

Aug. 2 Workshop minutes

2:05 call to order (ASM 2:10)

no Erik

all else + Joe + Jerry

① FY11 update

1391 096 E+D (4%)

after 400k removed to FY12

cap at ~~1.81~~ 1.74

② FY12 update

no major adjust

③④ Re-struct. HS debt

- new rate - save = 435k

- by pay off in 6/2022

all savings passes along to towns

- need to ensure good press coverage

Motion "voted" & "Further Voted" ③

↳ J Giger Second J Sjoberg

vote - roll call all aye

⑤ E+D vote

ASM move 2nd Berta

roll call all aye

⑥⑦

ASM } move to have B+F

J Sjoberg } sign warrants

in favor - all

ASM motion Leslie 2nd

ok of warrants

voice ok all

⑥⑦

Report @ B+F

B - Supt updates

Personnel - 95% done hiring

- Principals great w/ sched. & value
- Michael McAffrey - Ath. Dir. / Wellness Coord.
* from Rivier College
- FLOOR UP - Eliz. Medley - Leominster.
- Nurse Coordin - Larinda Dishington
from Bartwell
- Restored Reading Services
.SSU L.O@FR

- Need Math/Sci @ HS
Grace Volpe staying
2 Algebra / Biotech course

NEASC Report coming soon

Technology - mainly purchases now, lease down the line

- 2 laptop carts @ HS (new)
old 2 → 1 new

new lab HS

lab ms / cart ms

1 cart of older → 4th gr. ← FR
SW

- ~~66~~ "GD 21" coming mid-fall

moving - HS toward wireless

- teachers to class webpage

- fix other roadblocks - broadband
* infrastructure etc

- need update policies

- need link to GPL research sites
from @ HS

📦 Donation

GDEF Kenri, Pignora, Mrs. Spoberg, Nursing
\$13357 new SNAP software Coords
from Lowell General

3/

SNAP - integrates w/ state &
is for monitoring / tracking
student health info

PD is \$2300 add'l.

- move to accept ASM
and JGiger all ok - handvote

? Scholarship w/ B. W. Wartowicz (parents)

- 1) - Formal scholarship B.W. fund
- 2) - Add'l scholarship - wristband sale
based - community effort
- 3) name 4 corners sq. for B. W. Wartowicz...
- prefer fields on Forge village
↑ his family
- 4) Weight room at H.S.
what is district accountable for?

Mike Gilbert

3:05 PM

Coming in next year:

ETTT - challenges in ≤ 2 yrs coming

- Neg. w/ Tch. Unions - reviews/evaluation
- MASC working on new perform. stds w/ state - MCAS/data results
- MASC/MASS/DESE - new Supt. eval. guide
- MASC redo SC self-eval. instrument

- VIRTUAL EDUCATION interest

virtual innovation schools - 1 in @ Greenfield
virtual charter school bill pending
currently capped at per pupil choice cost
initially based on kids w/ very special needs - hospitalized, bullied etc.
may move toward bridge w/ homeschool

- Blog, email etc w/ OML
listserve, blog discussion

- Exec. Sessions

5 minutes
Ⓐ Exec Session minutes matel
Reg. session in detail
live! etc.

to discuss minutes go back
into ES for same reason
discuss then come back
out to approve

can approve ES min in ES

enter ES ~~min~~ to discuss

minutes of XYZ on topic of ABC
to be in packet w/ CONFIDENTIAL

- They do not discuss learning
time + 8 firm majority
benefit subgroups.
- SPED MASC scores.

2/2 Mike G.

Exec. Session for contract negotiations

- discussion/strategy

- mtg w/ unions etc.

SUBCOMMITTEE is a legal body

1) open mtg - in room w/ union

2) open ES - no return to reg.

3) "cont. neg" w/ x

4) Mot. to adjourn

- if need minutes to release
go to labor council

or do add details

- could leg union roles as
exhibit

or

- get digital recorder.

Will get back to us w/ info
on ~~com~~ singletons as SC
Rep or union neg.

