P. Brault Y - 10 N - 0
- b. Thursday at 7PM C. Thibodeau, E. Muserallo, P. Brault and C. Kirousis will be conducting a live community cable television program where Ashburnham community members can call in and ask questions regarding the budget.

G. DISCUSSION ITEMS

2. Committee Member Issues for Five Year District Plan

- a. C. Thibodeau handed out a draft of the District Improvement Plan and asked the Committee to review it and e-mail him any questions or concerns.

H. ACTION ITEMS

1. 2001-2002 School Committee Meeting Calendar

- a. **MOTION** to accept the FY02 School Committee meeting calendar as proposed by P. Brault, seconded by E. Holmes Y - 10 N - 0

I. AGENDA ITEMS

- 1. Vote to accept OMS School Improvement Plan
- 2. JRB and OAK School Improvement Plan presentations

Ashburnham-Westminster Regional School District
MAY 22, 2001 MINUTES

3. Oakmont Athletics - Bryan Brown
4. Strategies for an override

J. EXECUTIVE SESSION - MGL 39 SECTION 23B

1. **MOTION** to go into Executive Session and return to general session for a potential vote at 9:53 PM according to MGL Chapter 39 Section 23B to discuss negotiation by P. Brault, seconded E. Holmes

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Leger - Y; E. Holmes - Y;
W. Cooper - Y; G. Lane-Y; L. Beaton - Y; S. Boudreau - Y . YES – 10 NO - 0

2. **MOTION** to go come out of Executive Session and return to general session to vote on Superintendent's contract at 10:35 PM by E. Holmes, seconded by G. Leger

D. Loescher-Y; J. Anderson-Y; N. Bakanowsky - Y; P. Brault-Y; G. Leger - Y; E. Holmes - Y;
W. Cooper - Y; G. Lane-Y; L. Beaton - Y; S. Boudreau - Y . YES – 10 NO - 0

H. ACTION ITEMS

2. Other - Superintendent's Contract

- a. S. Boudreau noted that she will be voting against the proposed contract for the Superintendent because she felt that the vote should be taken after the towns have voted on the proposed FY02 budget.
- b. **MOTION** to renew the Superintendent's contract for three years with the following changes by P. Janhunen, seconded by P. Brault Y - 7 N - 3 (D. Loescher, E. Holmes, S. Boudreau)
 - Vacation - 25 days per year
 - Insurance Coverage - \$2,000
 - up to 30 days paid sick days after termination of contract
 - incorporate travel allowance and insurance coverage into salary
 - FY02 - \$109,328 / FY03 - \$115,527 / FY04 - \$122,099 / FY05 - negotiated. not to be less than FY04
 - Superintendent's evaluation to be completed by April 1st of each year

K. ADJOURNMENT

1. **MOTION** to adjourn at 10:35 PM by P. Janhunen, seconded by P. Brault Y - 10 N - 0

Ashburnham-Westminster Regional School District

JUNE 5, 2001 MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 7:00 PM in the Oakmont Library by Chair, L. Beaton.
2. Members present included: D. Loescher, E. Holmes, G. Leger, L. Beaton, N. Bakanowsky, J. Anderson, P. Janhunen, P. Brault
3. Also present: C. Thibodeau, E. Muserallo, C. Packard, G. Lane, E. Kimball, R. Reed, W. Waight and J. Lawrence.

B. BUDGET

1. C. Thibodeau noted that the athletic fees will have to be instilled since the present override did not pass in Ashburnham. Mr. Thibodeau gave examples: ice hockey \$300-\$350 per student; football \$200-\$250. These figures do not include the Student Activity Fee of \$35.

W. Cooper arrived at 7:21 PM

2. G. Lane and C. Packard both believe that a minimum of \$1 million has to be cut in order for the override to pass in both towns.
3. J. Anderson believed that the subtotal (\$521,532) of the cut list which was handed out is not enough, however \$1 million is far too much and the repercussions of cutting \$1 million would be too drastic. The community will have to endure any outcomes (i.e. student fee based programs) which may occur from the cuts.
4. Discussion of Facilities Use Fee, revamping the Student Activity Fee, and reduction in staff.
5. \$1,245,000 would have to be cut prior to cutting any staff members.
6. Community member, Keith Glenny stated that he believes that the Committee should consider saving the academics by cutting all athletics if necessary.
7. E. Muserallo recommended a Building Use Fee not to generate money, but to cover the costs of custodian's time and other expenses (i.e. - electrical and heating).
8. P. Brault noted that the quality of education will be terrible if cuts happen and students will go to other districts to get the education and athletic programs desired.
9. Discussion on reducing the override by \$800,000
10. J. Anderson believes that there is no frivolous material on the current budget, however after speaking with townspeople and seeing the Ashburnham vote the current override figure should be reduced no more than \$800,000. Any figure beyond this amount will affect classrooms. Ms. Anderson also believes that the District should have had an override last year.
11. **MOTION** to reduce the override by \$800,000 by J. Anderson, seconded by E. Holmes
Y - 3 (J. Anderson, L. Beaton, E. Holmes) N - 6
12. Discussion on reducing the override by \$600,000
13. E. Holmes feels Ashburnham townspeople cannot afford this override and therefore will not support a \$600,000 reduction.
14. **MOTION** to reduce the override by \$600,000 by J. Anderson, seconded by G. Leger
Y - 4 N - 4 (D. Loescher, E. Holmes, P. Janhunen, P. Brault) Abstention - 1 (W. Cooper)
15. Discussion on reducing the override by \$1,000,000
16. **MOTION** to reduce the override by \$1,000,000 by D. Loescher, seconded by E. Holmes
Y - 3 (D. Loescher, E. Holmes, W. Cooper) N - 6
17. Many members feel that the communities are not educated enough regarding the budget. Passing of the budget through a District Meeting will devastate the Ashburnham's municipal services.
18. **MOTION** to reconsider reducing the override by \$800,000 by J. Anderson, seconded by E. Holmes
Y - 9 N - 0
19. **MOTION** to reduce the budget by \$800,000 by J. Anderson, seconded by E. Holmes
Y - 4 (E. Holmes, G. Leger, L. Beaton, J. Anderson) N - 5

Ashburnham-Westminster Regional School District
JUNE 5, 2001 MINUTES

20. Community member Keith Glennly asked the members to each give a dollar amount which they feel the override should be cut. P. Janhunen - does not know amount to cut; P. Brault - \$1.00; E. Holmes - \$800,000 - \$1,000,000; J. Anderson - \$800,000; N. Bakanowsky - \$521,532; W. Cooper and D. Loescher - \$1,000,000; G. Leger - \$800,000 (and use of E&D)
21. **MOTION** to reduce the override by \$900,000 by D. Loescher. No second.
22. **MOTION** to reconsider reducing the override by \$600,000 by N. Bakanowsky, seconded by P. Brault
Y - 6 N - 2 (E. Holmes, D. Loescher) Abstention - 1 (J. Anderson)
23. **MOTION** to reduce the override by \$600,000 by N. Bakanowsky, seconded by P. Brault
Y - 1 (N. Bakanowsky) N - 7 Abstention - 1 (G. Leger)
24. **MOTION** to reduce the budget by \$891,830 (half) by W. Cooper, seconded by E. Holmes
Y - 3 (E. Holmes, W. Cooper, D. Loescher) N - 6
25. **MOTION** to reduce the override by \$521,532 by P. Janhunen, seconded by G. Leger
Y - 1 (P. Janhunen) N - 8
26. **MOTION** to reduce the budget by \$783,660 by J. Anderson, seconded by G. Leger
Y - 7 N - 2 (E. Holmes, D. Loescher)
27. **MOTION** to confirm recertification of budget with 1/10 of assessment money with the same amount of present Regional Agreement until such time as budget passes by E. Holmes, seconded by L. Beaton
Y - 9 N - 0
28. With the newly presented override figure of \$1,000,000 (budget of \$21,172,210) Ashburnham's portion will equal \$551,515 and Westminster's portion will equal \$448,485.

C. ADJOURNMENT

1. **MOTION** to adjourn at 10:12 PM by W. Cooper, seconded by E. Holmes Y - 9 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
JUNE 12, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Oakmont Library at 7:00 PM.
2. Members present: D. Loescher, E. Holmes, G. Leger, L. Beaton, N. Bakanowsky, J. Anderson, P. Janhunen, P. Brault.
3. Also present: C. Thibodeau, E. Muserallo, members of the Oakmont School Improvement Council, members of the Briggs School Improvement Council.

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of May 22, 2001 with the following corrections by P. Brault, seconded by N. Bakanowsky Y – 8 N – 0
 - A.2. – D. Loescher arrived at 7:24 PM

C. PUBLIC PARTICIPATION – none

D. CORRESPONDENCE - none

E. REPORTS OF COMMITTEES

1. Oakmont Facilities Committee – Bid Update

- a. **MOTION** to disband the Oakmont Facilities Committee and establish an Oakmont Building Committee with the following people by P. Janhunen, seconded by P. Brault Y – 8 N – 0
Peter Janhunen, David Lantry, Jack Dube, Diane Loescher, Charlie Thibodeau, Ernie Muserallo, Bill Waight, Ron Bedard, Dave Boudreau, Charlie Packard, Peter Brault, Jamie Piedrafite, Jeff Lawrence
- b. Received eight general contractor bids, several that were less than the anticipated price.
- c. On June 12th the contract for construction bid was awarded to Consigli Construction Co., Inc. for the base bid amount of \$24,285,000 plus bib alternates of \$902,000 for a total contract of \$25,187,000

S. Boudreau arrived at 7:10 PM

- d. **MOTION** to approve signing a letter of intent to enter into a contract with Consigli Construction Co., Inc. by P. Janhunen, seconded by P. Brault Y – 9 N – 0

2. Westminster Building Committee

- a. A preliminary schedule has been set for phase II; phase I almost complete.
- b. The Committee got approval to tear down the Adams property.
- c. Discussion of the purchase of a portable computer lab for two mobile wireless carts and 24 laptop computers from E&D for a total of \$57,112.
- d. It was recommended by N. Bakanowsky that the purchase of the portable computer lab be postponed until further information regarding possible purchase of computers from W. Cooper is available.

Ashburnham-Westminster Regional School District
JUNE 12, 2001 MINUTES

- e. **MOTION** to use E&D reserved for WES Project for the purchase of a Hudson garage and supplies at a cost of \$6,250 by P. Janhunen, seconded by E. Holmes Y – 9 N – 0

5. Other

- a. **MOTION** to use E&D reserved for OAK Project for the purchase of a Studebaker garage and supplies at a cost of \$10,250 by E. Holmes, seconded by S. Boudreau Y – 8 N – 0 Abstention – 1 (D. Loescher)
- b. J. Anderson donated a garage that she has to be used at JRB.

3. Budget Subcommittee

- a. E. Muserallo passed out a memo requesting the use of \$450,000 from E&D to increase appropriation.
- b. Discussion followed. This request will be discussed further and voted on 6/26/01.
- c. **MOTION** to accept the minutes of May 22, 2001 by P. Brault, seconded by G. Leger Y – 9 N – 0

4. Technology Subcommittee

- a. To meet on Thursday, June 14, 2001.

F. ADMINISTRATIVE UPDATE

1. Oakmont Athletics (Bryan Brown)

- a. Athletic Director, B. Brown, handed out an update of the spring athletics and 00-01 highlights/review.
- b. Mr. Brown also handed out 01-02 cost per student sport breakdown.
- c. Option 1 - levies per student costs by each sport.
- d. Option 2 – have district fund varsity athletics (if override passes). This would have the varsity players paying only the Athletic Fee of \$35 and freshmen and JV players would have to student fund their own programs.
- e. J. Anderson recommends Option 2 and increasing varsity Athletics Fee to offset freshmen and JV costs.
- f. Discussion followed.

