

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

Minutes

Regular Meeting #1138 Monday, December 10, 2007

Cafeteria
Davis Hill Elementary School

Committee Members Present:

| | |
|-----------------------------|------------------|
| Margaret Watson, Chair | Robert Imber |
| Cynthia Bazinet, Vice-chair | Mark James |
| Thomas Ackerman | Julianne Kelley |
| Robert Carter | Duncan Leith |
| Colleen Cipro | John Nunnari |
| Shirley Conrad (7:22 PM) | Norman Plourde |
| Melinda Coyle | Michael Sherman |
| Steven Hammond | Kathleen Sweeney |

Committee Members Absent:

| | |
|----------------|----------------|
| Cynthia Ahearn | Joseph Sova |
| Judith Newton | Marcie Zaharee |

Administration Present:

Thomas G. Pandiscio, Superintendent of Schools
Jack Locke, Deputy Superintendent
Darryll McCall, Interim Director of Operations
Peter Brennan, Business Manager
Rebecca Petersen, Executive Secretary to the Superintendent

Student Representatives Present:

None

Others present, who desired to be recorded as present (see attached Attendance Sheet – attachment 1).

Chair Watson called the regular meeting of the School Committee to order at 7:02 PM.

I. Public Hearing

There were no members of the public wishing to address the School Committee.

II. Secretary's Report

A. Approval of 1137th Regular Meeting Minutes of the WRSD Committee held on November 26, 2007

Member Kelley noted that on page 10 of the minutes, the reference to passenger vans used to transport WRSD students should be specified as “12 passenger vans,” not “15 passenger vans.” Also, School Committee members in attendance at the November 26th meeting should be corrected, as Member Carter was present and Member Sova was absent.

The minutes of the regular meeting held November 26, 2007 were approved, as corrected, by consensus, with Members Ackerman and James abstaining.

III. Treasurer’s Report/Financial Statements

Chair Watson reminded the Committee that if there were questions regarding the Business Manager’s report that Members should contact the Superintendent; if there were questions regarding the Treasurer’s Report, Members should contact the Business/Finance Subcommittee Chair.

IV. Committee Reports

A. Chair’s Opening Remarks

Chair Watson called to the Committee’s attention a “Related Party Questionnaire” which had been included with the Superintendent’s Report. Members were asked to review and sign the questionnaire and return it to Rebecca Petersen, who would forward these signed questionnaires to the District auditors, Powers & Sullivan.

B. Student Representatives

There were no student representatives in attendance.

C. Management Subcommittee (M. Watson, Chair, D. Leith, Vice-chair, C. Ahearn, C. Bazinet, R. Carter, R. Imber, J. Nunnari, M. Sherman, J. Sova)

Chair Watson referred to proposed revisions to the WRSC By-Laws, a copy of which was included in the Superintendent’s Report of December 6, 2007. Chair Watson briefly reviewed the proposed revisions. Discussion ensued.

Member Plourde had concerns with the proposed revision to Article II Section 5 (*Duties of the Chair*), based on Robert’s Rules of Order page 392. He also suggested the deletion of Article III Section 5 (*Reimbursement/Expenses*) be re-looked at, based on MGL Chapter 71.

Chair Watson asked Members to review this document more thoroughly before the January 14, 2008 School Committee meeting, at which time these proposed revisions will be acted on.

7:22 PM Member Conrad joined the meeting.

1. Amended Policy - AP1111 **Policy Relating to School Committee Operations School Committee Member Authority** – first reading

Member Plourde suggested the amendment to this policy be made clearer, based on Robert's Rules of Order. This suggestion was discussed. Chair Watson stated if Member Plourde would like to come up with alternative wording, she would agree to bring Member Plourde's alternative wording to the Management Subcommittee for consideration. Chair Watson noted that she has discussed the proposed revision with Holden Town Moderator George Balko.

Motion: To additionally amend Policy 1111 **Policy Relating to School Committee Operation School Committee Member Authority** changing the title of the policy from ***School Committee Member Authority*** to ***School Committee Member Responsibility***.

(R. Carter)
(M. Sherman)

Roll call vote:

In favor:

Thomas Ackerman
Robert Carter
Colleen Cipro
Melinda Coyle
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Michael Sherman
Kathleen Sweeney

Opposed:

Cynthia Bazinet
Shirley Conrad
Steven Hammond
Norman Plourde

Abstained:

Margaret Watson

(The motion passed 11-4-1)

Motion: To approve the first reading of Amended Policy AP1111 **Policy Relating to School Committee Operations School Committee Member Authority**, as additionally amended, waiving the reading.

(D. Leith)

(C. Bazinet)

Vote:

In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:

None

(The motion passed unanimously)

2. Amended Policy - AP1160 **Policy Relating to School Committee Operations School Committee Member Ethics** – first reading

Motion: To approve the first reading of Amended Policy AP1160 **Policy Relating to School Committee Operations School Committee Member Ethics**, waiving the reading.

