

**NORTHBOROUGH-SOUTHBOROUGH REGIONAL SCHOOL COMMITTEE
OPEN MEETING**

Algonquin Regional High School Library
79 Bartlett Street, Northborough, MA

Wednesday, February 27, 2019
7:00 PM

Present: Mrs. Lynn Winter, Mr. Paul Desmond, Mrs. Joan Frank, Ms. Kathleen Harragan Polutchko, Mr. Paul Butka, Ms. Kathleen Howland, Ms. Cathy Kea (arrived at 8:04 pm), Mr. Sean O'Shea

Absent: Mr. Daniel Kolenda and Mr. John Kane

Also Present: Ms. Christine Johnson, Mr. Greg Martineau, Mr. James Jolicoeur, Ms. Marie Alan, and Dr. Sara Praguski Walsh

Mrs. Winter called to order the Regional School Committee Open meeting at 7:09 p.m.

A. ACTION ON MINUTES:

1. Action on the Open Meeting Minutes of January 16, 2019. Mrs. Winter asked for discussion and action on the minutes.

Mr. Butka motioned, Mrs. Frank seconded, and it was unanimously voted, "To approve the Open Meeting Minutes of January 16, 2019."

**MOTION ON
MINUTES**

B. EDUCATIONAL POLICY:

1. Approval of DECA Overnight Trip to International Career Development Conference in Orlando, FL April 26-May 1, 2019. Superintendent Johnson and Committee members discussed the trip. Mrs. Winter asked for action.

Mr. Butka motioned, Ms. Polutchko seconded, and it was unanimously voted, "To approve of DECA Overnight Trip to International Career Development Conference in Orlando, FL April 26-May 1, 2019."

**MOTION ON
OVERNIGHT
FIELDTRIPS**

C. NEW BUSINESS:

1. Interview of Candidates for Vacancy – Mrs. Winter explained that the Northborough members would be voting on the two candidates this evening. Mrs. Winter asked Mr. Christopher Covino and Mr. Sean O'Shea a series of questions.

Northborough School Committee members discussed the backgrounds of each strong candidate. Mrs. Frank thanked Mr. Andy Dowd, Northborough Town Clerk for coming this evening.

Mrs. Frank motioned, Ms. Howland seconded, and it was unanimously voted, "To appoint Mr. Sean O'Shea to fill our vacancy as a member of the Regional School Committee until May 2019 elections."

**MOTION ON NEW
NORTHBOROUGH
MEMBER OF RSC**

Mr. Dowd swore in Mr. O'Shea as the new member.

2. Applied Arts Department Presentation – Ms. Mary Beth Pappas, Department Chairperson, introduced and thanked members of the department. She gave a PowerPoint Presentation including: Family and Consumer Sciences, (Tiny Tomahawks, food science, horticulture), Technology (video production, writing center, engineering graphics, wood technology, technology engineering, robotics class). Two students discussed the courses and technology related learning including 3D printing and robotics.

Ms. Pappas discussed the business concentration courses (Computer Essentials, Next Gen Personal Finance, Sports and Entertainment Marketing, Fashion and Retail, DECA Young Professionals Night, DECA District Competitions, Business Fundamentals Trade Show). Ms. Pappas thanked Superintendent Johnson for her pioneering efforts to bring DECA to Algonquin (our largest club at Algonquin). Mr. Butka asked about courses, students, and course offerings.

Committee members thanked all for the presentation.

D. SUPERINTENDENT’S REPORT TO THE COMMITTEE:

1. Principal’s Report – Dr. Walsh gave an update on activities and events at Algonquin including: Big Group, Singing Valentines, Thrive, Algonquin Jazz I Ensemble, Mathematics Olympiad, Robotics, DECA, Junior Class Improv, 8th Grade Parent Night, 22 student athletes success, athletic accomplishments, spring sports signups, Fine Arts, *Proof* drama play, Arts Week, Science, colleges, Student Support program, and Poetry Out Loud.

Committee members thanked Dr. Walsh for the update this evening.

2. Enrollments – In packet. Superintendent Johnson discussed the enrollments.
3. FY’19 Monthly General Expenditure Report – Mrs. Winter asked for discussion and action.

Mr. Butka motioned, Mr. Desmond seconded, and it was unanimously voted, “To approve the FY’2019 Monthly Expenditure Report of January 31, 2019 until audited.”

**MOTION ON FY’19
REPORTS**

4. FY’19 Statement of Revenue – Mrs. Winter briefly reviewed and commented on the report.

Mr. Butka motioned, Mr. Desmond seconded, and it was unanimously voted, “To approve the FY’2019 Statement of Revenue report for January 31, 2019 until audited.”

5. FY’20 Budget Priorities – In packet.
6. FY’20 Budget Calendar – Superintendent Johnson highlighted the scheduled finance meetings.

7. FY'20 Capital Plan – Superintendent Johnson discussed the process of investigating an RFP for design of an athletic multiplex, preliminary meetings, and investigating more information.
8. FY'20 Recommended Budget and Assessments–
 - Circuit Breaker Funding – increase to 72% used to offset the FY20 Budget.

