

## GROTON-DUNSTABLE REGIONAL SCHOOL COMMITTEE

High School Library  
Business Meeting Minutes  
November 29, 2011

Approved 12.13.11

### **PRESENT:**

Mr. Erik Dichter, Secretary  
Ms Berta Erickson  
Mr. Jim Frey, Chair  
Mr. John Giger  
Ms Leslie Lathrop  
Ms Alison Manugian, Vice-chair  
Mr. Jon Sjoberg

### **ADMINISTRATION:**

Mr. Joseph Mastrocola, Superintendent  
Mr. Gerald Martin, Director of Business and Finance

### **STUDENT REPRESENTATIVES:**

Gerrit Bolt and Logan Caswell

**STAFF, PRESS, OTHERS:** C. Lindemer, Groton Herald; P. Comtois, Groton Landmark;  
Members of the boys soccer team and parents, Coach Wisby

### **I. Call to Order:**

The GDRSC Meeting was called to order at 7:03 p.m. by the chair, J. Frey.

### **II. Pledge of Allegiance**

Kyle Romich and Ben Chilcoat ,co-captains of the boys soccer team, led the Pledge of Allegiance.

### **III. Announcements**

J. Mastrocola announced the football team is playing in the state semi-final championship for Division B this evening in Auburn and he wished the team good luck. Many of the administrators are chaperoning the event per MIAA rules and regulations.

### **IV. Approval of Minutes**

A. MANUGIAN MOVED TO APPROVE THE BUSINESS MEETING MINUTES OF NOVEMBER 15, 2011.  
SECONDED BY J. GIGER  
**SO VOTED IN FAVOR UNANIMOUSLY**

### **V. Vote to Accept Warrant Articles**

A. MANUGIAN MOVED TO ACCEPT THE REPORT OF ONE PAYROLL WARRANT IN THE AMOUNT OF \$792,549.75 AND FIVE VENDOR WARRANTS TOTALING \$361,250.29. SECONDED BY B. ERICKSON  
**SO VOTED IN FAVOR UNANIMOUSLY**

### **VI. Questions and Comments from the Public**

None

### **VII. Presentations**

**A. Boys Soccer Team** - J. Mastrocola congratulated Coach Wisby and the boys soccer team for being the Division 2 State Champions. As a former varsity soccer coach, he said it was nice to see many soccer tactics and it was impressive to see how they worked together as a team. He was very impressed with the way they represented the high school and the communities.

Coach Wisby said it was a terrific season and he gives all the credit to the boys. In his fifteen years of coaching, this is his fifth state championship, and the most enjoyable one, because of the relationships he had with the boys and their parents and the relationships the boys had with each other. Bringing people together is the most important thing he does and the group was receptive to that, believing in everything he put forth in trying to capture a state championship. He stated he is honored to give the school committee the third state championship in the school's history. The trophy was presented to Mr. Frey.

L. Lathrop asked the team to do their No Surrender speech. B. Erickson asked how they rank at the end of the season. Coach Wisby said they ended up number 7 in over 1000 schools in the New England region. The top six teams in front of them were the major Division 1 state champions from the six New England states. They were fourth at one point during the season and were sitting on the outskirts of the top 25 in the nation. It was noted there were about 2000 Groton-Dunstable fans at the game.

## VIII. Reports

### A. Subcommittees

**Policy Subcommittee** - L. Lathrop reported their meeting will be on December 6<sup>th</sup> at 5:30 p.m. The start time may be rescheduled since it is the same night as the Brain Dominance Parent Academy series. The state requires them to have an approved concussion policy in place by the end of the year. A concussion policy, which may not be completely what they want, will be presented at the next school committee meeting. They will be requesting a waiving of the follow-up readings and asking for a vote that night, with the promise that it will be revisited before March. MASC has not released a recommended policy but they have a draft policy from another district. The subcommittee's draft will be forwarded to members prior to the December 13<sup>th</sup> meeting.

**Budget & Finance Subcommittee** - A. Manugian reported they are moving into their busy time of year and will be meeting on Thursday, December 1<sup>st</sup> at 8:00 a.m. in the MSS library. They will be hearing from the middle school and high school principals. They will also meet on Thursday, December 8<sup>th</sup> at 8:00 a.m. in the MSS library and will hear from technology, buildings and grounds and food service. Both have been posted as school committee meetings.

**Personnel and Negotiations** - J. Sjoberg reported they will meet on December 20<sup>th</sup>.

**Curriculum and Instruction Subcommittee** - A. Manugian reported they will be meeting at Prescott at 5:30 p.m. on December 12<sup>th</sup>.

### B. Superintendent

**1. Parent Academy - Brian Dominance - Joseph Schechtman** - The Parent Academy series is a joint collaboration between the district and all the school PTOs/PTAs and they will present their second of a three part series on Tuesday, December 6<sup>th</sup> at 6:30 p.m. in the Black Box Theater. The topic is *Brain Dominance - The Key to Effective Communication* and will be presented by Joseph Schechtman, a national speaker. This is open to all parents, community members and individuals outside the community. The Parent Academy will present one more series in March.