(D. Leith)

(C. Bazinet)

Vote:

In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley

Duncan Leith
John Nunnari
Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:
None

(The motion passed unanimously)

Chair Watson reported that the Management Subcommittee had reviewed the Superintendent's evaluation document and will not be recommending any changes to this evaluation instrument.

- D. Education Subcommittee (C. Bazinet, Chair, S. Hammond, Vice-chair, C. Ahearn, J. Kelley, J. Nunnari, N. Plourde, K. Sweeney, M. Zaharee)

Subcommittee Chair Bazinet referred to the hardcopy of the service learning PowerPoint presentation, which had been made at the November 28, 2007 Education Subcommittee meeting, a copy of which was included in the Superintendent's Report.

Subcommittee Chair Bazinet called the School Committee's attention to attachment 8, included in the December 6, 2007 Superintendent's Report, listing Superintendent Pandiscio's 2007 – 2008 goals.

Motion: To accept the three goals outlined by Superintendent Thomas Pandiscio in his November 28, 2007 memorandum to the Education Subcommittee.

(C. Bazinet)
(S. Hammond)

There was discussion on how accomplishment of these goals will be measured.

Vote:

In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James

Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:
None

(The motion passed unanimously)

- E. Business/Finance Subcommittee (M. Sherman, Chair, S. Conrad, Vice-chair, T. Ackerman, M. Coyle, M. James, J. Newton, J. Sova)

Business/Finance Subcommittee Chair Sherman reported on the December 5, 2007 meeting of the Business/Finance Subcommittee. Subcommittee Chair Sherman and Business Manager Brennan will draft letters to the towns of Paxton and Sterling, responding to issues brought forward at public hearings hosted by the Ad Hoc Subcommittee to Review the Regional Agreement, issues not related to the Regional Agreement.

1. Amended Policy – AP7110 **Policy Relating to Support Operations Facility Use** – first reading
2. Amended Policy – AP7112 **Policy Relating to Support Operations Non-District Use of Facilities** – first reading
3. Amended Policy – AP7114 **Policy Relating to Support Operations Use of School Facilities for Telecommunications Equipment** – first reading
4. Amended Policy – AP7124 **Policy Relating to Support Operations Facilities Security** – first reading
5. Amended Policy – AP7141 **Policy Relating to Support Operations Inventory Control** – first reading
6. Amended Policy – AP7142 **Policy Relating to Support Operations Energy Efficient Equipment** – first reading
7. Amended Policy – AP7153 **Policy Relating to Support Operations Prohibition of Recreational Vehicular Use** – first reading
8. Amended Policy – AP7159 **Policy Relating to Support Operations Vandalism** – first reading

9. Amended Policy – AP7161 *Policy Relating to Support Operations Naming of School Property* – first reading

10. Amended Policy – AP7324 *Policy Relating to Support Operations Use of Elevators* – first reading

Motion: Whereas, all the proposed changes to these policies are corrections of grammar, or edits for the sake of clarity or consistency with language used in other District policies, and further, that no proposed change is substantive in nature, the Business/Finance Subcommittee recommends and I move that the first reading of the following policies be approved, waiving the reading:

AP7110 *Policy Relating to Support Operations Facility Use*

AP7112 *Policy Relating to Support Operations Non-District Use of Facilities*

AP7114 *Policy Relating to Support Operations Use of School Facilities for Telecommunications Equipment*

AP7124 *Policy Relating to Support Operations Facilities Security*

AP7141 *Policy Relating to Support Operations Inventory Control*

AP7142 *Policy Relating to Support Operations Energy Efficient Equipment*

AP7153 *Policy Relating to Support Operations Prohibition of Recreational Vehicular Use*

AP7159 *Policy Relating to Support Operations Vandalism*

AP7161 *Policy Relating to Support Operations Naming of School Property*

AP7324 *Policy Relating to Support Operations Use of Elevators*
(M. Sherman)
(M. James)

Member Coyle made a friendly amendment, which was accepted by Members Sherman and James, that the first sentence in paragraph 3 of AP7124 be re-stated as follows: Access to school buildings and grounds outside of **regular** school hours **and/or permitted_uses** will be limited to personnel whose work requires it.

An additional amendment was made to AP7112, as follows: (b) if the activity is in keeping with the purpose and compatible with the facilities of the school, or in special cases, if it is deemed by the

~~Committee~~ **administration** to be in the best interest of the communities comprising the Wachusett Regional School District.

Motion: To remove AP7112 *Policy Relating to Support Operations Non-District Use of Facilities* from the above motion, as the changes proposed are substantive.

