

GROTON-DUNSTABLE REGIONAL SCHOOL COMMITTEE

High School Library
Business Meeting Minutes
June 6, 2007
(Approved August 8, 2007)

PRESENT:

Ms Cindy Barrett, Chair
Peter Carson, Secretary
Mr. Chuck McKinney
Mr. Frank O'Connell

ABSENT:

Dr. Forrest Buzan, Vice-Chair
Ms Berta Erickson
Dr. Paul Funch

ADMINISTRATION:

Dr. Alan Genovese, Superintendent
Timothy Sheehan, Director of Business and Finance
Dr. Susan Rubel, Director of Curriculum/Staff Development

STUDENT REPRESENTATIVE:

K. O'Brien (Left at 9:15 p.m.)

STAFF, PRESS, OTHERS: C. Beckert-Long **Groton Herald**; P. Comtois, **Groton Landmark**; L. Zimmaro, L. Crewe, R. Arena, J. Ellis, J. Sheffield, M. Hopke, E. Clerc, D. Turner, J. Sun, J. Antonelli, A. Baribeault, M. Ferro, K. McCann, L. Murray, G. Perry, A. Simeone, M. Viera, B. Lafevere, T. Murray, M. Brisson, J. Gilmartin, N. Ames

CALL TO ORDER:

The GDRSC Meeting was called to order at 7:05 p.m. by the chair, C. Barrett.

ANNOUNCEMENTS

Members read prepared announcements and a copy is attached to these minutes.

Dr. Genovese announced Ms Endicott has accepted a new job in Manchester-By-The-Sea and they will be posting her position. Ms Endicott had explained her reasons for leaving at their last meeting.

Dr. Genovese announced the Florence Roche Principal Search Committee interviewed a number of candidates but none were recommended to him to interview. The committee will be meeting and looking at five additional resumes tomorrow and in the event no candidates are recommended, he will more than likely appoint an interim for a year.

Dr. Genovese recognized the wonderful high school graduation ceremony. The ceremony was moved inside in a short period of time and feeds were throughout the school so people could participate. He stated Mr. McKinney's comments on behalf of the Committee were appreciated.

SPOTLIGHT - Foreign Language

Dr. Rubel thanked Ms Clerc for her leadership as Foreign Language Coordinator Grades 1 through 12 and stated Ms Clerc will be leaving at the end of the year to take a position closer to home.

L. Clerc reviewed the languages that are offered. Currently, Spanish is offered in grades 1-4 for 35 minutes, once a week and in grades 5-6 for 44 minutes every other day. Spanish or French is offered in grades 7 and 8 for 44 minutes, every other day. An end of the year assessment is done at the eighth grade level to determine high school placement. Spanish, French and Latin are offered in grades 9 through 12 for 88 minutes every day for one semester.

The Foreign Language program will be impacted by budget cuts and Spanish will now begin in grade 3. L. Clerc noted this is unfortunate since they had a good program going.

It had been asked why French is still being taught and L. Clerc said it is traditionally taught in schools close to Canada. Many students have a French-Canadian background and over 20,000 English words are derived from French. She noted French is spoken in 43 countries and is the official language of the Olympics. It had been asked why Chinese or Arabic are not offered and members had received articles that looked at this. L. Clerc summarized an article by Rita Oleksak, President of the ACTFL, which says teaching any foreign language is important for a community and second language acquisition supports acquisition of subsequent languages and is helpful with other subjects being taught in school. Since learning a foreign language increases performance in other core subject areas, it should be part of the core curriculum in every school.

Dr. Rubel explained that Latin used to be offered as an exploratory at the middle school and was discontinued because once Spanish was offered, interest declined. She noted this was also the same time the budgets were being cut about three years ago.

L. Clerc said research shows the earlier you begin studying a foreign language, the easier it is to learn and it is beneficial for accent. Benefits from early language learning include creativity, improved overall school performance and superior problem solving skills. Members received a brochure on the benefits of early language learning. While there has been talk of one, the DOE is not planning to initiate a foreign language MCAS. A chart showing the trends for foreign language offerings in the area was reviewed and it was noted many schools offer Latin and German. Andover is beginning to offer Chinese but they are not dropping the traditional languages. L. Clerc stated they are taking a step backwards with the budget cuts and they could not add new languages until they stabilize their current foreign language department.