G. DISCUSSION ITEMS

1. School Improvement Plan – John R. Briggs Elementary School

- a. Principal, C. Pretti, presented to the Committee Brigg’s School Improvement Plan.
- b. Goals included:
 - To continue to enhance a caring and welcoming school environment that is student, parent, staff and community friendly through increased engagement of parents and community in the educational process.
 - To provide all students with successful learning experiences
 - To help students be responsible school citizens and enhance their respect and acceptance of others.

Ashburnham-Westminster Regional School District

JUNE 12, 2001 MINUTES

- To align curriculum and enhance instruction based on the Massachusetts Frameworks by refining a collaborative process of standards based education.
- To enhance the application of technology, communication and information services to the educational community.
- To develop awareness within the community for the need for improved educational space.
- c. Briggs 2001 Technology Curriculum Integration accomplishments
- d. District Improvement Plan executive summary: vision statement; mission statement; educational objectives; indications of success; priority initiatives
- e. Planning for student success: identification of success; data analysis; documentation; provision of support; communication; evaluation
- f. JRB technology curriculum

School Improvement Plan – Oakmont Regional High School

- a. Principal, W. Waight, presented to the Committee Oakmont's School Improvement Plan
- b. Goals included:
 - Increase successful learning for all students
 - Create a better learning environment
 - Maintain a school environment that encourages respect and tolerance for the diversity in our population
 - Maintain a safe and secure school environment
 - Create and maintain a school environment that meets the co-curricular needs of all students
 - To provide comprehensive professional development opportunities for all faculty and staff
 - Establish a budget that will support all school programs and activities
- c. Mission statement and learner expectations
- d. Year-End Report – Class of 2001: enrollment; placement.
- e. Student handbook changes 01-02

F. ADMINISTRATIVE UPDATE

2. Budget Update

- a. AWTA representative, Dave Uminski, read a statement to the Committee for the AWTA Executive Team.
- b. The AWTA “does not support any reduction in staff or the elimination in programs due to [the] lack of support” for the override. “The release of 14 teachers will result in increased class sizes and the elimination of key programs for our students.” Elimination of extra-curricular activities “will again unfairly shift the “playing field” for the students...” The AWTA “asks that the cuts that are made in the budget be closely scrutinized with regard to the impact on student learning and safety.”
- c. C. Thibodeau handed out the override cut list. Eight teachers and nine support staff members will be receiving “pink slips”

Ashburnham-Westminster Regional School District
JUNE 12, 2001 MINUTES

- d. Discussion of potential cuts followed.

H. ACTION ITEMS

1. Approval of OMS School Improvement Plan

- a. **MOTION** to approve the OMS School Improvement Plan contingent upon budget by P. Brault, seconded by J. Anderson Y – 9 N – 0

I. AGENDA SETTING

1. School Choice
2. Approval of JRB and OAK School Improvement Plans
3. MHS/WES School Improvement Plan presentation
4. Use of E&D
5. Execution of contract for OAK Project

K. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 10:35 PM by J. Anderson, seconded by G. Leger.
Y – 9 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
JUNE 26, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Oakmont Library at 7:03 PM.
2. Members present: E. Holmes, L. Beaton, N. Bakanowsky, J. Anderson, P. Brault.
3. Also present: C. Thibodeau, E. Muserallo.

G. Leger arrived at 7:05 PM

C. PUBLIC PARTICIPATION

1. Chris Gagnon was present to discuss his letter to the School Committee which was handed out in tonight's packet.
2. Mr. Gagnon cited several Massachusetts General Laws which he felt supported his letter (MGL: Chapter 71, Sec. 37A; Chapter 71, sec. 47; Chapter 44, Sec. 53A).
3. Since the Committee members have not had time to read Mr. Gagnon's letter this will come back at the 7/24 meeting as a discussion item.

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of June 5, 2001 with the following corrections by P. Brault, seconded by G. Leger Y – 6 N – 0
 - Make the following spelling corrections: B.1. – “instilled” to “instituted” / B.3. – “to” to “too” / B.6. – “in” to “is” / B.7. – “the” to “to” / B.10. – “is” to “are” / B.17. – “Municipality” to “municipal”
1. **MOTION** to approve the minutes of June 12, 2001 with the following changes by P. Brault, seconded by G. Leger Y – 6 N – 0
 - E.1.c. – change “bib” to “bid”
 - F.2.b. – attach the entire AWTA letter to the School Committee

D. CORRESPONDENCE

1. Letter to C. Thibodeau from Cathy and Barry Davilli complimenting Debi Fleck and Mary Walker of the Learning Tree Preschool.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Received copies of contract from Consigli Contractors.
- b. There has been displeasure with the lack of completion of the oil tank removal.
- c. Ground breaking on 7/10/01 at 11:00 AM at the school's site.

2. Westminster Building Committee

- a. Adam's property has been demolished.
- b. Removing asphalt and Verizon is putting in lines to the new addition.

Ashburnham-Westminster Regional School District
JUNE 26, 2001 MINUTES

- c. J&J will be responsible for trenching between Westminster Elementary and Meetinghouse School.
- d. The project is on track and in budget.

S. Boudreau arrived at 7:15 PM.

3. Budget Subcommittee

- a. **MOTION** to accept the minutes of June 12, 2001 by P. Brault, seconded by G. Leger
Y – 7 N – 0
- b. **MOTION** to allow the Superintendent or Business Administrator to expend funds through the summer months until the first meeting in September, 2001, by P. Brault, seconded by G. Leger
Y – 7 N – 0
- c. **MOTION** to take money from E&D out of the Oakmont Project funding to pay for Oakmont’s underground storage tank removal/replacement, completion of on-going assessment and remediation of fuel oil release beneath the boiler room and septic leaching field by P. Brault, seconded by G. Leger
Y – 7 N - 0

D. Loescher arrived at 7:34 PM

4. Technology Subcommittee

- a. The Subcommittee is in the process of recruiting more teachers and administrators to be representatives on the TCI Subcommittee
- b. Currently working on the 5-year plan and K-12 technology standards
- c. W. Cooper came through with the laptops for Westminster Elementary (\$275/unit).

F. ADMINISTRATIVE UPDATE

1. Special Town Meeting

- a. Westminster’s Special Town Meeting on the 18th and Ashburnham’s is on the 20th.
- b. Voters supported putting the \$1 million override on the ballot, which is the only item on the ballot.
- c. Both towns agreed to hold the vote on the same day (7/31/01)

G. DISCUSSION ITEMS

1. School Improvement Plan – Westminster Elementary / Meetinghouse School

- a. Principal, A. Gasbarro, presented to the Committee WES/MHS School Improvement Plan.
- b. Goals included:
 - To create a welcoming environment of courtesy, respect and acceptance for everyone.
 - To include all students in successful learning experiences
 - To provide a safe and orderly school environment.

Ashburnham-Westminster Regional School District
JUNE 26, 2001 MINUTES

- To involve parents and local community as active members of MHS and WES community
- To develop an environment that promotes learning community within the school.

S. Boudreau left at 7:48 PM

- To improve instructional practice that results in increased student performance.
 - To provide access to current technology at MHS/WES
 - To repair and maintain the infrastructure of MHS and WES to safely continue education/recreation at WES during new building/renovating of the school.
 - To provide efficient and safe transition during the renovation project.
- c. Goals accomplished and in place and date instituted.

H. ACTION ITEMS

2. Use of E&D

- a. **MOTION** to transfer the following amounts within functions to bring function totals in balance with expenditures by P. Brault, seconded by E. Holmes Y – 7 N – 0
- 5000 Fixed Charges – (\$127,000)
 - 6000 Community Service – (\$20,000)
 - 1000 Administration - \$10,000
 - 2000 Instruction - \$60,000
 - 3000 School Services - \$70,000
 - 7000 Capital Layout - \$6,000
 - 8000 Tuition and Other Costs - \$1,000
- b. **MOTION** to appropriate \$350,000 from E&D by P. Brault, seconded by D. Loescher
Y – 7 N – 0
- (2000 Instruction - \$117,863 // 4000 Operations & Maintenance - \$171,249 // 9000 Tuition and Other Costs - \$60,888)
- c. Consensus from Committee to allow E. Muserallo to use money from 4000 Operations and Maintenance Budget to provide a Hudson garage for John R. Briggs Elementary costing \$6,250.
- d. **MOTION** to allow appropriations totaling up to \$25,000 from the Westminster Elementary Project fund (E&D) for the purchase of wireless carts, upgrading computers and software from P. Brault, seconded by G. Leger Y – 5 N – 2 (D. Loescher, E. Holmes)

3. School Choice

- a. **MOTION** to accept three students into grade 9, three students into grade 10, one student into grade 11 and one student into grade 12 all as School Choice students for the 01-02 school year by J. Anderson, seconded by E. Holmes Y – 7 N – 0

Ashburnham-Westminster Regional School District
JUNE 26, 2001 MINUTES

1. Approval of OAK and JRB School Improvement Plan

- a. **MOTION** to approve Oakmont Regional High School and John R. Briggs Elementary School Improvement Plans pending approval of the override by P. Brault, seconded by E. Holmes Y – 7 N – 0

4. Execution of contract for Oakmont Regional High School Project

- a. **MOTION** to allow the Business Administrator to enter into contract with Consigli Contractors Inc. by P. Brault, seconded by G. Leger Y – 7 N – 0

G. DISCUSSION ITEMS

4. Other - School Medication Policy: how it affects summer programs and Learning Tree (off-site)

- a. Marcia Sharkey, MHS School Nurse, was present and explained to the Committee that the Department of Health has regulations that a school nurse must be in the district to answer any questions and to authorize another person (teacher/aide) to give out medications.
- b. E. Holmes was concerned that there is no nurse on-site or in-district during all hours that the Learning Tree programs are running during the summer months.
- c. P. Brault questioned what happens to those students who go on field trips or have away games and return to school after hours.
- d. Discussion followed.

I. AGENDA SETTING

1. Approval of MHS/WES School Improvement Plans
2. Chris Gagnon's letter
3. Student Handbooks

K. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 10:10 PM by J. Anderson, seconded by G. Leger.
Y – 7 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
JULY 24, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Library at 7:03 PM.
2. Members present: E. Holmes, L. Beaton, N. Bakanowsky, J. Anderson, P. Janhunen, D. Loescher, G. Leger.
3. Also present: C. Thibodeau, E. Muserallo.

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of June 26, 2001 with the following corrections by E. Holmes, seconded by N. Bakanowsky Y – 6 N – 0 Abstention – 1 (P. Janhunen)
 - H.2.a. – change functions to read “1000 Administration - \$10,000 ; 2000 Instruction - \$60,000 ; 3000 School Services - \$70,000”
 - G.4. – “...and Learning Tree / Stepping Stone (off-site)”
2. Point of order was called by P. Janhunen.
3. **MOTION** to reconsider E.3.c. in the minutes of 6/26/01 by G. Leger, seconded by J. Anderson Y – 7 N – 0
4. **MOTION** to amend E.3.c. to read “...to take \$600,000 from Oakmont’s Project interest income to pay for...” by P. Janhunen, seconded by J. Anderson Y – 6 N – 1 (D. Loescher)
5. **MOTION** to reconsider the amended motion (B.4.) by G. Leger, seconded J. Anderson Y – 7 N – 0

D. CORRESPONDENCE

1. Letter from Ron Reed, Charlie Packard and Mary Coswell to Senators Kennedy and Jefford re: Senate Bill 466.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Construction has begun; subcontractors coming on board; groundbreaking on 7/10/01 went well; purchased technology equipment.
- b. Meeting last week. Next meeting 8/1/01.

