

# **School Committee Meeting**

**February 3, 2014**

**Superintendent's Conference**  
**Room**

**Office Hours**  
**6:30 P.M.**

**Open Session 7:00 P.M.**



## Town of Reading Meeting Posting with Agenda

2013-09-23

### **Board - Committee - Commission - Council:**

School Committee

Date: 2014-02-03

Time: 7:00 PM

Building: School - Memorial High

Location: Superintendent Conference Room

Address: 62 Oakland Road

Purpose: Open Session

Meeting Called By: Linda Engelson on behalf of the Chair

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

**All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.**

### **Topics of Discussion:**

**OFFICE HOURS**  
**Mrs. Janowski & Mrs. Borawski**  
**6:30 p.m.**

### **AGENDA**

I	Call to Order	7:00 p.m.
II	Recommended Procedure	
A.	<u>Public Input (I)</u>	
B.	<u>Reports</u>	
	1. Students	
	2. Liaison	
	3. Superintendent	
	4. Sub-Committee	
	5. Assistant Superintendents	
	6. Director of Student Services	
C.	<u>Continued Business</u>	
	1. Continued Discussion FY2015 Budget (I)	
	2. Elementary Space Working Group Update (I)	
	3. FY2014 Budget Status Update (I)	
D.	<u>New Business</u>	
	1. A Conversation State Representative Jones and Dwyer (I)	
	2. Vote on FY2015 Budget (A)	
	3. Personnel Update (A)	
E.	<u>Routine Matters</u>	
	1. Bills and Payroll (A)	
	2. Minutes (A)	

January 23, 2014  
January 27, 2014

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



## Town of Reading Meeting Posting with Agenda

3. Bids and Donations ( A )  
Donation to purchase Ukuleles for Barrows, Joshua Eaton & Killam
4. Calendar (I)

F. Information

G. Executive Session

III Future Business

I *Informational*                    A *Action Item*

All times are approximate and may change.

John F. Doherty, Ed. D.  
Superintendent of Schools

82 Oakland Road  
Reading, MA 01867  
Phone: 781-944-5800  
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Mary C. DeLai  
Assistant Superintendent  
for Finance and Administration

Craig Martin  
Assistant Superintendent  
for Learning and Teaching

# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.  
Superintendent of Schools

DATE: January 31, 2014

TOPIC: State Representatives Jones and Dwyer

As requested by a member of the committee, Representatives Jones and Dwyer will be at our meeting on Monday evening to discuss any concerns that you may have.

If you have any questions, please contact me.

John F. Doherty, Ed. D.  
Superintendent of Schools

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Assistant Superintendent  
for Finance and Administration

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# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.  
Superintendent of Schools

DATE: January 31, 2014

TOPIC: Continued FY2015 Discussion and Vote

At our meeting on Monday evening, we will continue our discussion of the FY2015 budget prior to voting the budget as the FY2015 School Committee Approved Budget.

If you have any questions, please contact me.

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Superintendent of Schools

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# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.  
Superintendent of Schools

DATE: January 31, 2014

TOPIC: Elementary Space Working Group Update

The Early Childhood Working Group met earlier this week with the Architects to discuss the proposed options. At our meeting on Monday evening, I would like update the School Committee on the options discussed and the next steps. I have attached a copy of the presentation for your information.

If you have any questions, please contact me.

