

**NASHOBA REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING**

Remote meeting via Zoom Technology

This meeting was held remotely in accordance with the Governor of Massachusetts' March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, Section 2

September 22, 2021

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

ABSENT: Stephen Rubinstein

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

6:00 PM CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

6:01 PM CITIZENS COMMENTS

None

6:01 PM SCHOOL COMMITTEE CHAIRPERSON UPDATE

None

6:02 PM SUPERINTENDENT'S REPORT

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

6:25 PM NEW BUSINESS

6:25 PM Clarification / Update on Regional Agreement Revision

Chairperson Vivirito advised Dr. McCarthy started the process, it was determined that Legal Council should be involved. She has reached out to Attorney Peter Mello for a cost estimate on moving forward with assisting with the project, once she has the estimate Chairperson Vivirito will bring it forward to the School Committee once she receives it. Dr. McCarthy provided a review of the process to date on the revision and next steps.

6:47 PM Budget Analysis for NRHS Mascot Change

Ms. Rich, Director of Athletics, provided a powerpoint presentation detailing the rebranding process, costs for uniforms, equipment and facilities, future plans for rebranding in FY22 and the positive culture at NRHS for the new mascot.

7:13PM Student Representative to the School Committee Update

Superintendent Downing advised he is looking for guidance from the School Committee for the timeline of selecting the Student Representative to the School Committee. Chairperson Vivirito advised the Policy Subcommittee developed a policy last year for the process and roles of the Student Rep. Dr. Boynton advised elections will be held in the coming weeks. Dr. McCarthy stated she would like to see the Student Rep stay for the entirety of the meeting and not give a high school report and leave. Dr. Boynton stated she will make the new representative aware of the expectations.

7:22 PM Dr. Kate Boynton, Principal of NRHS, Entry Plan

Dr. Boynton, Principal of NRHS, reviewed her Entry Plan and her goals contained within the plan. Dr. Boynton advised the plan was provided to staff and families in July.

7:29 PM Domestic/Global Student Travel

Superintendent Downing advised there is a hold on all student travel and field trips at this time due to the COVID Pandemic. Superintendent Downing advised he will continue to monitor the pandemic and will report back to the School Committee.

7:35 PM Time of School Committee Meetings

Ms. Cohen advised she would like the School Committee start time changed to 7:00 pm to allow for School Committee members the chance to get home from their jobs and family obligations. Dr. McCarthy advised she believes a later start time would allow families in the district to get home from work and be able to view the meetings. School Committee members voiced their concern of starting later with the historical long length of meetings. Topic will be added to next meeting for consideration of a vote.

7:46 PM New Appointments to the NRHS School Building Committee

Mr. Gleason advised there are three new members of the School Building Committee, two in an advisory role, Superintendent Downing and Principal Boynton and a Stow resident in a voting role, to replace a former member who has stepped down.

MOTION

Joseph Gleason moved to appoint of Dave Hartnagel of Stow, MA to a voting membership position on the Nashoba Regional High School Building Committee and appoint Superintendent Kirk Downing and Nashoba Regional High School Principal Kathleen Boynton to non-voting advisory membership positions on the Nashoba Regional High School Building Committee.; 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)

Authorize Superintendent Downing to sign the OPM Contract

Ms. Cohen advised Legal Counsel has advised her to recuse herself from the meeting for this topic discussion and vote due to a conflict of interest. Ms. Cohen left the meeting.

MOTION

Mike Horesh moved to authorize Kirk Downing, Superintendent and CEO for the Nashoba Regional School District to execute a services agreement/contract with Skanska USA for the retention of owner's project manager services attendant to the Nashoba Regional High School building project; seconded by Rich Eckel

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
Sharon Poch	Yes
Brett Collins	Yes
Shawn Winsor	Yes

VOTED AND PASSED. (9-0-0)

Authorize Patricia Marone to Submit a RFS to MSBA

MOTION

Mike Horesh moved to authorize Patricia Marone, Business Manager and (MA) Certified Public Procurement Official for the Nashoba Regional School District to submit for approval to the Massachusetts School Building Authority a request for services (R.F.S.) for design services; 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)

7:56 PM UNFINISHED BUSINESS

None

7:56 PM CONSENT AGENDA

Topics on consent agenda include:

Warrants of September 24, 2021

<u>WARRANT NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
4191	09/24/21	VENDOR FY22	\$ 252,430.33
4192	09/24/21	AP ACH FY 22	\$ 219,035.58
4193	09/24/21	BENEFIT FY22	\$ 1,040.00
4194	09/24/21	PAYROLL FY22	\$1,685,508.31

Draft Meeting Minutes of September 8, 2021

MOTION

Mike Horesh moved to approve the consent agenda of September 22, 2021 containing the meeting minutes of September 8, 2021 and the warrants of September 24, 2021; 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)

7:58 PM SUBCOMMITTEE REPORTS

Budget and Warrant Subcommittee

No Report

Personnel Subcommittee

Ms. Vivirito reported the subcommittee is working the Superintendent Downing on his goals development and developing the Personnel Subcommittee School Committee goal. Next meeting is Oct. 6th.

Policy Subcommittee

Ms. Vivirito advised the Policy Subcommittee is meeting after the School Committee Meeting tonight.

Communication Subcommittee

Ms. Cohen reported the subcommittee has not yet meet, other than to elect officers, the next meeting is September 29th, they will be working on the Communication subcommittee School Committee goal.

NRHS School Building Committee

Mr. Gleason reported the building committee has met twice on Sept. 14th, the MSBA has approved the selection of the OPM which is Skanska USA, we appear to have very respected OPM on board. The committee also met last evening and unanimously voted to authorize the Superintendent to sign the contract between the district and Skanska USA and Ms. Marone be authorized to submit a RFS (Request for Services) to designer services to the MSBA. The subcommittee discussed how to craft and frame the RFS. The subcommittee will meet next week to craft the RFS.

Audit Advisory

Mr. Eckel advised the district audit was without findings. The committee will not meet again until after the next audit.

8:10 PM ITEMS FOR NEXT/FUTURE AGENDAS

- E & D Presentation
- Middle School Principal Update
- NRHS Resource Officer
- Finalize School Committee Goals
- SC Protocols
- Regional Agreement Update

- Time of SC Meetings review
- Composition and voting authority of SBC
- Trainings for SC

8:15 PM ADJOURN

MOTION

Rich Eckel moved to adjourn at 8:16 PM; seconded by Amy Cohen

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
 Superintendent's Report
 COVID Protocols Flow Chart
 Budget Analysis for NRHS Mascot Change
 Dr. Kate Boynton Entry Plan to NRHS
 Nashoba RHS - OPM Approval Letter - Skanska
 OPM Contract
 RFS (Request for Services)
 Draft Meeting Minutes of September 8, 2021

Approved by NRSC 10/6/21
 Submitted by Aleta Masterson



Executive Assistant to the
 Superintendent/Assistant Superintendent