W. Cooper arrived 7:16 PM

2. Westminster Building Committee

- a. Phase I completed.

3. Budget Subcommittee

- a. **MOTION** to accept the minutes of June 26, 2001 by G. Leger, seconded by J. Anderson Y – 7 N – 0 Abstention – 1 (P. Janhunen)

5. Other

- a. E. Holmes reviewed the MASC Summer Academy Conference which was held 7/13-14/01.

Ashburnham-Westminster Regional School District
JULY 24, 2001 MINUTES

- b. Information included: building a budget; budget and strategic planning; roles of the budget subcommittee; importance of budgetary support from parents and non-parents; procedural aspects of the budget cycle: planning, preparation, marketing, approval, implementation, monitoring; criticism: hostile, uninformed, professional, enlightened; budgetary planning; Superintendent's budget.

G. DISCUSSION ITEMS

3. Budget Adjustment

- a. E. Muserallo brought up the adopted (1990) Line Item Budget Transfer Policy and mentioned that the auditors stated that it is not necessary to have the School Committee approve line item changes from one line item to another.

H. ACTION ITEMS

2. Budget Adjustment

- a. **MOTION** allow budget transfers to balance the year end budget contingent upon approval of written budget information from the Business Administrator by P. Janhunen, seconded by G. Leger Y – 6 N – 2 (E. Holmes, D. Loescher)

1000	\$ 4,452.86
2000	47,505.44
3000	(15,461.67)
4000	(5,693.20)
5000	21,879.48
6000	864.67
7000	266.83
8000	423.58
9000	(45,254.68)
Ending Balance \$8,983.31	

F. ADMINISTRATIVE UPDATE

1. Kindergarten Task Force

- a. Mr. Thibodeau gave a brief update on what the K Task Force has been doing. Members will be present at the next meeting in August to make a presentation of their data.

2. Selection of Girls Varsity Soccer Coach

- a. Mr. Thibodeau informed the Committee of the new Girls Varsity Coach, Arelindo Alves
- b. Boys JV Soccer and Girls JV Soccer coaching positions are currently vacant.

3. Other

- a. Mr. Thibodeau gave a brief summary of the MASS conference he recently attend on the Cape.

G. DISCUSSION ITEMS

1. Letter from Christopher Gagnon

- a. Chris Gagnon was present to review his letter to the Committee.

Ashburnham-Westminster Regional School District
JULY 24, 2001 MINUTES

- b. Mr. Gagnon noted that there is plenty of contingency money that can be put back into the budget so that it may generate income.
- c. Mr. Muserallo stated that Regional Schools are allowed only 5% of budgetary money in their E&D accounts.
- d. Mr. Gagnon recommended charging a percentage of the cost to participate in an activity depending on the income of the parent(s).
- e. Mr. Gagnon also suggested creating a Student Activity Agency Account which would require the district to return the interest earned from the building projects to the towns and the towns voting to grant the monies back to the schools to be put into an interest earning account.
- f. Mr. Thibodeau stated that interest earned from the building projects cannot be given back to the towns until the projects are completed several years from now.
- g. Discussion followed.

2. Student Handbooks

- a. Copies of the school's drafted handbooks were handed out at tonight's meeting. Suggestions/comments will be forwarded to Mr. Thibodeau prior to 7/31/01 so that he may discuss them with principals and so that they may finalize the handbooks and get them to print.

H. ACTION ITEMS

4. Transfer of WES Interest

- a. **MOTION** to transfer \$80,380 from the Westminster Elementary Building Project interest earned account to the Building Project's contingency account as recommended by the Building Committee by G. Leger, seconded by P. Janhunen
Y – 7 N – 0 Abstention – 1 (E. Holmes)

G. DISCUSSION ITEMS

5. WES Yard Sale

- a. Mr. Muserallo noted that whatever materials can be salvaged for use at Westminster Elementary will be. Any materials that are believed to be unusable will be sold at a yard sale in the near future.

C. PUBLIC PARTICIPATION

- 1. Westminster Advisory member, Ed Simon, asked the Committee:
 - If there would be additional cost to speed up the construction at Oakmont? No
 - If there is an inventoried list of computers and software within the district? Yes
 - Status of the garages.

H. ACTION ITEMS

1. Approval of WES/MHS School Improvement Plan

- a. **MOTION** to approve WES/MHS School Improvement Plans pending approval of the override by G. Leger, seconded by N. Bakanowsky
Y – 7 N – 0 Abstention – 1 (E. Holmes)

Ashburnham-Westminster Regional School District
JULY 24, 2001 MINUTES

I. AGENDA SETTING

1. Kindergarten Task Force
2. Medication Policy
3. Line Item Transfers

K. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 9:23 PM by E. Holmes, seconded by G. Leger.
Y – 8 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
AUGUST 7, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Library at 7:00 PM.
2. Members present: D. Loescher, E. Holmes, L. Beaton, N. Bakanowsky, J. Anderson, W. Cooper, P. Brault.
3. Also present: C. Thibodeau, E. Muserallo, parents/students of the Ashburnham-Westminster community.

B. PUBLIC PARTICIPATION

1. Oakmont Booster Club President, Steve Slocum, read a letter to the School Committee on behalf of the Booster Club.
2. The Booster Club believes that “the School Dept. must fund some portion of the Athletic Budget. The Booster Club stands ready in this crisis to do all [it] can to help make athletic opportunities available to Oakmont students.”
3. The Booster Club proposed: 1. Use E&D funds of \$130,000 to fund portions of coaches salaries 2. have gate receipts be defrayed to athletics 3. any increase in state aid be allocated to defray fees. Any shortage would be covered by fundraising and reasonable fees.

G. Leger arrived 7:05 PM

4. Raymond Bourgeois, Westminster resident, read a statement to the Committee. Mr. Bourgeois “urged [the Committee] to reject the recommendations of the Superintendent.” Mr. Bourgeois also believes that many students do not have learning disabilities, but behavioral problems and that money saved by putting these students into regular ed. classrooms would save money needed for extra-curricular activities.
5. David LaRoche, Oakmont teacher, recommended giving gate receipts back to student athletics.
6. Dave Uminski, teacher and AWTA representative, was concerned about athletics also, but reiterated the concern of the AWTA and loss of teachers due to the override failure.
7. AJ Bourgeault, Oakmont student, recommended getting businesses to sponsor the athletic program.
8. Mr. Thibodeau noted re: Mr. Uminski’s concerns, that several teachers who were pink slipped already have other jobs. He also noted re: athletics, that the district had to reduce athletics to maintain educational standards and that it would cost \$250,000 to fund the Oakmont and Overlook athletic program.
9. Dave LaRoche recommends charging every student a fee to cover stipends (i.e. – Spanish club) and to help reduce athletic fees.
10. Mr. Thibodeau noted that there are not enough parents, especially at the elementary level, who voted or who are not even registered voters.
11. C. Thibodeau further stated that if the district were to call a Regional Joint Meeting it would literally shut down the Ashburnham Municipal.
12. It was the voters who have dictated 2 ½ plus growth, which does not keep pace with issues the district face.
13. P. Brault reiterated that towns are not allowed to raise taxes to cover “growth” if the district took this issue to a Regional Joint Meeting.

Ashburnham-Westminster Regional School District
AUGUST 7, 2001 MINUTES

14. Principal T. Gundlach reminded parents that of the 1 million which was cut, athletics is only ¼ of the override failure.
15. Ray Fredette, Westminster parent, addressed the Committee about special education costs and possible alternatives to fund special ed. needs.
16. R. Bourgeois strongly objected to recertifying the budget with no athletic budget included.
17. Mr. Bourgeois further asked why the district has positions (i.e., Dean of Students and Registrar), positions which are not needed and were newly created positions.
18. Principal W. Waight explained to Mr. Bourgeois that these positions are not new, but simply positions with new titles.
19. P. Brault explained that the teacher's current salaries are back to competitive salaries with surrounding towns.
20. Christina Sargent, Ashburnham parent, stated that as a member of the Oakmont School Improvement Council she knows that every year the budget is never fully funded and that the community has to come together to make things work.
21. Lori Wallace, Ashburnham parent, stated that she would not pay gate fees after paying the proposed athletic fees.
22. Lorraine Emerson asked Mr. Muserallo to explain to the present public participants the importance of E&D. Mr. Muserallo explained that the money in E&D help with our bond ratings, in return saving money for the district.
23. Diane Fichtel, Ashburnham parent, recommends tapping into alternative funding through donations (example – Paul Newman donates a percentage of proceeds to education).

C. ACTION ITEMS

1. **MOTION** to recertify the 01-02 budget to \$20,172,210 by P. Brault, seconded by E. Holmes Y – 8 N – 0
2. **MOTION** to allocate extra curricular and athletic gate receipts to be given back to those programs and dispersed by the discretion of administration by D. Loescher, seconded by J. Anderson Y – 7 N – 1 (P. Brault)
3. **MOTION** to rescind dollar figure currently on the present Activity Fee Policy by P. Brault, seconded by E. Holmes Y – 7 N – 1 (D. Loescher)
4. **MOTION** to suspend line item 21 in the School Facilities Policy so that fees may be charged by P. Brault, seconded by E. Holmes Y – 7 N – 1 (D. Loescher)
5. **MOTION** to renew our Banking Services Agreement with an estimated compensation balance amount of \$366,583 based on an estimated cost for bank services of \$13,197 and a 4% interest rate by G. Leger, seconded by P. Brault Y – 8 N – 0
6. **MOTION** to hire back one 3rd grade teacher at John R. Briggs Elementary within the certified budget amount by N. Bakanowsky, seconded by E. Holmes Y – 6 N – 2 (L. Beaton, D. Loescher)

D. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 9:43 PM by P Brault, seconded by W. Cooper Y – 8 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
AUGUST 21, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Superintendent's Conference Room at 7:20 PM.
2. Members present: G. Leger, L. Beaton, N. Bakanowsky, P. Janhunen, D. Loescher, W. Cooper.
3. Also present: C. Thibodeau, E. Muserallo and K. Caron.

B. ACTION ITEMS

1. E. Muserallo presented to the Committee a memo for the record (attached).
2. **MOTION** to approve the borrowing of \$19 million from low bidder Quick and Reilly at a rate of 2.5845% (net interest charged – NIC) to fund the first year of the Oakmont project by G. Leger, seconded by N. Bakanowsky Y – 6 N – 0
3. **MOTION** to appoint G. Leger Secretary pro tem. to sign the approved bond documents by L. Beaton, seconded by N. Bakanowsky Y – 5 N – 0 Abstention – 1(G. Leger)
4. Treasurer K. Caron spoke about advantages of moving some money from our Massachusetts Municipal Deposit Trust to a municipal money market account. MMDT is at 3.7%, the new Fleet amount will pay 4.1%

C. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 7:40 PM by N. Bakanowsky, seconded by W. Cooper Y – 6 N - 0

Submitted,
Charles F. Thibodeau, Jr.
Superintendent of Schools

Ashburnham-Westminster Regional School District
SEPTEMBER 11, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Library at 7:15 PM.
2. Members present: D. Loescher, G. Leger, L. Beaton, N. Bakanowsky, J. Anderson, P. Janhunen, P. Brault
3. Also present: C. Thibodeau, E. Muserallo, members of the Westminster and Ashburnham Selectmen, Westminster Town Moderator, John Bowen and Monty Tech Supt., David LaPierre.
4. There was a moment of silence for the tragic attack in New York and at the Pentagon.