Bruce Robinson

1/

Liability Q+A

School Bus

Bus

Private vehicle

Parent vehicle

Rental ~~Bus~~ ~~etc~~ ^{w/ private driver}

- Field trips

- optional field trips

- Sports trips

(2nd)
• Protect district & students (1st)

→ • Risk management - loss control team @ church to work out

* Checklist for uniformity
- who does what, when etc.

umbrella
add'l
coverage

• Post claim standard of care is
what would a prudent person have done

#1 overseas travel issue is assault
(on student)

* Contingency plan (w/ parents)
- contact person
- plan

* Get motor vehicle record check

- need driver ok

- low cost

- easy access

w/ policy decisions on results

Bruce

21

Policy = f(location)
= f(law us bad decision)

Add'l ins. to fill gaps
Transfer liability to 3rd party

← well crafted legal document
Student waiver & cocurricular event
& parental signature
on record in district
prevented school liability

Coaches etc need certification etc

* Can not waive negligence
Ins Cert w/ District listed as also insured

Private transportation as licensed by MA
- u Buckingham, Dec etc.

C. Negotiations

- Van - All but 2 vans + car purchased
\$18k
- 2 donated to Gorton PD

Many drivers on unemp. will likely plw Dec as school no summer complaints to date

MSC / MSEC

- 1) Seeking assurance that all services will be provided
- 2) Involves Ethics, Comm Treas, Fed Govt, Audit report on 5 collaboratives

SC / Supt will want to make statement & outline options & actions

- ① Kids
- ② Cost viability
- ③ Recovery / lawsuit etc
- ③ Contingency plans

(Call Joe to discuss goals)

Joe's goals (deadline 9/30)
- wants our input

- C - Negotiations
- D -
- E -

Unit A - mly 8/15
 Unit C - need mly setup
 maint - final details
 Custod. - quiet - ~~show~~ to medibet
 Paras settled

E) SC Goals

- Joe 1 - Investigate Free Full Kind. Joe?
- * 2 - Curr. Inst Comm Implement+ SC
- 3 - Risk/Liability review/improve
- 4 - paperless - SC
- 5 - communication
- Joe 6 - SPED Review/monitor
- Joe 7 - Technology
- 8 - multi year budget forecasts
- 9 - detailed Fiscal acct. review
- 10 - SC PD + workshops
- 11 - new state/Fed development following

DNK arrived

6 PM
Beta game

USpberg move 2nd } all ok adjourn 6:07
Leslie



GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT

P.O. Box 729 • Groton, MA 01450-0729 • Tel.: 978.448.5505 • Fax: 978.448.9402

Joseph A. Mastrocola
Superintendent of Schools

August 2, 2011 Professional Development

2:00 PM

- A. ✓ Finance Update
- B. Superintendents Update
 - ✓ Personnel Update
 - ✓ Technology Update
 - ✓ Donation
 - ✓ Goals Feedback
 - Other Updates
- C. Negotiations Update
- D. Objectives of new Curriculum and Instruction
ADHoc Committee
- E. School Committee Goals

✓ 3:00 PM

Mike Gilbert, MASC Field Representative
Executive Session/Open Meeting Law
Online communication – Impact for School Committee Members
What is on the Horizon for School Committee Members

4:00 PM

Bruce Robinson, representing Fred C. Church Insurance
Liability Issues – Q and A

John out
8/8 - yearly
8/16 B+E mtg

Roll down
Thurs/Fri?

BAM

- SPED MCAS - portfolio review scores
- Playground

As of 8/1/2011

Groton-Dunstable Regional School District
 Estimate of Certified E&D for FY2012

		Certified E&D
Certified E&D as of 7/1/2010 (for FY2011)		965,114
Revenue Control (excludes transfers in and use of E&D)		34,053,421
Expenditure Control		(33,703,982)
Transfers In Fund 010 (from Revolving - \$110,000, \$225,000, \$40,106)		375,106
Reserve for encumbrances - record current year balance		(239,746)
Reserve for Expenditure in FY2011		350,000
Reserve for Expenditure in FY2012		(400,000)
Net Adjustments-Other Funds		(8,817)
Estimated Certified E & D for FY2012		1,391,096
E&D as percentage of FY12 budget		3.99%
FY 2012 Adopted Budget		34,891,906.00
5% of FY12 Adopted Budget		1,744,595

