

Ashburnham-Westminster Regional School Committee

January 6, 2004 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:05 p.m. in the John R. Briggs Elementary School with the Pledge of Allegiance, by Vice Chairman, Dave Christianson
- B. Members present: C. Gagnon, L. Beaton, D. Loescher, D. Christianson, N. Bakanowsky, E. Holmes, D. Caisse K. Glenny
- C. Members absent: P. Janhunen, J. Anderson,
- D. Also present: M. Zapantis, S. Kersey, K. Caron

II. PARTICIPATION BY THE PUBLIC - none

III. STUDENT ADVISORY COMMITTEE - none

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. School Committee Comments
 - 1. Discussion of MASC update from DOE by E. Holmes
 - 2. Discussion of grant for transportation
- B. Correspondence
 - 1. Letter from Sen. Kennedy's office to E. Holmes

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Rules and By Laws Sub Committees
 - 1. Working on draft to present to School Committee
- B. Budget Sub Committee
 - 1. Town Meeting changed to May 1st.

J. Anderson arrives at 7:15 p.m.

VI. ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **Motion** by D. Caisse to approve School Committee minutes of 11/18/03 with the following corrections, seconded by E. Holmes Y - 9 N - 0
 - a. Page 3, V B 1 change yes votes to 9
 - b. Page 4, add L. Beaton left at 11:10, change VI to X
 - 2. **Motion** by D. Caisse to approve School Committee minutes of 12/2/03 with the following corrections, seconded by D. Christianson Y - 9 N - 0
 - a. Page 1, V B 1 change grad to grade and V C 1 changed Personal to Personnel
 - 3. **Motion** by C. Gagnon to approve Budget Subcommittee minutes of 12/2/03, seconded by D. Loescher Y - 9 N - 0
 - 4. **Motion** by C. Gagnon to approve Transportation Subcommittee minutes of 11/24/03, seconded by J. Anderson Y - 9 N - 0
- B. Personnel Report
 - 1. **Motion** by E. Holmes to accept the Personnel Report with the request of a monthly update, seconded by N. Bakanowsky Y - 9 N - 0

VII. PRESENTATIONS TO SCHOOL COMMITTEE

- A. Superintendent Report
 - 1. Updated web site with district calendar and academic calendar
 - 2. Request to recycle School Committee folders
 - 3. Town meeting change to 5/1/04 to coincide with Westminster
 - 4. Suggestion to cancel School Committee meeting of 1/13/04 to allow more time for budget presentations
 - 5. Visit with the Forever Young Senior Citizen group led to creation of free passes for seniors to local school events
- B. FY03 Audit Report, Scott McIntire, Melanson, Heath & Company

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N. Bakanowsky left at 7:31 p.m.

1. Mr. McIntire discussed highlights of audit report and pointed out recommended changes with regards to elementary schools and Enrichment or Student accounts

C. Gagnon left at 8:00 p.m.

C. Gagnon returned at 8:05 p.m.

2. **Motion** by D. Christianson to accept the Audit Report with the following suggestions, seconded by E. Holmes Y – 8 N – 0
 - a. L. Beaton suggested report could be easier to read
 - b. C. Gagnon questioned encumbered funds, satisfactory explanation received from S. Kersey
 - c. L. Beaton suggested having copies available at local libraries
- C. Kindergarten Aide, Briggs and Meetinghouse
 1. Request by C. Kirousis to allow transfer of funds from unused SPED account to fund aide for fifth kindergarten class at Briggs and Meetinghouse

N. Bakanowsky returns at 8:20 p.m.

2. **Motion** by E. Holmes that the AWRSD School Committee transfer \$8, 700 from the FY 04 budget item identified as Salary Teacher Life Skills Oakmont & ACE Program with \$4350 to Salary Aide Kindergarten MHS and \$4350 to Salary Aide Kindergarten JRB, seconded by L. Beaton Y – 9 N – 0
- D. Boiler Surplus
 1. **Motion** by L. Beaton to declare the boiler which was removed from Westminster Elementary and now being stored in a trailer at the Westminster Highway Department as surplus, seconded by E. Holmes Y – 9 N - 0
- E. Briggs PTO Mini-Grant --- **TABLED**

VIII. UNFINISHED BUSINESS

- A. WES Building Committee
 1. Held last meeting before Christmas and dissolved committee with the decision to leave the lighting of the basketball court up to the town

IX. NEW BUSINESS

- A. Request that issue of Building Use Forms be placed on next agenda

X. EXECUTIVE SESSION

- A. **Motion** by E. Holmes to go into Executive Session under qualification 2, 3 and 4 and to reconvene in open session to adjourn, seconded by D. Caisse
C. Gagnon – Y; D. Loescher – Y; L. Beaton – Y; K. Glenny – Y; N. Bakanowsky – Y; E. Holmes – Y;
J. Anderson – Y; D. Christianson – Y; D. Caisse – Y

L. Beaton left at 10:29 p.m.

XI. ADJOURNMENT

- A. **Motion** by K. Glenny to adjourn, seconded by C. Gagnon at 10:31 p.m. Y - 8

Submitted,

Reviewed by:

Kathi Theriault

Michael Zapantis, Ed. D.
Superintendent of Schools

Ashburnham-Westminster Regional School Committee
January 27, 2004 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 7:21 p.m. in the Meetinghouse School with the Pledge of Allegiance, by J. Anderson
- B. Members present: J. Anderson, C. Gagnon, L. Beaton, D. Loescher, D. Christianson, E. Holmes, K. Glenny
- C. Members absent: P. Janhunen, N. Bakanowsky, D. Caisse
- D. Also present: M. Zapantis, S. Kersey, K. Caron

II. EXECUTIVE SESSION—6:15 P.M. – 7:18 P.M.

III. PARTICIPATION BY THE PUBLIC - none

IV. STUDENT ADVISORY COMMITTEE - none

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report—pass
- B. School Committee comments
 - 1. E. Holmes brought the February 11th PAC presentation to the attention of the School Committee
 - 2. L. Beaton commented that it would be easier to review packet materials if received by Friday before School Committee meetings
- C. Correspondence
 - 1. Current correspondence enclosed in packet

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. School Committee training—see Dave Christianson
- B. Oakmont Building Committee
 - 1. Next meeting 2/5/04
 - 2. Dedication date changed to 3/21/04 from 2-4 p.m.
- C. Policy Sub Committee—K. Glenny
 - 1. **MOTION** by E. Holmes to accept Policy Sub Committee minutes of 11/17, seconded by D. Christianson
Y - 7
- D. Rules Sub Committee
 - 1. Updates on discussion
- E. Transportation Sub—C. Gagnon---nothing to report
- F. Superintendent Search –E. Holmes
 - 1. Received financial information 1/26/04—legal fees etc. to be presented at next meeting, 2/10/04

VII. ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **MOTION** by D. Christianson to accept the minutes of 1/6/04 with the following corrections, seconded by L. Beaton
Y - 7
 - a. V.B.1 add Ashburnham
 - b. VII.A. 3 add Ashburnham
 - c. VII.B.2.a. change could be to is
 - 2. Personnel Report
 - a. New recess aide at WES

VIII. PRESENTATIONS TO SCHOOL COMMITTEE

- A. Ed. Plan FY05 presentation by M. Zapantis to committee
- B. Discussion with Senator Robert Antonioni

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D. Christianson out at 9:25 p.m.

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

D. Christianson in at 9:40 p.m.

D. Loescher out at 9:42 p.m.

K. Theriault in at 9:45 p.m.

NOTE:
Items
taken out
of order
to
accommo
date Sen.
Antonioni

- D. Regional School Transportation
 - 1. **MOTION** by E. Holmes to recommend that the School Committee call upon the Legislature and His Excellency, Governor Romney, to fully fund Regional School Transportation as promised, and to include such in their Fiscal Year '05 budget, seconded by L. Beaton Y - 6
- E. Charter Schools
 - 1. **MOTION** by E. Holmes to recommend that the School Committee call upon the Legislature and His Excellency, Governor Romney, to place a moratorium on new Charter Schools in the Commonwealth of Massachusetts for Fiscal Year '05, seconded by D. Christianson Y - 6
- C. Acceptance of Donation
 - 1. \$1,000 donation made anonymously to help purchase basketball uniforms
 - 2. **MOTION** by K. Glenny to accept the donation of \$1,000 to be used towards the purchase of basketball uniform, seconded by E. Holmes Y - 6
- F. Westminster Elementary Building Project BAN
 - 1. **MOTION** made by K. Glenny, seconded by L. Beaton—see attached MOTION Y - 6
- G. Facility Use Regulations/Form
 - 1. Corrected or updated Facility Use fee schedule to be revisited to check on effectiveness
 - 2. Question on over night custodial shift change to be look at
 - 3. **MOTION** by D. Christianson to approve the Facility Use Regulation and form and wave second reading, seconded E. Holmes Y - 6
- H. Grant Funded K Instructional Assistant Position (JRB/MHS)
 - 1. Information on new kindergarten aide

IX. UNFINISHED BUSINESS

- A. All folders to be recycled for use

X. NEW BUSINESS

- A. Correspondence sent to E. Holmes from Senator Kennedy
- B. Correspondence sent to E. Holmes from Senator Glodis

XI. AGENDA SETTING

- A. PTO mini grant presentation

XII. ADJOURNMENT

- A. **MOTION** by K. Glenny to adjourn, seconded by C. Gagnon at 10:18 p.m. Y - 6

Submitted,

Reviewed by,

Kathi Theriault

Michael Zapantis, Ed. D.
Superintendent of Schools

Ashburnham-Westminster Regional School Committee

February 3, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:04 p.m. in the Westminster Elementary Library with the Pledge of Allegiance, by J. Anderson

Members present: J. Anderson, C. Gagnon, L. Beaton, D. Loescher, E. Holmes, K Glenny

Members absent: P. Janhunen, N. Bakanowsky, D. Christianson, D. Caisse

Also present: M. Zapantis, S. Kersey

II. PUBLIC HEARING

- A. L. Beaton expressed thought on the abrupt ending of meetings and suggested that meetings should end with information on upcoming meetings

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

D. Caisse arrives at 7:09 p.m.

- A. Report of the Superintendent
 - 1. Clarification on projected increases in budget
 - 2. Discussion on line items in budget should be broken down to give more detail

D. Christianson arrives at 7:14 p.m.

E. Holmes leaves at 7:17 p.m.

- B. Budget Presentations
 - 1. Westminster Budget Presentation by Dave Marble & Patty Marquis
 - a. Highlights—lack of supplies, class size, full time kindergarten, loss of staff
 - 2. John R. Briggs Budget Presentation by Chuck Pretti
 - a. Highlights—good MCAS scores, class size, need for full time guidance, loss of staff

L. Beaton out at 8:24 p.m.

IV. ADJOURNMENT

L. Beaton in at 8:27 p.m.

C. Gagnon out at 8:27 p.m.

- A. J. Anderson announced that P. Januhnen said he would not be running for School Committee and the School Committee expressed their collective gratitude for his services—next meeting is February 10, 2004 at Oakmont in the lecture hall, K. Glenny, J. Anderson, and D. Caisse announced that they would not be able to attend next meeting

C. Gagnon in at 8:30 p.m.

- B. **Motion** by D. Christianson to adjourn, seconded by K. Glenny at 10:43 p.m.

Y - 7

Submitted by,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

February 10, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:03 p.m. in the Oakmont Lecture Hall with the Pledge of Allegiance, by D. Christianson

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

Members absent: P. Janhunen, D. Caisse, J. Anderson, K. Glenny

Also present: M. Zapantis

II. PARTICIPATION BY THE PUBLIC

- A. None

III. STUDENT ADVISORY COMMITTEE

- A. Sandra—Student participation in sports increased slightly, student concerns over Westminster's contribution to student residents leaving Ashburnham student residents having to pay full fees

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's report—none
- B. School Committee Comments
1. Dr. Zapantis spoke on the FY05 budget talks with town officials as very positive
 2. E. Holmes discussed Senate Bill IDEA from Sen. Kennedy
 3. **Motion** by E. Holmes, to move that the Ashburnham-Westminster Regional School Committee offers its support to US Senate Bill 939, a bill to amend part B of the Individuals with Disabilities Education Act, and we ask the Senate to act favorably upon it seconded by L. Beaton
Y – 6
 4. Dr. Zapantis will forward letters to Senators Kennedy and Kerry notifying them of our affirmative vote/position
 5. Committee and community members are also asked to send letters of support
- C. Correspondence--none

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. E. Holmes gave last report of Superintendent Search Committee with total cost of \$3,193.53 which was under budget – she will have final minutes for committee for the February 24th meeting

VI. RECOMMENDED ACTIONS—ROUTINE MATTERS

- A. Approval of Minutes of January 27, 2004
1. **Motion** by E. Holmes to approve the minutes of January 27th with the following corrections, seconded by L. Beaton
Y – 5 A – 1 (N. Bakanowsky)
 - a. VIII. G. 3. Change D. Christianson to E. Holmes for motion and E. Holmes to L. Beaton for second
 - b. VIII. G. add #4. **Motion** by D. Christianson to wave second reading and adopt Facility Use Regulations and form as presented, seconded by E. Holmes Y – 6
- B. Personnel Report
1. **Motion** by E. Holmes to accept personnel report, seconded by L. Beaton Y – 6

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
1. Dr. Zapantis discussed Performance Evaluation to be used to evaluate building principals
 2. Information for anyone interested in running for School Committee, nomination paper need to be filed between January 20th and March 5th

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3. Dr. Zapantis called attention to Expenditure report—transportation expenses high—suggested letters to be written to State Senators and our local representative to demand full reimbursement for regional transportation that was promised
 4. Food Service running close to even—expenses to income
 5. Extended Day Program—profitable
 6. NEAS & C update—accreditation of Oakmont-Bill Waight will submit report by May 1, 2004
- B. Budget Presentations
1. Overlook Middle School, presented by Mike Sunderland
 - a. Highlights—staff lost, program cuts leading to increased class size, lost of library time for students
 2. Oakmont Regional High School, presented by Bill Waight and David Landry
 - a. Highlights—staff lost, program cuts, increased class size, increased facilities size without adequate custodial coverage, increased athletic fees
- C. Briggs PTO Mini-Grant, presented by Ann Horgan PTO President
1. PTO monies should be funding extra curricular projects and presentation but the need is to fund operating expenses
 2. **Motion** by E. Holmes to accept PTO Mini Grant report as presented, seconded by L. Beaton
Y – 6

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Discussion at State House February 23, on Charter School
- B. Discussion at Framingham State College March 15, on Chapter 70
- C. School Committee will have a joint meeting with Ashburnham and Westminster Advisory Boards February 11 at Oakmont Regional H. S.
- D. Next School Committee meeting February 24 at Oakmont with presentations by the Special Education and Technology Departments