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of August 28, 2001 with the following corrections by G. Leger, seconded by J. Anderson Y – 7 N – 0
 - F.1.a. bullet 9 – “...budget current salaries...”

D. CORRESPONDENCE

1. Letter from St. Edward’s church asking if they could be insured on our insurance policy due to the children walking through the parking lot. Mr. Thibodeau informed the Committee that this issue has been resolved.
2. Letter to L. Beaton from Ashburnham community member John Driscoll, re: the Ashburnham vacancy. Mr. Beaton received the letter past the deadline (Aug. 30) and has already informed Mr. Driscoll.
3. Letter from two Ashburnham community members re: a \$200 donation made to the district for JRB to use as classroom materials.
4. Mr. Thibodeau will be addressing Mr. Kane who sent a letter to the Committee at the last meeting.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Has not met since last School Committee meeting.
- b. Successful fire drills; rear parking lot encountered problems for the completion parking.
- c. Consigli Construction was commended for work done in order for the school to open up on time

2. Westminster Building Committee

- a. Open house on 8/30 went extremely well.

3. Budget Subcommittee

- a. **MOTION** to accept minutes of 8/28/01 by P. Brault, seconded by G. Leger Y-7 N-0

4. Technology Subcommittee

- a. Next meeting 9/17/01.
- b. Surveys being collected which were handed out to teachers the first day re: skills/needs assessment.

Ashburnham-Westminster Regional School District
SEPTEMBER 11, 2001 MINUTES

5. Other

- a. Transportation Subcommittee meeting Tuesday, September 18, 2001, at 6:00 PM in the Superintendent of Schools Office. J. Anderson will temporarily be assigned to this subcommittee.

F. ADMINISTRATIVE UPDATE

1. Opening of School

- a. All principals were pleased with the opening of school. No problems were reported.

2. Athletic Program Update

- a. Bryan Brown informed the Committee that due to low participation Cross Country is now coed.
- b. 95% of participating students have made their first payment; things are looking good overall.
- c. Booster Club fundraising is in process.
- d. Good attendance at first football game.

W. Cooper arrived at 7:32 PM

3. Foundation Reserve (Pot Hole)

- a. Mr. Thibodeau informed the Committee that the state will not fund the athletic program through pot hole money.
- b. Senator Antonioni supports the district in its efforts to obtain pot hole money to help fund special education associated costs.
- c. Rep. Knuuttila wrote a letter to the residents of Ashburnham and Westminster re: the override failure and current athletic fees.

G. DISCUSSION ITEMS

1. New Athletics Savings Account and Technology Savings Account

- a. P. Brault would like to be able to obtain a list of what collected fees and donations were specifically spent on.
- b. Lois LeBlanc, Booster Club Rep., asked if money remained would it be distributed to players even after a sport has finished its season.
- c. Ms. LeBlanc also asked that Booster Club representation for decision making of donations.
- d. Mr. Muserallo informed Ms. LeBlanc that yes, money would be distributed to players after a season if money remained and that any donations made with specifications (i.e. football) would go solely to that sport.

H. ACTION ITEMS

1. New Athletics Savings Account and Technology Savings Account

- a. **MOTION** to establish an athletics savings account by G. Leger, seconded by J. Anderson Y – 8 N – 0

Ashburnham-Westminster Regional School District

SEPTEMBER 11, 2001 MINUTES

8:00 PM Vote on Ashburnham Vacancy / Monty Tech Vacancy

1. Two candidates applied for the Ashburnham vacancy: Keith Glenny and Chris Gagnon.
2. Mr. Glenny informed the Committee of the reasons he would like to be on the Committee.
 - Has lived in Ashburnham since 1989
 - Has two children in the system
 - As a taxpayer he has an interest on how the budget is established
 - Is disturbed with the us vs. them mentality
 - Would listen to the taxpayers concerns
 - Has no alliances on the Committee – would be neutral coming on board
 - Would work hard to gain the credibility back – no blame, just fix the problem
 - Has the time to commit
 - Mandate that the School Committee has got to get the budget under control. Feels another \$1 million override next year will lose any credibility left with the Committee and community members.
3. Mr. Gagnon also informed the Committee of the reasons he would like to be on the Committee.
 - Agrees with feelings Mr. Glenny has
 - Has formulated ideas and looked up information from websites and other sources
 - Likes to work with people
 - Would let the public be more informed
 - Has ideas re: special education costs and how to lower it
 - Would like to initiate more grant writing
 - Is for opening up more general information to public
 - Has been involved on the negative side and would like to be more on the positive side
4. The following vote was taken with a raise in hands:
Chris Gagnon – D. Loescher / P. Brault / P. Janhunen / L. Emerson /
J. Fairbanks / C. Packard / R. Reed / M. Coswell
Keith Glenny – G. Leger / L. Beaton / N. Bakanowsky / J. Anderson / W. Cooper
Mr. Gagnon won the vote 8 to 5.
5. Two candidates applied for the Monty Tech vacancy: Salvatore Albert and Jeffrey Schutt.
6. Mr. Schutt gave a brief statement of who he is and why he would like to be on the Committee. Mr. Albert was unable to attend, however P. Janhunen spoke on his behalf.
7. The following vote was taken with a raise in hands:
Salvatore Albert – 0
Jeffrey Schutt – L. Emerson / J. Fairbanks / J. Bowen / D. Loescher / G. Leger /
L. Beaton / J. Anderson / P. Janhunen
Mr. Schutt won the vote 8 to 0.
8. Mr. Gagnon was sworn in by the Secretary, J. Anderson.

Ashburnham-Westminster Regional School District
SEPTEMBER 11, 2001 MINUTES

G. DISCUSSION ITEMS

1. New Athletics Savings Account and Technology Savings Account

- e. Money raised for the Technology Savings account will be through donations.
- f. Discussion followed.

H. ACTION ITEMS

1. New Athletics Savings Account and Technology Savings Account

- b. **MOTION** to establish a technology savings account by G. Leger, seconded by P. Janhunen
- c. **MOTION** to table H.1.b. motion until 9/25/01 by N. Bakanowsky, seconded by P. Janhunen Y – 8 N – 0
- d. Consensus to accept donations for technology. Money collected will be deposited into the general fund account. If a technology savings account is later established than the money will be transferred to the new account.

F. ADMINISTRATIVE UPDATE

4. Other

- a. C. Thibodeau gave an overview of the student population of each school for the first day of school.
- b. Mr. Thibodeau also passed out a memo of the positions which were eliminated and not refilled.

I. AGENDA SETTING

- 1. New Technology Savings Account
- 2. Academic Coordinators update
- 3. Medication Policy
- 4. Regional Agreement – funding formula (for first meeting in October)

K. ADJOURNMENT

- 1. **MOTION** to adjourn the meeting at 9:10 PM by L. Beaton, seconded by N. Bakanowsky
Y – 9 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
SEPTEMBER 25, 2001 MINUTES

A. CALL TO ORDER

1. Vice Chairman N. Bakanowsky called the meeting to order in the Overlook Library at 7:00 PM.
2. Members present: D. Loescher, C. Gagnon, E. Holmes, N. Bakanowsky, J. Anderson, W. Cooper, P. Janhunen, P. Brault
3. Also present: C. Thibodeau, E. Muserallo
4. There was a moment of silence for Ricky Bedford, a fifth grader at JRB who recently died of Leukemia.

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of September 11, 2001 with the following corrections by J. Anderson, seconded by P. Janhunen Y – 7 N – 0 Abstention – 1 (E. Holmes)
 - D.3. – “...materials in specific classrooms.”
 - G.1.a. – change “fees” to “monies”
 - Pg 3. #6. – “...P. Janhunen stated that he was a qualified candidate.”
 - H.1.d. – “...collected from the golf tournament on 9/15/01 will be...”

C. PUBLIC PARTICIPATION - NONE

D. CORRESPONDENCE

1. Letter from Ashburnham community member, Barbara DiVito, to C. Thibodeau re: chorus/band elementary fee.
2. Letter from teachers, Kris Lucander and Joe Stoddard, to the parents of third through fifth graders re: band/chorus fees.
3. Letter to C. Thibodeau from Ashburnham community member, Dana Krul re: financial situation.

F. ADMINISTRATIVE UPDATE

1. Academic Coordinators Update

- a. Math K-12 Coordinator, David Kalagher, and English K-12 Coordinator, Diane Erickson, were present to update the Committee on the math and English MCAS preliminary results and current curriculum status within the district.
- b. Information included: an outline of to-date-curriculum; Stanford 9 testing elimination from present school year due to budgetary constraints; preliminary MCAS results for class of 2003.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Things progressing well; access has been temporarily closed off to get from school to athletic fields - rerouting through construction.
- b. Next meeting on Thursday.
- c. P. Janhunen recommends the subcommittee get a better handle on the construction situation.
- d. Discussion on the septic tank removal.

Ashburnham-Westminster Regional School District
SEPTEMBER 25, 2001 MINUTES

G. Leger arrived at 8:05 PM

2. Westminster Building Committee

- a. Met on 09/19/01.
- b. Phase II started. Steel to be assembled in early November; masonry work to be started in December.
- c. There were a few leaks in the roof that are being attended to.
- d. Open House for Phase I on October 3, 2001 from 5:30 PM – 7:30 PM

3. Budget Subcommittee

- a. E. Muserallo has started the budgetary process with the administrators
- b. **MOTION** to accept minutes of 8/28/01 by P. Brault, seconded by D. Loescher
Y-7 N-0 Abstention – 2 (E. Holmes, C. Gagnon)
- c. **MOTION** to accept minutes of 9/11/01 by G. Leger, seconded by D. Loescher
Y-7 N-0 Abstention – 2 (E. Holmes, C. Gagnon)

4. Technology Subcommittee

- a. TCI Met 09/17/01
- b. W. Cooper's company may be donating more computers.
- c. TCI collected the needs assessment/skills survey and is currently compiling the results.
- d. N. Bakanowsky requested that the TCI Committee become the District's Technology Subcommittee.
- e. Discussion regarding this request followed.
- f. It was stated that the Technology Subcommittee is a subcommittee of the School Committee and only School Committee members may serve on these subcommittees. TCI may be an advisory committee to the Technology Subcommittee.

5. Other

- a. Transportation Subcommittee met 9/18/01 to discuss issues brought forth by the public.
- b. **MOTION** to accept the minutes of 9/18/01 by P. Brault, seconded by P. Janhunen
Y – 8 N – 0 Abstention – 1 (E. Holmes)

G. DISCUSSION ITEMS

1. New Technology Savings Account

- a. E. Muserallo passed out "Declaration of Fund Operations" for the proposed Technology Fund Account which listed how monies received on behalf of the AWRSD Technology Fund will be managed.
- b. The 9/15/01 golf tournament raised \$3260.00 towards the Technology Fund.
- c. E. Muserallo informed the Committee that the paperwork needed to establish a formal trust for this fund is not worth the time for this amount of money. In later years, if the

Ashburnham-Westminster Regional School District
SEPTEMBER 25, 2001 MINUTES

amount in the fund grows to large amounts, then there could be reason to look into a trust.

