

**AYER SHIRLEY REGIONAL SCHOOL COMMITTEE MEETING**  
**Shirley Middle School**  
**Middle School Library**  
**Wednesday, November 17, 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)  
Brenda Magno, Member (A)  
Joyce Reischutz, Member (S)

**Others in attendance:**

Mary Beth Hamel, Interim 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 7:05 p.m.

**Approval of Minutes**

- Regional School Committee Minutes from November 2, 2010
  - Jim Quinty requested his comment regarding the Massachusetts School Building Authority (MSBA) vote be included in the minutes. "I believe the funding source should be different from this decision; it should go through the town meeting process"
  - Jim Quinty requested the numbers in the last bulleted item under the "FY' 12 Budget" be reversed: "available through resources has actually increased from \$550,000 to \$460,000" → "available through resources has actually increased from \$460,000 to \$550,000".

Motioned by Pat Kelly; Seconded by Dan Gleason to approve November 2, 2010 meeting minutes with changes. Unanimous Vote

**Warrant**

- Evan Katz presented:
  - November Payables
  - November Payroll

## Comments from the Public Concerning Items on the Agenda

- None

## Superintendent's Report

### Massachusetts School Building Authority (MSBA) Update

- Superintendent Frost will meet with the Ayer Town Administrator, and Ayer Town Clerk on Monday, November 22, 2010 regarding the election process and preferences related to the voting time as specified in G.L. Chapter 71, Section 16: (n).
- Jim Quinty discussed this with the Shirley Town Clerk; with all the beforehand preparations (ballot printing, absentee ballots, etc...) Mr. Quinty and the Shirley Town Clerk discussed January 29, 2011 as the earliest date possible to hold the special election.

### Health Insurance Update

- The benefits team met with representatives from Minuteman Nashoba Health Group (MNHG) and the Massachusetts Inter-local Insurance Association (MIIA).
- The groups (administration and union) hope to have the request for proposals out and a decision made by the end of January 2011; and to have the open enrollment period for staff between March/April 2011.

### Technology Consultant Report

- Superintendent Reid stated there are 3 parts to technology:
  - Infrastructure (\$70k/buy; \$20k/lease over 5 years)
  - Financial System (\$60k/buy; \$17k/lease over 4 years)
  - Phones (estimated quotes ranging from 50k – 100k; still researching)
- Superintendent Reid is recommending purchasing as much as possible now, in the non-operational year and not put the burden in the coming years of the operating budget.

### FY '12 Budget

- Superintendent Reid stated the regional leadership team met on November 16, 2010. Department heads were asked to submit a wish list of needs/wants.

### MARS Update (Massachusetts Association of Regional Schools)

- Superintendent Hamel reviewed the November 9, 2010 MARS meeting; highlights of the meeting: Open Meeting Law, Top 10 reasons for an executive session, Attorney General's prospective on achieving balance between regulation and transparency.
- Superintendent Hamel stated, per the Open Meeting Law, for regional school districts, the secretary of the regional school district is the clerk of the school district and shall file notices with the clerk of each city or town in the district, or may post to a website.

## **Ongoing Business**

### Web Design Update

- Superintendent Hamel stated monthly calendars (Page Hilltop, Lura A. White, AS Middle School, & Ayer High School) will now be available to view on the regional website.
- The next website design subcommittee meeting will be Wednesday December 7, 2010 at 6:00 pm in the Page faculty lounge, all are welcome to attend.

### Administration Organization/Search Committees

#### Superintendent Search

- Superintendent Reid stated the final version of the brochure and job description has been posted via online search agents: Schoolspring, Education Week, Association of School Superintendents, Worcester County Superintendent's Group, as well as on the regional website.
- Mr. Reid stated the superintendent search committee met for the first time on November 16, 2010 and is scheduled to meet again on December 2, 2010.

#### High School Principal Search

- Superintendent Frost presented a draft principal search timeline, an invitation to apply brochure that highlights information to be posted, and a tentative job description.
- Mr. Frost plans to post the final versions via the online search agents: Schoolspring, Massachusetts Secondary School Association, Education Week, Principals Association, as well as the regional website.

#### Strategic Plan Update

- Superintendent Hamel stated a 15 member strategic planning committee has been formed consisting of: parents; professional staff representing english language learners, guidance, special education, unified arts, general education, as well as a building principal; community members; school committee members; the consultant, Dr. Ribas; and herself.
- Ms. Hamel stated the first full day strategic planning meeting will be scheduled sometime the week after the Thanksgiving holiday.

#### Policies Plan Update

##### School Committee Section G & H of Policy Manuals

- First reading of section G and H.

## **New Business**

### FLLAC Collaborative Presentation

- Richard Murphy, Executive Director, gave a presentation of the FLLAC Program and the services they provide.

### MASC/MASS Conference Highlights

- Joyce Reischutz gave an overview of the resolutions outcome at MASC/MASS conference November 3, 4, and 5, 2010.

### **Communications**

- Ayer Shirley Middle School Newsletter Dated 11/5/2010
- November Calendars
  - Lura A. White
  - Page Hilltop Elementary
  - Ayer Shirley Middle School
  - Ayer High School

### **Future Meetings**

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

It was moved and seconded to enter Executive Session to discuss negotiation strategy only to return to open session to adjourn. Roll call: Mr. Prescott-yes, Mr. Kelly, Mr. Quinty-yes, Mr. Gleason-yes, Mrs. Reischutz and Mrs. Magno-yes. Unanimous Vote - Meeting adjourned at 9:40 p.m.

It was moved and seconded to leave Executive Session and return to open session to adjourn at 11:01 p.m. Roll Call: Mr. Prescott-yes, Mr. Kelly, Mr. Quinty-yes, Mr. Gleason-yes, Mrs. Reischutz and Mrs. Magno-yes. Unanimous Vote

Mr. Prescott called back to order the regular session at 11:01 p.m.

Moved, seconded and carried to adjourn at 11:01 p.m.

Respectfully submitted, Amanda U. Lewis