P. Carson asked how many students major in language at college and Dr. Rubel said they can get the statistics. L. Clerc feels students may more often minor in a foreign language. J. Ellis said they have had students who went on to become Spanish teachers. C. Barrett said Latin was required in sixth grade a couple of years ago and asked if they have seen a change in vocabulary scores not that it is not required. Dr. Rubel said they have not looked at that and noted they do quite well with their ELA MCAS scores at the middle school. While she is not sure they could draw a correlation, she said it is a valuable thing to offer and many area schools still offer the exploratory in grade 6. She stated they either need to have stability or chart a new course.

MINUTES

C. Barrett advised last year they were reviewing the minutes while trying to clarify the policy on executive session minute approval. These six sets of executive session minutes were reviewed and voted on in executive session and marked as "reviewed" with the date. The revised policy BECD requires members to vote on them.

C. MCKINNEY MOVED TO APPROVE THE EXECUTIVE SESSION MEETING MINUTES OF OCTOBER 19, 2005, NOVEMBER 2, 2005, NOVEMBER 16, 2005 AND DECEMBER 21, 2005.
SECONDED BY F. O'CONNELL

In Favor: C. McKinney, F. O'Connell, C. Barrett

Abstention: P. Carson

F. O'CONNELL MOVED TO APPROVE THE EXECUTIVE SESSION MEETING MINUTES OF

OCTOBER 6, 2005. SECONDED BY C. BARRETT

In Favor: F. O'Connell, C. Barrett

Abstention: C. McKinney, P. Carson

C. MCKINNEY MOVED TO APPROVE THE EXECUTIVE SESSION MEETING MINUTES OF DECEMBER 7, 2005. SECONDED BY C. BARRETT

In Favor: C. McKinney, C. Barrett

Abstention: F. O'Connell, P. Carson

P. CARSON MOVED TO APPROVE THE WORKSHOP MINUTES OF APRIL 28, 2007, THE DUNSTABLE TOWN MEETING MINUTES OF MAY 14, 2007, THE BUSINESS MEETING MINUTES OF MAY 16, 2007, AND THE EXECUTIVE SESSION MINUTES OF MAY 16, 2007 AND FEBRUARY 7, 2007.

SECONDED BY C. MCKINNEY

In Favor: C. McKinney, F. O'Connell, C. Barrett

Abstention: P. Carson

QUESTIONS/COMMENTS

C. Barrett said Dr. Funch asked her to convey a letter to Committee members and she did so. The topic is a motion to request that any Administrative Council members leaving the district be offered an exit interview to be held by School Committee members. This will be discussed at their June 20th meeting.

On behalf of GDEF's Board of Directors, J. Sheffield invited members, and the community, to their annual meeting on June 13th from 11:00 am to noon at the Groton Public Library. While GDEF is not set up to replace any of the monies lost by the failed overrides, she stated they are more committed than ever to raising money to give kids the best educational opportunities possible. She stated they depend almost totally on private donations. Their website is www.gdefinc.org.

J. Sheffield stated high school parents will be hosting a reception for Joe Dillon on June 14th, beginning at 6:30 p.m. by the outdoor concession stand. In the event of rain, it will be held in the rear commons area. Parents, students, community members and alumni are invited to stop by to thank Mr. Dillon for his years of service. Questions may be addressed to Judy Converse at jconverse@ctknashua.org.

J. Sheffield said she has heard a rumor there is a good chance the freshmen sports program will be cut next year and stated there are a lot of incoming freshmen interested in participating in sports. While it goes without saying that everything possible will be done to allow them to participate, she hopes the kids will not be cut. She assumes she is correct that parents are not allowed to provide transportation but stated there are many willing to do so.