H. ACTION ITEMS

1. New Technology Savings Account

- a. **MOTION** to establish a technology fund savings account and follow the declaration of fund operations as presented by Mr. Muserallo by P. Brault, seconded by P. Janhunen Y – 8 N – 0 Abstention – 1 (E. Holmes)

G. DISCUSSION ITEMS

2. Protocols for Refunds from Athletic Savings Account

- a. E. Muserallo handed out a proposed protocol for sports expenses which was drafted by himself and Bryan Brown.
- b. P. Brault feels that there should be a specific formula/number to qualify for donations which are accepted for the “Needy Students/Families”, as does Lois LeBlanc, Booster Club representative.
- c. Discussion on what constitutes “...multiple children and/or multiple sports [who] do not qualify for low income status.”

H. ACTION ITEMS

1. Protocols for Refunds from Athletic Savings Account

- a. **MOTION** to have all monies collected or donated go into the Athletic Savings Account until the School Committee formalizes a policy on how to distribute donated money by P. Janhunen, seconded by P. Brault Y – 9 N – 0

G. DISCUSSION ITEMS

3. Medication Policy

- a. Marcia Sharkey and Rose Lawrence were present and stated that a school nurse is to be on duty within the district when medications are given to students.
- b. P. Brault asked if Extended Day is required to follow the District Medication Policy. If so, than a school nurse has to be on duty during those hours that Extended Day are open.
- c. The Office for Children stated that Extended Day is not obligated to follow the Medication Policy.
- d. It was pointed out that the Extended Day handbook reflects the district’s Medication Policy.
- e. E. Holmes noted that there should be a nurse on duty when Stepping Stone and Preschool children are in session, specifically summer months.
- f. C. Thibodeau will be getting a legal opinion regarding Extended Day and if they need to follow the district’s Medication Policy and will be reporting back to the Committee at the next School Committee meeting.

Ashburnham-Westminster Regional School District
SEPTEMBER 25, 2001 MINUTES

4. Regional Agreement

- a. P. Brault and C. Gagnon met with the Ashburnham Selectmen to discuss specifically the money-side of the Regional Agreement.
- b. Scheduled on the 10/08 agenda to be discussed further.

I. AGENDA SETTING

1. Science/Social Studies Coordinator Update
2. MASC Conference resolutions
3. Regional Agreement
4. Legal opinion – Extended Day
5. 1st Reading of Sports Policy
6. Student Activity Account

K. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 10:10 PM by E. Holmes, seconded by J. Anderson
Y – 9 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
OCTOBER 9, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Library at 7:00 PM.
2. Members present: D. Loescher, C. Gagnon, E. Holmes, G. Leger, L. Beaton, N. Bakanowsky, J. Anderson, W. Cooper, P. Janhunen, P. Brault
3. Also present: C. Thibodeau

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of September 25, 2001 J. Anderson, seconded by N. Bakanowsky Y – 9 N – 0 Abstention – 1(L. Beaton)

C. PUBLIC PARTICIPATION

1. Parent James Pomeroy, Ashburnham resident, requested that the School Committee reconsider a decision re: a middle/high school bus stop/turn around and move it approximately 1/8 mile for turnaround so that bud does not get stuck as it has in the past (winter months).
2. The Transportation Subcommittee will meet to review this concern.

D. CORRESPONDENCE

1. Letter from Ashburnham Town Administrator, Katie Nunez, re: Municipal Representative in Regional School District Collective Bargaining.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Received progress reports from the architects; foundation and footings are in some areas; septic tank has been removed; roof issues.
- b. Discussion followed re: roof issues and possible legal issues which may arise from it.
- c. New proposal for students to get from parking lot to school.

2. Westminster Building Committee

- a. Open house on 10/3 was not well attended; play ground should be finished by Friday (10/12/01); survey given to parents re: student lunches and gym classes at MHS.

3. Budget Subcommittee

- a. **MOTION** to accept minutes of 9/25/01 and add E. Holmes to the list of School Committee members also present by G. Leger, seconded by J. Anderson
Y-7 N-0 Abstention – 2 (C. Gagnon, L. Beaton)

4. Technology Subcommittee

- a. TCI Meeting 10/1501

Ashburnham-Westminster Regional School District
OCTOBER 9, 2001 MINUTES

F. ADMINISTRATIVE UPDATE

1. Academic Coordinators

- a. K-12 Science Curriculum Coordinator, Jeff Lawrence, and K-12 Social Studies Curriculum Coordinator, Kevin Hart, were present to discuss the science and social studies curriculums within the district.
- b. Information included: issues at each grade level and problems covering necessary areas due to budgetary constraints; money issues to train teachers and supply with necessary materials; current work on frameworks; future MCAS options.

2. Legal Opinion – Extended Day

- a. C. Thibodeau informed the Committee of the attorney’s view of Extended Day. The attorney was not sure if there has been any cases pertaining to Extended Day.
- b. Mr. Thibodeau posed the question (Extended Day and medication policy) to approximately 30 area superintendents. Out of those only two had given answers.

G. DISCUSSION ITEMS

1. MASC Conference Resolutions

- a. E. Holmes reviewed the MASC Resolutions and would like to get the School Committee’s opinion/consensus on how they would want their votes represented at the next meeting on 10/23/01.

2. Regional Agreement

- a. C. Gagnon has been reviewing the current Regional Agreement and has been doing some number crunching. P. Brault has also been reviewing the Agreement

H. ACTION ITEMS

2. Sports Expense Protocol Policy – 1st Reading

- a. **MOTION** to accept the Donation Policy as presented for the first reading by G. Leger, seconded by E. Holmes

G. DISCUSSION ITEMS

3. Sports Expense Protocol Policy – 1st Reading

- a. J. Anderson recommends striking #2 from the policy. D. Loescher also agrees this should be stricken from the policy.
- b. P. Janhunen recommends revising #3 to read “...year OR after final cost of ANY athletic...to refund ~~annual~~ excess...”
- c. C. Gagnon agrees for keeping #2 so that future people do not have to look at past School Committee minutes to see that this has been voted on and passed at a preceding meeting.
- d. C. Thibodeau recommends keeping #2 so that it is “policy” and add to it “It has been voted by the School Committee that “financial hardship” refers to those eligible for free and reduced.”

Ashburnham-Westminster Regional School District
OCTOBER 9, 2001 MINUTES

H. ACTION ITEMS

2. Sports Expense Protocol Policy – 1st Reading

- b. **MOTION** to amend the proposed motion to read “MOTION to accept the Donation Policy with the following changes...” by G. Leger, seconded by E. Holmes
Y – 9 N – 1 (D. Loescher):
 - #2 add – “It has been voted by the School Committee that “financial hardship” refers to those eligible for free and reduced.”
 - #3 revise to read “...year OR after final cost of ANY athletic...to refund ~~annual~~ excess...”
- c. **MOTION** to accept the amended motion by G. Leger, seconded by E. Holmes
Y – 9 N – 1 (D. Loescher)
- d. **MOTION** to establish an Extra Curricular Activity Fund by P. Brault, seconded by W. Cooper Y – 8 N – 2 (E. Holmes, D. Loescher)
- e. **MOTION** to accept the proposed Extra Curricular Activity Fee Donation Policy with the following changes by P. Brault, seconded by J. Anderson
 - #2 revise to read “...year OR after final cost of ANY athletic...to refund ~~annual~~ excess...”
- f. Discussion followed.
- g. **MOVE** to table the motion to accept the proposed Extra Curricular Activity Fee Donation Policy and bring back for vote on 10/23/01 by J. Anderson , seconded by P. Brault Y – 10 N – 0

G. DISCUSSION ITEMS

5. Building Use Fees

- a. N. Bakanowsky asked why people were being charged an hourly custodial fee when the custodians are already present in the buildings.
- b. Discussion followed re: fee and non fee assessed rates also.
- c. Consensus to send this policy and its rates back to Policy Subcommittee to be discussed at the next meeting.

I. AGENDA SETTING

- 1. Legal Updates
- 2. Policy – Activity Fee Policy 2nd reading
- 3. MASC Resolutions
- 4. August 7th vote re: gate receipts
- 5. Technology Update

K. ADJOURNMENT

- 1. **MOTION** to adjourn the meeting at 10:42 PM by P. Brault, seconded by P. Janhunen
Y – 10 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
OCTOBER 23, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Cafeteria at 7:00 PM.
2. Members present: D. Loescher, C. Gagnon, E. Holmes, G. Leger, L. Beaton, N. Bakanowsky, W. Cooper, P. Janhunen, P. Brault
3. Also present: C. Thibodeau and E. Muserallo

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of October 9, 2001 N. Bakanowsky, seconded by P. Brault
Y – 8 N – 0 Abstention – 1(E. Holmes)

C. PUBLIC PARTICIPATION - none

J. Anderson arrived at 7:04 PM

D. CORRESPONDENCE

1. Letter from Senator Antonioni to C. Thibodeau re: current budget
2. Oakmont Regional High School press release re: AP Scholar Awards
3. Letter from Matt Dunn to G. Leger and C. Thibodeau re: resignation from the Westminster Elementary Building Committee
4. Letter to Westminster Board of Selectmen from C. Thibodeau re: conditions of the Upton Building.
5. D. Loescher noted that the Booster Club did an outstanding job on the yard sale held at Oakmont Regional High School on Sunday, October 13, 2001. L. Beaton commended the people who organized this event.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Gym footings being installed; lead paint being removed; science wing foundation in; electrical issues being dealt with.
- b. The district's attorney recommends that the district stay with the original roofing contract and feels we are not going to be liable for any law suit.
- c. Discussion re: the roofing contract followed.
- d. **MOTION** to direct Consigli Construction to continue to use Stanley Roofing as contracted for the Oakmont Regional High School Building Project by P. Janhunen, seconded by P. Brault.
- e. **MOTION** withdrawn by P. Janhunen. Second **MOTION** withdrawn by P. Brault.

2. Westminster Building Committee

- a. Playground completed; demolition for phase II completed; framing of exterior walls completed; roofing issues from phase I resolved.
- b. Westminster Selectmen requested that the District allow the Upton Building to tap into the elementary school's electrical and install a separate meter.
- c. The architects wrote the Selectmen a letter to identify the capacity of electricity that the Upton Building would need and noted that they would want to use the electrician contracted for the project if this was allowed.
- d. Kevin Keena, Westminster resident working with the Historical Society, stated that they would want 200 amps / three phase service to be supplied for the Upton Building
- e. P. Brault was concerned with the liability and if this would impact the school's project timeline.

Ashburnham-Westminster Regional School District
OCTOBER 23, 2001 MINUTES

3. Budget Subcommittee

- a. E. Muserallo gave an update on the FY03 budget process. Currently he has met with the principals; meeting with administrators again on Friday; Tuesday there will be a Budget Subcommittee at 7PM in the Conference Room at the Superintendent's Office; and, had frozen FY02 budget spending.
- b. **MOTION** to accept minutes of 10/09/01 by G. Leger, seconded by J. Anderson
Y-9 N-0 Abstention – 1 (C. Gagnon)

4. Technology Subcommittee

- a. TCI met on 10/15/01
- b. The Committee was able to get one classroom teacher from each school to be apart of this committee.
- c. The District is presently in its last year of the current technology plan. The Subcommittee plans on working on a new three year plan.
- d. Software (CCC) being installed at Westminster Elementary. John R. Briggs Elementary teachers have already been trained with this software.
- e. The Acceptable Use Policy which was adopted in 1997 is outdated and will have to be revised.
- f. W. Cooper stated that his company has approximately 100-250 desktop PCs that they will be donating to the district.

