

**NASHOBA REGIONAL SCHOOL DISTRICT  
SCHOOL COMMITTEE MEETING**

Remote meeting via Zoom Technology

This meeting was held remotely, the Nashoba Regional School Committee adheres to Open Meeting Law (OML) Regulations, which have been altered. Here is a link to that order: <https://malegislature.gov/Laws/SessionLaws/Acts/2021/Chapter20>

December 1, 2021

**SCHOOL COMMITTEE IN ATTENDANCE:** Leah Vivirito, Amy Cohen, Dr. Mary McCarthy, Rich Eckel, Sharon Poch, Brett Collins, Mike Horesh, Stephen Rubinstein, Joseph Gleason and Shawn Winsor

**ABSENT:** Karen Devine

**ADMINISTRATION IN ATTENDANCE:** Superintendent Downing, Assistant Superintendent Dr. Maguire, Director of Human Resources, Ann Marie Stoica and Director of Business and Operations, Pat Marone

**6:02 PM CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Vice Chairperson Vivirito called the meeting to order at 6:00 pm.

**6:04 PM MASC BUDGET TRAINING**

Tracy Novick, Field Representative for the Mass. Association of School Committee provided a PowerPoint presentation on the components of a foundation budget and budget development for regional school districts.

**7:09 PM CITIZENS COMMENTS**

None

**7:09 PM CONSENT AGENDA**

Topics on consent agenda include:

Warrants of December 3, 2021

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
4211	12/03/21	VENDOR FY22	\$ 593,826.30
4212	12/03/21	AP ACH FY 22	\$ 144,403.89
4213	12/03/21	BENEFIT FY22	\$ 0.00
4214	12/03/21	PAYROLL FY22	\$1,476,742.39

Draft Meeting Minutes of November 17, 2021

**MOTION**

Mike Horesh moved to approve the consent agenda of December 1, 2021 containing the meeting minutes of November 17, 2021, and the warrants of December 3, 2021; seconded by Leah Vivirito

**Roll Call:**

Leah Vivirito	Yes
Amy Cohen	Abstained
Dr. Mary McCarthy	Yes
Mike Horesh	Yes
Rich Eckel	Yes

Joseph Gleason	Yes
Brett Collins	Yes
Shawn Winsor	Yes
Steve Rubinstein	Yes
Sharon Poch	Yes

**VOTED AND PASSED. (9-0-1)**

**7:11 PM SUPERINTENDENT'S REPORT**

Superintendent Downing and Assistant Superintendent Dr. Maguire provided district updates; the report can be viewed in its entirety [here](#).

**7:29 PM NEW BUSINESS**

**7:29 PM Mary Rowlandson ES, The Center School and NRHS Improvement Plans Presentation**

Principal O'Shea, Principal Mulkerin and Principal Boynton provided a PowerPoint presentation with an overview of the process of developing a school improvement plan. Each Principal provided and reviewed their individual school plan.

**7:54 PM Food Services Update**

Ms. Marone introduced Mr. John Overcash, the new Food Services Coordinator in the district and provided a brief bio of his experience. Mr. Overcash provided a PowerPoint presentation overviewing the financial status, menus, challenges and future vision of the Food Services Dept.

**8:11 PM Extended Learning Update**

Dr. Maguire introduced Ms. Bridget Hannigan, the new Extended Learning Coordinator. Ms. Hannigan provided a PowerPoint presentation overviewing the Extended Learning Dept.; first year back, Fall and Winter enrichment, vacation camps, student enrollment and revenue.

**8:21 PM Preschool and Extended Learning Tuition Increase Proposal**

Ms. Marone provided a PowerPoint presentation reviewing the Extended Day Program rates for last year, advising there has not been a rate increase in two year; Ms. Marone is recommending a 4% increase in the morning and afternoon programs effective for the 2022-2023 school year. Ms. Marone also provided a review of the Preschool tuition rates and recommended a 3% increase for the 2022-2023 school year. Ms. Marone advised both programs are self-funding at this time and advised the recommendation is requested due to anticipated salary increases in FY22 and FY23.