PRESENTATIONS/DISCUSSION

Field Trip to Spain - Spring 2008

C. Barrett reminded members they have a one page policy, IJOA, with four pages of exhibits, which has been in their books since September, 2004. It is based on MGL and is designed to protect the students when traveling on overnight field trips.

J. Ellis stated they have been doing programs overseas for twenty-five years and just completed a successful trip to Spain and France in April and Mr. Arena had a trip to Italy in February. They are presenting two considerations for next year. One is a homestay program for twelve days and students would be attending an international school on the campus of the University of Salamanca. The other is a tour which starts in Madrid, goes north to Salamanca y Sevilla and ends in southern Spain.

C. McKinney said they want to be sure they are appropriately covered for international trips by their liability insurance. If this trip were to take place in February 2008 and they retain their current insurance carrier, T. Sheehan said they would be covered by their current policy but if it takes place in April and they retain their current insurance carrier, they will need a new policy at a cost of \$3000. This would cover a number of trips and a number of students. He noted they are looking at different insurance carriers and the decision should be

made within the next two to three weeks. C. McKinney asked if the additional \$420 cost is per attendee and Ms Ellis said yes. The ACIS membership gets them into the computer and activates the basic insurance protection. C. McKinney noted this brings the cost to \$3000 and asked how this relates to previous years. She said the rates are going up with the departure tax, jet fuel costs and booking fees effecting the price. She is not sure as many students can participate if an additional insurance cost will be charged since many of them pay for the trip themselves. She noted the Homestay program is attractive in terms of cost and they learned meals will be included each day which will save spending money.

J. Ellis said she is confused as to why students, on this particular trip, have to absorb the insurance costs. C. Barrett said the existing policy covers all students traveling within the US and Canada. A different insurance policy is needed for travel outside the Continental United States and Canada and she stated the benefits are not enjoyed by all the students. J. Ellis said they have been doing this traveling for years and asked why this is happening now. C. Barrett said their insurance carrier suggests that if their students are traveling to foreign countries they have the insurance and she noted it is prudent to do so. J. Ellis asked if there will be a priority to include this aspect when they are looking to negotiate a new policy. She feels this additional cost will affect all future trips and the district should work hard to take care of the costs.

Dr. Genovese said they are looking at other carriers that would have this as part of their premium and this is important since they value the trips.

P. Carson asked if there are other riders in the policy for other activities that would cause the insurance to be more each year. T. Sheehan said normal activities are built into the general liability policy and sports are covered. They are no other riders for specific activities but they are prohibited from offering certain things such as trampolines. C. Barrett said the district paid for the policy that is in place now and Mr. Arena's trip is not affected. Trips had been approved last year without a policy in place and the district paid for the insurance policy. Going forward, as trips were approved, they would make arrangements for the students to pay for the extra insurance. C. Barrett stated this is an optional trip and not all students can take it. R. Arena said athletics are also optional but the participants do not have to pay for additional insurance. He and Ms Ellis feel this is inequitable. C. McKinney stated the insurance for sports activities is not covered on a specific rider and the information now being reviewed may or may not have a rider for this activity. The Committee has expressed an opinion that if there is a rider and an additional cost, it should be borne by those benefiting from that. R. Arena said they need to get the insurance payment, trip proposal and policy together and Dr. Genovese said there will always be questions but Ms Barrett is working on streamlining the process.

J. Ellis asked if she can have a copy of the insurance policy since she feels people want things in writing so they know what they are paying for. T. Sheehan clarified the additional policy is insurance for the district in case they are sued for negligence. The fact that someone signed a release is of no help to the district if there is negligence.