X. AGENDA SETTING

- A. Massachusetts State House Bill S 1068
- B. Massachusetts State House Bill 4113
- C. Approval of Superintendent Search Committee minutes
- D. Approval of Executive Session minutes

XI. EXECUTIVE SESSION-M.G.L.C. 39, SECTION 23

- A. **Motion** by C. Gagnon to go into Executive Session at 9:48 p.m. to come out to adjourn, seconded by E. Holmes
Y – 6

Roll Call Vote

| | | | |
|------------------|---|-------------------|---|
| Chris Gagnon | Y | Lenny Beaton | Y |
| Diane Loescher | Y | Dave Christianson | Y |
| Nancy Bakanowsky | Y | Ellen Holmes | Y |

XII. ADJOURNMENT

- A. **Motion** by N. Bakanowsky to adjourn, seconded by E. Holmes at 10:09 p.m. Y - 6

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

February 24, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:06 p.m. in the Von Deck Lecture Hall at Oakmont with the Pledge of Allegiance, by J. Anderson,

Members present: C. Gagnon, , D. Christianson, N. Bakanowsky, E. Holmes, D. Caisse, J. Anderson, K. Glenny

Members absent: P. Janhunen, D. Caisse, L. Beaton, D. Loescher

Also present: M. Zapantis, S. Kersey, K. Caron

II. PARTICIPATION BY THE PUBLIC

- A. None

III. STUDENT ADVISORY COMMITTEE

- A. None

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. J. Anderson—Welcome back after vacation, Clark tournament-boys team placed 2nd, boys district basketball, Thursday 26th at 7 p.m., Girls district basketball, Wednesday 25th at 7 p.m. Congratulations to Peter Normandin on 1000 pts. Dr. Zapantis taped budget presentation that will be shown on channel 8
- B. E. Holmes-March 31st at 7 p.m. there will be a discussion forum on Charter Schools-more information available at the next meeting
- C. Correspondence
 - 1. E. Holmes from Senate concerning alternative for property tax for education
 - 2. E. Holmes from Senator Brewer on finding Regional Transportation
 - 3. E. Holmes from Senator Brewer moratorium on Charter School

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. No reports from subcommittees

VI. ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **Motion** by D. Christianson to accept the minutes of 2/3/04 with the following corrections, seconded by C. Gagnon Y – 4 A – 2 (N. Bakanowsky & E. Holmes)
 - a. III. B. 1. Add Laura Weideman
 - b. IV. B. change adjournment time to 8:43 p.m.
 - 2. **Motion** by C. Gagnon to accept the budget sub minutes of 12/16/03, seconded by K. Glenny Y - 6
- B. Personnel Report—None

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. Negotiations Subcommittee Role
 - a. All contracts need to be renegotiated.
 - b. Dr. Zapantis asked for volunteers to serve on bargaining units—C. Gagnon offered to speak to absent members to see who would be interested,
 - 2. FY05 Athletic Budget Update
 - a. Clarification of Athletic fees
 - 3. Capital outlay list
 - a. Asked everyone to review priority list and warrant articles
 - 4. Openings for School Committee deadline 3/05/04
 - 5. Tri-board meeting 3/10/04 at 7 p.m.—school committee, select men, advisory boards

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6. Next meeting D. Marble and C. Pretti will present information on full day pilot program for kindergarten—half supported by district-half tuition based

B. Budget Presentations

1. Special Education
 - a. Chuck Kirousis and Deb Sargent
 - i. Highlights: Transportation costs, lower general budget-higher SPED budget, lower reimbursement from state

C. Gagnon out at 8:57 p.m.

C. Gagnon in at 9:02 p.m.

2. Technology
 - a. Dave Cousens
 - i. Highlights: Age of equipment, improved connections, lack of quality computers

C. Final Report of the Superintendent Search

1. **Motion** by E. Holmes to accept minutes of Superintendent Search as presented for 5/20/03, 6/3/03, 6/23/03, 7/7/03, seconded by C. Gagnon Y – 6
2. **Motion** E. Holmes to accept the Executive Session minutes of 6/23/04 with the following corrections, seconded by C. Gagnon Y - 6
 - a. Minutes of 6/23/03 correct spelling of Christenson to Christianson, remove extra “to” from seventh paragraph, space between in and between

D. Senate Bill 1068—CORI Checks

1. **Motion** by E. Holmes that the Ashburnham-Westminster Regional School Committee support Senate Bill #1068, and Act to Allow Schools Access to Prospective Students’ Criminal Offender Record information, will the following amendment – strike the language “and school committee in executive session” from the proposed Section 172E of Chapter 6 of the MGLs, seconded by N. Bakanowsky for discussion.
 - a. Discussion follows
 - b. Vote---Y – 3 A – 3 (K. Glenny, N. Bakanowsky, C. Gagnon)

E. House Bill 4113-Exemptions from Conflict of Interest Laws

1. **Motion** by E. Holmes that the Ashburnham-Westminster Regional School Committee support House Bill #4113, An Act Authorizing the State Ethics Commission to Provide Exemptions from the Conflict of Interest Law, and calls upon the Legislature to act favorably upon it, seconded by N. Bakanowsky Y – 6

VIII. UNFINISHED BUSINESS

- A. Budget discussion
- B. D. Christianson update on expected funding of transportation
- C. Budget number vs. level services budget number
- D. N. Bakanowsky discussed FTE changes
- E. Discussion on line items in budget

IX. NEW BUSINESS

- A. Next meeting 3/02/04 with public session at 7 p.m. at Oakmont

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X. AGENDA SETTING

- A. Bring forward motion for SPED circuit breaker
- B. SBAB update
- C. Budget

XI. EXECUTIVE SESSION-

- A. **Motion** by D. Christianson to go into executive session at 10:04 p.m. for the purpose of negotiations and to come out only to adjourn, seconded by C. Gagnon

Roll Call Vote

| | | | |
|---------------|---|-----------------|---|
| C. Gagnon | Y | D. Christianson | Y |
| N. Bakanowsky | Y | J. Anderson | Y |
| K. Glenny | Y | E. Holmes | Y |

XII. ADJOURNMENT

- A. **Motion** by N. Bakanowsky to adjourn seconded by E. Holmes at p.m. 11:02 p.m. Y - 6

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

March 2, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:08 p.m. in the Von Deck Lecture Hall at Oakmont with the Pledge of Allegiance by J. Anderson

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

Members absent: P. Janhunen

Also present: M. Zapantis, S. Kersey

II. PUBLIC HEARING—open at 7:13 P.M.

- A. No questions
- B. Budget information online on Website—superintendent link

III. PRESENTATIONS TO SCHOOL COMMITTEE

- A. Full day kindergarten presentation by D. Marble and C. Pretti
- B. **Motion** by D. Christianson that the School Committee approve the full day kindergarten pilot program as presented and the Superintendent will direct that a progress report be given to the school committee mid year '05 and final report and recommendations to School Committee at or near the end of 2004-05 school year, seconded by L. Beaton Y – 6 N – 3
- C. **Motion by D. Loescher—withdrawn**

IV. BACK TO PUBLIC @ 7:50 P.M.

- A. No questions

V. AGENDA

- A. Policy sub committee

VI. UNFINISHED BUSINESS

- A. M. Zapantis—Friday March 5th is the last chance to submit paper work for school committee
- B. J. Anderson—Boys basketball update

VII. EXECUTIVE SESSION

- A. **Motion** by D. Christianson to go into Executive for the purpose of negotiations and to come out only to adjourn, seconded by C. Gagnon

Roll Call Vote Y - 9

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

VIII. ADJOURNMENT

- A. **Motion** by E. Holmes to adjourn, seconded by L. Beaton at 9:48 p.m. Y - 8
(D. Loescher left at 8:07 p.m.)

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

March 9, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m. at John R. Briggs with the Pledge of Allegiance, by D. Christianson

Members present: C. Gagnon, L. Beaton, P. Janhunen, D. Christianson, E. Holmes, D. Caisse, K Glenny

Members absent: J. Anderson, D. Loescher, N. Bakanowsky

Also present: M. Zapantis and S. Kersey

II. PARTICIPATION BY THE PUBLIC

- A. None

III. STUDENT ADVISORY COMMITTEE

- A. Erin McDonald gave report on Oakmont activities

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's report—none
- B. School Committee Comments—none
- C. Correspondence

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Oakmont Building Committee--none
- B. Transportation—Notify bus company of start times and number of busses needed

VI. ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **Motion** by D. Caisse to accept the minutes of 2/10/04 with the following changes, seconded by L. Beaton
Y – 6 P. Janhunen – A
 - a. VII.A. 3. Add E. Holmes suggested letters to be written
 - 2. **Motion** by C. Gagnon to accept the minutes of 2/3, 2/18, 2/24/04 from budget sub-committee, seconded by L. Beaton
Y – 6 P. Janhunen – A
- B. Personnel Report
 - 1. **Motion** by E. Holmes to accept the Personnel Report as presented, seconded by D. Caisse
Y – 6 P. Janhunen – A

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. Congratulations extended to boys' basketball team for outstanding season, to Ron Therrien for his years of coaching and to the girls' varsity basketball team for their season
- B. Presentation of Bylaw – Draft
 - 1. Purpose of draft is to fill in the gaps – to answer questions before they arise, to have consistent rules to follow – adoption of Robert Rules annually in late March-early April after feed back – presented Bylaws for a first reading
- C. Circuit Breaker
 - 1. **Motion** by E. Holmes that the Ashburnham-Westminster Regional School Committee call upon the Legislature and His Excellency, Governor Romney, to fully fund the Special Education Circuit Breaker, and that such funding be moved from discretionary to mandatory appropriation, seconded by L. Beaton - discussion followed
Y – 7
- D. Executive Session Minutes Policy – 1ST Reading
 - 1. **Motion** by K. Glenny that the School Committee accept the Executive Session Minutes Policy as a first reading, seconded by E. Holmes
Y – 7

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- E. Presentation of SBA information by Sherry Kersey
 - 1. Receipts and invoices that were held for evidence have been returned, looking into filing for an appeal
- F. District Budget
 - 1. Budget sub committee met 3/8/04 to review original budget for fiscal year '30-'04
 - 2. Dr. Zapantis' increased budget is to get back some of what has been lost in the past
 - 3. A level services budget means an override to maintain what the schools currently have because of un-negotiable costs (insurance, utilities, fuel, transportation)
 - 4. Decreased revenues—state reimbursements
 - 5. More choice and Charter school out that in

N. Bakanowsky in at 8:14 p.m.

E. Holmes out at 8:26 p.m.

E. Holmes in at 8:28 p.m.

- 6. Sherry and Mike thanked for concise presentation of number and account by C. Gagnon and the rest of committee
- 7. D. Caisse suggested all budget information get into Town Administrators hands ASAP

VIII. UNFINISHED BUSINESS

- A. L. Beaton expressed concern for those that may have trouble with tax increase

IX. NEW BUSINESS

- A. None

X. AGENDA SETTING

- A. Budget Certification

XI. EXECUTIVE SESSION

- A. **Motion** by D. Caisse to go into Executive Session for discussion of negotiation and litigation and to come out only to adjourn, seconded by E. Holmes at 8:58 p.m.

Roll Call Vote

| | | | |
|-----------------|---|---------------|---|
| D. Caisse | Y | N. Bakanowsky | Y |
| C. Gagnon | Y | L. Beaton | Y |
| K. Glenny | Y | P. Janhunnen | Y |
| D. Christianson | Y | E. Holmes | Y |

XII. ADJOURNMENT

- A. **Motion** by D. Caisse to adjourn, seconded by C. Gagnon at 9:38 p.m. Y - 6
- P. Janhunnen left at 9:00 p.m.**
- E. Holmes left at 9:35 p.m.**

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

March 23, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:04 p.m. in the Oakmont Lecture Hall at Oakmont with the Pledge of Allegiance, by J. Anderson

Members present

| | |
|-----------------|---------------|
| C. Gagnon, | N. Bakanowsky |
| J. Anderson | P. Janhunen |
| D. Loescher | E. Holmes |
| D. Christianson | K Glenny |

Members absent: L. Beaton, D. Caisse

Also present: M. Zapantis , S. Kersey, & K. Caron

L. Beaton in at 7:06 p.m.

II. PUBLIC HEARING

A. Questions and discussion concerning FY04-05 budget

D. Caisse in at 7:15 p.m.

B. Public hearing ends at 8:00 p.m.

III. PRESTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent

1. Calendar events:

3/30 charter school discussion

4/1 @ 7 p.m. meeting Prop 2 ½ and how it affects you

4/1 candidates forum in Ashburnham

4/6 SOC meeting concerning prop 2 ½

4/15 candidates forum in Westminster

4/21 candidates forum at Oakmont with the focus on education

2. New initiative to recognize students and staff

3. Suggestion box at superintendent's office

4. Ed plan—discussion on override need, potential reductions, level dollars not equal to level services

B. FY05 Budget Certification

1. **Motion** by K. Glenny to certify the FY05 operating budget in the amount of \$22,915,515 C.