Superintendent Johnson reviewed the budget. She gave a PowerPoint presentation including: Vision and Mission Statement, FY2020 Budget Priorities, FY2020 Budget Impacts, FY2020 Potential Budget Offsets, FY2020 Recommended Budget Offsets, FY2020 Budget Distribution, Non-Exempt Budget Assessment Calculation Revised, Historical Enrollment Percentages.

Mr. Butka commented on the efforts of many to bring the budget to a 3% increase from FY'19 especially with many rising fixed costs. Mrs. Frank commented on all the offerings that are still possible with the 3% increases; educators and administration find ways through grants and other creative methods to bring great programs to Algonquin students.

*Mr. Butka motioned, Mrs. Frank seconded, and it was voted unanimously, "To approve the FY'20 Budget and Assessments:
Gross Operating Budget of \$23,775,448:*

**RECOMMENDED
BUDGET FY'20**

*Operating Budget Assessments of \$19,884,442
Representing an Operational Assessment to Northborough of \$12,252,513
Representing an Operational Assessments to Southborough of \$7,631,929*

*Debt Payment of \$1,042,500
Representing a debt assessment to Northborough of \$621,442
Representing a debt assessment to Southborough of \$421,058*

*Total Assessment – Operating and Debt of \$20,926,942
Representing a total assessment to Northborough of \$12,873,955
Representing a total assessment to Southborough of \$8,052,987*

9. Public Hearing Planning – March 20th meeting. Committee members discussed.

Mr. Butka motioned, Ms. Polutchko seconded, and it was voted unanimously voted, "To direct the Chairperson to put the Public Hearing on the agenda for the March 20th Open Meeting."

**PUBLIC HEARING
ON MARCH 20th**

E. OLD BUSINESS:

1. Update on Scheduling Options – Dr. Walsh commented on the options and scheduling.
2. Guidance Update on GPA – table for next month

F. POLICY DEVELOPMENT AND/OR DISTRIBUTION:

1. First Reading

- a. E-240 New Bus Transportation
- b. K-240 New Advertising, Sponsorship and Donations

Committee members discussed the new policies, needs, and content.

2. Second Reading

- a. G-160 Staff Responsible Use Policy
- b. I-200 Student Responsible Use Policy
- c. G-170 New Employee Social Media Policy

Committee members discussed the second reading policies. Committee members agreed to review again. Mr. Martineau commented that voting would occur on the Combined Meeting on March 20th.

G. AUDIENCES: SHARING - Mrs. Winter asked for audience sharing; Ms. Kea welcomed Mr. O'Shea this evening.

H. PERSONNEL:

- 1. Distribution of Personnel Report– In packet.

I. COMMUNICATIONS:

- 1. Interest Based Bargaining Meeting Materials – Saturday, March 16, 2019

J. APPROVAL OF BILLS AND PAYROLLS:

Mr. Jolicoeur had payables and payroll warrants for approval.

K. AGENDA ITEMS FOR NEXT MONTH:

- 1. Public Hearing FY'20 Budget
- 2. Fine & Performing Arts Department Presentation
- 3. Student Handbook

The committee had no further business to discuss; Mrs. Winter asked for a motion to adjourn.

Mr. Butka motioned, Ms. Howland seconded, and it was unanimously voted, "To adjourn the Open Meeting of the Regional School Committee."

**MOTION TO
ADJOURN**

The Regional School Committee Open Meeting ended at 9:22 p.m.

Respectfully submitted,

Eileen Dawson
Recording Secretary

List of Documents used at meeting:

- 1. Summary of Action on Agenda Items for Northborough-Southborough Regional School Committee Meeting for February 27, 2019
- 2. Agenda for Northborough-Southborough Regional School Committee Meeting for 2/27/19

3. Northborough-Southborough Regional School Committee Open Meeting Minutes, dated January 16, 2019
4. Letters to Superintendent for candidacy for RSC membership, Christopher Covino and Sean O'Shea
5. DECA Overnight Fieldtrip to FL, April 29-May 1, 2019
6. Principal Report, February 2019
7. Northborough Southborough Regional School District FY2019 Budget Monthly General Fund Expenditure Report, dated January 31, 2019
8. Northborough/Southborough Regional School District Statement of Revenue, dated January 31, 2019
9. School District Algonquin Regional High School Enrollments, actual 2018-2019: enrollments – 2/7/19, actual enrollments as of 10/1/18; and projected 2018-2019 enrollments as of 2/7/19
10. FY19 – FY24, Algonquin Proposed Capital Budget, approved 1-16-19
11. Northborough Southborough Regional FY2020 Proposed Budget Calendar
12. FY'20 Budget Priorities, approved 11/28/18
13. Personnel Report, February 27, 2019
14. Northborough-Southborough Regional School District, Preliminary Budget FY2020, January 16, 2019
15. First Reading: E-240 New Bus Transportation, K-240 New Advertising, sponsorship and Donations
16. Second Reading: G-160 Staff Responsible Use Policy, I-200 Student Responsible Use Policy G-170, New Employee Social Media Policy
17. Formation of Assistant Superintendent process information

Approved: 03/20/2019