**C. MCKINNEY MOVED TO SUSPEND THE RULES TO CONSIDER APPROVAL OF THE FIELD TRIP TO SPAIN. SECONDED BY P. CARSON
SO VOTED IN FAVOR UNANIMOUSLY**

P. CARSON MOVED THE GROTON DUNSTABLE REGIONAL SCHOOL COMMITTEE APPROVE THE TRIP ENTITLED MADRID, SALAMANCA, y SEVILLA AND SALAMANCA HOMESTAY, AS DETAILED IN OUR PACKETS ACCORDING TO POLICY IJOA. UNLESS THE STUDENTS ARE COVERED BY THE DISTRICT'S EXISTING FOREIGN TRAVEL INSURANCE POLICY, APPROVAL IS CONTINGENT UPON OBTAINING A LIABILITY AND CASUALTY INSURANCE POLICY THAT WOULD COVER THE DISTRICT AND THE STUDENTS ON THE TRIP AND THE COST OF THE INSURANCE WOULD BE BASED ON THE COST OF THE INSURANCE POLICY DIVIDED BY THE NUMBER OF STUDENTS PARTICIPATING IN THE INTERNATIONAL TRIPS. SECONDED BY C. MCKINNEY

Dr. Genovese asked if there is a cost to the chaperones and if they are figured into the insurance. J. Ellis said

normally they have one chaperone for every six students and the chaperone is covered, but they have many cases where chaperones pay for everything.

SO VOTED IN FAVOR UNANIMOUSLY

Florence Roche School Improvement Plan

Copies of the presentation, the School Improvement Plan and the final progress report of their 2003-2006 SIP were distributed. Principal Launa Zimmaro acknowledged Ms Cook's kindergarten class and Ms Turner's first grade class for creating the cover for their SIP with the help of Ms Goddard. She stated they have a tradition of using the student's art in every way they can. She introduced members of the School Council.

L. Zimmaro stated their mission is to provide an educational experience and environment that will support high expectations for students and staff, foster the development of responsible citizens of the world and result in high levels of learning and achievement for all students. When they are successful in accomplishing their mission, students, staff, parents and visitors will see and hear what is described in their mission statement.

To develop their plan, M. Ferro said they looked at the parent survey results (done in a three year cycle), reviewed student performance data and developed a new mission statement and vision statement. The goals and action plan were developed as a collaborative effort between the School Council, curriculum coordinators, administrators and faculty and reflects everyone's contributions.

Goal 1: To improve student learning and achievement in mathematics, written expression and reading.

There are three objectives under this goal and they want students to have a deep understanding of math concepts and to understand there are many ways to solve one problem. They want students to apply their knowledge to a variety of problems and settings and to become critical thinkers who solve problems efficiently and effectively. They want students to understand they are writing for a purpose and to be able to communicate that purpose clearly to their audiences in a variety of ways. They also want students to have a deep understanding of what they are reading and understand the message, not just the words.

Goal 2: To support the development of students as responsible citizens of the world.

L. Crewe said besides academic achievement, it is important for children to be aware of their role and significance in the community beyond the walls of Florence Roche. They want to lay a foundation that will enable them to participate in, and contribute to, the larger community. Students must be aware of diversity at all levels and learn and practice respect for those differences. It is incumbent upon all of them to manage their planet's resources and use them wisely and they want to provide learning experiences that are designed to foster a sense of stewardship for the earth as well as an understanding of their connectedness to it.

Goal 3: To use technology ethically and responsibly and to demonstrate its ability to broaden learning through communication, investigation and critical thinking.

J. Sun stated the objectives for this goal are for students, teachers and administrators to use technology and to do that, they need access to the technology. The objectives are geared toward state standards.

L. Zimmaro reviewed many of the strategies and stated professional development needs to be continuous, interactive, focused and hands-on. The district has worked hard to provide that kind of professional development and she stated it is critical for creating common understandings and common language. Curriculum coordinator support is very important in helping to understand where the focus needs to be as well as providing on-site training. She stated collaborative teams engaged in identifying needs and planning and assessing student learning. The use of technology to support instruction will be found in every content area but she said it is a support and a tool for helping to organize and present information and it is really about teachers using the technology as well as giving students the skills to use the technology. She stated the curriculum work done over the past few years has resulted in curriculum documentation and implementation is now the next phase.

L. Zimmaro said they have numerous evaluation tools in their plan that includes MCAS and district and site assessment data. There will also be evidence of the application of improved and effective practices within the

classroom. She stated they have a coaching model that provides trained experts working with teachers trying a new strategy. Collaborative planning time is important and she stated they are struggling to provide regular and uninterrupted time during the school day for teachers to work together.