C

Groton-Dunstable Regional School District
FY2012 General Fund Revenue

	FY2011	FY2012	FY2012
	Actual Received	Revenue Budget	Projected Revenue
	6/30/2011	Adopted 3/02/2011	7/11/11 Cherry Sheet
Chapter 70	\$10,224,085	\$10,278,973	\$10,278,973
Groton Operating Assessment	\$14,616,005	\$14,627,099	\$14,627,099
Dunstable Operating Assessment	\$4,053,833	\$4,019,676	\$4,019,676
School Transportation - Ch 71	\$563,508	\$528,336	\$563,508
Interest Income-General Fund	\$13,887	\$15,000	\$13,500
MEC Rent	\$18,300	\$11,000	\$18,300
Charter Schools	\$210,329	\$173,142	\$110,326
Medicaid Reimbursement	\$98,404	\$40,000	\$60,000
Local Reimbursements	\$42,380	\$16,000	\$17,844
Other Revenue Sources			
PTYC Rent	\$60,000	\$60,000	\$60,000
School Choice		\$220,000	\$220,000
Tuitions		\$450,000	\$450,000
Transfer From E & D-Operating Budget	\$350,000	\$400,000	\$400,000
Net Operating Budget Subtotal	\$30,250,731	\$30,839,226	\$30,839,226
Groton Debt Assessment	\$1,657,605	\$1,415,756	\$1,415,756
Dunstable Debt Assessment	\$546,213	\$486,669	\$486,669
SBA **	\$1,938,331	\$1,938,331	\$1,938,331
Transfer from PTYC revolving	\$40,106	\$33,563	\$33,563
Transfer From E & D -Debt Reduction	\$0	\$178,361	\$178,361
Debt Subtotal	\$4,182,255	\$4,052,680	\$4,052,680
Total Actual Received to Date			
	Actual		
Total FY2012 Estimated Revenue	\$34,432,986	\$34,891,906	\$34,891,906
Expenditure Budget	\$35,115,832	\$34,891,906	\$34,891,906
Potential Revenue Surplus/(Shortfall)	(\$682,846)	\$0	\$0



GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT
Refunding Bond Authorization Vote of the Regional District School Committee

VOTED: That in order to reduce interest costs on outstanding debt, the District is authorized to issue bonds or notes for the purpose of refunding all or any portion of the District's \$38,275,000 General Obligation School Bonds originally dated as of October 15, 2001, including, if any, the payment of any premium and accrued interest associated therewith, and all other costs incidental and related thereto, under and pursuant to Chapter 44, Section 21A of the Massachusetts General Laws, or any other enabling authority.

FURTHER VOTED: That the District Treasurer, or any other officer of the District, is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the District authorized pursuant to this vote, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

**Groton-Dunstable RSD
General Obligation Refunding Bonds dated August 15, 2011
Current Refunding of October 15, 2001**

October 15, 2001 (OE)

Date	Total New High School Savings	District's Share - New High School	State's Share - High School	Total Additional High School Savings	District's Share - Additional High School	State's Share - Additional High School	Total High School Savings	District's Share - High School	Total High School Savings	State's Share - High School	Total Land Acquisition Savings	District's Total Share of Savings
06/30/2012	70,452.50	70,452.50	-	7,816.26	7,816.26	-	25,979.17	25,979.17	-	-	5,356.26	109,604.19
06/30/2013	74,085.00	21,440.50	52,644.50	5,133.76	433.16	4,700.60	25,600.00	6,384.12	19,215.88	19,215.88	4,068.76	32,326.55
06/30/2014	68,703.75	16,059.25	52,644.50	5,193.13	492.53	4,700.60	26,987.50	7,771.62	19,215.88	19,215.88	7,090.63	31,414.04
06/30/2015	70,110.00	17,465.50	52,644.50	6,465.00	1,764.40	4,700.60	24,400.00	5,184.12	19,215.88	19,215.88	5,325.00	29,739.03
06/30/2016	70,700.00	18,055.50	52,644.50	5,500.00	799.40	4,700.60	25,800.00	6,584.12	19,215.88	19,215.88	3,375.00	28,814.03
06/30/2017	70,740.00	18,095.50	52,644.50	7,722.50	3,021.90	4,700.60	28,050.00	8,834.12	19,215.88	19,215.88	6,612.50	36,564.03
06/30/2018	72,290.00	19,845.50	52,644.50	6,147.50	1,446.90	4,700.60	26,262.50	7,046.62	19,215.88	19,215.88	5,037.50	33,176.53
06/30/2019	72,207.50	19,563.00	52,644.50	5,555.00	854.40	4,700.60	24,350.00	5,134.12	19,215.88	19,215.88	8,375.00	33,926.53
06/30/2020	71,550.00	18,905.50	52,644.50	8,125.00	3,424.40	4,700.60	23,375.00	4,159.12	19,215.88	19,215.88	6,875.00	33,364.03
06/30/2021	72,350.00	19,705.50	52,644.50	6,875.00	2,174.40	4,700.60	28,225.00	9,009.12	19,215.88	19,215.88	5,625.00	36,514.03
06/30/2022	72,550.00	19,905.50	52,644.50	5,625.00	924.40	4,700.60	27,775.00	8,559.12	19,215.88	19,215.88	-	25,389.03
	\$ 785,738.75	\$ 259,293.79	\$ 526,444.96	\$ 70,158.15	\$ 23,152.19	\$ 47,005.96	\$ 286,804.17	\$ 94,645.38	\$ 192,158.79	\$ 192,158.79	\$ 57,740.65	\$ 434,832.00