Gagnon seconded— Y – 8 N – 2

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

9:00 p.m.-9:15 break

P. Janhunen out @ 9:00 p.m.

K. Caron out @ 9:00 p.m.

Ashburnham-Westminster Regional School Committee
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2. Discussion on vote—Diane and Nancy questioned on no vote—support Mike but find number troubling

N. Bakanowsky out at 9:25 p.m.

- C. Superintendent's Capital List

N. Bakanowsky in at 9:27 p.m.

1. **Motion** by E. Holmes to see if the town of Ashburnham will vote to raise and appropriate by taxation, borrowing, or from available funds the sum of \$7,256 or a greater or lesser sum, for the purpose of replacement of Overlook Middle School hot water tank for the Fiscal Year 2005, seconded by K. Glenny-- Y - 9 N - 0
 2. **Motion** by D. Caisse to see if the Town of Ashburnham will vote to raise and appropriate by taxation, borrowing, or from available funds the sum of \$7,256 or a greater or lesser sum, for the purpose of repairs to Overlook Middle School HVAC system for the Fiscal Year 2005, seconded by L. Beaton Y - 9 N - 0
 3. **Motion** by E. Holmes to see if the Town of Westminster will vote to raise and appropriate by taxation, borrowing, or from available funds the sum of \$7,745 or a greater or lesser sum, for the purpose of replacement of Overlook Middle School hot water tank for the Fiscal Year 2005, seconded by D. Caisse-- Y - 9 N - 0
 4. **Motion** by E. Holmes to see if the Town of Westminster will vote to raise and appropriate by taxation, borrowing, or from available funds the sum of \$7,745 or a greater or lesser sum, for the purpose of repairs to Overlook Middle School HVAC system for the Fiscal Year 2005, seconded by D. Caisse Y - 9 N - 0
- D. Executive Session Minutes Policy—2nd reading
1. **Motion** by E. Holmes that the School Committee accept the Executive Session Minutes Policy as a second reading and adopt, seconded by D. Caisse
 2. Written input by Counsel concerning time restraints, K. Glenny said policy was written so that things will be don in a timely fashion Y - 9 N - 0

IV. PARTICIPATION BY THE PUBLIC

- A. None

V. STUDENT ADVISORY COMMITTEE

- A. None

VI. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's report
 1. J. Anderson—dedication of Oakmont well attended
- B. School Committee Comments—None
- C. Correspondence
 1. From K. Dolder to D. Christianson concerning attendance to tri-board meeting
 2. From M. Zapantis to Rep. Lewis Evangelidis
 3. From M. Zapantis to D. Varone
 4. From M. Zapantis to citizens of Ashburnham and Westminster
 5. From M. Zapantis to T. Parsons

VII. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. By Laws Sub Committee would like feed back on policy draft by next meeting

Ashburnham-Westminster Regional School Committee
March 23, 2004 Minutes

VIII. RECOMMENDED ACTIONS – ROUTINE MATTERS

- A. Approval of Minutes
1. **Motion** by D. Christianson to approve minutes of February 24, 2004, seconded by L. Beaton with the following corrections Y – 8 A – 1—D. Loescher
 - a. Page 1 4.C. change to “funding”
 - b. Page 2 VII.D.1.b.A – 3—K. Glenny, J. Anderson, & D. Christianson
 2. **Motion** by D. Christianson to approve minutes of March 2, 2004, seconded by D. Caisse with the following corrections Y – 9
 - a. Page 1 III.C. add Motion to amend by D. Loescher withdrawn
 3. **Motion** by C. Gagnon to approve minutes of March 9, 2004 for Budget Subcommittee, seconded by D. Christianson Y – 9
 4. **Motion** by K. Glenny to approve minutes of January 12, 2004 for Policy Subcommittee, seconded by E. Holmes Y – 9
 5. **Motion** by K. Glenny to approve minutes of January 22, 2004 for Policy Subcommittee, seconded by D. Christianson Y – 9
- B. Personnel Report
1. **Motion** by D. Caisse that the School Committee accept the Personnel Report as outlined in Enclosure #9, seconded by E. Holmes with M. Zapanitis checking on start date of ABA tutor Y - 9

VIII. UNFINISHED BUSINESS

- A. None

IX. NEW BUSINESS

- A. Update on chapter 70 meeting

X. AGENDA SETTING

XI. EXECUTIVE SESSION

- A. **Motion** by D. Caisse to go into Executive Session at 9:50 p.m. according to MGL 39 for the purpose of negotiation, litigation and approval of minutes, seconded by L. Beaton

Roll Call Vote: Y – 9

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

XII. ADJOURNMENT

L. Beaton left at 10:52 p.m.

E. Holmes left at 10:56 p.m.

D. Loescher left at 10:57 p.m.

- A. **Motion** by N. Bakanowsky to adjourn at 11:00 p.m, seconded by D. Caisse Y - 6
- | | | | |
|-------------|---|-----------------|---|
| C. Gagnon | Y | N. Bakanowsky | Y |
| J. Anderson | Y | K Glenny | Y |
| D. Caisse | Y | D. Christianson | Y |

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

April 13, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:08 p.m. in the VonDeck Lecture Hall at Oakmont with the Pledge of Allegiance, by D. Christianson

Members present

| | |
|-----------------|----------------|
| C. Gagnon | N. Bakanowsky, |
| K. Glenny | P. Janhunen |
| D. Loescher | E. Holmes |
| D. Christianson | D. Caisse |
| L. Beaton | |

Members absent: J. Anderson

Also present: M. Zapantis, S. Kersey
K. Caron in at 7:15 p.m.

II. PARTICIPATION BY THE PUBLIC

- A. Jeff Lawrence questioned administrators salary
- B. Linda DeGeronimo

III. STUDENT ADVISORY COMMITTEE

- A. Steven LeBlanc and Erin McDonald reported on increased sports participation, Prom tickets, report cards, AP test first week in May, many seniors have made college decisions and relaxation has set in

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's report--none
- B. Comments by School Committee members
 1. E. Holmes-update on March 9th presentation on Charter Schools
 2. E. Homes-report card format concerns some parents
- C. Correspondence
 1. Iona Dupill—letter concerning co-curricular fees

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Transportation met 4/20
- B. Budget sub met 4/23
- C. Rules By Laws—no feed back concerning draft will bring to next meeting and submit for first reading

VI. ROUTINE MATTERS

- A. Approval of Minutes
 1. **Motion** by K. Glenny to approve Minutes of 3/9/04, seconded by D. Caisse with the following corrections
Y – 8 A – 1—D. Loescher
 - a. V.B. add—and annual inquiry at the end of the sentence
 - b. VII.C.1. change “find” to fund
 - c. VII.E.1. add—for additional reimbursement
 - d. VIII.A. add—circuit breaker for elderly
 2. **Motion** by C. Gagnon to approve Budget Sub Committee Minutes of 3/23, seconded by K. Glenny
Y – 8 A – 1—D. Loescher
- B. Personnell Report
 1. **Motion** by E. Holmes to accept the Personnel Report as outlined in Enclosure #3, seconded by D. Caisse
Y - 9

Ashburnham-Westminster Regional School Committee

April 13, 2004 Minutes

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. MASC meeting 3/27/04 received the Donahue Report
 - 2. Set up interview committee to negotiate health benefits for district
 - 3. House of Representatives budget for FY05—possible increase in revenue to schools
 - 4. Next School Committee meeting Monday April 26 due to Elections on Tuesday April 27
 - 5. Posting for new elementary principal
 - 6. Thank you to Ashburnham Advisory, Selectmen and Westminster Selectmen for support of budget
- B. Award –Bob Weeks
 - 1. Recognition for being inducted into Mass Track coaches Hall of Fame
- C. Miles Social Studies Project
 - 1. Presentation by Tiffany Davis with the help of Nick Smith and Ian Kurr of Westminster native active in military during Civil War period

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

D. Caisse out at 8:03 p.m.

- D. Nurses—Overview of Job
 - 1. Presentation by Marcia Sharkey of duties performed by School Nurses on a daily basis

D. Caisse in at 8:06 p.m.

- E. Investing Trust Dollars
 - 1. Information by Ken Caron on bequeath that should be earning more interest that would be used for a scholarship
 - 2. **Motion** by P. Januhnen to authorize treasurer to invest Patari Fund into funds recommended by treasurer and to make quarterly reports to school committee, seconded by E. Holmes Y – 10

D. Christianson out at 9:40 p.m.

- F. School Calendar

D. Christianson in at 9:42 p.m.

- 1. Discussion concerning half days
- 2. **Motion** by D. Christian to approve Regional School District calendar for 2004-2005 as presented, seconded by P. Janhunen Y – 9 N – 1—L. Beaton
- G. Superintendent's Recommendation for Spending FY04 Contingency
 - 1. Moved to Executive Session

VIII. UNFINISHED BUSINESS

- A. M. Zapantis to set up process for search committee for principal
- B. E. Holmes—members check packets for Chapter 70 information

IX. NEW BUSINESS

X. AGENDA SETTING

**Ashburnham-Westminster Regional School Committee
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XI. EXECUTIVE SESSION

A. **Motion** by P. Janhunen for School Committee to go into Executive Session under MGL 39, Section 23 to discuss potential litigation and negotiations at 9:03 p.m., seconded by N. Bakanowsky

Roll Call Vote Y - 10

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

P. Janhunen out at 9:05 p.m.

XII. ADJOURNMENT

A. **Motion** by L. Beaton to adjourn, seconded by E. Holmes at 10:30 p.m. Y - 9

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

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

April 26, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m. in the VonDeck Lecture Hall at Oakmont with the Pledge of Allegiance, by J. Anderson

Members present

| | |
|-----------------|----------------|
| C. Gagnon | N. Bakanowsky, |
| J. Anderson | E. Holmes |
| D. Christianson | K. Glenny |
| P. Janhunen | |

Members absent: L. Beaton, D. Caisse, D. Loescher

Also present: M. Zapantis, S. Kersey

II. PARTICIPATION BY THE PUBLIC

III. STUDENT ADVISORY COMMITTEE

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman's Report

1. Year of changes—budgets, Superintendent, staff
2. Thanks to staff at all schools, staff at central office, to Lenny for taking over for Peter, Dave for cooperation and help
3. Welcome to new members in advance
4. Special thanks to family and friends—personal and of all public servants for making the jobs a little easier

B. School Committee Comments

1. Thanks to Joan for her service as chair person

C. Correspondence—refer to packet

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

VI. ROUTINE MATTERS

A. Approval of Minutes

1. **Motion** by D. Christianson to approve the minutes of 3/23/04, seconded by K. Glenny with the following corrections Y - 7
 - a. III. Correction of Prestations to Presentations

B. Personnel Report

1. **Motion** by E. Holmes to accept the Personnel Report as presented, seconded by D. Christianson Y - 7

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of Superintendent

1. M. Zapantis and E. Holmes to spend April 27th on Beacon Hill
2. Thanks to Nancy Bakanowsky, Diane Loescher, and Peter Janhunen for their time and energy on the School Committee
3. Called attention to the case Hancock vs. Driscoll—adequate funding for Public Schools
4. Draft of plan for Developing a Strategic Plan with the assistance of Jan LeClair, Vice-President, Institutional Advancement at Mount Wachusett Community College. Information to be posted on the Web Site

D. Caisse in at 7:23 p.m.

Ashburnham-Westminster Regional School Committee

May 11, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:07 p.m. in the VonDeck Lecture Hall at Oakmont with the Pledge of Allegiance by Chairman, pro tem, M. Zapantis

Members present

| | |
|-----------------|--------------|
| C. Gagnon | L. Beaton |
| J. Anderson | L. Weiderman |
| D. Caisse | G. Farley |
| D. Christianson | J. Rheault |
| K. Glenny | |

Members absent: E. Holmes

Also present: M. Zapantis, K. Caron

II. SWEARING IN OF NEW AND RETURNING SCHOOL COMMITTEE MEMBERS

A. Chris Gagnon, Gwen Farley, Laura Weiderman, James Rheault by Lenny Beaton

III. ELECTION OF OFFICERS

A. Gwen Farley and James Rheault newly elected members from Westminster replacing Diane Loescher and Peter Janhunen. Laura Weiderman newly elected member from Ashburnham replacing Nancy Bakanowsky. Chris Gagnon re-elected to the committee.

B. **Motion** to nominate Dave Christianson as Chair by J. Anderson, seconded by K. Glenny

Motion to close nomination by D. Caisse, seconded by L. Beaton Y – 9 N – 0

In favor of D. Christianson Y – 8 N – 0 A – 1 D. Christianson

| | | | |
|-----------------|---|--------------|---|
| C. Gagnon | Y | L. Beaton | Y |
| J. Anderson | Y | L. Weiderman | Y |
| D. Caisse | Y | G. Farley | Y |
| D. Christianson | A | J. Rheault | Y |
| K. Glenny | Y | | |

C. **Motion** to nominate Lenny Beaton as Vice Chair by K. Glenny, seconded by J. Anderson

Motion to close nomination by C. Gagnon, seconded by K. Glenny Y – 9 N – 0

In favor of L. Beaton Y – 8 N – 0 A – 1 L. Beaton

| | | | |
|-----------------|---|--------------|---|
| C. Gagnon | Y | L. Beaton | A |
| J. Anderson | Y | L. Weiderman | Y |
| D. Caisse | Y | G. Farley | Y |
| D. Christianson | Y | J. Rheault | Y |
| K. Glenny | Y | | |

D. **Motion** to nominate Chris Gagnon as Secretary by J. Anderson, seconded by K. Glenny

Motion to close nomination by D. Caisse, seconded by K. Glenny Y – 9 N – 0

In favor of C. Gagnon Y – 8 N – 0 A – 1 C. Gagnon

| | | | |
|-----------------|---|--------------|---|
| C. Gagnon | A | L. Beaton | Y |
| J. Anderson | Y | L. Weiderman | Y |
| D. Caisse | Y | G. Farley | Y |
| D. Christianson | Y | J. Rheault | Y |
| K. Glenny | Y | | |

IV. APPOINTMENT OF SUBCOMMITTEES

A. Appointments to Subcommittees to be determined next meeting after sheets are returned

B. Discussion concerning subcommittees value—which could be eliminated

C. L. Weiderman appointed as School Committee representative on Briggs Principal Search Committee

Ashburnham-Westminster Regional School Committee

May 11, 2004 Minutes

V. PARTICIPATION BY THE PUBLIC – None

VI. STUDENT ADVISORY COMMITTEE

- A. Erin McDonald gave update on AP testing, MCAS for 10th grade, JR/SR prom date and time, voter registration held by Student Council, graduation 6/6/04. She responded to a question concerning the cost of AP test—who pays district or parents—the answer was parents

VII. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
 - 1. Thanks to Nancy Bakanowsky, Diane Loescher and Peter Janhunen for their commitment to the school committee. A gift was presented to P. Janhunen.
 - 2. A goal was set to adjourn by 10 p.m.
- B. School Committee Comments—None
- C. Correspondence—None

VIII. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE - None

IX. RECOMMENDED ACTIONS - ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **Motion** by D. Caisse to approve the minutes of April 13, 2004, seconded by L. Beaton
Y – 6 N – 0 A - 3 G. Farley, J. Rheault, L. Weiderman
- B. Personnel Report
 - 1. **Motion** by D. Caisse to accept the Personnel Report, as presented by M. Zapantis, seconded by K. Glenny Y – 9 N – 0

D. Caisse out at 7:35 p.m.

X. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. Strategic Plan update, first meeting for ideas and thoughts, reviewed schedule of dates and participants with thanks again to Jan LeClair for volunteering her services

D. Caisse in at 7:39 p.m.

- 2. MASC—required for new members to attend a training session anytime within a year—introduction being offered 5/21 & 5/22/04
- 3. Results of survey given to 8th grade parents for 8th graders not attending 9th grade at Oakmont—information for school committee members to review
- 4. Update on program run by Wendy LeBlanc from Oakmont, WATCH, a two month program with young women from Oakmont being placed in internship with engineers from Tyco
- 5. Reminder to Ash/West communities to be watchful of bike riders with the warmer weather and to be aware of the young drivers on Prom night
- 6. Thanks to both communities, School Committee, Advisory Boards and Selectmen for supporting override
- B. Awards to Ron Therrien for thirty years of coaching and thirty-five years of teaching at Oakmont, and Melissa Martin for the being selected for the 2004 China Study Tour Program
- C. JRB Interim Principal Stipend
 - 1. Update and discussion on stipend for C. Wright as interim principal at JRB
 - 2. **Motion** by D. Caisse that the School Committee approve the Superintendent's recommendation and pay John R. Briggs Elementary Interim Principal a stipend of \$2,500 per month for the months of May and June and possible July, seconded by L. Beaton Y – 9 N – 0
- D. Consulting Partners Executive Summary

Ashburnham-Westminster Regional School Committee

May 11, 2004 Minutes

1. Report of 25 recommendations to improve central office staff—info will be shared at a future date after discussing with central office staff
 2. **Motion** by D. Caisse that the School Committee to accept the Consulting Partners Executive Summary as presented, seconded by G. Farley Y – 9 N – 0
- E. Bylaw—First Reading
1. Roberts Rules of Order cards for new members, discussion on possibly scheduling meeting to discuss rules of orders, add posting of meetings to Bylaws
 2. **Motion** by J. Anderson that the School Committee approve the bylaws as presented as a first reading, seconded by G. Farley Y – 9 N – 0
- F. School District Tier II Documentation
1. Info on Tier II evaluations—routine compliance process to accumulate information on schools—done every three years.