(S. Conrad)
(K. Sweeney)

Vote:

In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:

None

(The motion passed unanimously)

Vote on main motion:

In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari

Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:
None

(The motion passed unanimously)

Motion: To remand AP7112 **Policy Relating to Support Operations Non-District Use of Facilities** to the Business/Finance Subcommittee.

(M. Sherman)

(M. Coyle)

Vote:

In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:
None

(The motion passed unanimously)

Amended Policy – AP4242 **Policy Relating to Budget/Finance Early Childhood Program** – first reading

Motion: To approve the first reading of Amended Policy AP4242 **Policy Relating to Budget/Finance Early Childhood Program**, waiving the reading.

(M. Sherman)

(S. Conrad)

Motion: Within the body of Amended Policy AP4242 **Policy Relating to Budget/Finance Early Childhood Program**, the reference to “regular education students” be changed to “general education students.”

(C. Bazinet)
(M. Coyle)

Vote:

In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:

None

(The motion passed unanimously)

A friendly amendment was made that the third and fourth paragraphs of AP4242 be merged into one paragraph. This friendly amendment was accepted by the maker and seconder of the motion.

Vote on main motion:

In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley

Duncan Leith
John Nunnari
Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:
None

(The motion passed unanimously)

Subcommittee Chair Sherman announced the next meeting of the Business/Finance Subcommittee can be expected to be called sometime before the January 14, 2008 School Committee meeting.

- F. Community Outreach Subcommittee (K. Sweeney, Chair, N. Plourde, Vice-chair, C. Cipro, M. Coyle, J. Newton)

Community Outreach Subcommittee Chair Sweeney asked for a show of hands of those members who use their MECNet email accounts exclusively for School Committee electronic communications. None of the members indicated satisfaction with the MECNet accounts and all agreed another email route should be explored.

Motion: The School Committee endorse the establishment of once yearly "Office Hour" in each town to facilitate input and understand concerns of town's citizens regarding the Wachusett Regional School District.

(K. Sweeney)

(R. Carter)

A friendly amendment was made by Member Coyle, and accepted by the maker and seconder of the motion, that the following language be added to the motion: , these "Office Hours" to be hosted by the Chair of the Community Outreach Subcommittee or his/her designee and with at least one School Committee member from the designated town present.

Motion: The School Committee endorse the establishment of once yearly "Office Hour" in each town to facilitate input and understand concerns of town's citizens regarding the Wachusett Regional School District, these "Office Hours" to be hosted by the Chair of the Community Outreach Subcommittee or his/her designee and with at least one School Committee member from the designated town present.

(K. Sweeney)

(R. Carter)

Vote:

In favor:

Margaret Watson

Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Michael Sherman
Kathleen Sweeney

Opposed:
None

(The motion passed unanimously)

The next meeting of the Community Outreach Subcommittee has been called for Thursday, January 10, 2008, at 7:00 PM.

G. Audit Advisory Board (Shirley Conrad, Chair, Judith Newton, Vice-chair, School Committee Representatives)

Audit Advisory Board Chair Conrad reported on the December 5, 2007 meeting of the Audit Advisory Board, at which time the members met with representatives from the auditing firm Powers & Sullivan.

H. Ad-Hoc Subcommittees

1. Ad Hoc Subcommittee to Review the Regional Agreement (J. Nunnari, Chair, M. Coyle, S. Hammond, R. Imber, N. Plourde)

Ad Hoc Subcommittee Chair Nunnari reported on the November 29th meeting and advised the School Committee of the ad hoc subcommittee's next meeting on December 11th. A document will be prepared for School Committee review. It is anticipated this document will be included in the Superintendent's Report of January 10, 2008, will be reviewed by the School Committee at the January 14, 2008 School Committee meeting, a public hearing will be held at the start of the January 28, 2008 School Committee meeting, and a vote of the School Committee will be taken at the January 28, 2008 meeting.

I. Building Committees

1. High School

High School Building Committee Chair Leith reported Holden Cable had videotaped a tour of the high school site on December 4, 2007.

J. School Council Reports

Central Tree Middle School (J. Nunnari), Chocksett Middle School (J. Sova), Davis Hill Elementary School (C. Bazinet), Dawson Elementary School (M. James), Glenwood Elementary School (J. Kelley), Houghton Elementary School (N. Plourde), Mayo Elementary School (S. Hammond), Mountview Middle School (M. Sherman), Naquag Elementary School (C. Cipro), Paxton Center School (C. Ahearn), Thomas Prince School (R Imber/K. Sweeney), Wachusett Regional High School (D. Leith), Special Education Parent Advisory Council (M. Zaharee)

Member Bazinet – Davis Hill Elementary School

Member Imber – Thomas Prince School. Member Imber reported that the TPS School Council voiced the opinion that addressing the 20 goals included in the Strategic Plan is overwhelming.

