

AYER SHIRLEY REGIONAL SCHOOL COMMITTEE MEETING
Shirley Middle School
Middle School Library
Wednesday, October 20, 2010 7:00 p.m.

In attendance:

Robert E. Prescott, Chair (S)
Patrick W. Kelly, Vice Chair (A)
James Quinty, Secretary (S)
Daniel W. Gleason, Member (A) - Absent
Brenda Magno, Member (A)
Joyce Reischutz, Member (S)

Others in attendance:

Mary Beth Hamel, Superintendent (AS)
George B. Frost, Superintendent (A)
Malcolm P. Reid, Superintendent (S)
Evan Katz, Business Manager (S)
William J. Plunkett, Director of Administrative/Business Operations (A)
Virginia K. DeWitt, Director of Special Education and Student Services (A)
Teri Babetski, Director of Student Services/Early Childhood Coordinator/Grants (S)

Call to Order

The meeting of the Ayer Shirley Regional School Committee was called to order by the Chair, Robert E. Prescott, at 7:12 p.m.

Approval of Minutes

- Regional School Committee Minutes from October 20, 2010
 - Joyce Reischutz requested that first entry acronyms be written out in full.

Motioned by Joyce Reischutz; Seconded by Pat Kelly to approve October 20, 2010 meeting minutes after writing out first acronym entry in full. Unanimous Vote

- Ayer Shirley Regional Executive Session Minutes October 20, 2010

Motioned by Pat Kelly; Seconded by Brenda Magno to approve October 20, 2010 executive session meeting minutes. Unanimous Vote

Warrant

- Evan Katz presented the October Payroll and Account Payables Warrants for signatures.

Comments from the Public Concerning Items on the Agenda

- Pat Lynch asked if Agenda Item 6b, Administration Organization/Search Committee, would include discussion regarding the Superintendent Search Committee.

Superintendent's Report

Massachusetts School Building Authority Update

- Superintendent Frost discussed the expansion of Chapter 71 Section 16 subsections d and n regarding regional school districts borrowing for feasibility studies.
 - Subsection d refers to borrowing less than 2 percent of the total annual regional budget.
 - Subsection n contains provisions/steps if amount exceeds 2 percent.

Health Insurance Update

- Superintendent Frost stated the last meeting with Boston Benefit Partners was Thursday, October 7, 2010, 3:30 pm at the Shirley Middle School Library.
 - Joyce Reischutz attended as the Regional School Committee representative.
- The next meeting is scheduled to be Thursday, October 28, 2010.
 - The group hopes to start developing bid specifications, to go out to providers, after the next meeting.

Technology Consultant

- Superintendent Reid presented a quote from Focus Technology, of the recommended technology needs to bring the Regional infrastructure up to date.
 - The estimated cost will be about \$68,000.
 - The recommendations made by Focus are in line with a similar study conducted by CBE Technologies last year.
 - Mike Thibeault and Deb Cutter proposed installing the hardware over the December break.
 - Jim Quinty asked if a member of the consultant group or district technology team could present an overview of the technology situation.
 - Explain where we are currently
 - Where will the recommended upgrade put us
 - How will this/where will it affect the future
- Mike Thibeault and Deb Cutter are still working on the phone system quote.
 - Currently, there is no phone system in all the classrooms at Lura A. White.
 - Initial estimated allotment of \$40,000 for the phone system is proving to not be enough.
 - May not have a district connection right away.
 - If calling Ayer, dial "772"; if calling Shirley, dial "425", etc...

FY '12 Budget

- Superintendent Reid informed the Regional School Committee that Evan Katz has been working with Mark Abrams on merging the Ayer and Shirley FY '11 budgets for FY '12.
- Superintendent Reid has requested, of all department heads, for their input on needs and wants for next year.
- The Regional Leadership Team (RLT) will meet next week to begin discussion of needs.

Massachusetts Association of Regional Schools Update

- Superintendent Hamel discussed the October 12, 2010 Massachusetts Association of Regional Schools (MARS) meeting.
 - School Committee members are encouraged to attend or listen in via conference call setup.

Ongoing Business

Web Design Update

- Superintendent Hamel met with Jim Ryan and added a “schools” link on the regional home page.
 - This link will bring you to the listing of, and link to, Page Hilltop School, Lura A. White, Ayer Shirley Middle School and Ayer High School.
- Superintendent Hamel and the web design subcommittee met and discussed the vision of the new website. It was decided to keep the opening screen regional based, with links to the individual schools.
- The sub committee will work on how best to reach/inform target groups.
 - Parents
 - Teachers
 - Students
 - Community
 - AEF
 - PTO
 - SEPAC, etc...

Administration Organization/Search Committees

- Superintendent Frost stated the request for the high school principal search committee volunteers would be solicited via internal/external email, website postings, and news releases in the October 29 and November 15 edition of the Ayer Public Spirit and the Shirley Oracle.
 - Mr. Frost and Bill Plunkett will facilitate this committee.
- Superintendent Reid asked the committee members what criteria they were looking for in the new Superintendent.
 - Mr. Reid facilitated discussion of the benefits, and compensation package the school committee wanted to present to the Superintendent candidates.
- Mr. Kelly and Mr. Prescott announced the superintendent search committee had not been picked in its entirety; two positions still needed to be filled.
 - Mr. Kelly stated the applicants for the search committee is a fantastic group of people – thank you for coming forward and volunteering for this important search.
- The search committee members will be announced at the next meeting.

Strategic Plan Update

- Superintendent Hamel stated Dr. William Connors, of Ribas Associates, will begin working to develop the strategic for the region.
- Ms. Hamel is looking for volunteers of staff, parents, and community members to join the Strategic Planning group.

Policies Plan Update

School Committee Section C & D of Policy Manuals

- Evan Katz stated section D was written for and applies to independent districts. Mr. Katz requested to hold section D until he and Bill Plunkett could review/update to make applicable for the Region.

Motioned by Pat Kelly; Seconded by Jim Quinty to accept second reading of Section C, and table section D. Unanimous Vote

New Business

New Delegate selection to MASC Conference

- Superintendent Hamel requested the committee nominate a delegate, one of the committee members, for voting privileges on behalf of the Ayer Shirley Regional School District at the joint Massachusetts Association of School Committees/ Massachusetts Association of School Superintendents (MASC/MASS) conference.

Motioned by Pat Kelly; Seconded by Brenda Magno to nominate Joyce Reischutz to be the ASRSC representative. Unanimous Vote

Transportation Payment Process

- Bill Plunkett presented to the committee an updated memo of the operational procedure for transportation reimbursements; assurance that the region is authorizing payments, a DESE requirement.

Communications

Letter Murphy, Hesse, Toomey & Lehane, LLP

- Invitation to attend reception and buffet after the November 4, 2010 MASC/MASS conference.

Future Agenda Items

- Review proposal to amend the MASC By-Laws at Annual Meeting on November 4, 2010

Future Meetings

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|---------------------|-------------------------|-------------------------------|
| • November 2, 2010 | Page Hilltop Elementary | Professional Development Room |
| • November 17, 2010 | Shirley Middle School | Library |
| • December 7, 2010 | Page Hilltop Elementary | Professional Development Room |
| • December 15, 2010 | Shirley Middle School | Library |

Motioned, by Pat Kelly; Seconded by Brenda Magno and carried to adjourn at 9:25 p.m.

Respectfully submitted, Amanda U. Lewis