5. Other

- a. **MOTION** to accept minutes of the 10/16/01 Transportation Subcommittee meeting and omit G. Leger's name by P. Brault, seconded by W. Cooper Y – 10 N – 0

F. ADMINISTRATIVE UPDATE

1. Technology Update

- a. Technology Coordinator, D. Cousens, sent a memo updating the current technology, the 2001 accomplishments and the future goals of the district.

2. Legal Updates

- a. Attorney Michael Long was contacted re: the recently executed contract with the teachers. Mr. Thibodeau noted that Attorney Long stated the this contract was perfectly legal.
- b. Mr. Thibodeau further stated that the district will honor the requests from the towns and invite a Municipal Representative to Regional School District Collective Bargaining meetings in the future.
- c. Issue re: nursing services and Extended Day – nothing statutory. Does not require a nurse on duty while Extended Day is in session. Will look at ESH grant for nursing coverage during summer hours.
- d. Discussion continued as to whether Extended Day is apart of the district and requires some type of nurse/doctor coverage for medications or if it is its own entity.

3. MCAS – Class of 2003 Results in Math and English/Language Arts

- a. Statewide 10th graders went from 55% to 75% of students passing in math and 66% to 82% passing in English.
- b. Oakmont had excellent results with only 6 students failing in English (4 out of 6 students were special ed. students) and 11 failing in math (4 of which were special ed. students)
- c. MCAS tutorial is located on the DOE website.

Ashburnham-Westminster Regional School District
OCTOBER 23, 2001 MINUTES

4. Other

- a. District Visioning Event (10/12-13/01) was attended well. Notes from the meeting will be available shortly.

G. DISCUSSION ITEMS

3. Building Use Fee

- a. Policy Subcommittee met 10/16/01 and discussed the Use of Facilities Policy.
- b. While the policy itself remained untouched, the regulations had the following modifications:
 - Omit #1 - School District facilities will not be available to individuals for private gain or personal use.
 - Insert – School District facilities will be available to individuals for private gain or personal use only with the express written consent of the building principal, or his/her designee.
 - One uniform fee structure (pricing is hourly):

Fee Schedule	Weekday	Saturdays	Holidays/Sundays
classroom	\$2.00*	\$5.00	\$5.00
gym / library	\$5.00*	\$10.00	\$10.00
custodial	1.5 x hourly rate*	1.5 x hourly rate	2.0 x hourly rate
special requests	cost +10%	cost + 10%	cost + 10%

- * this is the rate that will be charged beyond normal working hours. Beyond normal working hours are as defined:
 - elementary level – anything after 9:00 pm // middle / high school – anything after 10:30 pm

G. Leger left at 9:35 PM

- c. P. Brault disagrees with the proposed fee structure established and does not feel it will cover 100% of costs to open the building.

6. Other

- a. A Physical Restraint Policy is required for each school system. This has been looked at by the Subcommittee and a proposed policy will be presented at the next meeting.

4. Extra-Curricular Activity Fee / Donation Policy – 1st Reading

- a. The proposed Extra-Curricular Activity Fee Policy has been reviewed by the Policy Subcommittee. They have made the following modifications:
 - Delete B – “The Athletic Directors, Cheerleading Advisor and Marching Band Director will be responsible for.....and Marching Band expenses.”
 - Revise C (now B) – “...as determined by the building administration will result in suspension from the extra-curricular activity.”
- b. D. Loescher disagrees with the proposed C “Students are expected to travel to and from activities in school department authorized vehicles.” She feels administration should either enforce this or modify this section in the policy.

H. ACTION ITEMS

4. Extra Curricular Activity Fee / Donation Policy – 1st Reading

- a. **MOTION** to accept the revised Extra Curricular Activity Fee Policy as presented for the first reading by J. Anderson, seconded by P. Janhunen
Y – 8 N – 0 Abstention – 1 (D. Loescher)

Ashburnham-Westminster Regional School District
OCTOBER 23, 2001 MINUTES

- b. **MOVE** to bring back to the table (tabled 10/9/01) the motion to accept the proposed Extra Curricular Activity Fee Donation Policy
- c. **MOTION** to accept the proposed Extra Curricular Activity Fee Donation Policy with revisions by J. Anderson, seconded by N. Bakanowsky Y – 9 N – 0

1. Athletic Activity Fee Donation Policy – 1st Reading

- a. **MOTION** to accept the Athletic Activity Fee Donation Policy as presented for the second reading by N. Bakanowsky, seconded by P. Janhunen
Y – 7 N – 0 Abstention – 2 (D. Loescher, E. Holmes)

G. DISCUSSION ITEMS

5. Rescinding Motion Approved on August 7 (use of gate receipts)

- a. D. Loescher understood the motion approved on August 7th re: the use of gate receipts that the gate receipts were to be given back to those sports from which they were collected and she would not have made this motion if she realized that they were going to the general athletic fund.

H. ACTION ITEMS

4. Rescinding Motion Approved on August 7 (use of gate receipts)

- a. **MOTION** to rescind the motion approved on August 7th re: use of gate receipts by D. Loescher, seconded by N. Bakanowsky Y – 0 N – 8 Abstention – 1 (D. Loescher)

G. DISCUSSION ITEMS

1. MASC Conference Resolutions

- a. E. Holmes reviewed the resolutions which are to be presented at the MASC Conference to gain consensus from the Committee so that she would be able to represent their views at the MASC/MASS Conference in Worcester.

I. AGENDA SETTING

- 1. Elementary Parent-Teacher Conferences
- 2. Extra Curricular Activity Fee Donation Policy – 2nd reading
- 3. Physical Restraint Policy – 1st reading
- 4. Field Trip Policy
- 5. Letter from Dana Krul
- 6. MASC Resolutions update

K. ADJOURNMENT

- 1. **MOTION** to adjourn the meeting at 10:45 PM by J. Anderson, seconded by P. Brault
Y – 9 N – 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
NOVEMBER 13, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Library at 7:00 PM.
2. Members present: C. Gagnon, E. Holmes, G. Leger, L. Beaton, N. Bakanowsky, J. Anderson, W. Cooper, P. Janhunen
3. Also present: C. Thibodeau and E. Muserallo

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of October 23, 2001 with the following corrections by N. Bakanowsky, seconded by J. Anderson Y – 7 N – 0 Abstention – 1 (C. Gagnon)
 - H.1. – E. Holmes voted NO
2. **MOTION** to attach D. Loescher's letter which clarifies her position on the vote taken on 8/7/01 re: gate receipts to the minutes of August 7, 2001 and October 23, 2001, by E. Holmes, seconded by P. Janhunen Y – 8 N – 0

C. PUBLIC PARTICIPATION - none

G. DISCUSSION ITEMS

5. Letter from Dana Krul

- a. The Executive Board of the School Committee will set a meeting to respond to Mr. Krul's letter of September 23, 2001.

D. CORRESPONDENCE

1. Letter from Rep. Brian Knuuttila re: current budget.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Foundation poured in science wing, front of building and lecture hall; waiting for underground work to be done before slabs or steel are put in place.

2. Westminster Building Committee

- a. Upton Building will be getting their own electricity supplied to them and will not have to tap into the elementary lines as requested; playground installed.

3. Budget Subcommittee

- a. E. Muserallo gave an update on the FY03 budget process. Request to add a School Committee meeting (1/15/01) to the public notice for budget purposes; 11/19 meeting with Westminster Advisory Board members changed to 11/20 at 6:30pm.
- b. **MOTION** to add 1/15/01 to the School Committee public notice by E. Holmes, seconded by N. Bakanowsky Y – 8 N – 0
- c. **MOTION** to accept minutes of 10/23/01, 10/30/01 and 11/6/01 by G. Leger, seconded by W. Cooper Y-7 N-0 Abstention – 1 (E. Holmes)

4. Technology Subcommittee

- a. Met prior to meeting.
- b. W. Cooper's workplace will be donating 50 desktop computers by next week and 50 the following week.
- c. TCI has decided that these computers will be designated to JRB and OMS. The administration concurs with this decision.

Ashburnham-Westminster Regional School District
NOVEMBER 13, 2001 MINUTES

- d. The curriculum software training is behind schedule; wireless lab at WES is up and running; the Internet Acceptable Use Policy is being reviewed.

5. Other

- a. E. Holmes recommended to N. Bakanowsky, Chair of the Policy Subcommittee, that there be a policy set to start School Committee meetings at 7:00 PM and end no later than 10:00 PM.
- b. Discussion followed.
- c. The Policy Subcommittee feels that there are many outdated policies so they are reviewing each and trying to update them.

G. DISCUSSION ITEMS

3. Physical Restraint Policy – 1st Reading

- a. N. Bakanowsky asked that the Physical Restraint Policy's first reading be moved to 11/27 agenda so that members may have more time to review and respond to the proposed policy.

F. ADMINISTRATIVE UPDATE

1. Elementary Parent-Teacher Conferences

- a. An outline of WES/MHS and JRB Parent-Teachers Conferences was handed out outlining the number of parents scheduled for conferences by grade, time and day.
- b. K-5 curriculum summaries were enclosed in the packets giving a description of the goals and standards-based topics and skills for each grade.

2. Proposed Reduction in School Health Services Grant

- a. Mr. Thibodeau informed the Committee that there may be a possible 57% reduction in the School Health Services Grant which would bring it from \$85,000 to \$36,550. He, along with others, has written to the legislators and is hopeful that the grant will stay intact for the current year.

3. Presentation of Draft FY03 Budget Proposal

- a. E. Muserallo gave an overview of the drafted FY03 budget.
- b. \$550,000-\$600,000 of E&D will be used to cover FY02 budget therefore FY03 will have no E&D for usage; currently looking at a \$2.14 million override for FY03.
- c. Iona Dupill asked about the OMS reading teacher that was cut from this years budget and the plans for next year and this position and for those students with IEP contracts with reading specifications that are not being met. How is the District going to abide by these contracts?
- d. Heidi Hertel-Therrien asked about possible pot hole money of \$40,000 and where this money will be used. Mr. Thibodeau informed her that if the district were to receive the money it would be used to defray sped costs – which would free up money for other uses. Pot hole money cannot be used to defray the costs of athletic fees.
- e. It was asked if there was a potential of freezing salaries. Mr. Thibodeau had recently sent a letter to the Chairperson of PR&R and the AWTA President re: reopening negotiations. PR&R had not responded as of today.
- f. Christina Sargent believes that there should be some money set aside for athletics to help take 100% of the burden off of parents.
- g. W. Cooper believes that there is a lack of confidence between citizens and the School Committee/administration and that many citizens feel there is money in the budget that the administration is not informing them of.

Ashburnham-Westminster Regional School District
NOVEMBER 13, 2001 MINUTES

- h. It was suggested that administration work with a FY03 budget that only has been increased by 2 ½ percent and then add in things for an override rather than starting with an override and cutting things from that proposed budget figure.

E. Holmes stepped out at 9:13 pm

H. ACTION ITEMS

1. Extra Curricular Activity Fee Donation Policy – 2nd Reading

- a. **MOTION** to accept the Extra Curricular Activity Fee Donation Policy for a second reading by N. Bakanowsky, seconded G. Leger Y – 7 N – 0

2. Extra Curricular Activity Fee Policy – 2nd Reading

- a. **MOTION** to accept the Extra Curricular Activity Fee Policy for a second reading by N. Bakanowsky, seconded G. Leger Y – 7 N – 0

E. Holmes returned at 9:15 pm

G. DISCUSSION ITEMS

4. Field Trip Policy

- a. It has been asked if/where students should be allowed to travel since the 9/11 incident.
- b. The Policy Subcommittee asked for feedback from the Committee and will bring back at the next meeting.

