



## DRACUT SCHOOL COMMITTEE MEETING Minutes

**DATE:** September 27, 2010

**LOCATION:** Harmony Hall

**SCHOOL COMMITTEE MEMBERS PRESENT:**

Mr. Matthew Sheehan, Chairman  
Dr. Michael McNamara, 2<sup>nd</sup> Vice Chairperson  
Mr. Ronald Mercier  
Mr. Michael Miles

**ABSENT:**

Mrs. Bonita Elie, 1<sup>st</sup> Vice Chairperson

**SCHOOL PERSONNEL AND OTHERS PRESENT:**

Dr. Stacy Scott, Superintendent of Schools  
Mr. Thomas Rose, School Business Administrator  
Attorney Edward Morris  
Cynthia Curtis, Recording Secretary

**CALL TO ORDER:**

The Regular Session Meeting of the School Committee was called to order by Chairman Matthew Sheehan at Harmony Hall at 6:00 p.m. for the purpose of entering into Executive Session.

Chairman Sheehan read into the record the purpose for entering into Executive Session was for review of a litigation update and to conduct collective bargaining sessions with the following:

- Administrators Association
- Office Personnel Association
- Custodians Association
- Maintenance Association
- Paraprofessionals
- Cafeteria Association

1. Motion by Mr. Miles, seconded by Dr. McNamara to enter into Executive Session for the reasons stated.

**Roll Call Vote:**

Dr. McNamara	Yes
Mr. Mercier	Yes
Mr. Miles	Yes
Mr. Sheehan	Yes

The regular session meeting was recessed at 6:02 p.m.  
The regular session meeting was reconvened at 7:00 p.m.

**ADDITIONAL SCHOOL PERSONNEL AND OTHERS PRESENT:**

Attorney Kevin Murphy

**PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE:**

Chairman Sheehan called for the pledge of allegiance.

**APPROVAL OF MINUTES:**

2. Motion by Mr. Mercier, seconded by Mr. Miles to approve the regular session minutes of September 13, 2010.

**Vote: Unanimously approved**

3. Motion by Mr. Miles, seconded by Mr. Mercier to approve the executive session minutes of September 13, 2010.

**Vote: Unanimously approved**

Chairman Sheehan asked legal counsel if any items could be released. Attorney Murphy stated that no items are to be released at this time.

4. Motion by Mr. Mercier, seconded by Mr. Miles to accept the Finance Sub-Committee minutes of June 10, 2010.

**Vote: Unanimously approved**

5. Motion by Mr. Mercier, seconded by Mr. Miles to accept the Finance Sub-Committee minutes of August 9, 2010.

**Vote: Unanimously approved**

**APPROVAL OF BILLS AND PAYROLLS:**

Bills and Payrolls were signed by Mr. Miles and Mr. Mercier

**PRESENTATION OF SENIOR HIGH STUDENT REPRESENTATIVE**

Jennifer Cyr gave an update the current and upcoming events at Dracut High School and an update on athletics. Ms. Cyr commented on the presentation on anti-bullying held on September 21<sup>st</sup> that was offered to students and parents. Dr. Scott also stated that this presentation was held at the junior high as well. The presentation was well attended by students and was a powerful presentation. Mr. Sheehan attended the event as well as asked that an appreciation letter be forwarded.

**COMMUNITY INPUT:**

No Community Input

**NEW BUSINESS:**

***Dracut High Music Department Trip Request:***

Mr. Grande was present to request that the Committee approve of a trip to New York City for three days. This is a continuation of a trip from last school year that had to be rescheduled due to a safety issue in New York City.

6. Motion by Mr. Mercier, seconded by Mr. Miles to approve the request for students to attend a trip to New York City upon review of insurance by legal counsel.

Discussion was held regarding the cost of the trip. Dr. McNamara asked about the cost and if this is an additional fee for the students since the trip was already paid for last school year. Mr. Grande indicated that he does not know the cost of the bus as of this date; however could cost approximately \$3,000. Dr. Scott will investigate to see if the school department could encumber the cost of the trip or a portion of the cost. Fundraising efforts were also discussed and Mr. Grande indicated that the students are always involved in various fundraising efforts.

**Vote: Unanimously approved**

### **COMMITTEE REPORTS**

#### ***Suspension of by-laws/cancellation of meeting:***

7. Motion by Dr. McNamara, seconded by Mr. Mercier to suspend the by-laws to cancel the school committee meeting of October 11<sup>th</sup> due to Columbus Day holiday.

#### **Roll Call Vote:**

Dr. McNamara	Yes
Mr. Mercier	Yes
Mr. Miles	Yes
Mr. Sheehan	Yes

8. Motion by Mr. Mercier, seconded by Mr. Miles to cancel the school committee meeting of October 11<sup>th</sup> due to Columbus Day holiday.

#### **Roll Call Vote:**

Dr. McNamara	Yes
Mr. Mercier	Yes
Mr. Miles	Yes
Mr. Sheehan	Yes

#### ***Finance Sub-Committee Update:***

Dr. McNamara updated the Committee on the finance sub-committee meeting that was held earlier this evening. At this meeting the budget was reviewed. In addition, review and discussion was held regarding grants, transportation status update, personnel and funding sources along with review of the federal education jobs fund. There is currently a \$60,000 deficit in the transportation account regardless of the recent increase to the transportation fee; however, expect to have some additional funds to help reduce the deficit.