Julianne Kelley - Glenwood Elementary School

Member Sherman left the meeting at 8:30 PM.

V. Superintendent's Report

A. Discussion of Report

Member Kelley stated she understand McCarthy Bus does not use 15 passenger vans to transport WRSD students, but believes 12 passenger vans are used. Member Kelley suggested in the next contract for transportation it be required that 12 passenger vans not be used to transport WRSD students. Superintendent Pandiscio agreed such a requirement could be addressed in the next transportation contract.

8:33 PM Member Sweeney left the table.

8:35 PM Member Sweeney returned to the table.

Motion: To remand the matter of transportation and the use of vans to the Business/Finance Subcommittee for review.

(S. Conrad)
(C. Bazinet)

Vote:
In favor:

Margaret Watson
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Kathleen Sweeney

Opposed:
None

(The motion passed unanimously)

Member Ackerman commended those who worked on the details of the sale of the RAN and the BAN, noting an A2 rating is favorable.

Superintendent Pandiscio gave an update on the Early Childhood Program, noting that the advertisement seeking students which appeared in the newspaper did not produce remarkable results, but the flyers which were produced and distributed did generate more interest. The question was asked how many typically developing students will be needed once Child Works vacates the Jefferson building. There should be spaces for approximately 80 typically developing students.

Superintendent Pandiscio reported oil remediation bonding legislation has been passed, which is good news for the District and the five Member Towns.

B. Recommendations Requiring Action by the School Committee

Motion: To approve the sale by the District of a \$6,100,000 Bond Anticipation Note to Eastern Bank with a Net Interest Cost of 3.0840%, payable on June 30, 2008.

(D. Leith)
(J. Nunnari)

Roll call vote:

In favor:

Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro

Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Kathleen Sweeney

Opposed:
None

Abstained:
Margaret Watson

(The motion passed 14-0-1)

Motion: To approve the sale by the District of a \$8,500,000 Revenue Anticipation Note to Janney Montgomery Scott, LLC with a Net Interest Cost of 3.2816%, payable on June 30, 2008.

(S. Conrad)
(M. Coyle)

Roll call vote:

In favor:
Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Kathleen Sweeney

Opposed:
None

Abstained:
Margaret Watson

(The motion passed 14-0-1)

Motion: To approve the recommendation of the Business/Finance Subcommittee of a one year appointment of James Dunbar as WRSD Treasurer, January 1, 2008 – December 31, 2008.

(S. Conrad)
(M. Coyle)

Member Conrad spoke in Business/Finance Subcommittee Chair Sherman's absence. Member Conrad referred to the December 10, 2007 memorandum from Business/Finance Subcommittee Chair Sherman to School Committee Chair Watson and the December 5, 2007 memorandum to the Business/Finance Subcommittee from Treasurer James Dunbar (attachments 2 & 3).

Roll call vote:

In favor:

Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Kathleen Sweeney

Opposed:

None

Abstained:

Margaret Watson

(The motion passed 14-0-1)

Motion: To approve the recommendation of the Business/Finance Subcommittee to grant a 6% annual increase to the contract amount for James Dunbar as WRSD Treasurer, January 1, 2008 – December 31, 2008.

(S. Conrad)
(M. James)

Roll call vote:

In favor:

Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Kathleen Sweeney

Opposed:

None

Abstained:

Margaret Watson

(The motion passed 14-0-1)

Motion: To approve travel reimbursement for Members Carter and Conrad's attendance at MASC/MASS Joint Conference, November 2007

(D. Leith)
(J. Nunnari)

Roll call vote:

In favor:

Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde
Kathleen Sweeney

Opposed:
None

Abstained:
Margaret Watson

(The motion passed 14-0-1)

VI. Public Hearing

No one from the public wished to address the School Committee.

VII. Unfinished Business

There was no unfinished business brought before the School Committee.

VIII. New Business

Member Conrad reported on her attendance at the MASC/MASS Joint Conference held in November 2007.

Member Coyle distributed her memorandum to the School Committee dated December 10, 2007 reporting to the School Committee about a presentation she attended on November 29th (attachment 4).

IX. Adjournment

Motion: To adjourn to executive session for the purpose of discussing non-union contract negotiations, not to return to public session.

(S. Conrad)

(J. Nunnari)

Roll call vote:

In favor:

Cynthia Bazinet
Thomas Ackerman
Robert Carter
Colleen Cipro
Shirley Conrad
Melinda Coyle
Steven Hammond
Robert Imber
Mark James
Julianne Kelley
Duncan Leith
John Nunnari
Norman Plourde

Kathleen Sweeney

Opposed:
None

Abstained:
Margaret Watson

(The motion passed 14-0-1)

The meeting adjourned at 9:08 PM.

Respectfully submitted,

Thomas G. Pandiscio, Ed.D.
Superintendent of Schools

TGP:rlp