L. Zimmaro stated they feel they have a plan to keep them on the road for teaching and learning and she knows they have the staff and School Council that can put it into practice.

C. Barrett asked Ms Zimmaro if she wanted to talk about the progress report and Ms Zimmaro said there is a lot of information they felt was important for members to have. They will answer any questions after members have had a chance to read it.

When identifying resources that are needed to achieve their objectives, F. O'Connell asked if there are items they are concerned about getting. L. Zimmaro said technology is a big piece and the district is trying to take that over and she said it is difficult to use technology that is not reliable. She said teachers are interested in using technology but the main value the staff got from their pilot work was the collaborative piece. Curriculum support is also vital and she is concerned as to whether the level of support is adequate to the task.

Middle School School Improvement Plan

Postponed to June 20th. Copies of the plan were distributed to members following the meeting.

High School School Improvement Plan, Conversation with HS School Council, High School Looking at Student Work

Dean of Students Marisa Brisson stated these topics correlate to their SIP. She acknowledged members of the School Council and thanked them for their support. On behalf of the parents, staff, students and community members, M. Hopke and B. Lafevere thanked Mr. Dillon for his leadership, devotion and guidance and they look forward to working with the new leadership next year. They hope the School Council will continue to be as strong as it is and noted it is a place where parents, students, staff and community members can come together and work on issues to help make the high school a better place.

School Council

M. Brisson said the goals are summarized with governance, communication and technology and the School Council used those goals when forming subcommittees, one of which was a communications subcommittee.

To communicate more effectively, they linked their monthly newsletter with the website and utilized the Advisory Program to better communicate building policies and procedures. GD News, which is put out by students in a videography class, can be seen on the local cable channel.

M. Brisson reviewed highlights from the governance subcommittee and these include revising their mission statement, strengthening the relationship with the Leadership Team, introducing the peer mediation program *Peers Making Peace* and reviewing policy and the handbook. They also established a governance hierarchy so people understand the difference between the School Committee, the Administrative Council and the Leadership Team. A copy of the flow chart was shown.

As a School Council, M. Brisson said they did not focus as much on technology this year as they had in past years but it is a primary goal for next year.

SIP

Assistant Principal Tom Murray stated they focused on communication, school leadership and technology in their SIP:

To improve methods of communication among all members of the school community, to include parents, students, staff and community members. T. Murray stated Connect-Ed was used effectively this year and they would like to connect it to daily attendance policies. The 8th to 9th grade transition program and orientation for SPED and regular education students will continue and 120 high school students will be greeting

the incoming 9th graders on Friday and the greeters will come back for orientation. The I Pass scheduling system was used effectively to have scheduling done before the end of the school year. As stated by Ms Brisson, they are starting to utilize the Advisory Program so they can distribute school policies etc in an effective manner.

To increase students' capacity to have a meaningful voice in determining school policy, promoting a positive school climate and in shaping the future of GDRHS. M. Brisson stated the Leadership Team links nicely to this goal. The Leadership Team is a group of students (either elected, from School Council or Class Officers) and faculty members who meet once a month during the school day. She provided an overview of their goals and noted they were broken into subcommittees to work more effectively.

They worked collaboratively to come up with a security policy. A big accomplishment was to revise their mission statement which now reads: *The mission of the Groton Dunstable Regional High School is to provide a positive, supportive and respectful learning environment for all students to reach their full potential.*

M. Brisson said they looked at the Renaissance Program, which is a national based program to recognize students' academic accomplishments. As the school has grown, the program has become less efficient and with a large percentage of the students receiving Renaissance cards, it is no longer an option. A recommendation letter has been submitted to the School Council to suspend the program for the upcoming year. She stated that in order for them to calculate Renaissance cards, they need a computer program costing thousands of dollars and it does not make sense to have it for something that is not effectively rewarding students.