# Early Childhood Learning Center

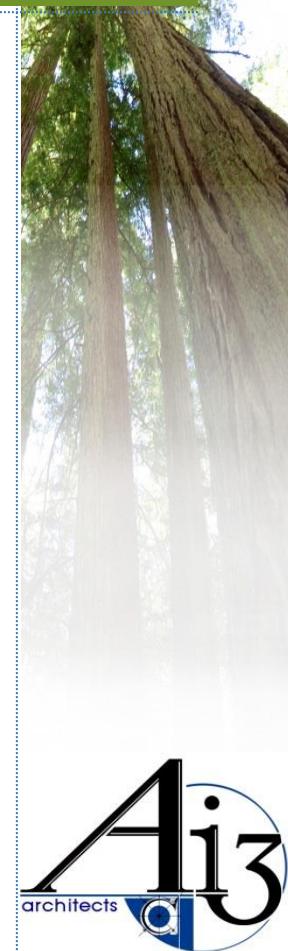
Reading Public Schools

Feasibility Study Update: January 28, 2014

## Program Review

### Site Identification & Analysis:

- Review Proposed Space Summary Program
- Site Identification & Analysis of 8 potential building sites
- Discuss Advantages/Disadvantages of each site
- Identify capacity of each site to accommodate the Program
- Review Possible Scenarios
- Discuss next steps



# Early Childhood Learning Center      Reading Public Schools

## Feasibility Study

ROOM TYPE	ROOM NFA <sup>1</sup>	# OF RMS	area totals
<b>CORE ACADEMIC SPACES</b>			
<i>(List classrooms of different sizes separately)</i>			
Pre-Kindergarten w/ toilet	1,050	10	10,500
Kindergarten w/ toilet	1,050	17	17,850
General Classrooms - Grade 1-6	0	0	-
<b>SPECIAL EDUCATION</b>			
<i>(List rooms of different sizes separately)</i>			
Self-Contained SPED	0	0	-
Self-Contained SPED - toilet	0	0	-
Resource Room	0	0	-
Small Group Room / Reading	0	0	-
OT Room	200	1	200
PT Room	300	1	300
Speech Room	200	2	400
School Psychologist	240	1	240
Reading Specialist	200	2	400
<b>ART &amp; MUSIC</b>			
Art Classroom - 25 seats	1,000	1	1,000
Art Workroom w/ Storage & kiln	0	0	-
Music Classroom / Large Group - 25-50 seats	1,000	1	1,000
Music Practice / Ensemble	0	0	-
<b>HEALTH &amp; PHYSICAL EDUCATION</b>			
Gymnasium	6,500	1	6,500
Gym Storeroom	150	1	150
Health Instructor's Office w/ Shower & Toilet	150	1	150
<b>MEDIA CENTER</b>			
Media Center / Reading Room	1,500	1	1,500
<b>DINING &amp; FOOD SERVICE</b>			
Cafeteria / Dining / Auditorium	2,500	1	2,500
Stage	0	0	-
Chair / Table / Equipment Storage	0	0	-
Kitchen	750	1	750
Staff Lunch Room	0	0	-
<b>MEDICAL</b>			
Medical Suite Toilet	60	1	60

ROOM TYPE	ROOM NFA <sup>1</sup>	# OF RMS	area totals
<b>CORE ACADEMIC SPACES</b>			
<i>(List classrooms of different sizes separately)</i>			
Pre-Kindergarten w/ toilet	1,050	10	10,500
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<i>(List rooms of different sizes separately)</i>			
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Self-Contained SPED - toilet	0	0	-
Resource Room	0	0	-
Small Group Room / Reading	0	0	-
OT Room	200	1	200
PT Room	300	1	300
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<b>HEALTH &amp; PHYSICAL EDUCATION</b>			
Gymnasium	6,500	1	6,500
Gym Storeroom	150	1	150
Health Instructor's Office w/ Shower & Toilet	150	1	150
<b>MEDIA CENTER</b>			
Media Center / Reading Room	1,500	1	1,500
<b>DINING &amp; FOOD SERVICE</b>			
Cafeteria / Dining / Auditorium	2,500	1	2,500
Stage	0	0	-
Chair / Table / Equipment Storage	0	0	-
Kitchen	750	1	750
Staff Lunch Room	0	0	-
<b>MEDICAL</b>			
Medical Suite Toilet	60	1	60