I. AGENDA SETTING

- 1. Physical Restraint Policy – 1st reading
- 2. Field Trip Policy
- 3. Letter from Dana Krul
- 4. MASC Resolutions update
- 5. District doctors – what is in their contract?

K. ADJOURNMENT

- 1. **MOTION** to adjourn the meeting at 9:34 PM by E. Holmes, seconded by W. Cooper
Y – 8 N – 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District
NOVEMBER 27, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Library at 7:00 PM.
2. Members present: D. Loescher, C. Gagnon, E. Holmes, G. Leger, L. Beaton, W. Cooper, P. Janhunen, P. Brault
3. Also present: C. Thibodeau and E. Muserallo

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of November 13, 2001 with the following corrections by G. Leger, seconded by P. Janhunen Y – 6 N – 0 Abstention – 2 (P. Brault, D. Loescher)
 - E. Holmes had stepped away from the table at 9:13 PM

C. PUBLIC PARTICIPATION

1. Bryan Brown handed out informational sheets to the Committee re: indoor track. Information included:
 - Total cost \$11,505
 - Estimated 20 participants – currently 13
 - Options for indoor track
 - no indoor track
 - increase fees
 - attempt to apply for a coop team with another school in the Midland-Wachusett League – looking at Fitchburg High School or Narragansett
 - advantages / disadvantages
 - students can complete as an unattached individual
2. B. Brown recommends attempting to apply for a coop.
3. Discussion followed
4. **MOTION** to authorize Bryan Brown to investigate a coop with either Fitchburg High School or Narragansett and come back to the Committee with more information by P. Janhunen, seconded by E. Holmes Y – 7 N – 1 (D. Loescher)
5. David Wolfe, member of the Student Advisory Council, invited Committee members to the 3rd annual Remembrance Tree (hosted by the Student Council) on the Ashburnham Town Hall lawn.

D. CORRESPONDENCE

1. Letter from David Driscoll, Commissioner of Mass DOE, re: discussion draft of the history and social science curriculum frameworks.
2. Letter from Ann Berube, Co-Chair of the AWRSD-Parent Advisory Council, re: funding for educational materials, speakers, workshops and other services that may be helpful to parents with special needs children.
3. Ms. Berube was present and asked the Committee for general advice and direction. This is a state mandate and Ms. Berube does not want it to fall through the cracks.
4. Charles Packard wrote a letter to L. Beaton re: the Booster Club's flyer that was attached to JRB newsletter. Mr. Packard questioned last time MHS asked to vote YES in their newsletter was in violation – is this also in violation?
5. Booster Club's flyer was simply an informative sheet that some Committee members feel should not have been attached to newsletters, but handed out or mailed. Attaching to newsletters looks as if the information came from the school and not from the group.
6. L. Beaton suggested a protocol be set. C. Thibodeau volunteered to write the protocol.

Ashburnham-Westminster Regional School District
NOVEMBER 27, 2001 MINUTES

G. DISCUSSION ITEMS

3. Letter from Dana Krul

- a. A letter from Mr. Thibodeau and one on behalf of the School Committee to Mr. Krul was handed out. This letter should be reviewed and brought back to the next meeting prior to sending out.

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Steel up in science wing; next step flooring then to enclose and start interior.
- b. Tight, but on schedule.
- c. Graduation to be held at MWCC

2. Westminster Building Committee

- a. Gym masonry work being done. Everything on schedule.

3. Budget Subcommittee

- a. Mon. 12/3/01 6:30 PM OMS Library – members from both towns
- b. 12/11/01 finalize any changes
- c. E. Muserallo presented FY02 and areas running in a deficit. He will present an overview of FY02 budget on 12/11/01.
- d. **MOTION** to accept minutes of 11/13/01 by G. Leger, seconded by L. Beaton
Y-7 N-0 Abstention – 1 (D. Loescher)

4. Technology Subcommittee - none

5. Other

- a. The Policy Subcommittee reviewed the Restraint Policy and Proposed Medical Leave Act. Field Trip Policy to be left as is.

F. ADMINISTRATIVE UPDATE

1. District Doctors

- a. The job description of the district doctors was reviewed. After review it was felt that, for the money, they do more than what is required of them. (On call, meet with nurses, consult, medical exams, professional development for nurses)

2. Budget Feedback from Advisory Boards

- a. Mr. Muserallo and Mr. Thibodeau met with the Westminster Advisory Board last Tuesday. No Westminster Selectmen attended
- b. Discussion on a needs-based budget (\$2.1 million override) and a zero-based budget
- c. Felt they would support \$500,000-\$800,000 override
- d. Met with Ashburnham members last night. They are concerned with an override of any amount.
- e. A zero-based budget will have a dramatic difference in education.
- f. Felt it was vital to know what the Boards will support prior to 7/31 like this past year.

3. Parent-Teacher Conferences

- a. Mr. Thibodeau was unsure what exactly E. Holmes was looking for out of a survey she requested.
- b. Clarification was given and to be brought back to next meeting.

Ashburnham-Westminster Regional School District
NOVEMBER 27, 2001 MINUTES

G. DISCUSSION ITEMS

1. Physical Restraint Policy – 1st reading

- a. The following changed are to be made for the first reading:
- Pg. 4 Reporting Requirements – “...prior to a school vacation...three (3) school days...”
“...vacation or within seven (7) days of the close of school.”
 - Pg. 6 Procedures - #1 “...fifteen (15) school days...”
 - Pg. 7 - #4 “...fifteen (15) school days...”
 - Pg. 7 - #5 “...fifteen (15) school days...”

D. Loescher left at 9:10 PM

H. ACTION ITEMS

1. Physical Restraint Policy – 1st reading

- a. **MOTION** to accept the Physical Restraint Policy with the proposed changes for a first reading by G. Leger, seconded by P. Brault Y – 6 N – 1 (E. Holmes)

G. DISCUSSION ITEMS

4. MASC/MASS Conference and Resolution Update

- a. E. Holmes updated the Committee of the resolutions, all which were adopted.
b. Updates were given on the conference discussions and lectures.

5. Extended Day

- a. Move to 12/11/01 meeting

I. AGENDA SETTING

1. Physical Restraint Policy – 2nd reading
2. FY02 budget update
3. Extended Day
4. Scott McIntire – audit report
5. Athletic update

K. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 10:06 PM by P. Brault, seconded by P. Janhunen
Y – 7 N - 0

Submitted,
Elaine Niedermeier

Ashburnham-Westminster Regional School District

DECEMBER 4, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Library at 7:00 PM.
2. Members present: D. Loescher, C. Gagnon, E. Holmes, G. Leger, L. Beaton, N. Bakanowsky, J. Anderson, P. Janhunen, and P. Brault
3. Also present: C. Thibodeau and E. Muserallo

B. ADMINISTRATION BUDGET PRESENTATION

1. C. Thibodeau presented a zero based increase budget and an increase over the zero based budget to include other entities
2. Handouts were explained. Transportation is soft estimated figure – bids not due until 1/8/02.
3. Worcester County Retirement figure also estimate only.
4. Proposition 2 ½ and growth equals \$380,000 total.
5. SBAB may be cut somewhat from Beacon Hill. More information to follow.
6. DOE – 3% inflationary increase should follow from the state. This increase should be protected.
7. \$2.7 million dollar override from original budget is not a realistic figure. The Administrative team is looking at an override of about \$795,368 (Ash. - \$380,504 / West. - \$414,864) within that:
 - activity fee, extra curricular and music
 - science kits at the elementary level
 - additional position to be cut

	WITH OVERRIDE		WITHOUT OVERRIDE	
	Prof.	/ Support	Prof.	/ Support
WES	2	0	3	1
MHS	0	1	1	1
JRB	2	1	4	1 ½
OMS	1 ½	0	3 ½	1 pt. Custodian
OAK	5 ½	½	5 ½	1 pt. Cust. / pt. Sec.
DW		1 float cust.	2	1

8. Minimal advances in education appear to be palatable to both towns.
9. 2487 enrollment for October 1st – shift to Westminster this year.
10. Gail Greene, OOMPA Chair and parent, asked about accuracy of revenue projection. Mr. Muserallo said that the district could fluctuate a bit, but not dramatically.
11. Ms. Greene then asked about more specifics as to what “professional” status is. “Professional” status refers to teachers, guidance, nurses, etc. It does not include aides, secretarial, custodians, cafeteria workers, support staff.
12. E. Holmes asked about the school choice numbers. A final count is taken in April and adjustments are made at that point.
13. Rational rep. of the budget – the numbers really are not dramatically different based on this years figure.
14. T. Gundlach stated that staff are the last cuts that are made.
15. Health benefits are up / salaries are up by \$1 million
16. Ed Simoncini asked about the salary increase. \$600,000 to \$800,000 is salary increase if restored with an override. Coaching and advisory salaries go in as salaries.
17. D. Loescher asked what the \$11,469 was in account 3500. Response – athletic director stipend
18. L. Beaton asked what the \$64,900 was in account 1100. Response – School Committee legal fees (biggest portion), professional development and advertising.

Ashburnham-Westminster Regional School District
DECEMBER 4, 2001 MINUTES

19. E. Holmes asked of the developing budget and level budget without the inflation increase. E. Muserallo responded that the District would be going down \$127,000.
20. Mr. Thibodeau felt that it was not necessary at this time. Past practice is to use the Governor's figures, lower than the Senate and House versions of the budget.
21. Even with an override, user fees will be kept in the district.
22. Possibility to come up with a user fee plan to go for three or so years in the future for planning purposes.
23. N. Bakanowsky asked why the extra curricular fees are so much more than last year. Response - \$60,000-\$70,000 was left in this year's budget. This is the real number to run them properly. If this is the total cost of the program, why are there still fees? Response - to return revenue to offset expenses.
24. D. Loescher asked about putting it out yearly on debt exclusion and let the voters decide.
25. L. Beaton noted that neither Advisory Board supports this.
26. E. Holmes asked why we don't add the \$395,000 extra curricular fees back into the budget all at once.
27. E. Muserallo explained that logistically it is a cleaner revenue stream getting it back into the budget.
28. A follow-up question was asked about override funds and if we can fence the money in an override for the future?
29. Christina Sargent asked if there would be a danger of bringing money in the revenue as a true source. Response - straight fee is easy - \$150 per student
30. P. Janhunen noted that there would still be a loss with \$900,000 override and that we are still at a deficit from where we should be.
31. P. Brault stated that a zero base and override is still behind where we are now.
32. E. Holmes asked if the grant positions are gone? Mr. Thibodeau stated that there are very few - adjustment counselors at the high school and middle school were once grant funded. If not grant funded positions it will not be locally funded.
33. N. Bakanowsky noted that the grant funded position at JRB for classroom reduction size grant is possibly in jeopardy. The current position is one of three being cut at Briggs.
34. Ken Burstall asked about the professional development staff (support). Curriculum coordinators - may change somewhat - that's about all.
35. D. Loescher asked of accreditation problems with the proposed cuts. Response - a report must be filed any time a major change takes place. Accreditation is not a major concern - status symbol; students will be accepted at colleges.
36. T. Gundlach noted that NEASC has given OMS 13 commendations - 5 will be lost with these cuts.
37. Steve Slocum, Oakmont Booster Club, asked if the District was getting support from the Advisory Boards and Selectmen. Response - feedback has been mixed.
38. E. Holmes asked about the freeze and ramifications - where is that money? Response - in a freeze they have to let the administrative know and they can get some POs through Mr. Muserallo.
39. N. Bakanowsky stressed the importance of technology support at each site.
40. P. Janhunen mentioned his frustration at the way this budget is going backwards.
41. E. Holmes reminded the Committee that we asked for a zero-based budget.
42. P. Brault would like a needs-based budget.
43. E. Muserallo stated that we need to make decisions early enough in the process.
44. C. Thibodeau reiterated proposition 2 ½ consequences.
45. Terry Kennedy asked about the "big ticket" items and reopening negotiations. Response - PR&R is not open to reopening at this time. Their position may change in the future.

