

# **AYER SHIRLEY REGIONAL SCHOOL COMMITTEE MEETING**

**Page Hilltop Elementary**

**Professional Development Room**

**Tuesday, September 7, 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, Superintendent (AS)  
George B. Frost, Superintendent (A)  
Malcolm P. Reid, Superintendent (S) {Arrived at 7:10 pm}  
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.

## **Approval of Minutes**

- Regional School Committee Minutes from August 17, 2010

Motioned by Dan Gleason; Seconded by Pat Kelly to approve August 17, 2010 meeting minutes.

Unanimous Vote

## **Warrant**

- None

## **Comments from the Public Concerning Items on the Agenda**

- Pat Lynch: Concerned about discrepancy in Ayer Public Spirit article.
  - No mention of the administration/reorganization discussion from the previous Regional School Committee meeting.
- Denise Smith: It is very Important to keep the community informed on the Superintendent search process.
- Pat Kelly: There was no media representation at the last ASRSC meeting.
  - Public Spirit article was not submitted on behalf of the ASRSC.

## **Superintendent's Report**

### Opening Day Update

- Superintendent Hamel stated New Teacher Orientation was held on August 25, 2010 in Ayer.
  - Staff new to Ayer were introduced to their mentor, received information from William Plunkett regarding payroll, retirement and health insurance and were given an overview of the districts professional development program.
- August 30, 2010 was the first day back for all Ayer and Shirley staff.
  - Both districts were brought together in Shirley for a joint opening day meeting held at the Shirley Middle School.
  - New teachers and administrators were introduced to staff following Superintendent Hamel's presentation.

### Middle School Update

- On the first day for students, Superintendent Hamel visited the middle school and witnessed the 6<sup>th</sup> grade transition to lunch; 7<sup>th</sup> grade transition from one period to another. Everything went smoothly.
- Vice Chair Pat Kelly visited on the Opening Day for Staff and commented -
  - "It was, inspiring to be there, the staff mixed well; there was great energy and spirit".
- Ayer Shirley Middle School Principal, Brian Haas, thanked Bemis Corporation and the crew sent to assist with moving the 5<sup>th</sup> grade team to LAW, as well as moving the Ayer Middle School team over to the Shirley Middle School.
- Principal Haas also thanked the following:
  - Rich McGrath – worked all summer coordinating high school scheduling as well as middle school schedules.
  - Donna Schaff – merged Ayer and Shirley databases together
  - Wendy Curley – inventoried, distributed the wall to wall supplies that came in over the summer.
  - The teachers who came in all summer for professional development.
  - Shirley middle school custodial staff – for all their hard work in getting the building ready for opening day.
- Principal Haas stated whether by bus, parent drop off or bicycles ridden in, 400 + students arrived to school on the first day with out incident.
- Shirley Superintendent, Mac Reid, thanked ASMS Principal Brian Haas for his role and hard work and dedication in merging the two middle schools.

### MSBA Update

- Ayer Superintendent Frost stated he is waiting for MSBA to get back to him with the meeting date to address the enrollment/pre-feasibility study. He is hopeful to have more to share on the 22<sup>nd</sup>, the next Regional School Committee meeting.

### Health Insurance Update

- Ayer Superintendent Frost stated the purpose of the August 23, 2010 meeting was to focus on management perspective. Three additional meeting dates have been scheduled. It is hoped to have a School Committee Representative at the upcoming meetings; the next meeting is scheduled for October 7, 2010.

### A.R.R.A. Funds Update

- Ayer Superintendent Frost shared good news: \$30,000 has arrived.
  - For the remaining funds, we need to request 10% per month over the next 10 months, as done with grants.
  - If the region has a large scale purchase, the DESE has indicated that a request for a larger sum should be allowed.
- Ayer Superintendent Frost requested the committee vote to formally approve the \$300,000 transitional budget.

Motioned, by Dan Gleason; Seconded by Joyce Reischutz for the Ayer Shirley Regional School Committee to adopt a budget for \$300,000 for Fiscal Year 2011. Unanimous Vote

### Technology Consultant

- Shirley Superintendent Reid explained the importance of an updated technology infrastructure to get the District up and running.
- Focus Inc. has visited both Ayer and Shirley districts and is scheduled to submit final report by September 15, 2010, to be share at the next regional school committee meeting.

## Ongoing Business

### Webmaster Process

- Superintendent Hamel stated the temporary webmaster position posting went out to both Ayer and Shirley school districts.
  - 4 applicants to date.

### Administration Organization/Search Committees

- Ayer Superintendent Frost shared 2 timelines; dates are tentative and subject to change.
  - Superintendent Search
  - High School Principal Search
- Superintendent Frost is recommending he and Superintendent Reid facilitate these searches, which typically ranges in cost from \$10,000 - \$20,000 in associated fees from outside search agencies.

### Strategic Plan Update

- Superintendent Hamel has received 3 different short term 1-3 year strategic plan proposals.
  - Ribas Associates
  - Teachers 21
  - Future Management Systems
- Superintendent Hamel will meet with Superintendent Frost and Superintendent Reid to formulate a plan and will have a recommendation at the next meeting.

Policies Plan Update

- Superintendent Hamel reviewed the methodology for consolidating Ayer and Shirley School Committee policies.

School Committee Section A & B of Policy Manuals

- First reading of section A & B

**New Business**

District Naming Process

- Pat Kelly is requesting students, staff, community members, and administration be involved in this process.
  - Submit your proposal to the subcommittee by September 21, 2010.
- Subcommittee will select no less than 5, no more than 10 proposals to be brought forth for the final vote.

Chapter 32 of MGL

- Bill Plunkett requested the Regional School Committee vote to accept Chapter 32 of the M.G.L.

Motioned, by Joyce Reischutz; Seconded by Jim Quinty for the Regional School Committee to accept Chapter 32 sections 1-28, all inclusive, of the M.G.L. Unanimous Vote

Financial System Recommendation

- Evan Katz requested to table this recommendation until the next ASRSC.

**Communications**

Letter from Edward Lennox

- Thank you for choosing firm to represent the region.

Memo from Stephen Hemman

- MARS meeting dates.

Massachusetts Public School Survey of Fees

Superintendent Induction Memo

- Superintendent Hamel was chose to participate in the Massachusetts Superintendent Induction Program sponsorship program, her sponsor is retired Dover-Sherbourne Superintendent, Perry Davis.

**Future Agenda Items**

Strategic Plan

Web Design Update

**Future Meetings**

- |                      |                         |                               |
|----------------------|-------------------------|-------------------------------|
| • September 22, 2010 | Shirley Middle School   | Library                       |
| • 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 Dan Gleason; Seconded by Pat Kelly and carried to adjourn at 9:45 p.m.

Respectfully submitted, Amanda U. Lewis