ROOM TYPE	
Nurses' Office / Waiting Room	
Examination Room / Resting	
<b>ADMINISTRATION &amp; GUIDANCE</b>	
General Office / Waiting Room / Toilet	
Teachers' Mail and Time Room	
Duplicating Room	
Records Room	
Principal's Office w/ Conference Area	
Principal's Secretary / Waiting	
Assistant Principal's Office	
Supervisory / Spare Office	
Conference Room	
Guidance Office	
Guidance Storeroom	
Teachers' Work Room	
<b>CUSTODIAL &amp; MAINTENANCE</b>	
Custodian's Office	
Custodian's Workshop	
Custodian's Storage	
Recycling Room / Trash	
Receiving and General Supply	
Storeroom	
Network / Telecom Room	
<b>OTHER</b>	
Other (specify)	
Total Building Net Floor Area (NFA)	
Proposed Student Capacity / Enrollment	
Total Building Gross Floor Area (GFA) <sup>2</sup>	
Grossing factor (GFA/NFA)	

ROOM NFA <sup>1</sup>	# OF RMS	area totals
250	1	250
100	2	200
		<b>1,980</b>
375	1	375
100	1	100
150	1	150
110	1	110
375	1	375
125	1	125
120	0	-
120	1	120
250	1	250
0	0	-
0	0	-
375	1	375
		<b>1,375</b>
150	1	150
0	0	-
375	1	375
400	1	400
250	1	250
0	0	-
200	1	200
		<b>0</b>
		<b>47,305</b>
		<b>450</b>
		<b>68,592</b>
		<b>1.45</b>

## 1.0 Proposed Space Summary Program

January 2014

Ai3 architects, LLC

### Proposed First Floor Program Requirements:

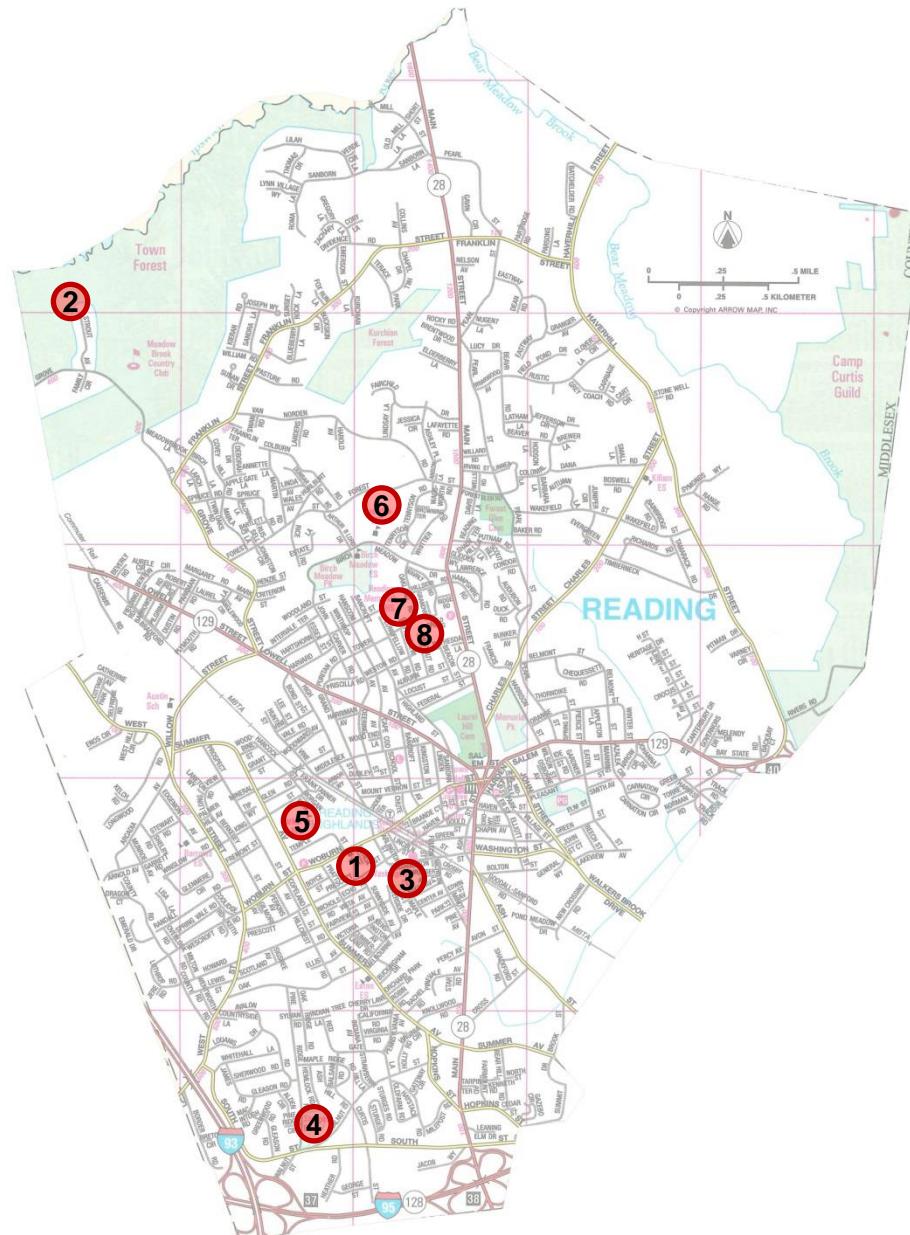
• Core Academic Spaces: Pre-Kindergarten Classrooms	10,500sf
• Special Education: OT/PT Room	500sf
• Art & Music: 1 Art Classroom (Pre-Kindergarten use)	1,000sf
• Health & Physical Education:	6,800sf
• Dining & Food Service	3,200sf
• Medical:	510sf
• Administration & Guidance:	1,980sf
• Custodial & Maintenance:	1,375sf
<b>Total:</b>	<b>25,865sf</b>