M. Brisson stated a group looked at academic integrity and a copy of the formal document was distributed to members. It was formed with the Leadership Team and the English Department. The School Council and the Leadership Team came up with a marketing campaign of how they can best monitor academic integrity. One of the goals for next year is to have the Art Department create a poster with a large set of eyes that states what the integrity policy is and it will be posted in every classroom.

A Spirit Group installed banners coming down the driveway and they have made recommendations for the Leadership Team, Student Council, Student Activities Council and School Council of how they can infuse school spirit into their daily culture.

The handbook and policy review are ongoing and they recently submitted the 2007-2008 handbook to the School Committee for review. They adopted a Wellness Policy in September and while a lot of work went into it, as a building, they did not launch it as effectively as they could have. The Leadership Team came up with ideas on how they can better launch it and market it in the fall.

M. Brisson distributed a few copies of the Leadership Team's end of year summary.

To integrate technology into the curriculum to improve student learning.

T. Murray distributed copies of the TSAT (Technology Self-Assessment Tool for Teachers). He stated in the fall of 2004, 89% were in the Early Technology Level and by the winter of 2007, 49% were at that level, 25% were at Developing, 15% were Proficient and 11% were Advanced. He stated the continued complaint among the staff is that "they have it but it does not work".

He stated the integration of technology needs to have a purpose and needs to be designed to increase student achievement and/or enhance teaching and learning in some capacity. To do this, he stated they look at what they are currently doing and refine it or redesign it if it does not work. He stated this is a continual process and outcomes are shared in an interdisciplinary fashion with other departments and teams. The summary of technology related skills for high school students was reviewed and as they begin to develop those standards and lessons and integrate technology, the goal is to have these linked with lessons where they can assess a student's abilities.

A self assessment guide for teachers creating or modifying lessons/units that use technology resources is a rubric adapted by Ms Larsen and was shared with the curriculum leaders. It will help teachers analyze their lesson or project.

T. Murray stated they had a Technology and Interdisciplinary Theme Team looking at increasing student achievement and at teaching and learning. They came up with a lesson template that starts with the goals for that lesson and seeing whether technology connections and/or interdisciplinary connections make sense. Ms Larsen is working with individual teachers on different units and creating websites.

While not from their SIP, T. Murray said parents, students, teachers and curriculum leaders have a booster club for science, technology, engineering and math (GD STEM). This is across the district and they are working hard to develop a charter, bringing in experts and generating resources.

Looking at Student Work (LASW)

T. Murray said LASW is a process by which a critical friend group or a group of interdisciplinary teachers or same discipline teachers come together to analyze a piece of a student's work. The teacher presents the work and come with questions about what the work says about their teaching, their assessment, their presentation, their direction and the student. They get critical feedback from their peers and the focus is on the work; it is not a judgment session on the teacher. A Tuning Protocol summary was shown. He stated they have had a LASW Theme Team for a few years and new teachers were introduced to the protocol. They have recently introduced LASW into their teacher induction program as they try to make the focus of the induction program on student achievements and teaching and learning. Feedback from the new teachers has been very positive. Under the direction of Dr. Rubel, they spent some time focusing on the book Results which ties into the process of looking at student work. The research, according to this book, is that the best way to produce results is to bring teams of teachers together, give them time to look at something critically, analyze it and make short-term measurable goals.

T. Murray said they have additional goal areas they are thinking about for next year. They are excited to sit down with the new principal and have her assess the strengths and weaknesses of the high school and work with everyone on the focus areas for the goals.

Some ideas are to continue to look at the handbook and policy review and focus on natural consequences that fit the building most effectively, continuing to build a healthy and strong school culture and utilizing technology to improve communications. T. Murray stated they received a \$6000 grant from GDEF for training for their student leaders this summer.

When looking at student work, F. O'Connell asked what materials they are analyzing. T. Murray said it could be anything from a final exam, the presentation of a project or how to incorporate more writing and math into a project. Dr. Rubel said one of the intents of LASW protocol is to shift the focus from teaching to the student learning and she stated they are not quite there and it is a work in progress.