XI. UNFINISHED BUSINESS--None

XII. NEW BUSINESS

- A. Guys and Dolls at Oakmont—5/21, 22, 23
- B. Accreditation subcommittee meeting at OMS Library

XIII. AGENDA SETTING

- A. Subcommittee commitments
- B. Meeting locales
- C. Roberts Rules
- D. NEASC update
- E. Monthly report of district
- F. Business report
- G. Email agenda to members ASAP

XIV. EXECUTIVE SESSION

- A. **Motion** by K. Glenny to go into Executive Session at 9:04 p.m. for the purpose of discussing Executive Session Minutes and to come out of Executive Session to adjourn, seconded by G. Farley
- Roll Call Vote

| | | | |
|-----------------|---|--------------|---|
| C. Gagnon | Y | L. Beaton | Y |
| J. Anderson | Y | L. Weiderman | Y |
| D. Caisse | Y | G. Farley | Y |
| D. Christianson | Y | J. Rheault | Y |
| K. Glenny | Y | | |

XV. ADJOURNMENT

- A. **Motion** by K. Glenny to adjourn, seconded by D. Caisse at 9:29 p.m. Y - 9

Submitted,
Kathi Theriault

Ashburnham-Westminster Regional School Committee

May 25, 2004 Minutes

I. CALL TO ORDER

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

Members present

| | | | |
|-------------|--------------|-----------------|------------|
| C. Gagnon | G. Farley | D. Christianson | K Glenny |
| J. Anderson | L. Weiderman | L. Beaton | J. Rheault |
| E. Holmes | | | |

Members absent: D. Caisse

Also present: M. Zapantis, S. Kersey, K. Caron

D. Caisse in at 7:14 p.m.

II. PARTICIPATION BY THE PUBLIC—None

***Note agenda items addressed out of order to accommodate visiting speakers**

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

C. Representatives Knuuttila and Evangelidis

1. Brian discussed Circuit Breaker, Chapter 70, transportation funding
2. Lewis discussed increase rated for Circuit Breaker, commitment to education, reasons why Ashburnham should be exempt from MBTA assessment

III. STUDENT ADVISORY COMMITTEE

A. Sandra Warenen gave update of Oakmont activities—AP tests, SADD, Jr/Sr Prom, MCAS, Voter registration, musical, National Honor Society 2005, Sr. Field day 6/3/04, cookout 6/04/04, Baccalaureate 6/4/04, Graduation 6/604

IV. APPOINTMENT OF SUBCOMMITTEES

- A. Budget, Transportation and Policy—told to meet soon and choose chairperson
- B. School Committee Representative to Accreditation Committee—L. Weiderman and J. Anderson
- C. Rules Subcommittee will cease to exist after By Laws are accepted

V. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman' Report

1. Musical, Guys and Dolls, was a great performance. Congratulations to all participants
2. Robert's Rules of Order Cards handed out to all members
3. Letter from Oakmont Booster Club support of Education Plan
4. New members of school committee reminded of MASC workshop—old members may also attend

B. School Committee Comments

1. School committee invited to breakfast at Oakmont for a stress relief workshop
2. E. Holmes gave update on forum attended 5/17/04
3. D. Caisse handed out info on golf tournament on 6/28/04

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. None have met

VII. ROUTINE MATTERS

A. Approval of Minutes

Ashburnham-Westminster Regional School Committee

May 25, 2004 Minutes

1. **Motion** by E. Holmes to approve the minutes of 4/26/04, seconded by K. Glenny with the following corrections Y – 7 A – 3—J. Rheault, L. Weiderman, G. Farley
 - a. VII. E. 1. Third line of motion add a space after “due” and a “t” to spell “to”
 - b. Add D. Caisse as no vote
 2. **Motion** by D. Caisse to accept the Transportation Subcommittee minutes of 4/20/04, seconded by J. Anderson Y – 7 A – 3—J. Rheault, L. Weiderman, G. Farley
 3. **Motion** by D. Caisse to accept the Budget Subcommittee minutes of 4/13/04 and 4/26/04, seconded by E. Holmes Y – 7 A – 3—J. Rheault, L. Weiderman, G. Farley
- B. Personnel Report
1. **Motion** by D. Caisse to accept the Personnel Report as presented by M. Zapantis, seconded by E. Holmes Y - 10

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
1. Congratulations and thank you to Sandra for speaking from the heart in support of the schools and her education
 2. Presented cups from MASC with issues that the board is involved with and supports
 3. Discussed Strategic plan—meetings going well, possibility of adding one more meeting, Jan LeClair still providing assistance, will condense all information to present to the public
 4. A five week, tuition based, summer academic program has been created by Patty Marquis and Dave Marble to be held at WES. P. Marquis and D. Marble will have more details at the next regular school committee meeting
 5. A reminder to check the district WEB page with an updated calendar of school events
 6. The JRB principal search committee led by D. Marble has reviewed resumes and has five semi-finalists with one withdrawal. Interviews with the four semi-finalist will take place at JRB Thursday, May 27th
 7. Comments on an article from the Telegram & Gazette concerning accountability of education and reasons why more dollars are being put into school systems
- B. Awards
1. Nicholas Smith and Emma Kerr were recognized for winning contributions submitted to the writing competition sponsored by Fitchburg State College
 2. Michele Feinsilver was recognized for implementing the FACETS (Fostering Art, Creativity, Exploration and Thinking Skills) Program at Oakmont.

*. Note agenda items addressed out of order to accommodate visiting speakers

- D. NEASC Update
1. Bill Waight with the help of D. Erickson, and Dave Uminski has developed a self study report that will be used by the NEASC committee while they are visiting Oakmont. Eight committees have established standards with which the NEASC will judge and assess Oakmont during their visit. The report will be produced by faculty and supported by staff and students. The NEASC visiting team will meet with different groups to discuss reports, ask questions, and get opinions and will shadow a cross section of students through out the day.

E. Bylaws

Ashburnham-Westminster Regional School Committee

May 25, 2004 Minutes

1. **Motion** by K. Glenny to approve Bylaws as presented for a second reading, seconded by J. Anderson---motion amended to read—**Motion** by K. Glenny to accept as second reading and adopt Bylaws as presented, seconded by J. Anderson

| | | | |
|--------------|---|-----------------|---|
| C. Gagnon | Y | D. Christianson | Y |
| J. Anderson | Y | L. Beaton | Y |
| D. Caisse | Y | E. Holmes | Y |
| G. Farley | Y | K. Glenny | Y |
| L. Weiderman | Y | J. Rheault | Y |

F. District Participation in School Choice

1. M. Zapantis recommends continued district participation in school choice. Questions were asked if the district has a policy on class size—not known

G. Tri-Board

1. M. Zapantis discussed the importance of meeting with the Tri-Board (School Committee, Advisory Board, and Selectman) to reaffirm and united front concerning the education plan and budget. An invitation will be extended to members of the Advisory Board and Selectman to attend the 6/8/04 School Committee meeting.
2. The school committee members will draft a letter in support of the Education Plan and Budget to be signed by all committee members and submit it to the newspapers

IX. UNFINISHED BUSINESS

- A. None

X. NEW BUSINESS

- A. Email address for K. Glenny incorrect on sheet handed to all committee members—see Keith for correct address

XI. AGENDA SETTING

- A. Update on full day kindergarten
- B. Update on treasurer’s report on trust funds
- C. WES summer school
- D. Tri Board members
- E. Meeting location—giving Dave option of changing venues

Next meeting: 6/8/04 at Overlook Library at 7 p.m.

XII. EXECUTIVE SESSION

- A. **Motion** by E. Holmes to go into Executive Session at 9:35 p.m., seconded by D. Caisse under MGL 39, Section 23 to discuss possible litigation, negotiations and to review Executive Session Minutes for the purpose of Accuracy and Release and to reconvene in open session to adjourn

Roll Call Vote:

Y - 10

| | | | |
|-----------------|---|-------------|---|
| D. Christianson | Y | J. Anderson | Y |
| L. Beaton | Y | E. Holmes | Y |
| C. Gagnon | Y | J. Rheault | Y |
| L. Weiderman | Y | G. Farley | Y |
| K. Glenny | Y | D. Caisse | Y |

L. Beaton out at 11:12 p.m.

Ashburnham-Westminster Regional School Committee
June 8, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 6:35 p.m. in the Library at Overlook Middle School with the Pledge of Allegiance, D. Christianson

Members present

| | |
|-------------|-----------------|
| C. Gagnon | D. Christianson |
| J. Anderson | L. Beaton |
| G. Farley | E. Holmes |
| K. Glenn | J. Rheault |

Members absent: D. Caisse, L. Weiderman

Also present: M. Zapantis, S. Kersey

II. EXECUTIVE SESSION – M.G.L. C. 39, SECTION 23 (6:30-7:30 P.M.)

A. **Motion** by K. Glenn to go into Executive Session for the purpose of reviewing Executive Session minutes for accuracy and acceptance and to return to open session at 7:30 p.m., seconded by J. Anderson

Roll Call vote: Y – 6

| | | | |
|-----------------|---|-----------|---|
| D. Christianson | Y | L. Beaton | Y |
| C. Gagnon | Y | K. Glenn | Y |
| J. Anderson | Y | E. Holmes | Y |

L. Weiderman in at 7:35 p.m.

III. TRI-BOARD MEETING (7:30-8:30 P.M.)

A. Members of the Advisory Board and Selectmen from Ashburnham and Westminster met with members of the School Committee to discuss and reaffirm support of the Educational Plan and the FY '05 budget.

IV. PARTICIPATION BY THE PUBLIC—None

V. STUDENT ADVISORY COMMITTEE—None

VI. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
1. Class '04 graduated successfully congratulations to all
 2. Boys baseball post season play –bested by David Prouty
- B. School Committee Comments—None
- C. Correspondence—None

VII. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. K. Glenn, chairman of the Policy Subcommittee reported that the committee is reviewing all policies for the district section by section and will be updating
- B. Transportation chairman, reported that committee is reviewing outline of charter

VIII. RECOMMENDED ACTIONS-ROUTINE MATTERS

- A. Approval of Minutes

Ashburnham-Westminster Regional School Committee

June 8, 2004 Minutes

1. **Motion** by C. Gagnon to accept the Budge Subcommittee minutes of 5/11/04 and 5/25/04, seconded by K. Glenny Y - 9 N - 0
- B. Personnel Report
 1. No changes—waiting for override vote—holding pattern

IX. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 1. Project W.R.I.T.E. form Overlook was starting in the 80's for 6,7, & 8th graders by Mrs. Gwen Gundlach—congratulations to all who participated
 2. Two of the three principal candidates for J. R. Briggs have visited to date with the third to visit soon. Thank you to Candy Wright for doing a great job as interim
 3. S.O.C. will be having a dance-social gather before override vote—hope all will try to attend
 4. Education Plan will be implemented if(when) override is past. If override does not pass—the Ed Plan comes off the table. Remember to vote

NOTE: ITEMS ADDRESSED OUT OF ORDER

- E. 2004-2005 School Committee Meeting Schedule
 1. **Motion** by E. Holmes to approve the drafted School Committee meeting schedule with the following changes, seconded by L. Beaton Y - 9 N - 0
 - a. Scratch the Public Hearing date on February 8, 2005
 - b. Change April 26, 2005 meeting to April 25, 2005
- C. Full Day Kindergarten
 1. Update on full day kindergarten—joint meeting with Ashburnham and Westminster was held the end of May with a lottery to fill the 18 slots. Ashburnham has two families on their waiting list and Westminster has six families on their waiting list. The first payment is due July 1,2004 with a total of three payments of \$800.
- D. Westminster Elementary Summer School Program
 1. Patty Marquis gave update on the summer program to be held at WES. Parents were asked about interest in summer programs for third, fourth, and fifth graders. 30-36 students have been identified as benefiting from a summer program which will consist of small group instruction, no frills, Tuesday, Wednesday and Thursday from 9-11:30 a.m. Surveys were sent home and 50 responses were received. The cost was estimated to be \$6,450 with the majority being spent on staffing—two teachers and two paraprofessionals. The cost to parents will be \$46 per week, approximately, with a commitment of four out of the five weeks. There will be reduced funding slots.
 2. **Motion** by C. Gagnon to accept report as presented with School Committees blessings and looking forward to the follow up report, seconded by E. Holmes. Y - 9 N - 0
- B. Awards
 1. The following faculty were recognized for their dedication to teaching, children, and co-workers: Marjorie Cannavino and Bob Weeks from J. R. Briggs; Ron Setevdemio and Bob Zbikowski from Overlook Middle School; Linda DiGeronimo, William Buckler, Charles Fitz, and Ronald Therrien from Oakmont Regional High School
- G. Dedication
 1. C. Wright is requesting permission to dedicate the John R. Briggs Elementary School gym to Bob Weeks. A presentation will be made at his retirement party.
 2. **Motion** by E. Holmes that the School Committee dedicate the JRB gymnasium to Bob

Ashburnham-Westminster Regional School Committee

June 8, 2004 Minutes

Weeks, seconded by C. Gagnon Y - 9 N - 0

- F. Letter of Support Regarding Override
1. After receiving a copy of letter, **Motion** by E. Holmes to accept the School Committee Letter that will be sent to all newspapers stating full committee support of the override, seconded by J. Anderson Y - 9 N - 0

X. UNFINISHED BUSINESS—None

XI. NEW BUSINESS—None

XII. AGENDA SETTING

- A. Update on trust funds
- B. Update on Summer School Program
- C. By-laws
- D. Surplus from Upton Building
- E. Recommendation from Legal Subcommittee concerning legal services

★ Sherry Kersey advised the School Committee members of the need for the School Committee to meet formally to approve the band organization for 2004-05. Sherry received information this afternoon and did not have time to inform members previous to meeting. An emergency meeting will be held June 11, 2004 at 8 a.m. at the Superintendent's office.