Approximately 40,000sf Building Footprint

(25,865sf x 1.45 grossing factor = 37,500sf)

## Site Identification and Analysis:

1. Woburn Street School Site
2. Reading Water Treatment Site
3. Washington Park
4. Sturges Park
5. Parker Middle School
6. Coolidge Middle School
7. Existing High School Site
8. Oakland Street Site





### Advantages:

### Disadvantages:

- Site does not accommodate 40,000sf building
- Acquisition of Prescott Street homes does not improve buildable area of site
- Restrictive width of site prevents safe pedestrian and vehicular access
- Restrictive Parking availability
- Pedestrian safety concerns for arrival and dismissal
- Site acquisition cost
- Acquisition costs of homes on Prescott Street
- Demolition costs
- Traffic impacts to neighborhood
- Redistricting would be required

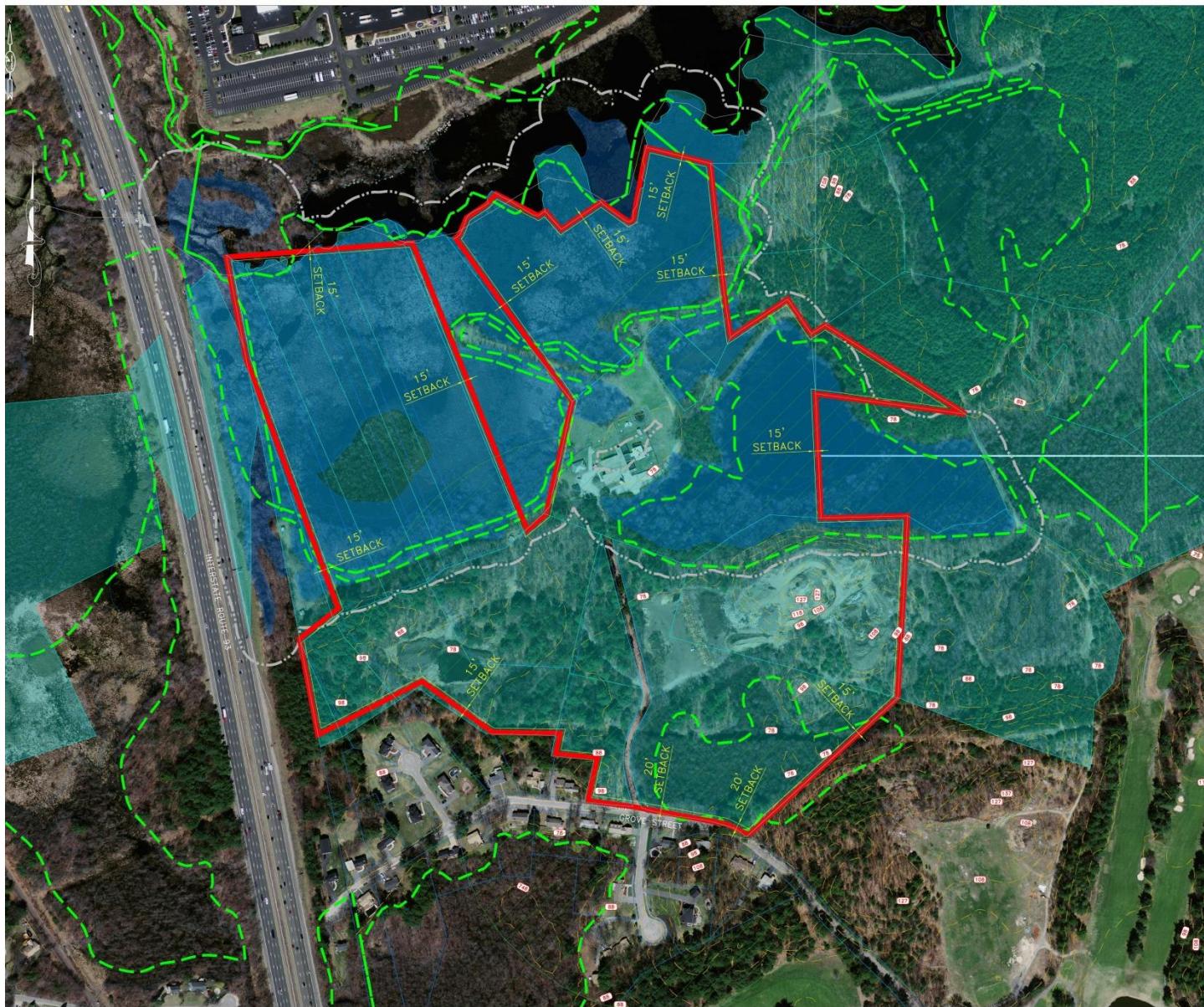
## 2.1 Site Analysis- Woburn Street School

January 2014

Ai3 architects, LLC

# Early Childhood Learning Center Reading Public Schools

## Feasibility Study



## 2.2 Site Analysis- Reading Water Treatment Site

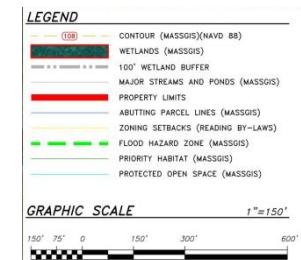
January 2014

### Advantages:

- No site acquisition cost-Currently Town owned land

### Disadvantages:

- Site is not centrally located (Northwest section of Reading)
- Redistricting would be required
- Restrictive site due to:
  - Wetlands
  - Priority habitats for rare species
  - Conservation area
- Not available for a use change according to Article 97



# Early Childhood Learning Center Reading Public Schools

## Feasibility Study



## 2.3 Site Analysis- Washington Park

January 2014

### Advantages:

- No site acquisition cost-Currently Town owned land
- Direct access from Washington Street and Sweetser Ave.
- Site large enough for 40,000sf building footprint

