

**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>

March 23, 2022

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

**ABSENT:** Stephen Rubinstein

**ADMINISTRATION IN ATTENDANCE:** Superintendent Downing, Assistant Superintendent Dr. Maguire, and Director of Business and Operations, Pat Marone

**6:30 PM CALL TO ORDER AND PLEDGE OF ALLEGIANCE**  
Vice Chairperson Vivirito called the meeting to order at 6:30 pm.

**6:30 PM CITIZENS COMMENTS**  
No citizens comments

**6:31 PM CONSENT AGENDA**

Topics on consent agenda include:

Warrants of March 25, 2022

<b><u>WARRANT NO.</u></b>	<b><u>DATE</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
4243	03/25/22	VENDOR FY22	\$ 453,388.77
4244	03/25/22	AP ACH FY 22	\$ 206,226.65
4245	03/25/22	BENEFIT FY22	\$ 926,907.90
4246	03/25/22	PAYROLL FY22	\$1,600,474.84

Draft Meeting Minutes of March 9, 2022

**MOTION**

Mike Horesh moved to approve the consent agenda of March 23, 2022 containing the meeting minutes of March 9, 2022 and the warrants of March 25, 2022; seconded by Rich Eckel

**Roll Call:**

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

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

**6:32 PM NEW BUSINESS**

**6:32 PM Superintendent Formative Evaluation**

Chairperson Vivirito and Dr. McCarthy provided a PowerPoint Presentation on the Formative Assessment on the mid-cycle review of the Superintendent’s progress toward his goals and standards, reviewing the five steps in the process, self-assessment, analysis, goal settings and plan development, implementation of the plan, formative assessment/evaluation, summative and summative evaluation, also the NRSC Oct. 2021 survey results and the next steps in the process.

**6:40 PM Superintendent’s Entry Plan**

Superintendent Downing provided a PowerPoint presentation on his Entry Plan findings reviewing initial impressions and predominate themes in community relations, climate, culture and safety, teaching and learning, business and operations, facilities, technology, ideas to consider for strategic planning, the portrait of a Nashoba graduate and an update on the Superintendent’s 22-23 goals. These documents can be found on the district website under the School Committee [meeting materials](#) for tonight’s meeting.

**8:09 PM Approval of new members of the NRHS School Building Committee**

Mr. Gleason advised the NRHS building project is going to be a long process, assumingly membership of the committee will change, it was discussed at the last School Building Committee meeting that when members resign from the committee that their seat will be replaced with “like-kind” members.

**MOTION**

Mike Horesh moved approve Kristen Kendall, Stow resident with a voting share, and Joe McCarthy, non-voting participant – NRHS Faculty as members of the NRHS School Building Committee; seconded by Chairperson Vivirito

**Roll Call:**

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

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

**8:13 PM DIRECTOR OF BUSINESS AND OPERATIONS REPORT**

Ms. Marone reviewed the January 2022 Results of Operations and provided the January 2021 for comparison.

**E & D Recertification Vote**

**MOTION**

Mike Horesh moved to reaffirm the use of \$1,200,000 from E & D as a revenue source for the FY23 budget as voted and approved by the School Committee on March 09, 2022; seconded by Chairperson Vivirito.

**Roll Call:**

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

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

**8:26 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.

**8:33 PM UNFINISHED BUSINESS**

**8:33 PM Administrative Salary Ranges**

The committee asked clarifying questions on the salary ranges.

**MOTION**

Mike Horesh moved to approve the Administrative Salary Ranges as presented at the March 9, 2022 School Committee meeting; seconded by Chairperson Vivirito

**Roll Call:**

Joseph Gleason	No
Leah Vivirito	Yes
Karen Devine	Yes
Dr. Mary McCarthy	Yes
Mike Horesh	Abstain
Rich Eckel	Yes
Amy Cohen	Abstain
Sharon Poch	Yes
Brett Collins	Yes
Shawn Winsor	Abstain

**VOTED AND PASSED. (6-1-3)**

**8:47 PM Policy Manual Section D**

Mr. Gleason advised upon reviewing the proposed revisions he has found many inconsistencies, and is requesting this Section be reviewed for consistency and brought back to the committee for approval. Mr. Eckel advised the Budget and Warrant subcommittee will work with Mr. Gleason to review the policy section and send back to the Policy Subcommittee.

**MOTION**

Mike Horesh moved to approve the revisions to Section D of the NRSD Policy Manual as presented; seconded by Chairperson Vivirito **MOTION WAS NOT VOTED.**

**MOTION**

Joseph Gleason moved to table this topic for further review; seconded by Chairperson Vivirito.

**Roll Call:**

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

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

**9:04 PM SUBCOMMITTEE/ADVISORY REPORTS**

**Budget and Warrant Subcommittee**

Mr. Eckel advised the subcommittee has not met, the Subcommittee is working on scheduling a meeting.

**Communication Subcommittee**

Ms. Cohen provided a PowerPoint presentation on the findings of the survey the Communication Subcommittee sent out to families

**NRHS School Building Committee**

Mr. Gleason advised the first public forum is March 30<sup>th</sup> 6:00 pm at the NRHS, and going forward the OPM will be overseeing the SBC meetings, setting the base agenda, presenting most of the information, and formulation of votes the committee will take.

**Personnel Subcommittee**

Chairperson Vivirito reported the committee continues to work on the Summative Evaluation sections of the Superintendent’s evaluation cycle.

**Policy Subcommittee**

Ms. Devine advised the subcommittee met on Monday to review Section D, they are also continuing to review policies which MASC has provided updates.

**ADVISORY REPORTS**

**Audit Advisory**

Mr. Eckel the advisory is working on scheduling a meeting.

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

Ms. Poch continues to meet two times per month on the opposite Wednesday of the School Committee Meetings, they are continuing to work on the subcommittee feedback and will bring forward trainings or strategies related to those findings.

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

Dr. McCarthy reported the advisory’s final meeting was last Wednesday and thanked the members of the advisory for their dedication and collaboration. The revised agreement will be voted on at the town meetings in May 2023.

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

No report

**9:24 PM ITEMS FOR NEXT/FUTURE AGENDAS**

The committee reviewed the planning calendar for upcoming meeting items.

**ADJOURN**

**MOTION**

Amy Cohen moved to adjourn at 9:28 pm; seconded by Rich Eckel

**Roll Call:**

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

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

**Reference Documents and Presentations**

- Agenda
- Draft Meeting Minutes of 3/9/22
- Formative Assessment for NRSC
- Superintendent's Entry Plan Findings
- Superintendent's Entry Plan Presentation
- January FY22 and FY21 Results of Operations
- Policy Section D Redline Version
- NSRD Communication Survey Findings 03232022
- Administrative Salary Ranges

Approved by NRSC 4/6/22  
Submitted by Aleta Masterson

*Aleta S. Masterson*

Executive Assistant to the  
Superintendent/Assistant Superintendent