XIII. EXECUTIVE SESSION

- A. **Motion** by E. Holmes that the School Committee go into Executive Session under MGL 39, section 23, to discuss potential litigation, to review executive session minutes for the purpose of accuracy and acceptance and release, and negotiations and to reconvene in open session for the purpose of adjournment at 9:45 p.m., seconded by G. Farley

Roll Call Vote

| | | | |
|-------------|---|-----------------|---|
| C. Gagnon | Y | D. Christianson | Y |
| J. Anderson | Y | L. Beaton | Y |
| G. Farley | Y | E. Holmes | Y |
| K. Glenn | Y | J. Rheault | Y |
| L. Weideman | Y | | |

J. Anderson out at 9:47 p.m.

G. Farley out at 10:10 p.m.

XIV. ADJOURNMENT

Motion by K. Glenn to adjourn, seconded by C. Gagnon at 10:26 p.m. Y - 7

Recorded by:
Kathi Theriault

Submitted by:
Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

June 22, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:04 p.m. in the Library at Overlook Middle School with the Pledge of Allegiance, by D. Christianson

Members present

| | | | |
|-------------|-----------|-----------------|------------|
| C. Gagnon | D. Caisse | D. Christianson | E. Holmes |
| J. Anderson | K. Glenny | L. Beaton | J. Rheault |

Members absent: D. Caisse, L. Weiderman, G. Farley

Also present: M. Zapantis, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE—None

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman's Report

1. Girl's softball team made district semi-finals
2. Attended Bob Weeks retirement party at JRB
3. Attended breakfast at Oakmont
4. Oakmont graduation went smoothly with 220 students in attendance

B. School Committee Comments—None

C. Correspondence—None

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. Policy Sub to meet July 7, 2004

B. Budget Sub to meet after override

C. Transportation Sub will meet with Superintendent and First Student Bus Company

VI. ROUTINE MATTERS

A. Approval of Minutes

1. **Motion** by C. Gagnon that the School Committee approve the Emergency Meeting minutes of 6/11/04, seconded by E. Holmes Y - 6 N - 0 A - 1—K. Glenny

L. Weiderman in at 7:12 p.m.

2. **Motion** by C. Gagnon that the School Committee accept the Budget Subcommittee minutes of 6/8/04, seconded by E. Holmes Y - 8 N - 0

3. **Motion** by C. Gagnon that the School Committee accept the Transportation Subcommittee minutes of 6/7/04, seconded by E. Holmes Y - 8 N - 0

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman's Report

1. **Motion** by E. Holmes that the School Committee accept the thank you letter from the School Committee to the Ashburnham/Westminster Communities for supporting the override vote and attach it to the recorded minutes, seconded by J. Anderson Y - 8 N - 0

VI. RECOMMENDED ACTION - ROUTINE MATTERS

B. Personnel Report

1. **Motion** by C. Gagnon that the School Committee accept the Personnel Report as presented, seconded by E. Holmes Y - 8 N - 0

Ashburnham-Westminster Regional School Committee

June 22, 2004 Minutes

2. **Motion** by J. Anderson that the School Committee accept the gift from Mr. Nyberg to be used at the discretion of the Athletic Director, seconded by E. Holmes Y - 9 N - 0
3. **Motion** by E. Holmes that the School Committee accept the gift from both Mr. Couturier and his parent company to be used to replace athletic equipment at J.R.B., seconded by J. Anderson Y - 9 N - 0

G. Declaration of Surplus

1. Discussion on Upton Building surplus
2. **Motion** by D. Caisse that the School Committee declare the contents of the Upton Building surplus, seconded by E. Holmes Y - 9 N - 0

H. Appointment of Legal Counsel

1. Discussion on recommendations for Legal Counsel. Asked members to forward any recommendation to E. Holmes. A full report will be made at the July meeting.

I. Release of Summer Checks

1. **Motion** by C. Gagnon that the School Committee allow the Business Administrator to release payroll and pay bills through the summer, seconded by D. Caisse. Y - 9 N - 0

J. District Professional Development

1. Discussion on Professional Development for teachers in the district—math and visualization and verbalization

VIII. UNFINISHED BUSINESS—None

IX. NEW BUSINESS

- A. Recommendation was made by E. Holmes that the Oakmont Band be recommended be available for the Mass. MASC conference at the end of October
- B. Discussion on school choice into district affecting class size. What are the expectations for class size—minimum or maximum?

X. AGENDA SETTING

- A. Status of trust fund
- B. Tabled motion
- C. Appointment of Legal Counsel
- D. Policy Sub—gift policy

Next meeting July 20, 2004 at Overlook Library
Legal Services Subcommittee to meeting at 6:30 p.m.

XI. EXECUTIVE SESSION

- A. **Motion** by L. Beaton to go into executive session for the purpose of accepting executive session minutes, contract discussion, search committee, negotiations, and litigation, seconded by E. Holmes at 9:05 p.m.

Roll Call Vote

| | | | | | |
|-----------------|---|-------------|---|-------------|---|
| D. Christianson | Y | E. Holmes | Y | L. Weideman | Y |
| L. Beaton | Y | K. Glenny | Y | D. Caisse | Y |
| C. Gagnon | Y | J. Anderson | Y | J. Rheault | Y |

L. Beaton out at 11:08 p.m.

XII. ADJOURNMENT

A. **Motion** by L. Weideman to adjourn, seconded by J. Anderson at 11:45p.m.

Y - 8 N - 0

Recorded by, Submitted by:
Kathi Theriault Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

July 20, 2004 Minutes

I. CALL TO ORDER

D. Christianson called the meeting to order at 7:00 p.m. in the Library at Overlook Middle School with the Pledge of Allegiance

Members present

| | | | |
|-------------|--------------|-----------------|----------|
| C. Gagnon | D. Caisse | D. Christianson | K Glenny |
| J. Anderson | L. Weiderman | E. Holmes | |

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

Also present: M. Zapantis, S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE—None

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman's Report

1. D. Christianson provided information concerning current legislation having to do with public schools and reimbursement

B. School Committee Comments—None

C. Correspondence

1. Information included within school committee packet

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. Budget sub committee working to catch up on summer expenses for district

B. Technology sub committee with G. Farley as Chair, is working on mission statement. Discussed leasing equipment, D. Cousens provided information from Dell and will be bringing quotes to the School Committee

1. **Motion** by C. Gagnon that the school committee accept the Technology Subcommittee minutes of 7/12/04, seconded by E. Holmes Y – 7 N – 0

C. Transportation subcommittee has been in contact with First Student. Many issues have been ironed out. School Committee should meet with First Student (bus company) one more time before school starts.

VI. ROUTINE MATTERS

A. Approval of Minutes

1. **Motion** by C. Gagnon that the School Committee approve the minutes of 5/11/04 with the following corrections, seconded by D. Caisse Y – 6 A – 1—E. Holmes

a. Corrections: all minutes will state "Recorded by: Note Taker" and "Reviewed and Submitted by: School Committee Secretary"

2. **Motion** by C. Gagnon that the School Committee approve the minutes of 5/25/04 with the following corrections, seconded by E. Holmes Y – 7 N – 0

a. Corrections: XIV.2. motion seconded by J. Anderson

3. **Motion** by C. Gagnon that the School Committee accept the Budget subcommittee minutes of 6/22/04, seconded by E. Holmes Y – 7 N – 0

B. Personnel Report

1. **Motion** by E. Holmes that the School Committee accept the Personnel Report as presented, seconded by L. Weiderman Y – 7 N – 0

Ashburnham-Westminster Regional School Committee
July 20, 2004 Minutes

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. MASC sponsoring “On Board” program Friday 7/23/04 for new committee members
 - 2. Contact Joe Rappa to request visit be postponed from fall to spring because of visit from NEASC that will take place this fall. Do not want to overwhelm staff. The EQA Tier II process could go back up to five years. Invited Mr. Rappa to our district the first week of September
 - 3. Dr. Zapantis shared information from conferences he attended this summer
- B. Student Handbook Revisions—JRB/MHS/WES
 - 1. G. Farley reviewed handbooks from WES and JRB—handbooks very close presentation. Some points have been refined since first sent to School Committee members.
 - 2. Discussion follows on Sexual Harassment and table of contents
 - 3. **Motion** by E. Holmes that the School Committee approve the student handbooks and revisions as submitted by John R. Briggs Elementary School, Westminster elementary School and Meetinghouse School, seconded by D. Caisse Y – 7 N – 0
- D. Full Day Kindergarten Progress Report
 - 1. 18 slots filled, 2 on waiting list at JRB with Cindy Whittington as teacher
 - 2. 18 slots filled, 4-5 on waiting list at MHS with Beth Foster as teacher
 - 3. Will be looking for updated on budget for full day kindergarten at August 8th meeting.
 - 4. Discussion follows concerning paying for public school kindergarten, first year of program, future mandates from state
- C. Policies—First Reading/Revisions
 - 1. **Motion** by K. Glennly that the School Committee accept as presented as first reading the Home Instruction/Procedures and new Home Instruction Form, Nondiscrimination/Equal Employment Opportunity Policy, Nondiscrimination on the Basis of Sec Policy, Nondiscrimination on the Basis of Handicap Policy, and Sexual Harassment Policy, seconded by E. Holmes
Y – 7 N – 0
- E. Appointment of Legal Council
 - 1. **Motion** by E. Holmes that the School Committee appoint as Legal Council for the Ashburnham/Westminster Regional School District from July 1, 2004- June 30, 2005 the law firm of Murphy, Hesse, Toomey & Lehane, seconded by L. Weiderman Y – 7 N – 0

VIII. UNFINISHED BUSINESS

- A. Decision was made to table dedication of the old gymnasium at Oakmont Regional High School because of the death of Bill Wyman’s wife. Condolences are extended to the family

IX. NEW BUSINESS

- A. E. Holmes brought to the attention of the school committee an early bird savings if payments for reservations for the MASC conference are made by August 15th

X. AGENDA SETTING

- A. Feedback on full day kindergarten
- B. Second reading on policies
- C. Policies for receiving gifts
- D. Policy for class size

**Ashburnham-Westminster Regional School Committee
July 20, 2004 Minutes**

XI. EXECUTIVE SESSION

- A. **Motion** by E. Holmes that the School committee go into Executive Session at 8:39 p.m. under MGL 39, Section 23 to be updated about possible litigation and negotiations and to reconvene in open session solely to adjourn, seconded by C. Gagnon

Roll Call Vote

| | | | |
|--------------|---|-----------------|---|
| C. Gagnon | Y | D. Christianson | Y |
| J. Anderson | Y | E. Holmes | Y |
| D. Caisse | Y | K. Glenny | Y |
| L. Weiderman | Y | | |

D. Caisse out at 9:50 p.m.

XII. ADJOURNMENT

- A. **Motion** by E. Holmes to adjourn, seconded by L. Weiderman at 10:39 p.m. Y – 6
N - 0

Recorded by:
Kathi Theriault

Recorded and Submitted by:
Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee
August 5, 2004 Minutes
SPECIAL MEETING

I. CALL TO ORDER

The meeting was called to order at 6:32 p.m. in the Library at Overlook Middle School with the Pledge of Allegiance, D. Christianson

Members present

| | | | |
|-------------|--------------|-----------------|-----------|
| C. Gagnon | G. Farley | D. Christianson | K. Glenny |
| J. Anderson | L. Weiderman | L. Beaton | E. Holmes |

Members absent: D. Caisse, J. Rheault

Also present: M. Zapantis, S. Kersey

II. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Student Participation in Extra Curricular Activities

1. Discussion on whether children who attend schools outside the district (i.e. - private, school choice out, charter out, vocational) should be allowed to participate in extra curricular activities, more specifically marching and jazz band, that the District offers.

K. Glenny gave brief overview of the policy subcommittee recently being informed about this past practice allowed by prior administration.

Bill Waight gave a brief presentation on the history of this practice.

2. **MOTION** to allow five students (Popik, Higgins, Smith, Velasco and Wales) to participate in Oakmont Regional High School Band and Jazz Band for the 2004-2005 school year by E. Holmes seconded by G. Farley

Y - 8 N - 0 Abstention - 0

3. **MOTION** that the School Committee instruct the Policy Subcommittee to recommend a policy which either allows or does not allow students who attend school outside the Ashburnham-Westminster Regional School District to participate in extra curricular activities by L. Weiderman seconded E. Holmes Y - 8 N - 0 Abstention - 0

B. Appropriation of Funds – Westminster Building Project

1. D. Christianson and M. Zapantis gave overview of Melanson Heath & Co discovery of missed appropriation in the Westminster Building Project. M. Zapantis stressed that this was a fiscal year 2004 appropriation and that a note regarding the error would be included in the management letter of the districts financial statements.

Ashburnham-Westminster Regional School Committee
August 5, 2004 Minutes
SPECIAL MEETING

2. **MOTION** to authorize an appropriation of \$275,000 from the proceeds generated by interest and BAN premium accounts to the Westminster Building Project for the fiscal year 2004 by J Anderson seconded by L Weiderman Y - 8 N - 0 Abstention - 0

C. Appropriation of Funds – Oakmont Building Project

1. M Zapantis requested that the school committee consider a motion to appropriate \$211,650.04 from the proceeds generated by interest and BAN premium accounts to the Oakmont Renovation Project for the fiscal year 2005. Agenda item was passed over pending executive session discussions.

III. EXECUTIVE SESSION

- A. **MOTION** to go into Executive Session at 7:25 p.m. under MGL 39, Section 23 to discuss negotiations and to reconvene in open session solely to adjourn by E. Holmes seconded by G. Farley

| | | | |
|-----------------|---|-------------|-------|
| Roll Call Vote: | | Y - 8 | N - 0 |
| D. Christianson | Y | J. Anderson | Y |
| L. Beaton | Y | E. Holmes | Y |
| C. Gagnon | Y | G. Farley | Y |
| L. Weiderman | Y | | |
| K. Glenny | Y | | |

J Anderson leaves at 7:42.

G Farley leaves at 9:00.

IV. ADJOURNMENT

- A. **MOTION** to adjourn at 10:10 p.m. by E. Holmes seconded by L. Weiderman Y - 6 N - 0

Recorded by,
Sherry Kersey

Submitted by:
Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

August 24, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:04 p.m. in the Library at Overlook Middle School with the Pledge of Allegiance, by Chair David Christianson.