### Disadvantages:

- Significant impact to abutters and neighborhood
- Redistricting would be required
- Loss of public space for Reading: Baseball field, Playground, Multi-use field, 2 tennis courts, and basketball court
- Site is not centrally located in Reading

# Early Childhood Learning Center Reading Public Schools

## Feasibility Study



### Advantages:

- No site acquisition cost-Currently Town owned land
- Direct access from Pine Ridge Road
- Site large enough for 40,000sf building footprint

### Disadvantages:

- Significant impact to abutters and neighborhood
- Redistricting would be required
- Loss of public space for Reading: Baseball field, Multi-use field, 1 tennis court, and basketball court
- Site is not centrally located in Reading

## 2.4 Site Analysis- Sturges Park

January 2014

Ai3 architects, LLC

# Early Childhood Learning Center Reading Public Schools

## Feasibility Study

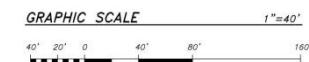
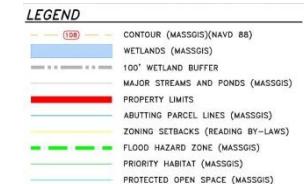


### Advantages:

- No site acquisition cost-Currently School owned land
- One grade level from elementary schools would be brought to Parker & Coolidge
- Pre-K and K would remain at current neighborhood schools

### Disadvantages:

- Option would require 20,000sf addition at Coolidge Middle School site
- Option would trigger full ADA/MAAB compliance
- Option would trigger full building Sprinkler requirement
- Redistricting would be required
- Loss of outdoor recreation space at middle school site



## 2.5 Site Analysis- Parker Middle School

January 2014

Ai3 architects, LLC

# Early Childhood Learning Center Reading Public Schools

## Feasibility Study



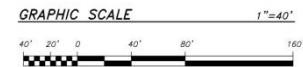
### Advantages:

- No site acquisition cost-Currently School owned land
- Site large enough for 40,000sf building footprint
- Option would not trigger full compliance of ADA/MAAB and Sprinkler compliance at Coolidge MS
- Site is centrally located in Reading
- Redistricting would not be required

### Disadvantages:

- Loss of soccer field at middle school site

LEGEND	
—	CONTOUR (MASSGIS)(NAVD 88)
—	WETLANDS (MASSGIS)
—	100' WETLAND BUFFER
—	MAJOR STREAMS AND PONDS (MASSGIS)
—	PROPERTY LIMITS
—	ABUTTING PARCEL LINES (MASSGIS)
—	ZONING SETBACKS (READING BY-LAWS)
—	FLOOD HAZARD ZONE (MASSGIS)
—	PRIORITY HABITAT (MASSGIS)
—	PROTECTED OPEN SPACE (MASSGIS)



## 2.6 Site Analysis- Coolidge Middle School

January 2014

Ai3 architects, LLC

# Early Childhood Learning Center Reading Public Schools

## Feasibility Study



### Advantages:

- Site is centrally located in Reading
- Would not require re-districting
- No site acquisition cost-Currently School owned land

### Disadvantages:

- Would require development of Oakland Road parcel to overcome loss of parking at high school
- Compromised building footprint to fit onto site-would require significant program spaces without natural light
- Development of parking lot at Oakland Road site would be costly due to topography and potential presence of ledge
- Potentially requires blasting of ledge at Oakland Road site and possibly at the south side of the existing high school parking lot