**8:32 PM Substitute Pay Rate Increase Proposal**

Ms. Stoica advised there is a memo in the packet from the Superintendent requesting a daily rate increase for substitute teachers and instructional assistants from \$85.00 to \$100.00. It would put us in voluntary compliance with minimum wage increases that go into effect through January 1 of 2023, and it would help in our efforts to attract additional candidates for the substitute positions.

**MOTION**

Mike Horesh moved to approve the substitute rate increase to \$100.00 per day for Teachers and Instructional Assistants effective January 3, 2022; seconded by Amy Cohen

Motion was withdrawn with the consent of the Committee. Information is for review tonight, vote will occur at the next meeting

**8:41 PM UNFINISHED BUSINESS**

None

**8:41 PM NRHS STUDENT REPRESENTATIVE REPORT**

Sonia Nicholson and Dan Aube NRHS Student Representatives to the School Committee provided an update on current events and athletics at Nashoba Regional High School.

**8:55 PM SUBCOMMITTEE/ADVISORY REPORTS**

**Budget and Warrant Subcommittee**

Mr. Rubinstein reported the next meeting is Monday, December 13<sup>th</sup>.

**Communication Subcommittee**

Ms. Cohen reported the subcommittee met last night. Superintendent Downing attended the meeting; the committee discussed the development of a communication-based survey. Ms. Cohen reported the subcommittee also discussed School Committee Office Hours, to be held before a School Committee meeting, a recommendation will be forthcoming. The next meeting is December 20<sup>th</sup>.

**NRHS School Building Committee**

Mr. Gleason reported the November meeting was postponed until December to allow the Designer Selection Subcommittee time to do their work in sorting through the applications received. Mr. Gleason advised yesterday, November 30<sup>th</sup> the MSBA Designer Selection panel met to review the applications. Superintendent Downing reported the Designer Selection Subcommittee did meet with MSBA. After examination of the applications two applicants separated themselves from the pool, Drummey Rosane Annderson and Kaestle Boos Associates. They will advance to the interviews with the MSBA on December 14<sup>th</sup> at which point on that day, one will be selected to enter into contract negotiations.

**Personnel Subcommittee**

Ms. Vivirito reported the subcommittee continues working on the Superintendent Evaluation process and future School Committee trainings.

**Policy Subcommittee**

No Report

**Advisory Reports**

**Audit Advisory**

No Report

**Diversity, Equity, Acceptance and Racial Justice Advisory (DEARJ)**

No Report

**Regional Agreement Amendment Advisory Committee (RAAAC)**

Dr. McCarthy reported the committee met last night, Dr. McCarthy advised there is only one Lancaster member and advised she is reaching out to recruit a town government member and Lancaster resident to join the committee. The next meeting is December 8<sup>th</sup>.

**Special Education Parent Advisory Council (SEPAC)**

Mr. Collins SEPAC has some good presentations coming up. The Superintendent will hold a virtual Meet and Greet with SEPAC families on December 13<sup>th</sup>. The meeting link and as well as upcoming events can be found on the SEPAC page of the website, under the Families tab.

**9:09 PM ITEMS FOR NEXT/FUTURE AGENDAS**

The committee reviewed the planning calendar for upcoming meeting items.

**ADJOURN**

**MOTION**

Stephen Rubinstein moved to adjourn at 9:11 pm; seconded by Amy Cohen

**Roll Call:**

Leah Vivirito	Yes
Amy Cohen	Yes
Dr. Mary McCarthy	Yes
Mike Horesh	Yes
Rich Eckel	Yes
Joseph Gleason	Yes
Brett Collins	Yes
Shawn Winsor	Yes
Steve Rubinstein	Yes
Sharon Poch	Yes

**VOTED AND PASSED. (10-0-0)**

**Reference Documents and Presentations**

- Agenda
- Draft Meeting Minutes of November 17, 2021
- Superintendent's Report
- NRSD School Club Offerings
- Center, MRE, NRHS School Improvement Plan Presentation
- Center School - School Improvement Plan
- Mary Rowlandson ES - School Improvement Plan
- NRHS - School Improvement Plan
- Food Services Update
- Extended Learning Update
- Extended Day and Preschool Tuition Rate Increase Proposal
- Substitute Pay Rate Increase Proposal

Approved by NRSC 12/15/21  
Submitted by Aleta Masterson

Executive Assistant to the  
Superintendent/Assistant Superintendent