

AYER SHIRLEY REGIONAL SCHOOL COMMITTEE MEETING
Shirley Middle School
Middle School Library
Wednesday, September 22, 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) - *Absent*

Others in attendance:

Mary Beth Hamel, Superintendent (AS)
George B. Frost, Superintendent (A) - *Absent*
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 Special Education/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 7:02 p.m.

- Prior to the ASRSC meeting, the Ayer Shirley Regional Planning Board convened to disband. Mr. Prescott expressed his thanks to the ASRPB for all of their hard work.

Approval of Minutes

- Regional Minutes from September 7, 2010

Motioned by Pat Kelly; Seconded by Dan Gleason to approve September 7, 2010 meeting minutes. Unanimous Vote

Comments from the Public Concerning Items on the Agenda

- Denise Smith reserved the right to comment on items 5b and 6c on the agenda.

Warrant

- Evan Katz requested committee member signatures on the September payroll and September payables warrants.

Superintendent's Report

MSBA Update

- Shirley Superintendent Mac Reid stated he, Superintendent George Frost, and Superintendent Mary Beth Hamel met with MSBA Friday September 16, 2010. MSBA is very interested with assisting with the regional building project which begins with the feasibility study.
- Ayer and Shirley districts must ask for the total amount of the construction/renovation project at the annual town meetings, estimated to be 35 to 40 million.
- The base reimbursement amount indicates to be about 56.89%; with additional points awarded for factors such as green design, renovation, etc. We are hopeful the final reimbursement figure to be in the range of 65 to 68%.
- For example, if the addition/renovation project is estimated to be at 40 million dollars and we receive the estimated 65% reimbursement (26 million); 35% of the balance would be the commitment of the 2 towns (14 million); Ayer's share at 55% (7.7 million), Shirley's share at 45% (6.3 million). Reimbursements can be requested monthly once project begins.

Health Insurance Update

- Shirley Superintendent Mac Reid stated the next meeting between the ATA, STA, and Boston Benefits Partners is scheduled for October 7, 2010.
- Currently, Shirley employees have BC/BS, Ayer does not. Ayer offers Tufts, Harvard Pilgrim, and Fallon.
- The next meeting is to look at plan benefits, not providers.
- The goal is to come to a decision by the end of December.
- Ayer Teacher's Association representative, Denise Smith stated the ATA and STA have signed with Boston Benefits Partners and the associated fees should be paid from the regional budget, not the Ayer Public Schools or Shirley Public Schools budget. This was confirmed by Superintendent Hamel and the ASRSC members.

Technology Consultant Update

- Shirley Superintendent Mac Reid stated Focus Technologies, the technology consultation firm hired to look at the regional infrastructure, has submitted a list of technology needs to get the infrastructure in all 4 schools.
- Both Ayer and Shirley are working with outdated systems.
- Projecting about \$35,000 to get Ayer up to date; \$25,000 to get Shirley up to date.
- Currently weighing "lease" vs. "buy" options.

Ongoing Business

Webmaster Process

- Superintendent Hamel informed the board the Temporary Regional Webmaster position has been posted, with 5 inquiries to date. Ms. Hamel will meet with the Web Design subcommittee to review the applicants.

Webmaster Process

- Superintendent Hamel stated the Web Design subcommittee is looking for members of the community, teachers, and staff to serve on the Regional Web Design subcommittee with herself, Pat Kelly, and Dan Gleason.
- Dan Gleason has received about a half dozen interested candidates.

Administration Organization/Search Committee

- Superintendent Reid referred to the "Superintendent Search Process" memorandum submitted by Superintendent Frost.
 - The focused discussion was on the composition of the search committee.
- Jim Quinty is recommending column 4 under Search Models, Appendix 1 of the Superintendent Search Process.
 - Bob Prescott agrees with Jim Quinty's recommendation.
 - Pat Kelly would like to add one additional parent, for a total of 4 parents; for the possibility of one parent from each building.

Motioned by James Quinty; Seconded by Brenda Magno to vote in favor of column 4 of the Search Model, adding one additional parent, increasing the number of parent representatives from three to four for a total of 14 search committee members.

Unanimous Vote

Strategic Plan Update

- Superintendent Hamel received three proposals for the Ayer Shirley Regional Strategic Plan:
 - Ribas Associates – per diem rate \$1100/day
 - Future Management - per diem rate \$1400/day
 - Teachers 21 - per diem rate \$1500/day
- Superintendent Hamel is recommending Ribas Associates to work on the Strategic Plan for the Ayer Shirley Region.

Motioned by Pat Kelly; Seconded by Dan Gleason to authorize Superintendent Hamel to hire Ribas Associates to work on the Strategic Plan, not to exceed \$7,100. Unanimous Vote

Policies Plan Update

- Superintendent Hamel stated first policy readings will be once a month; the second policy readings will be the following month, followed by a vote.
 - If any committee member has any changes, please email Superintendent Hamel with the requested changes.
- Superintendent Hamel stated at this time, the policy manual will be very general; the purpose is to have an operational policy manual by July 1, 2011. A more extensive review of the policy manual can be scheduled once the region is operational.
- Superintendent Hamel asked the committee to please reread the C.O.R.I. requirements policies to be sure language is appropriate for a potential construction site.

District Naming Update

- Pat Kelly stated 190 people viewed the online District Naming Survey, and 30 people submitted responses, for a total of 4 name choices:
 - Ayer Shirley
 - Nashaway
 - Shayer
 - Nashoba Village Regional
- This naming survey is advisory only. The ASRSC will vote to solidify the actual name for the new regional school district.

New Business

Financial System Recommendation

- Evan Katz, and Bill Plunkett are recommending Unifund as the financial system for the region.
- Ayer currently utilizes Munis financial, Shirley utilizes Unifund.
- Bill Plunkett stated functionally, both are very similar. Unifund is tailored more for school districts, Munis more for municipalities. Of the 80 Regional Districts in Massachusetts, 56 use Unifund and 4 use Munis.

Select ASRSC Representative to attend Health Insurance Meetings

- It was recalled that ASRSC member, Joyce Reischutz expressed an interest in being the committee member to attend these meetings.
- Superintendent Hamel will contact Ms. Reischutz to confirm.
- Committee member, Brenda Magno volunteered to be the alternate.

Communications

Robert’s Rules of Order Motions

MARS Meeting Dates

- Superintendent Hamel attended the September 14, 2010 meeting, and was asked to reiterate to the committee members the invitation extended to attend the meetings.

District Literacy Action Plan

Future Agenda Items

- None

Future Meeting Dates

- | | | |
|---------------------|-------------------------|-------------------------------|
| • October 5, 2010 | Page Hilltop Elementary | Professional Development Room |
| • October 20, 2010 | Shirley Middle School | Library |
| • 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 Dan Gleason and carried to adjourn at 8:03 p.m.

Respectfully submitted, Amanda U. Lewis