Members present

| | | | |
|-----------------|-----------|--------------|------------|
| D. Christianson | D. Caisse | L. Weiderman | J. Rheault |
| L. Beaton | G. Farley | K. Glenny | C. Gagnon |

Members absent: J. Anderson, E. Holmes

Also present: M. Zapantis & S. Kersey

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE--None

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's report
 - 1. D. Christianson asked subcommittee chairs to work out a master schedule of all subcommittee meeting dates
- B. School Committee Comments—None
- C. Correspondence--None

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Technology—discussed WEB page

VI. ROUTINE MATTERS

- A. Approval of Minutes
 - 1. **Motion** by C. Gagnon that the School Committee approve the minutes of 6/8/04 with the following corrections, seconded by L. Beaton Y – 7 N – 0 A – 1—D. Caisse
 - a. Paragraph starting with “Sherry Kersey” the second sentence should read “formally to approve the BAN refinance for 2004-05.”
 - 2. **Motion** by C. Gagnon that the School Committee approve the minutes of 6/22/04 with the following addition, seconded by D. Christianson Y – 7 N – 0 A – 1—G. Farley
 - a. IV. A. 1. Attach copy of thank you letter sent to the Ashburnham/Westminster communities for the support of the override
 - 3. **Motion** by C. Gagnon that the School Committee approve the minutes of 8/5/04 with the following corrections, seconded by D. Caisse Y – 5 N – 0 A – 2—J. Rheault & D. Caisse
 - a. Note that this was a special meeting
 - b. II.C.1 last sentence should read “Agenda item past over” instead of “Motion was tabled”
 - 4. **Motion** by C. Gagnon that the School Committee accept the Budget Subcommittee minutes of 7/20/04, seconded by D. Caisse Y – 8 N – 0
 - 5. **Motion** by K. Glenny that the School Committee accept the Policy Subcommittee minutes of 3/3/04, 6/1/04, 6/15/05 and 7/6/04, seconded by L. Weiderman Y – 7 A – 1—J. Rheault
 - 6. **Motion** by K. Glenny that the School Committee accept the Legal Subcommittee minutes of 6/22/04 and 7/20/04, seconded by D. Caisse Y – 7 A – G. Farley
- B. Personnel Report
 - 1. **Motion** by D. Caisse that the School Committee accept the Personnel Report as presented, seconded by G. Farley Y – 8 N – 0

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 - 1. A reading intervention program for students reading below grade level will be hosted by Cushing Academy with five of our Overlook students attending
 - 2. Discussion concerning a Strategic plan meeting being held at Oakmont at 6:30 p.m. on 9/25

Ashburnham-Westminster Regional School Committee

August 24, 2004 Minutes

3. Reminder of Strategic Plan meeting at the Village Inn September 10th at 6 p.m. for administrators and school committee members
 4. Discussion on choicing out of students and how to keep them in the district
 5. Received letter of agreement from the bus company
 6. Athletic fees have been reduced this year because of the override. L. Beaton requested that information be placed in the libraries so that everyone can read it.
 7. All new staff will meet August 26th for orientation and to go over procedures
 8. This year school calendar will be a little different with the teachers coming in 8/30 in respective buildings and the first teacher professional development will take place 8/31. 9/1—the first day of school, 9/2 school, and 9/3 no school
- B. Full Day Kindergarten
1. Discussion on operational budget and current status.
- C. Approval of Private School
1. **Motion** by D. Caisse that the School Committee approve the application filed by The Center for Education to open a private school in Westminster, seconded by G. Farley Y – 8 N – 0
- D. Policies – Seconded Reading
1. **Motion** by K. Glenny that the school Committee accept the new and revised Home Instruction, Nondiscrimination, and Home Instructions Procedures as presented for second reading, seconded by D. Caisse Y – 8 N – 0
 2. **Motion** by L. Weiderman to amend the title of enclosure 14a from Home Instruction Education Application Form to read Home Instruction Education Form and delete the word Application from the Policy for Home Instruction, seconded by G. Farley. Y – 8 N – 0

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. AGENDA SETTING

- A. Old Gym
- B. Trust Funds
- C. Class size
- D. Next meeting September 14th

XI. EXECUTIVE SESSION

- A. **Motion** by D. Caisse to go into Executive Session under MGL 39, Section 23 to be updated about possible litigation / negotiations, to review executive session minutes for the purpose of accuracy/acceptance and redaction/release and to reconvene in open session to vote on executive session actions. Y 8

Roll Call Vote

| | | | | | |
|-----------------|---|--------------|---|-----------|---|
| D. Christianson | Y | L. Weiderman | Y | D. Caisse | Y |
| L. Beaton | Y | K Glenny | Y | G. Farley | Y |
| C. Gagnon | Y | J. Rheault | Y | | |

L. Beaton left at 10:24 p.m.

XII. ADJOURNMENT

- A. **Motion** by C. Gagnon to adjourn, seconded by G. Farley at 10:25 p.m. Y - 7

Recorded by,
Kathi Theriault

Reviewed & Submitted by:
Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

September 14, 2004 Minutes

3. **Motion** by C. Gagnon that the School Committee accept the Budget Subcommittee minutes of 8/24/04, seconded by E. Holmes Y – 9 N – 0
4. **Motion** by C. Gagnon that the School Committee accept the Budget Subcommittee minutes of 8/30/04, seconded by E. Holmes Y – 9 N – 0

B. Personnel Report

1. M. Zapantis outlined the student teacher ratio in all schools and grade levels and explained the new hires—appointment, transfer, retirement, resigned, reduction in force
2. **Motion** by E. Holmes that the School Committee accept the Personnel Report as presented, seconded by G. Farley Y – 9 N – 0

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent

1. Thanks to custodial staff for the great job done in all schools to prepare for opening day
2. Thanks to all who participated in the Strategic Plan—the mission statement will be drafted soon
3. Discussion on the number of student per classroom. Westminster fourth and fifth grades have a part time certified teacher that pulls out a number of students in each class to give ELA and math instruction which reduces the class size in these grade levels.
4. Attention was called to the fact that the Sports fees have been reduced—discussion followed concerning the reduced number of students involved in sports. Will invite B. Waight and B. Brown to speak at a future meeting concerning this issue
5. Preparing for Cycle III of AYP. All Results to be released by DOE this week
6. Discussion on Ashburnham's Tax Work Off Program
7. Discussion of the Six year Curriculum Renewal cycle for the district

J. Rheault in at 8:42 p.m.

B. Budget Expenditure Report – June, July, August

1. **Motion** by D. Caisse that the School Committee accept the expenditure report as presented, seconded by E. Holmes Y – 10 N – 0

C. FY04 Budget Transfers

1. **Motion** by D. Caisse that the School Committee give Sherry Kersey, District Business Administrator, permission to use excesses in Function 5000 and 9000 to cover expenses in Functions 2000, 3000, and 4000, seconded by E. Holmes Y – 10 N – 0

D. Investing Money – Presentation by Ken Caron

1. K. Caron presented information to committee members on recommendation for investment to increase the dollar amount in the scholarship account
2. **Motion** by D. Caisse that the School Committee authorize the Treasurer/Superintendent/Business Administrator to open an account for the Patari Memorial Scholarship Fund, seconded by E. Holmes Y – 10 N – 0
3. **Motion** by E. Holmes that the School Committee authorize the Treasurer to make investments with the funds in the Patari Fund, seconded by G. Farley Y – 10 N – 0

E. Technology Visionary Plan

1. D. Cousens prepared a printout of the pros and cons of leasing and buying computers over a four year cycle stressing the need to update current equipment

F. Surplus Computers

1. **Motion** by G. Farley that the School Committee declare the computer equipment surplus, as outline in the memo from David Cousens, seconded by E. Holmes Y – 10 N – 0

G. Acceptance of Gifts – AED & Cash Donation

Ashburnham-Westminster Regional School Committee

September 14, 2004 Minutes

1. **Motion** by E. Holmes that the School Committee accept the gift of an automatic external defibrillator to be used at the high school level and the \$500 Rotary Club donation to be distributed equally to each library, seconded by G. Farley Y – 10
N – 0

2. Joan Anderson will draft letter of thanks to Rotary Club to be signed by School Committee members

H. Policies – Adoption

1. **Motion** that the School committee adopt the revised Home Instruction/Procedures Policy and form, Nondiscrimination on the Basis of Sex Policy, Nondiscrimination/Equal Employment Opportunity Policy, Nondiscrimination on the Basis of Handicap Policy, and Sexual Harassment Policy and posting by K. Glenny, seconded by D. Caisse Y – 10 N – 0
2. **Motion** by K. Glenny to table the motion concerning the Home Instruction/Procedures and new Home Instruction Form, seconded by E. Holmes Y – 10 N – 0

VIII. UNFINISHED BUSINESS

- A. Existing motion tabled concerning the naming of the old Oakmont gym

IX. NEW BUSINESS

- A. Discussion concerning phone call received by J. Rheault from a parent concerning not enough text books at Overlook
- B. Open Houses: OMS 9/15
OAK 9/16 WES Parents Night 9/22
JRB 9/22 MHS 9/23
- C. Upcoming meetings Negotiations Subcommittee 9/20 / Policy Subcommittee 9/21

X. AGENDA SETTING

- A. Tour Facilities
- B. Grant Update
- C. Tabled Motion
- D. Update from Safe School Conference

XI. EXECUTIVE SESSION

- A. **Motion** by E. Holmes that the School Committee go into Executive Session at 9:10 p.m. under MGL 39, Section 23 to be updated about possible litigation and negotiations and to reconvene into open session for the sole purpose of adjourning, seconded by C. Gagnon

Roll Call Vote

| | | | | | | | |
|-------------|---|-----------------|---|--------------|---|-----------|---|
| C. Gagnon | Y | D. Christianson | Y | J. Rheault | Y | G. Farley | Y |
| J. Anderson | Y | L. Beaton | Y | L. Weiderman | Y | | |
| D. Caisse | Y | E. Holmes | Y | K Glenny | Y | | |

XII. ADJOURNMENT

- A. **Motion** by K. Glenny to adjourn, seconded by L. Beaton at 10:11 p.m. Y - 10

Recorded,

Kathi Theriault

Reviewed by,

Chris Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

September 28, 2004 Minutes

I. CALL TO ORDER

- A. The meeting was called to order at 6:36 PM in the Library at Overlook Middle School by Chair, D. Christianson.
- B. Members present: J. Anderson, L. Beaton, D. Caisse, J. Rheault, D. Christianson, K. Glenny, E. Holmes, L. Weiderman
- C. Also Present: M. Zapantis, S. Kersey, Karen Murphy, Katie Nunez, Selectmen and Advisory Board members from the towns of Ashburnham and Westminster.

II. EXECUTIVE SESSION

MOTION to go into executive session under MGL 39, Section 23 to discuss negotiations and to reconvene into open session by J. Anderson, seconded by E. Holmes. Y – 8 N – 0

J. Anderson - Y, L. Beaton - Y, D. Caisse - Y, J. Rheault - Y, D. Christianson - Y,
K. Glenny - Y, E. Holmes - Y, L. Weiderman – Y

MOTION to come out of executive session and reconvene into open session at 6:48 by E. Holmes, seconded by J. Anderson Y – 8 N – 0

- A. An overview of the teachers negotiated contract and changes made to the agreement were presented to the public.

G. Farley arrived at 6:55 PM

- B. Discussion followed.
- C. Pledge of Allegiance
- D. J. Rheault stated that he had contacted the State Ethics Board who informed him that he was not allowed to vote or participate in any matters pertaining to the Teachers' Agreement due to the fact that his wife is a teacher within the District, however he was allowed to sit in on discussion. Mr. Rheault volunteered to leave the room if there were objections as to him being present. There were no objections.
- E. **MOTION** to ratify the memorandum of agreement between the Ashburnham-Westminster Regional School Committee and the Ashburnham-Westminster Teachers' Association as presented by D. Caisse, seconded by E. Holmes Y – 8 N – 0 Abstention – 1 (J. Rheault)

K. Glenny left at 7:15 PM

- F. D. Christianson read a joint statement from the AWTA and the AWRSC as well as a statement from C. Gagnon who was unable to attend the meeting.

J. Anderson left at 7:15 PM and returned at 7:20 PM

III. PARTICIPATION BY THE PUBLIC - none

IV. STUDENT ADVISORY COMMITTEE - none

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report – none
- B. School Committee Comments

Ashburnham-Westminster Regional School Committee

September 28, 2004 Minutes

1. L. Weideman updated the Committee on Oakmont's NEASC accreditation.
2. E. Holmes updated the Committee on MASC Safe School / Safe Kid's conference.

C. Correspondence – none

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE None

VII. RECOMMENDED ACTIONS – ROUTINE MATTERS

A. Approval of Minutes

1. **MOTION** to accept the Policy Subcommittee minutes of 07/27/04 by E. Holmes, seconded by D. Caisse Y – 8 N – 0

B. Personnel Report - none

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

B. Dedication of Old Gymnasium at Oakmont Regional High School

1. **MOTION** to remove from the table the motion made by C. Gagnon, seconded by E. Holmes to have the School Committee accept the recommendations made by Bill Waight to name the old gym the Wyman-Therrien Gymnasium by D. Caisse, seconded by J. Anderson Y – 8 N – 0
2. **MOTION** to accept the recommendation previously made by Bill Waight to name the old gym the Wyman-Therrien Gymnasium by D. Caisse, seconded by J. Anderson Y – 8 N – 0
3. D. Christianson read aloud the letter to M. Zapantis from several members of the Oakmont coaching community.

A. Report of Superintendent

1. M. Zapantis handed out work to date vision for excellence
2. Home Schooling forum will be held 10/13/04 at 6:00 PM in the library at Overlook Middle School
3. Letter to Senator Antonioni asking for help recovering taken invoices which will help assist SBA funding. These invoices were believed to be taken during the Katter trials.
4. Participation by the district with the senior citizen tax relief program in Westminster as well as Ashburnham.
5. M. Zapantis read aloud a letter written to the OMS Vice Principal by a school choice student.
6. NEASC letter announcing Oakmont's removal from its probation status.

C. Grants Overview – Presentation by Jana Harrison

1. Jana Harrison, Early Childhood / Grants Coordinator, gave an overview of grants, writing and investigations of grants and the current initiatives, FY05 entitlement grants and competitive grants.
2. Discussion followed.