#### ***Policy Sub-Committee Update:***

Mr. Mercier and Dr. McNamara updated the Committee on the policy sub-committee meeting that was held earlier this evening on the topic of out-of-state field trips. A forty (40) mile radius was agreed upon that will extend to Concord, NH to the tip of Maine and out to Jaffrey, NH. The radius will not extend into Maine.

9. Motion by Mr. Mercier, seconded by Dr. McNamara to amend the out-of-state field trip policy to include the proposed forty (40) mile radius.

**Roll Call Vote:**

Dr. McNamara	Yes
Mr. Mercier	Yes
Mr. Miles	Yes
Mr. Sheehan	Yes

***MASC/ListServ Policy Discussion:***

Dr. McNamara wanted to make the Committee aware of a policy that will make the School Committee aware of available grants and the school committee role regarding grant applications and notification on a more formal basis. The intent is to have the school committee made aware of grants that are being applied for. Dr. Scott stated that the policy is written in a restrictive way and should be referred to Attorney Murphy. Mr. Sheehan stated that he feels that this would tie the hands of administration if it requires school committee approval. Dr. McNamara agreed that this should not tie the hands of administration but perhaps if the Committee is made aware of updates on grants once a month as all grants have some sort of financial impact. Dr. Scott stated that he could provide an update to the Committee when critical and requested that it not be a specific time frame as recommended.

Chairman Sheehan suggested that grant updates could be put on the agenda under old business and if there is an update at the time of a meeting then it could be discussed at that time. Mr. Miles stated that perhaps the committee receives an update quarterly. It was also indicated that perhaps any grant that involves personnel should be brought to the attention of the Committee. Attorney Murphy suggested that any grant that involves personnel be referred to the Finance Sub-Committee.

**COMMUNITY CALENDAR OF EVENTS:**

October 2<sup>nd</sup> Blood Drive for Nicholas DeFelice, grade 2 student at Campbell School  
October 1<sup>st</sup> Junior High PTO Dance  
October 5<sup>th</sup> Scholarship Foundation Meeting  
October 6<sup>th</sup> Englesby Wheel-A-Bratton  
October 7<sup>th</sup> Senior Class parent information night  
October 11<sup>th</sup> No School – Columbus Day  
October 12<sup>th</sup> Campbell School PTO Meeting  
October 12<sup>th</sup> Junior High Progress Reports Issued  
October 13<sup>th</sup> Englesby and Parker PTO Meetings  
October 14<sup>th</sup> Dracut High, Elementary and Intermediate Progress Reports issued  
October 19<sup>th</sup> Dracut High and Brookside PTO Meetings  
October 22<sup>nd</sup> Campbell School PTO Family party  
October 23<sup>rd</sup> Dracut Scholarship Craft Fair  
October 25<sup>th</sup> School Committee Meeting and Executive Session

**SUPERINTENDENT’S INFORMATIONAL ITEMS:**

Dr. Scott indicated that the Special Education Executive Director’s contract has been reviewed by legal counsel and is ready to move forward. We have received a resignation of a school psychologist and out-of-district coordinator. Replacement of these two staff members has begun and Dr. Scott may come back to the committee with recommendations on the replacement of these positions if changes are made. Other staffing is going well and the salary line is being balanced.

The high school renovation project is moving forward. A meeting will be held with MSBA in November. This will give extra time to review additional space needs. A plan will be brought before the committee when available.

Dr. McNamara asked if professional staff being hired is certified. Dr. Scott indicated that professional staff is appropriately licensed and highly qualified.

**OLD BUSINESS**

***2010-2011 Enrollment***

Dr. Scott indicated that the enrollment for K-8 has been stable. For grades 9-12 there will be more accurate information on October 1<sup>st</sup>. At the high school level we are still working on reducing the class size.

Discussion was held on the Alternative Program at the high school. Mr. Miles asked if the program was a viable program and creating positive results. Dr. Scott indicated that he has received reports on the importance of this program and will continue to monitor the program.

Discussion was held regarding the preschool enrollment. Enrollment is lower than anticipated from August. Mr. Rose stated that we are continuing to work with the schools on the preschool program. Enrollment in the preschool program will continue to be monitored.

Dr. McNamara asked if the Sped PAC is active and in place for this school year. Dr. Scott will review with the new Executive Director and will report back to the Committee.

**NEW BUSINESS:**

Mr. Sheehan indicated that at the October 25<sup>th</sup> meeting Dr. McNamara will review the MASC resolutions and asked that committee members review prior to that meeting.

Dr. McNamara asked for an update on MCAS results and NEASC Accreditation status for the next meeting as well.

**ADJOURNMENT:**

10. Motion by Mr. Mercier, seconded by Mr. Miles to adjourn the regular session meeting of the Dracut School Committee.

**Roll Call Vote:**

Dr. McNamara	Yes
Mr. Mercier	Yes
Mr. Miles	Yes
Mr. Sheehan	Yes

The regular session meeting of the Dracut School Committee meeting was adjourned at 7:52 p.m.

Respectfully Submitted,

Cynthia Curtis  
Recording Secretary

**List of documents and exhibits:**

1. School Committee agenda packet