**2. Budget Timeline** - The budget process started in August and J. Mastrocola said they have had multiple programmatic meetings with site-based managers, principals and key stakeholders in regards to the program. They had a meeting with Groton and Dunstable town officials on November 17<sup>th</sup> that was well attended. They will start meeting with the principals, directors and department heads in December and budget development deliberations will be undertaken by the administration in December and January. He noted his date of January 27<sup>th</sup> for receiving revenue estimates from the state is a rough estimate but is highly unlikely. State revenues were higher in August and September but he does not know if this will translate into a stable state funding Chapter 70 mechanism. J. Sjoberg pointed out the federal stimulus money will end in FY13 and they will still receive less money. J. Giger feels the higher state revenues may not mean they receive more but

may reduce the likelihood that they will receive less than they did this year.

The budget will be distributed to Budget and Finance in late January or early February and a public hearing will be held in February. The school committee would adopt the budget in late February or early March.

**3. Correspondence from Congresswoman Tsongas** - Members received a copy of a letter from Congresswoman Niki Tsongas relative to the No Child Left Behind Act, Race to the Top and other pertinent information in regard to her efforts at the state level.

**4. Update on School Finance** - As background information, members received a copy of a document from the Massachusetts Association of School Superintendents that talks about budget costs. He referred members to page 33 that outlines the understatement of health insurance and special education costs. He pointed out transportation is not included and this is a very high cost for most districts. He said their foundation budget is a good one and money has been spent on education.

**C. Director of Business and Finance** - G. Martin reported they are moving forward with Metropolitan Communications Corporation in Marlboro for the online payment system for user (sporting and parking) fees. They need to upload files to their site and expect to be on-line by the end of December. There is no surcharge if electronic funds are done from a checking account but there will be a surcharge for using MasterCard or Visa. A fee was paid to the company to get it set up and there will be an annual fee.

#### **D. Advisory Committees**

**Prescott Advisory Committee** - B. Erickson reported they will meet with the architect next Tuesday.

**Tarbell Advisory Committee** - J. Mastrocola will check with Mr. Haddad to see when the committee needs to take a vote relative to the Tarbell School. B. Erickson believes the new septic system is going in next week.

**E. Chair** - No report

#### **IX. Discussions**

**A. Superintendent Evaluation Instrument** - Members received a draft copy of the Superintendent Evaluation Instrument at the November 15<sup>th</sup> meeting. J. Sjoberg said this is based off of one from Reading. The new format encourages more comments and has gone from a scale of 3 to a scale of 5. Measurement targets have been set up for the goals and are shown as bullets. Each item for evaluation is posed as a question rather than as a statement. L. Lathrop asked that the form be sent electronically.

J. Mastrocola appreciates the time and effort put into this instrument. J. Frey said they expect they will have to re-do this entirely next year because there will be new standard evaluation forms coming from the state.

**J. SJOBERG MOVED THEY ADOPT THE EVALUATION INSTRUMENT FOR THE SUPERINTENDENT FOR 2011-2012. SECONDED BY A. MANUGIAN  
SO VOTED IN FAVOR UNANIMOUSLY**

J. Sjoberg thanked J. Mitchell for doing the formatting.

#### **X. New Business**

J. Mastrocola said they expected to present the final NEASC report tonight but they have not heard from them yet. He anticipates this will be presented at the December 13<sup>th</sup> meeting and they will discuss how they have all ready addressed issues and how they will address issues over a period of time.

J. Mastrocola advised the district went through a major audit through the Coordinated Review Process for DESC. The ELL report was received and the findings will be sent in tomorrow. An update will be given at the

next meeting. He advised the district has a new ELL tutor and she has made some major changes that came out of the recommendations. Many of the recommendations deal with having the right forms and protocols in place. J. Mastrocola said they will likely look at the Kindergarten feasibility plan at the December meeting as well and at the technology action plan in January.

Gerrit was asked to talk about what he anticipates with respect to the virtual high school course he plans to take next year. He said today, through his guidance counselor Mr. O'Loughlin, he discovered the many courses offered such as AP Politics and AP Psychology and he thinks it is great for students to get involved. He will be taking a course next semester.

J. Mastrocola asked Gerrit and Logan if they have had the chance to come to the library after school for the four o'clock sessions. Logan said he has not since he is involved with clubs. Gerrit has been once and found many using the computers, particularly during the power outage.

Logan advised the Student Council is wrapping up their final accountings from Pink Week for Breast Cancer Awareness so they will know how much they can donate to the American Cancer Society.

With respect to after school activities, L. Lathrop asked if there is an issue with them not having a late bus. Logan said it is definitely a major issue, particularly for himself since he is in a lower grade. Late buses would be beneficial for those needing to make up a test or quiz and for deciding what clubs and sports students can attend. She asked if they could ever consider having fee-based late buses. J. Frey said it is an interesting question. B. Erickson said it might encourage intramural sports after school as well. Gerrit and Logan were asked to do some research to see what demand there may be for this service.

#### **XI. Adjournment**

**B. ERICKSON MOVED TO ADJOURN AT 7:49 P.M. SECONDED BY A. MANUGIAN  
SO VOTED IN FAVOR UNANIMOUSLY**

Respectfully submitted,

Susan H. Smith  
Recording Secretary