D. Fall Sports Update – Presentation by Bryan Brown

1. Mr. Brown reviewed the costs and participation of Oakmont fall sports.
2. Discussion followed.

Ashburnham-Westminster Regional School Committee

September 28, 2004 Minutes

E. Application for Cooperative Hockey Team

1. Discussion regarding a cooperative ice hockey program with Narragansett.
2. **MOTION** to have Bryan Brown apply for a cooperative hockey team with Narragansett by D. Caisse, seconded by E. Holmes Y – 8 N – 0

IX. UNFINISHED BUSINESS - none

G. Farley stepped out at 8:38 PM

X. AGENDA SETTING

1. MASC annual meeting in October
2. **MOTION** to nominate E. Holmes at the delegate to the MASC conference by D. Caisse, seconded by L. Weiderman Y – 7 N – 0 Abstention – 1 (E. Holmes)

G. Farley returned at 8:39 PM

3. Revised capital list presented by M. Zapantis
4. Westminster Town meeting – 10/26/04 ~~~ Ashburnham Town meeting – 11/18/04
5. Discussion followed.
6. **MOTION** to refer to Budget Subcommittee authority to refer special requests directly to Ashburnham and/or Westminster by D. Caisse, seconded by L. Beaton Y – 8 N – 0
7. New teacher social

XI. EXECUTIVE SESSION

MOTION to go into executive session at 9:15 PM under MGL 39, Section 23 to discuss negotiations and to reconvene into open session for the sole purpose of adjourning by D. Caisse, seconded by L. Weiderman. Y – 8 N – 0

J. Anderson - Y, L. Beaton - Y, D. Caisse - Y, J. Rheault - Y, D. Christianson - Y,
G. Farley - Y, E. Holmes - Y, L. Weiderman – Y

L. Weiderman left at 10:30 PM

MOTION to come out of executive session 11:00 PM by L. Weiderman, seconded by D. Caisse
Y – 7 N – 0

L. Beaton left at 11:00 PM

XII. ADJOURNMENT

MOTION to adjourn the meeting at 11:01 PM by L. Weiderman, seconded by D. Caisse Y – 6
N – 0

Submitted By:
Elaine Niedermeier

Ashburnham-Westminster Regional School Committee

October 5, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 6:34 p.m. in the Library at Overlook Middle School with the Pledge of Allegiance by D. Christianson

Members present

| | |
|--------------|-----------------|
| C. Gagnon | D. Christianson |
| J. Anderson | L. Beaton |
| K. Glenny | E. Holmes |
| L. Weiderman | J. Rheault |

Members absent: G. Farley, D. Caisse

Also present: M. Zapantis, S. Kersey, J. Bartulis, Jack Dube

I. EXECUTIVE SESSION

- A. **Motion** by E. Holmes that the School Committee go into Executive session under MGL 39, Section 23 to discuss litigation and negotiations and to reconvene in open session solely to adjourn, seconded by L. Beaton

Roll Call Vote Y - 8

| | | | |
|--------------|---|-----------------|---|
| C. Gagnon | Y | D. Christianson | Y |
| J. Anderson | Y | L. Beaton | Y |
| K. Glenny | Y | E. Holmes | Y |
| L. Weiderman | Y | J. Rheault | Y |

II. ADJOURNMENT

- A. **Motion** by E. Holmes to adjourn, seconded by J. Anderson at 9:39 p.m. Y - 8

Recorded,

Kathi Theriault

Reviewed by,

Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

October 12, 2004 Minutes

I. MEET NEWLY HIRED TEACHERS (6:30 pm – 7:00 pm ~Library)

II. CALL TO ORDER

The meeting was called to order at 7:10 p.m. in the Team Room at Overlook Middle School with the Pledge of Allegiance by D. Christianson

Members present

| | | | | |
|-----------------|--------------|-----------|------------|-----------|
| D. Christianson | L. Weiderman | C. Gagnon | J. Rheault | D. Caisse |
| J. Anderson | G. Farley | E. Holmes | K. Glenny | |

Members absent: L. Beaton

Also present: M. Zapantis, S. Kersey, K. Caron

III. PARTICIPATION BY THE PUBLIC--None

IV. STUDENT ADVISORY COMMITTEE

- A. Erin McDonald brought members up to date with information on Homecoming (10/23) weekend, driving permits being limited to seniors, new members of the student council, and a Halloween party

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
 1. D. Christianson commended OMS student Jarred Quinn for the money, food and supplies that was collected for Haiti
 2. Discussion on previous meeting with several of the new teachers hired within the district
- B. E. Holmes reminded everyone of the MASC conference on Thursday where 20 Oakmont students will be providing musical entertainment during the dinner that evening
- C. Letter to D. Christianson from C. Kelleher asking that Negotiation Subcommittee minutes be released to the public

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Policy Subcommittee members should see K. Glenny to schedule next meeting
- B. Superintendent Evaluation Committee will be scheduling a meeting in the near future

VII. ROUTINE MATTERS

- A. Approval of Minutes
 1. **Motion** by D. Caisse that the School Committee approve the School Committee minutes of 9/28/04, seconded by G. Farley with the following corrections
Y – 8 A – 1—K. Glenny
 - a. Page 3, X..6. motion should read “Motion to refer to Budget Subcommittee and grant....”
 - b. Page 3, G. Farley left at 10:30 P.M. not L. Weiderman
 2. **Motion** by D. Caisse that the School Committee accept the Budget Subcommittee minutes of 9/14/04 and 8/30/04, seconded by G. Farley Y – 9 N - 0
- B. Personnel Report
 1. **Motion** by D. Caisse that the School Committee accept the personnel report as presented, seconded by G. Farley Y – 9 N – 0

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
 1. Reminder that there will be no school for students in the district Monday October 18th - teachers will be attending an all day workshop at Oakmont on Standards Based Education
 2. There will be a forum for Home School parent on Wednesday October 13th at 6 p.m. at Overlook

Ashburnham-Westminster Regional School Committee

October 12, 2004 Minutes

3. We are closing in on our goals as a district—six goals are in place. The next step will be the action planning
- B. NEASC Update – Presentation by Dave Uminski and Diane Erickson
 1. D. Uminski and D. Erickson explained the work involved in creating the summaries which were handed out to the school committee members. They also pointed out the visiting team schedule in the front of the summaries that will be followed as strictly as possible due to time restraints. The NEASC team will be visiting November 7-10 during which time they will be speaking to teachers, students, parents, school committee members, central office staff and other employees of the district that work at Oakmont. They will be observing and reviewing the reports that have been compiled for this evaluation
- C. School Improvement Plan—Oakmont Regional High School
 1. Presentation of Oakmont’s School Improvement plan by B. Waight, and J. Lawrence
 2. **Motion** by D. Caisse that the School Committee accept Oakmont Regional High School Improvement Plan as presented, seconded by E. Holmes Y – 9 N – 0
- D. Cycle III and AYP Report
 1. M. Zapantis present the Cycle III and AYP Report—what it means for the district and the individual schools
- E. FTE Comparative Report
 1. Comprehensive report of all schools
- F. Ratification of Fall Capital List
 1. **Motion** by C. Gagnon that the School Committee ratify the fall capital list as presented, seconded by K. Glenny Y – 9 N – 0
- G. Acceptance of Gifts
 1. **Motion** by D. Caisse that the School committee accept the \$500 donation made by Mr. Mike’s, Peterborough Oil Company and Mobile Oil Corporations to purchase science supplies for Westminster Elementary School and Meetinghouse School, seconded by J. Anderson Y – 9 N – 0

IX. UNFINISHED BUSINESS—None

X. NEW BUSINESS

XI. AGENDA SETTING

- A. Next Meeting changed to Monday October 25th at 6:30 p.m.

XII. EXECUTIVE SESSION

- A. **Motion** by E. Holmes that the School Committee go into Executive Session under MGL 39, Section 23 to be updated about possible litigation and negotiations and to reconvene into open session to adjourn, seconded by D. Caisse

Roll Call Vote

| | | | | | |
|-----------------|---|-----------|---|--------------|---|
| D. Christianson | Y | C. Gagnon | Y | L. Weiderman | Y |
| J. Anderson | Y | E. Holmes | Y | J. Rheault | Y |
| D. Caisse | Y | K Glenny | Y | G. Farley | Y |

XIII. ADJOURNMENT

- A. **Motion** by E. Holmes to adjourn, seconded by G. Farley at 10:24 p.m. Y – 9 N – 0

Recorded,
Kathi Theriault

Reviewed by,
Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

October 25, 2004 Minutes

I. CALL TO ORDER

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

Members present

| | |
|-----------------|--------------|
| D. Christianson | L. Weiderman |
| L. Beaton | K Glenny |
| C. Gagnon | E. Holmes |
| J. Anderson | G. Farley |

Members absent: D. Caisse, J. Rheault

Also present: M. Zapantis and S. Kersey

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- B. Acknowledgement of gift received from Westminster Lions Club to Overlook Middle School and Westminster and Meetinghouse Schools.
1. **Motion** by E. Holmes that the School Committee accept the gifts of two automatic external defibrillators from the Westminster Lions Club to be utilized at Westminster and Meetinghouse Elementary Schools and Overlook Middle School, seconded by G. Farley Y – 8 N – 0

II. PARTICIPATION BY THE PUBLIC—None

III. STUDENT ADVISORY COMMITTEE--None

IV. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's report
2. It was a pleasure to participate in Home Coming Weekend
- B. School Committee Comments—None
- C. Correspondence—None other than what was in the packets

V. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Budget and transport report will follow
- B. October 19th Superintendent Evaluation Committee met to create format to be used for the evaluation. The five member committee will prepare the evaluation, come to a consensus, and present recommendation to the School Committee for input

VI. ROUTINE MATTERS

- A. Approval of Minutes
1. **Motion** by C. Gagnon that the School Committee approve the School Committee minutes of 9/14/04, seconded by E. Holmes with the following corrections Y – 8 N – 0
 - a. V.B. should read Policy will meet 9/21 at 6 p.m. not 2 p.m.
 2. **Motion** by C. Gagnon that the School Committee approve the School Committee minutes of 10/5/04, seconded by E. Holmes Y – 7 A – 1—G. Farley
 3. **Motion** by K. Glenny that the School Committee accept the Policy Subcommittee minutes of 9/21/04, seconded by E. Holmes Y – 8 N - 0
- B. Personnel Report—None

Ashburnham-Westminster Regional School Committee

October 25, 2004 Minutes

VII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent

1. Oakmont received a complete occupancy permit on 10/22/04. There are some concerns with the snow guards on the new gym. This will be watched
2. Reminder of Westminster town meeting
3. Donation from American Legion to Ashburnham Police Department for the Cops & Kids Program
4. On 10/22 at 10 a.m. there was a reunion of retired staff member
5. Tuesday November 2, 2004 will be a School to Community Breakfast at 7:15 a.m. in the WES cafeteria. The speaker will be M. Zapantis

C. School Improvement Plan ~ Overlook Middle School

1. Presentation by M. Sunderland, Principal
2. **Motion** by J. Anderson that the School Committee accept Overlook Middle School Improvement Plan as proposed, seconded E. Holmes Y – 8 N – 0

D. Vision/Mission/Core Values/Goals

1. Vision Statement Draft presented by M. Zapantis—looking for volunteers to join the six goal committees.
2. M. Zapantis looking to form a committee to define the AWRSD Core Value Statement
3. **Motion** by C. Gagnon that the School committee adopt the Vision/Mission/Core Values/ Goals as presented, seconded by L. Beaton Y – 8 N – 0

E. School Visits

1. School Committee established a schedule to visit and tour each school in the district before the next four School Committee meetings. These tours are to be led by the principal and head custodian. Budget subcommittee will meet at 6:00 p.m., tours will start approximately 6:30 p.m. with the committee meetings starting at approximately 7:00 p.m. All tours will be open to the public

F. Out- of District Marching Band Students

1. Discussion concerning current out of district marching band members and cost of participation in band. Policy subcommittee to create policy that will cover all non MIAA activity
2. **Motion** by K. Glennly that the School Committee grandfather the current out-of-district marching band student participants until those students graduate from high school provided satisfactory district insurance and/or waivers are in place and participants shall be responsible for the cost of participation, seconded by J. Anderson Y – 8 N – 0

J. Anderson out at 8:20 p.m.

G. Financial Update

1. **Motion** by C. Gagnon that the School Committee accept the financial report as presented, seconded by E. Holmes Y – 7 N – 0

H. Resolutions

1. **Motion** by E. Holmes that the School Committee instruct the MASC delegate to vote on the resolutions as directed by the Committee, seconded by G. Farley Y – 7 N – 0

I. School Resource Officer

1. Committee would like to meet with the Westminster and Ashburnham Chief of Police to determine involvement per school

Ashburnham-Westminster Regional School Committee
October 25, 2004 Minutes

J. Policies

1. **Motion** by K. Glenny that the School Committee approve the School Committee-Superintendent Relations and Responsibilities Policy, Policy Implementation, the Development of Regulations Policy, the School Committee Review of Regulations Policy, the Approval of Handbooks and Directives Policy, the Administration in Policy Absence Policy, and the Regional School District Annual Report Policy as first readings, seconded by E. Holmes Y – 7 N – 0

VIII. UNFINISHED BUSINESS—None

IX. NEW BUSINESS

- A. Next meeting 11/2/04 at 6:30 p.m.