Reimbursement %: 67.00%

August 2, 2011

I move Groton-Dunstable Regional School Committee appropriate the sum of \$400,000 from the Excess and Deficiency account to fund the March 2, 2011 voted FY 2012 budget

WARRANT SUMMARY

8/02/2011 SC MEETING

WARRANTS	DATE	AMOUNT		
PAYROLL	6/16/2011	\$896,527.69		
	6/21/2011	\$2,520,787.32		
	6/30/2011	\$177,842.91		
	7/14/2011	\$228,191.83		
	7/14/2011	-\$5,185.88 adjustment		
	7/28/2011	\$153,611.91		
	TOTAL	\$3,971,775.78		
VENDOR			FUND	DESCRIPTION
	6/13/2011	\$990.00	890	STUDENT ACTIVITY
	6/15/2011	\$161,785.68	10	GENERAL FUND
		\$74,302.05	201	GRANTS
		\$62.45	220	SCHOOL LUNCH
		\$1,907.71	230	REVOLVING
		\$38,559.05	231	ATHLETIC REV.
		\$8,865.04	260	CIRCUIT BREAKER
		\$8,321.60	890	STUDENT ACTIVITY
	sub total	\$293,803.58		
	6/22/2011	\$81,636.05	10	GENERAL FUND
		\$12,204.23	201	GRANTS
		\$757.70	230	REVOLVING
		\$2,179.37	231	ATHLETIC REV.
		\$34.00	240	GIFT FUND
		\$6,220.68	260	CIRCUIT BREAKER
		\$8,765.39	890	STUDENT ACTIVITY
	sub total	\$111,797.42		
	6/23/2011	\$ 10,811.20	10	GENERAL FUND
		\$ 10,132.00	201	GRANTS
		\$ 88.21	220	SCHOOL LUNCH
		\$ 4,977.60	230	REVOLVING
	sub total	\$ 26,009.01		
	6/28/2011	\$751,971.14	10	GENERAL FUND
		\$200,000.00	201	GRANTS

4th qtr. GIC

sub total	\$951,971.14		
6/28/2011	\$75.79	220	SCHOOL LUNCH
6/28/2011	\$12,410.20	220	SCHOOL LUNCH
6/30/2011	\$47,957.08	10	GENERAL FUND
	\$8,032.50	19	GF CARRY FORWARD
	\$4,078.22	201	GRANTS
	\$4,784.00	220	SCHOOL LUNCH
	\$8,527.34	230	REVOLVING
	\$16,165.05	231	ATHLETIC REV.
	\$479.85	260	CIRCUIT BREAKER
	\$17,520.92	890	STUDENT ACTIVITY
sub total	\$107,544.96		
7/7/2011	\$51,275.82	10	GENERAL FUND
	\$9,492.10	201	GRANTS
	\$3,302.74	230	REVOLVING
	\$2,603.22	890	STUDENT ACTIVITY
sub total	\$66,673.88		
7/7/2011	\$66.07	220	SCHOOL LUNCH
7/13/2011	\$52,412.99	10	GENERAL FUND
	\$2,970.00	201	GRANTS
	\$2,912.38	220	SCHOOL LUNCH
	\$4,140.14	230	REVOLVING
	\$800.61	890	STUDENT ACTIVITY
sub total	\$63,236.12		
7/14/2011	\$476,485.88	10	GENERAL FUND
	\$183.00	231	ATHLETIC REV.
	\$6,455.42	232	FOOTBALL REV.
sub total	\$483,124.30		
7/14/2011	\$595,742.00	10	GENERAL FUND
7/15/2011	\$570.00	10	GENERAL FUND
7/15/2011	\$43,660.59	10	GENERAL FUND
	\$3,366.35	260	CIRCUIT BREAKER
	\$42.99	890	STUDENT ACTIVITY
sub total	\$47,069.93		
TOTAL	\$2,761,084.40	15 warrants	