C. McKinney asked if there was discussion on grade inflation. M. Brisson said it was an intended goal but they did not get to it. The Renaissance Program looked at it a little because when they examined that program, they found they have a very large percentage of students on the honor roll and high honor roll receiving Renaissance cards and therefore, do they need to examine grade inflation? She said this is a point of interest.

Referring to the pie chart assessing the teacher's technology self assessment tool, C. Barrett asked if this has been done for the students. T. Murray said no and J. Gilmartin said this was part of a goal of the School Council Technology Team but they did not have the time. The idea is to take a random sample of students and test them at the beginning of the year and follow them all the way through. She said they are working on the logistics. C. Barrett said it would be very interesting and would probably follow the same results as the teachers. M. Brisson thinks the students would start out much higher.

Dr. Genovese said one of the things that was impressive about the presentation and what they are doing at the

high school is that they are weaving these things within each other and making it meaningful at so many different levels and this is one of the major reasons they are experiencing so much success.

REPORTS FROM SUB-COMMITTEES

Policy Subcommittee - C. Barrett reported Policy has not met.

Budget and Finance - The next meeting is scheduled for June 12th.

Report of Director of Business and Finance - T. Sheehan reported they are busy figuring out where they are with FY07 as well as trying to implement the budget cuts necessary as a result of the failed overrides for FY08.

Report on RAN - T. Sheehan reported members will be asked to vote to accept the results of the proceeds of the sale of the Revenue Anticipation Notes. This temporary borrowing for about 18 to 19 days is necessary because the state does not give the district its last payment of Chapter 70 aid for FY07 until the last working day of the month and they are required by contract to issue the last payroll about ten days prior to the receipt of that money. Once the Chapter 70 aid comes in, he stated they must repay the RAN prior to the end of the fiscal year and he noted it is a delicate balancing act and a complicated process. Four banks bid on the notes and Eastern Bank is offering an interest rate of 3.95% with interest costs of \$2600 to \$2800 plus there will be some small incremental fees from their financial advisor, First Southwest and/or Bond Counsel for their services. He said they have money in the FY07 budget to pay for this. They will be borrowing \$1.3M and a copy of the recommended motion was distributed.

PTYC Roof - T. Sheehan reported six bids came in at or below the architect's estimate of \$160,000. Four bids are tightly clustered (about \$1500 apart at about \$159,000), one is about \$7000 below that (\$152,000) and the low bid of \$127,000 was withdrawn due to a clerical error on the part of the bidder. The bids are being reviewed by the architect and a recommendation is expected within about a week. He stated they need to wait 60 days from the date they advertised and the Committee voted to authorize the borrowing before they can execute the contract and they are looking at a Notice to Proceed in mid July. The award can be made at their June 20th meeting.

Report of the Chair

Subcommittee Appointments - C. Barrett reported members replied to her and everyone was very giving with their time. She noted the following subcommittees do the lion's share of the Committee's work and she appreciates their hard work.

Budget and Finance - F. O'Connell, P. Funch, C. McKinney

Personnel and Negotiations - C. McKinney, F. Buzan, P. Carson

Policy - F. Buzan, P. Carson, B. Erickson

Groton Police Chief Search Committee Representative - C. Barrett reported Ms Erickson has agreed to be the representative on this committee.

Plan Ahead for Summer Workshop - C. Barrett asked members to bring their calendars to the next meeting. They will also discuss a summer workshop date and whether or not to have business meetings in July and August.

Report of the Superintendent - Dr. Genovese distributed a schedule of the athletics programs for 2007-2008. He reported he has spoken with Mr. Twomey about what sports he envisioned for the coming year. He stated the program would include a combination of the freshmen and junior varsity boys and girls soccer teams and the freshmen and JV boys and girls basketball. As Mr. Twomey looks at the participation and the cost of the sport, he will be making decisions during each season as to what programs will be offered. He noted this is part of the \$26,000 budget reduction. Additional data will be shared at Tuesday's Budget and Finance meeting.