X. AGENDA SETTING

XI. EXECUTIVE SESSION

- A. **Motion** by E. Holmes that the School Committee go into Executive Session under MGL 39, Section 23 to be updated about negotiations and to reconvene into open session at 9:34 p.m., seconded by G. Farley

Roll Call Vote

| | | | |
|-----------------|---|-------------|---|
| D. Christianson | Y | L. Weideman | Y |
| L. Beaton | Y | K Glenny | Y |
| C. Gagnon | Y | E. Holmes | Y |
| | | G. Farley | Y |

E. Holmes out at 9:35 p.m.

XII. ADJOURNMENT

- A. **Motion** to reconvene in open session by L. Beaton, seconded by K. Glenny at 10:24 p.m. to ratify contract agreements Y – 6 N – 0 A – 0
1. **Motion** C. Gagnon that the School Committee vote to ratify the agreement between the Ashburnham-Westminster regional School Committee and the New England Joint Board RWDSU/UFCW, AFL-CIO, CLC on behalf of the Ashburnham-Westminster Head Custodian as presented and authorize members to sign, seconded by K. Glenny Y – 6 N – 0 A – 0
2. **Motion** by C. Gagnon that the School Committee vote to ratify the agreement between the Ashburnham-Westminster Regional School Committee and AFSCME (custodial, grounds, maintenance, cafeteria and secretarial employees) as presented and to authorize members to sign, seconded K. Glenny Y – 6 N – 0 A – 0
- B. **Motion** by G. Farley to adjourn, seconded by L. Beaton at 10:25 p.m. Y - 6

Recorded by,
Kathi Theriault

Reviewed by,
Christopher Gagnon
Secretary

Ashburnham-Westminster Regional School Committee

November 2, 2004 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:20 p.m. in the cafetorium at J. R. Briggs (the Pledge of Allegiance was not done because there was no flag)

Members present:

D. Christianson
L. Beaton
C. Gagnon

E. Holmes
G. Farley
J. Rheault

Absent: J. Anderson, D. Caisse, L. Weiderman, K. Glenny

Also present: M. Zapantis, S. Kersey

II. TOUR OF JOHN R. BRIGGS ELEMENTARY (6:30-approx. 7:00 p.m.)

A. Thank you to C. Wright and P. Engman for directing tour

III. PARTICIPATION BY THE PUBLIC (10 minutes total, 2 minutes per person/group)

- A. Kurt Quinn asked whether there was a funding surplus, if there would be additional monies coming from Chapter 70 reimbursement and whether there would be any money going back to the town.
- B. Response from committee—anything in excess of operating budget would be returned to the towns

IV. STUDENT ADVISORY COMMITTEE--None

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
1. Several members went to the teacher's social
- B. School Committee Comments
1. E. Holmes stated that the students who played at the conference did a wonderful job
- C. Correspondence--None

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Budget sub will meet November 11th at 6:30 p.m. at the superintendent's office to create mission statement to guide administration through budget process

VII. RECOMMENDED ACTION-ROUTINE MATTERS

- A. Approval of Minutes—None
- B. Personnel Report
1. Add paraprofessionals to the Briggs report

**Ashburnham-Westminster Regional School Committee
November 2, 2004 Minutes**

X. NEW BUSINESS

- A. Packets should be received by committee members no later that Saturday to have time to review

XI. AGENDA SETTING

- A. Update MASC conference by E. Holmes
- B. Recognize Oakmont students that performed
- C. WES education classes
- D. WES/MHS, JRB newsletters in packets
- E. Change of expectation and job description for assistant principals and dean of students
- F. NEASC
- G. Next meeting 11/16/04 at WES library with a tour at 6:30 p.m. and the meeting starting approximately 7:30 p.m. with Budget subcommittee meeting at 6:00 p.m.

XII. EXECUTIVE SESSION

Motion by E. Holmes that the School Committee go into Executive Session under MGL 39, Section 23 to be updated about negotiations and to reconvene into open session, seconded by G. Farley at 9:10 p.m.

| | | | |
|-----------------|---|------------|---|
| D. Christianson | Y | E. Holmes | Y |
| L. Beaton | Y | G. Farley | Y |
| C. Gagnon | Y | J. Rheault | Y |

XIII. ADJOURNMENT

Motion by E. Holmes to adjourn, seconded by G. Farley at 9:43 p.m. Y – 6 N – 0 A – 0

Recorded by,

Kathi Theriault

Reviewed by:

Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

November 16, 2004 Minutes

I. TOUR OF MEETINGHOUSE SCHOOL/WESTMINSTER ELEMENTARY (6:30 pm)

Members present:

D. Christianson L. Weiderman E. Holmes D. Caisse C. Gagnon
L. Beaton J. Anderson G. Farley K. Glenny

Absent: J. Rheault

Also present: M. Zapantis, S. Kersey

II. CALL TO ORDER

- A. The meeting was called to order at 7:45 p.m. in the Westminster Elementary School Library with the Pledge of Allegiance led by D. Christianson

III. PARTICIPATION BY THE PUBLIC (10 minutes total, 2 minutes per person/group)

- A. Kirk Quinn from the Oakmont Booster Club requested the School Committee's support for the town to reimburse co-curricular and athletic fees
B. Ann Berube introduced the Best Buddies program and will make a full presentation at a later date

IV. STUDENT ADVISORY COMMITTEE—None

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
1. Congratulations to the NEASC committee for a great job
B. School Committee Comments
1. L. Weiderman reported that there will be a rap up meeting with a full report from NEASC due in April
C. Correspondence
1. To D. Christianson from M/M Randy Williams—home school parents commended School Committee for being open in developing and including them in developing the new policies

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Special Budget Subcommittee meeting 11/9/04—overview of budget planning
B. A date for the Superintendent Evaluation Committee meeting has not been set

VII. RECOMMENDED ACTION-ROUTINE MATTERS

- A. Approval of Minutes
1. **Motion** by D. Caisse that the School Committee approve the minutes of 10/12/04 with the following corrections, seconded by G. Farley Y – 9 N – 0
a. V.A.1. change student to teacher
2. **Motion** by C. Gagnon that the School Committee accept the Budget Subcommittee minutes of 9/28/04, 10/12/04, and 10/25/04 seconded by D. Caisse Y – 9 N – 0
3. **Motion** by C. Gagnon that the School Committee accept the Transportation Subcommittee minutes of 10/25/04, seconded by D. Caisse Y – 0 N – 0
B. Personnel Report—None

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

- A. Report of the Superintendent
1. The committee for the lights for Hurd Field will meet this Monday 11/22/04 at 6 p.m. in room 401 at Oakmont.
2. The school district received the most positive exit interview ever given by the NEASC committee. The staff and students at Oakmont are to be commended.

3. Explanation of the change in the assistant principal's job description with the curriculum aspect.
4. Superintendent evaluation committee will review M. Zapantis' performance goals and will use these as a draft.
5. Looking for volunteers to be on the principal search committee, parents, school council, district staff members, two school committee members (J. Anderson-Westminster & C. Gagnon-Ashburnham), town official, three community members, students and administrators. If more people are interested, then the committee could be expanded.
6. Winter athletic fees have been set.

B. Recognition-MASC/MASS band participants

1. The following band students were recognized for their performance during the MASC conference: Julie Barrows, Lauren Borelli, J. Paul Bourque, Jeffrey Brighenti, Emily Darling, Bethany Kiuru, Lindsay LeBlanc, Lauren Meitzler, Gina Paquette, Allison Rocheleau, Rebecca Root, Andrew Rudick, Victoria, Ryan, Erica Schlier, Tanya Siegel, Samuel Simahk, Sean Snyder, Shawn Sullivan, Amanda Tanguay, and Meaghan Woodard.

C. MASC Resolution and Conference Summary Update—Ellen Holmes

D. Revenue/Expenditure Financial Update

1. **Motion** by K. Glenny that the School Committee accept the financial update as presented, seconded by J. Anderson Y – 0 N – 0 A – 0

E. Lighting for Athletic Field

1. **Motion** by L. Beaton that subject to the approval of the superintendent of Schools, the School Committee authorize the fundraising and construction of the lighting of the Hurd Athletic Field with no cost to the district, seconded by K. Glenny
Y – 9 N – 0 A – 0

F. Educational Plan Time Line—Revised

1. Revision of time line presented by M. Zapantis

G. Policies ~ Adoption

1. **Motion** by K. Glenny that the School Committee adopt the School Committee-Superintendent Relations and Responsibilities Policy, the Policy Implementation, the Development of Regulations Policy, the School Committee Review of Regulations Policy, the Approval of Handbooks and Directives Policy, the Administration in Policy Absence Policy, and the Regional School District Annual Report Policy, seconded by E. Holmes
Y – 9 N – 0 A – 0

IX. UNFINISHED BUSINESS

- A. Senate Bill 2463 will be discussed at next meeting
- B. Adult Education information will be discussed at next meeting

X. NEW BUSINESS

XI. AGENDA SETTING

- A. Next meeting 12/7/04 at Overlook Middle School at 6:30 p.m.

XII. EXECUTIVE SESSION--None

XIII. ADJOURNMENT

- A. **Motion** by E. Holmes to adjourn at 9:40 p.m., seconded by L. Weiderman
Y – 9 N – 0 A – 0

Recorded by,

Kathi Theriault

Reviewed by:

Christopher Gagnon, Secretary

Ashburnham-Westminster Regional School Committee

December 7, 2004 Minutes

I. TOUR OF OVERLOOK MIDDLE SCHOOL – 6:30 P.M.

Members present:

| | |
|-----------------|-------------|
| D. Christianson | K. Glenny |
| L. Beaton | G. Farley |
| C. Gagnon | J. Rheault |
| L. Weiderman | J. Anderson |
| D. Caisse | |

Absent: E. Holmes

Also present: M. Zapantis, S. Kersey, Erin McDonald

II. CALL TO ORDER

The meeting was called to order at 7:20 p.m. in the Overlook Middle Library with Pledge of Allegiance led by D. Christianson

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION—taken out of order

- B. Recognition—Craig Hebert/NEASC Steering Committee and Standing Chairs**
1. Craig Hebert repainted the Booster Club snack at Arthur Hurd Memorial Field
 2. The following people were recognized for the outstanding job in preparing for the NEASC visit: David Uminski, Diane Erickson, June Lantry, Robert McGowan, Stacie Brown, Brian Sargent, Nancy Donohue, Greg Barry, Kevin Hart, Dana Altobelli, Audrey Phelps, John DeCicco, Tom Anderson, and Jim Craigen

III. PARTICIPATION BY THE PUBLIC (10 minutes total, 2 minutes per person/group)--None

IV. STUDENT ADVISORY COMMITTEE

- A. N. Hathaway and J. Schonborg reported on the Memory Tree lighting that was well attended Saturday December 4, 2004. The senior class is sponsoring a Toys for Tots drive at all schools. The junior class is sponsoring a letter writing campaign to soldiers in Iraq. Collections are being accepted for J. Conti to help with medical expenses. Students are participating in Bell Ringing. Current winter sports are basketball and boys and girls indoor track. Oakmont Palooza will be held December 17, 2004. Collecting student opinion of the NEASC visit and academic warnings will be going out at the end of this week.

V. PARTICIPATION BY THE SCHOOL COMMITTEE

- A. Chairman's Report
1. After a conversation with E. Holmes we want to make sure everyone understands how reimbursements from the towns will be used. The reimbursements for school projects do not go into operating funds but will be used to reduce the debt of the Oakmont and Westminster building projects
- B. School Committee Comments—None
- C. Correspondence—Nothing new

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

- A. Policy subcommittee will meet December 14, 2004

Ashburnham-Westminster Regional School Committee

December 21, 2004 Minutes

I. TOUR OF OAKMONT HIGH SCHOOL – 6:30 P.M.

Members present:

| | |
|-----------------|------------|
| D. Christianson | K. Glenny |
| L. Beaton | J. Rheault |
| C. Gagnon | E. Holmes |
| L. Weiderman | |

Absent: J. Anderson, D. Caisse, G. Farley
Also present: M. Zapantis, S. Kersey, K. Caron

II. CALL TO ORDER

A. The meeting was called to order at 7:40 p.m. in the Von deck Lecture Hall with Pledge of Allegiance led by D. Christianson

III. PARTICIPATION BY THE PUBLIC (10 minutes total, 2 minutes per person/group)

A. Questions from S. Perrin and C. Chain, Westminster residents, concerning the policies and the development of policies for home schoolers.

IV. STUDENT ADVISORY COMMITTEE

A. E. McDonald, J. Schonberg, N. Hathaway gave updates re: Toys for Tots drive which collected over 300 toys; bell ringing; letters to soldiers; and, 42 students who received the John and Abigail Adams scholarship.

V. PARTICIPATION BY THE SCHOOL COMMITTEE

A. Chairman's Report
1. Thank you to B. Waight, J. Lawrence, B. Collins for directing the tour of Oakmont.
B. School Committee Comments—None
C. Correspondence
1. Received letter from Mrs. Perrin to School Committee.

VI. REPORTS OF STANDING SUBCOMMITTEES OF THE SCHOOL COMMITTEE

A. Policy Subcommittee met will discuss policies later in agenda.

VII. RECOMMENDED ACTION-ROUTINE MATTERS

A. Approval of Minutes
1. **Motion** by C. Gagnon that the School committee accept the Budget Subcommittee minutes of 11/9/04 and 11/16/04, seconded by E. Holmes Y – 7 N – 0 A – 0
B. Personnel Report
1. **Motion** by E. Holmes that the School Committee accept the personnel report as presented, seconded by K. Glenny Y – 7 N – 0 A – 0

VIII. PRESENTATIONS FOR INFORMATION AND/OR ACTION

A. Report of the Superintendent
1. "Friday Night Lights" is a fundraising program set up by the Ashburnham-Westminster Rotary Club to raise money to install lights on the Hurd Athletic Field. The Rotary Club has already given \$5,000 but the district will have to raise at least \$55,000 more.
2. Principal search for Oakmont has seven finalists. The interview committee will set up times in early January to meet with the finalists.

3. Over 25% of this years senior class will receive the John and Abigail Adams Scholarship for achieving advanced and/or proficient in the math and language portion of the MCAS.
- B. Acceptance of Gifts--\$2,000 donation
1. **Motion** by E. Holmes that the School Committee accepts the donation made on behalf of David and June Landry to be used towards the Oakmont Music Program, seconded by K. Glenny Y – 7 N – 0 A – 0
- C. John R. Briggs Elementary School Kindergarten – Relocate to Oakmont
1. Discussion of alternate possibilities followed (price of new portables). Will be discussed in more detail at a future meeting.
- D. School Choice In/Out History
1. Department of Education provided the numbers of Choice In/Out students. The concern is why are the students leaving?
- E. Policies
1. **Motion** by K. Glenny that the School Committee approve the School Committee Operational Goals Policy, the evaluation of School Committee Operational Procedures, the School Committee Member Ethics Policy, the School Committee-Superintendent Relationship Policy and the Policy for School Councils as first readings, seconded by E. Holmes Y – 7 N – 0 A – 0
 2. The School Committee Member Authority Policy, the Unexpired Term Fulfillment Policy, and the School Committee Member Resignation Policy have not changed and have already been adopted.
 3. Will get an opinion from legal representative on retreat for school committee members.

IX. UNFINISHED BUSINESS

- A. Annual report from Melanson & Heath

X. NEW BUSINESS

- A. Next meeting 1/4/05 will be rescheduled to 1/5/05.
 B. The meetings on 1/18/05 and 1/25/05 will be to discuss the FY05 budget.
 C. Security for different schools.
 D. December 30, 2004 the small gym at Oakmont will be dedicated to B. Wyman and R. Therrien during the basketball game.

XI. AGENDA SETTING

XII. EXECUTIVE SESSION

Motion by E. Holmes that the School Committee go into Executive Session under MGL 39, Section 23 to be updated on negotiations and to review executive session minutes for the purpose of redaction and release and to reconvene into open session to approve executive minutes, seconded by L. Weiderman at 9:05 p.m.

Roll call vote:

| | | | |
|-----------------|---|------------|---|
| D. Christianson | Y | K. Glenny | Y |
| L. Beaton | Y | J. Rheault | Y |
| C. Gagnon | Y | E. Holmes | Y |
| L. Weiderman | Y | | |

XIII. ADJOURNMENT

Recorded,
Kathi Theriault

Reviewed by,
Christopher Gagnon, Secretary