Mcty. Retire
w/ discount
for 7/11 Pmt.

(x)

Executive Session Quick Reference Guide

Executive Session Procedure: Process for Convening the Session

1. Call meeting to order in open session.
2. Roll Call Vote requiring a majority vote of all members of the body specifying the reason(s) (see below) including all information that may be revealed without compromising the purpose of the executive session.
3. Specify the body's intent to return or not to return to public session.

Executive Session Reasons: Below are suggested motions for each of the exceptions to the Open Meeting Law (Chapter 30A Section 21 (a)). You can combine more than one exception if applicable

1. **To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.**

NOTE: The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties. A public body shall hold an open session if the individual involved requests that the session be open. If an executive session is held, such individual shall have the following rights: i. to be present at such executive session during deliberations which involve that individual; ii. to have counsel or a representative of his own choosing present and attending for the purpose of advising the individual and not for the purpose of active participation in the executive session; iii. to speak on his own behalf; and iv. to cause an independent record to be created of said executive session by audio-recording or transcription, at the individual's expense.

Suggested Motions-

Move to go into Executive Session to discuss the reputation, character, physical condition or mental health of an individual, and [not] to reconvene in Open Session.

Move to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual, and [not] to reconvene in Open Session.

2. **To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel;**

Suggested Motions-

Move to go into Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel, and [not] to reconvene in Open Session.

Move to go into Executive Session to conduct collective bargaining sessions with [bargaining unit], and [not] to reconvene in Open Session.

Move to go into Executive Session to conduct contract negotiations with nonunion personnel [name(s) or position(s)], and [not] to reconvene in Open Session.

3. **To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares;**

The Chair should declare that an executive session is necessary to protect the bargaining or litigation position of the body.

Suggested Motions-

Move to go into Executive Session to discuss strategy with respect to collective bargaining, and [not] to reconvene in Open Session.

Move to go into Executive Session to discuss strategy with respect to litigation, and [not] to reconvene in Open Session.

GDRSD School Committee Goals for 2010-2011

1. Advance quality teaching & learning through policy adoption and organizational alignment
- 2a. Work with district administration to analyze district cost and finance for long term sustainability
- 2b. Negotiate contract renewals with all open bargaining units
3. Re-evaluate subcommittee structure & objectives

Groton-Dunstable Regional School District
 School Committee Meetings
 2011 – 2012

set
Leslie Erikson

	School Committee Meetings	Policy	Budget & Finance	P & N	Curriculum & Instruction
<i>Time</i>	7:00 PM	6:30 PM	8:00 AM	9:00 AM	9:00 AM
<i>Location</i>	High School Library				
<i>Days/Week</i>	Tuesday	Monday	<i>Last Friday</i> Thursday	3 rd Tuesday	Wednesday
<i>Chair</i>	Jim Frey		A. Manugian	J. Sjoberg	
2011					
July					
August		Aug 2 (Wed 6:00 PM)			
September	September 13 September 27	Sep 19	Sep 30	Sept 20	
October	October 11 October 25	Oct 17	Oct 28	Oct 18	Oct 05
November	November 15 November 29	Nov 21	Nov 18	Nov 15	Nov 30
December	December 13	Dec 19	Dec 16	Dec 20	
2012					
January	January 10 January 24	Jan 23	Jan 27	Jan 17	
February	February 14 February 28		Feb 17		Feb 29
March	March 13 March 27	Mar 19	Mar 30	Mar 20	
April	April 10 April 24	Apr 9	Apr 27		
May	May 8 May 22	May 21	May 25	May 15	May 16
June	June 12		Jun 29		