Ashburnham-Westminster Regional School District
DECEMBER 4, 2001 MINUTES

46. Ed Simoncini stated that whatever the override is the School Committee needs to put more core items in.
47. Jeff Lawrence noted that block scheduling will be in jeopardy with the additional cuts.
48. Steve Deshayes asked for clarification of cuts and each facility. Response – override would reinstate seven professionals, seven nonprofessional, and technology, which would be shared throughout the district.
49. C. Gagnon stated that 15 staff members would be cut without the override totaling approximately \$500,000.
50. Christina Sargent asked why the towns support the override?
51. Dick Robillard asked about a reevaluation in Ashburnham – where does this revenue go?
52. Steve Deshayes about the equitable distribution of funds.
53. E. Holmes said we should use the backfire approach from what was lost last year.
54. Ken Burstall noted a credibility issue – do it incrementally.
55. Charles Pretti had an issue of equity. Hits have been made in all schools.
56. Jean Popik had a question re: professionals and cuts made with the override numbers. Response – in some cases the person is the program. Art and music were retained although we lost nutrition last year.
57. Charles Packard suggests TV coverage again. L. Beaton stated that he keeps hitting a dead end.
58. N. Bakanowsky recommends a budget question and answer night for the community.
59. E. Muserallo wants a direction from the School Committee for the Administrative Team
60. P. Janhunnen wants a need-based budget for presentation. Are we going to see a need based budget ever?
61. E. Muserallo will provide a needs based budget at the next 12/11/01 meeting
62. P. Brault wants copies of both \$2.1 million override budget and the existing budget.
63. Jean Popik noted that there was a general support for a fee out of pocket to keep professional staff in place for co-curricular music.
64. JoAnn Piedrafite was concerned with the impact on music as it a fee based program. Members were lost due to the fee situation.
65. D. Loescher stressed the academic importance in balance with extra curricular and athletic fees
66. William Waight reiterated that we lost students from programs due to last year's budget.
67. E. Holmes would like to have a real dollar figure available to people ahead of time, for preparation.
68. Announcement – 12/7/01 Oakmont Varsity Cheerleaders baby sitting as a fundraiser for competition; Christmas trees and wreaths on sale from Lions Club.

C. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 9:15 PM by L. Beaton, seconded by J. Anderson
Y – 9 N - 0

Submitted,
Joan Anderson

Ashburnham-Westminster Regional School District
DECEMBER 11, 2001 MINUTES

A. CALL TO ORDER

1. Chairman L. Beaton called the meeting to order in the Overlook Team Room at 7:00 PM.
2. Members present: D. Loescher, C. Gagnon, E. Holmes, G. Leger, L. Beaton, N. Bakanowsky, J. Anderson, W. Cooper, P. Janhunen, P. Brault
3. Also present: C. Thibodeau and E. Muserallo

B. APPROVAL OF MINUTES

1. **MOTION** to approve the minutes of November 27, 2001 with the following corrections by P. Brault, seconded by G. Leger Y – 8 N – 0 Abstention – 2 (J. Anderson, N. Bakanowsky)
 - D.5. – Further discussion followed about outside groups/organizations having the schools hand out flyers to parents as well as the district having links to other websites.
2. **MOTION** to approve the minutes of December 4, 2001 with the following corrections by P. Brault, seconded by G. Leger Y – 9 N – 0 Abstention – 1 (W. Cooper)
 - 19. E. Holmes asked why the district was using state inflation rather than a level budget.
 - 23. N. Bakanowsky asked if \$395,000 was the true cost of the extra curricular activity fees. Response: It is the full cost.
 - 26. omit “don’t”
 - 35. “Terry Kennedy asked...”
 - 49. delete
 - 50. “...why the towns do not support...”

G. DISCUSSION ITEMS

1. Scott McIntire – Melanson, Heath & Co. – Auditors Report

- a. Mr. McIntire reviewed the management letter and financial statements for the AWRSD for the year ended 6/30/01. Information reviewed included:
 - Independent Auditors Report – opinion unchanged from years prior; fixed asset records will be required in two years (2003) for GASB 34.
 - Balance Sheet (6/31/01) – undesignated \$346,382 / designated \$403,952 = 4% of the budget
 - Income Statements – Variance --- \$743,109–revenue / \$31,045–expenditure / \$800,000–surplus
 - Unreserved fund balance 6/30/00-\$602,000 / use of E&D-(\$594,000) / revenues in excess-\$743,000 / expenditures-\$31,000 / other-(\$32,000) = \$750,000
Designated for debt service – (\$404,000)
Unreserved fund balance 6/30/01 true E&D – \$346,000
 - Management Letter – reimburse general account from trust bank account; establish formal budget for the Extended Day program; prepare for GASB 34 implementation; current year issue – research identity of trusts to determine allowable expenditures.

C. PUBLIC PARTICIPATION - none

D. CORRESPONDENCE

1. Letter from DOR re: FY02 Chapter 70 increments in the final state budget
2. Letter to C. Thibodeau from Dana Krul re: lack of response from first letter sent 09/23/01.
3. Letter from DOR re: estimated amounts to be received by district ending 6/30/02 \$10,367,412
4. Letter from Kathy Barlow and Ann Berube (AWRSD-PAC) re: information given out to people about PAC.

Ashburnham-Westminster Regional School District
DECEMBER 11, 2001 MINUTES

E. REPORTS OF COMMITTEES

1. Oakmont Building Committee

- a. Reports were given by architects and the project manager; construction requisitions were approved; an emergency committee was formed to approve emergency changes for expenses over \$10,000; there was a water situation over the weekend in near the front entry way.

2. Westminster Building Committee

- a. Meeting 12/12/01
- b. Two walls near complete in the gym; temporary heating in; windows going in; insulated boards going up; wall board going up in building C.

3. Budget Subcommittee

- a. **MOTION** to accept minutes of 11/27/01 by G. Leger, seconded by L. Beaton
Y-9 N-0 Abstention – 1 (E. Holmes)
- b. **MOTION** to allow the Business Administrator and Superintendent to pay bills until the next meeting (1/8/02) by P. Brault, seconded by W. Cooper Y – 10 N – 0

4. Technology Subcommittee

- a. Reviewing Web Page Policy and looking into C. Gagnon's concern (an unofficial Ashburnham website link was deleted from the AWRSD website).

F. ADMINISTRATIVE UPDATE

2. School / Program Budget Presentations

- a. T. Gundlach and M. Sunderland presented OMS FY03 budget. Information included:
 - FY01-03 budgets
 - Items/personnel lost in FY02 and to be lost in FY03
 - Items/personnel restored with an \$800,000 override of which \$142,500 would go toward OMS budget.
 - Discussion if override passed.
- b. A. Gasbarro and D. Marble presented MHS/WES FY03 budget. Information included:
 - FY03 budget proposals summary
 - FY03 budget proposals (\$2.1 override / \$800,000 override / zero-based budget)
 - Class size impact
- c. C. Pretti and C. Wright presented JRB FY03 budget. Information included:
 - FY03 budget proposals (\$2.1 override / \$800,000 override / zero-based budget)
 - Technology; Office / nurse / principal ; student supplies ; texts ; professional development ; building / grounds / utilities ; personnel
 - Class size impact
 - 3-year comparison
- d. W. Waight and D. Landry presented OAK FY03 budget. Information included:
 - FY03 budget cuts as of 12/4/01.
 - Agenda – proposed budget highlights – appendix
 - Forces impacting FY03 budget

Ashburnham-Westminster Regional School District

DECEMBER 11, 2001 MINUTES

- Impact of current year reductions – self funding all athletic programs / extracurricular clubs / organizations; activities running w/volunteer advisors; classes lost due to budget cuts; positions lost; activities not operating.
 - 5-year budget analysis
 - Proposed budget highlights – expenses 3-year overview ; expenses w/out salaries 3-year overview
 - Gross budget compared to AWRSD foundation budget
 - School Council position on budget reductions is to preserve staff
 - 2002 budget reduction scenarios
 - Proposed budget highlights – commentary
 - Spending summary
 - Key messages
 - Appendix – Oakmont School Council; School Improvement Plan Goals; School Council priorities; enrollment and staff; enrollment summary; organizational chart; report card; SAT mean score of seniors – 5 yr average; expenses – 10yr overview; expenses w/out salaries – 6yr overview
- e. C. Kirousis presented SPED FY03 budget. Information included:
- Overview – 21% of district budget is for special education ; 17% of district enrollment is special education; 51% of special education budget is salaries ; 34% of special education budget is tuition.
 - Budget summary of accounts FY03 – salaries ; tuition, transportation, contract services ; all other
- f. E. Muserallo presented the District-wide FY03 budget. Information included:
- Overview; expenses by function ; School Committee; Superintendent; support staff; instructional; transportation; employee benefits and insurance; debt service; other
- g. Raymond Bourgeois asked about School Choice students in and out. Response - currently there are more school choice students coming in than going out.
- h. Charlie Packard asked why E. Muserallo did not present alternative budget scenarios.
- i. R. Bourgeois stated that he felt the reason why the district is in this financial predicament is due to the teacher's contract.
- j. Dana Krul asked if other teacher contracts were looked at prior to finalizing ours. Response: Yes. All others had similar increases. Example: Winchendon – 6% - 6% - 6%
- k. Mr. Krul further asked why our budget is in such a pickle if other districts (i.e. Winchendon w/same contract) can run with what they get? Response: This community is wealthy and has very few free and reduced lunch students which helps increase funding (through the state) other towns.
- l. Melinda Estelle, who once ran the Community Partnership grant program, commented that our district received \$100,000 through the grant program while other towns with more free and reduced students were receiving substantially more funding (i.e. Winchendon - \$200,000; Fitchburg - \$500,000 which pays for several staff positions).
- R. Bourgeois believes that any more tax increases will push elderly out due to a lack of funds to stay in the community, and families with children will move in causing the school system to burst at the seams.

Ashburnham-Westminster Regional School District
DECEMBER 11, 2001 MINUTES

1. Update on Fall Athletics

- a. Mr. Muserallo updated the Committee on the fall athletic program and collected athletic fees. Although the fall sports have ended, there are still several students who owe. All players will be receiving a check or bill as soon as cost per participant figures are calculated.
- b. Dana Krul requested an itemized budget of ice hockey after his son is done with the sport. Response: It will be available for all sports.
- c. Steve Slocum lodged a complaint. To be a part of the music department a student is required to pay \$600. Mr. Slocum feels there is a strong bias of support for athletics and not for music as well.

G. DISCUSSION ITEMS – POSTPONE UNTIL JANUARY 8TH MEETING

- 2. Physical Restraint Policy – 2nd reading**
- 3. Extended Day**

D. Loescher left at 10:45 PM

I. AGENDA SETTING

1. Physical Restraint Policy – 2nd reading
2. Extended Day
3. Charlie Packard – Ashburnham sewer system
4. OAK benchmark

K. ADJOURNMENT

1. **MOTION** to adjourn the meeting at 10:52 PM by E. Holmes, seconded by W. Cooper
Y – 9 N - 0

Submitted,
Elaine Niedermeier