Dr. Genovese distributed a copy of Policy KCD, Public Gifts to the Schools, as well as a copy of MGL Chapter 44: Section 53A, Grants and Gifts. He noted the policy will be under review. He stated \$7100 is needed to offset some of the hours being reduced in the business office. T. Sheehan has offered to donate this amount and Dr. Genovese noted the person making the donation also works with the staff. Legal counsel is reviewing whether or not this can be done. He commended Mr. Sheehan for wanting to do this and added they want to be sure they are approaching it in the best way for doing it. Because of the uniqueness, he wants to be sure there is no violation or ethical question.

C. McKinney said this is an extraordinary gesture on Mr. Sheehan's part and if this is such a pressing need, asked if the Administrative Council would not want to revisit this expense. Dr. Genovese said it has been a struggle for everyone involved in identifying \$1.2M in cuts. Personally, he is still struggling with the impact of the curriculum leaders and positions and how that might affect the high school and professional development system wide. He is reviewing how he might implement that and making sure they have the tools in place to continue to make the progress they have been making. He stated all the cuts have an impact. They have tried to be fair and do it across the board. Mr. Sheehan has a lot of work to do and wants his team to be successful and if the donation can be accepted, he will support it.

Dr. Genovese said it is possible someone else, or an organization, may offer a donation but noted they do not want to send the message that relief provided temporarily could be sustained by a continued donation. Districts cannot be supported through donations.

Dr. Genovese reported Susan Smith has agreed to be the Recording Secretary and her appointment will be on the next agenda. He has also spoken with Mr. Aponte, who liked the idea of Assistant Treasurer. C. Barrett asked if they also appoint their attorney as well as the school physician and Dr. Genovese said he will contact Attorney Greenspan to see if he will accept the appointment. He stated he will talk with Ms Endicott about how they will approach the school physician appointment.

QUESTIONS/COMMENTS

C. Beckert-Long asked when they anticipate coming forward with the specifics of the \$1.2M in cuts.

Dr. Genovese said the specifics have been disseminated in a number of different forms. He said they are implementing the list but there are some areas that involve collective bargaining and he is revisiting a couple of the areas around curriculum and professional development. T. Sheehan said they need to make cuts to achieve the bottom line and some of the cuts have to be spread over multiple locations and budget accounts.

ACTION ITEMS

VOTE: Approve RAN

C. MCKINNEY MOVED THE GROTON-DUNSTABLE REGIONAL SCHOOL COMMITTEE HEREBY APPROVE THE SALE OF \$1,300,000 PRINCIPAL AMOUNT OF REVENUE ANTICIPATION NOTES OF THE DISTRICT, TO BE DATED AS OF JUNE 11, 2007, AND TO MATURE ON JUNE 29, 2007, AS FOLLOWS:

<u>PURCHASER</u>	<u>NOTE NO.</u>	<u>AMOUNT</u>	<u>RATE</u>	<u>PREMIUM</u>
EASTERN BANK, LYNN, MA	59	\$1,300,000	3.95%	\$0.00

THE NOTES SHALL NOT BE SUBJECT TO REDEMPTION PRIOR TO THEIR STATED MATURITY DATE.

THE CHAIRMAN, THE TREASURER AND THE CLERK BE AND HEREBY ARE, AND EACH OF THEM SEVERALLY IS, AUTHORIZED TO TAKE SUCH ACTION, AND TO EXECUTE AND DELIVER SUCH CERTIFICATES, RECEIPTS OR OTHER DOCUMENTS AS MAY BE

DETERMINED BY THEM, OR ANY OF THEM, TO BE NECESSARY OR CONVENIENT TO CARRY INTO EFFECT THE PROVISIONS OF THE FOREGOING VOTE. SECONDED BY F. O'CONNELL
SO VOTED IN FAVOR UNANIMOUSLY BY ROLL CALL

ADJOURNMENT

F. O'CONNELL MOVED TO ADJOURN AT 9:45 P.M. SECONDED BY C. MCKINNEY
SO VOTED IN FAVOR UNANIMOUSLY BY ROLL CALL

Respectfully submitted,

Susan H. Smith, Recording Secretary

With attachment