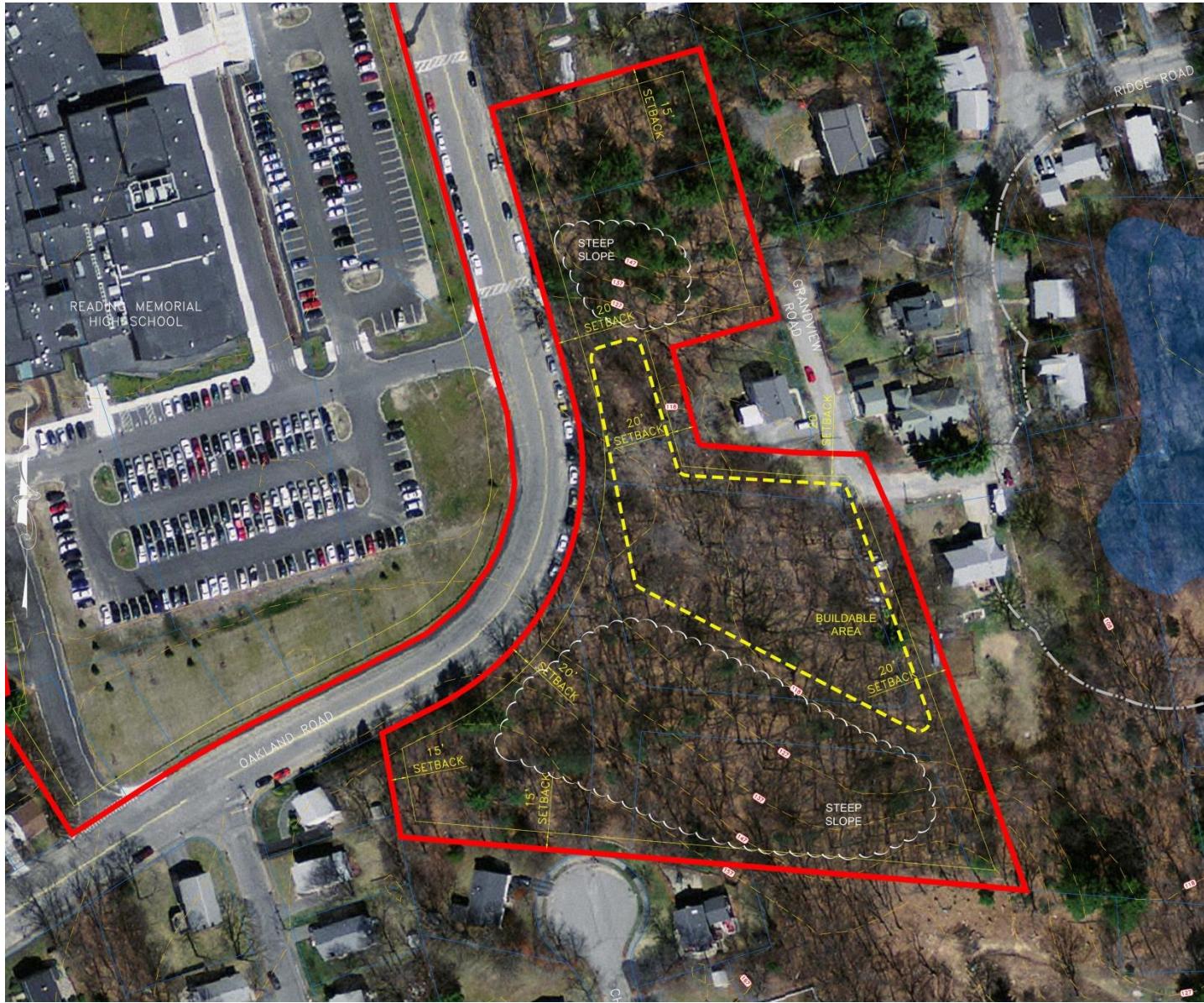
## 2.7 Site Analysis- Existing High School Site

January 2014

Ai3 architects, LLC

# Early Childhood Learning Center Reading Public Schools

## Feasibility Study

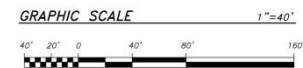


### Advantages:

- Centrally located site in Reading
- Would not require re-districting
- No site acquisition cost-Currently Town owned land

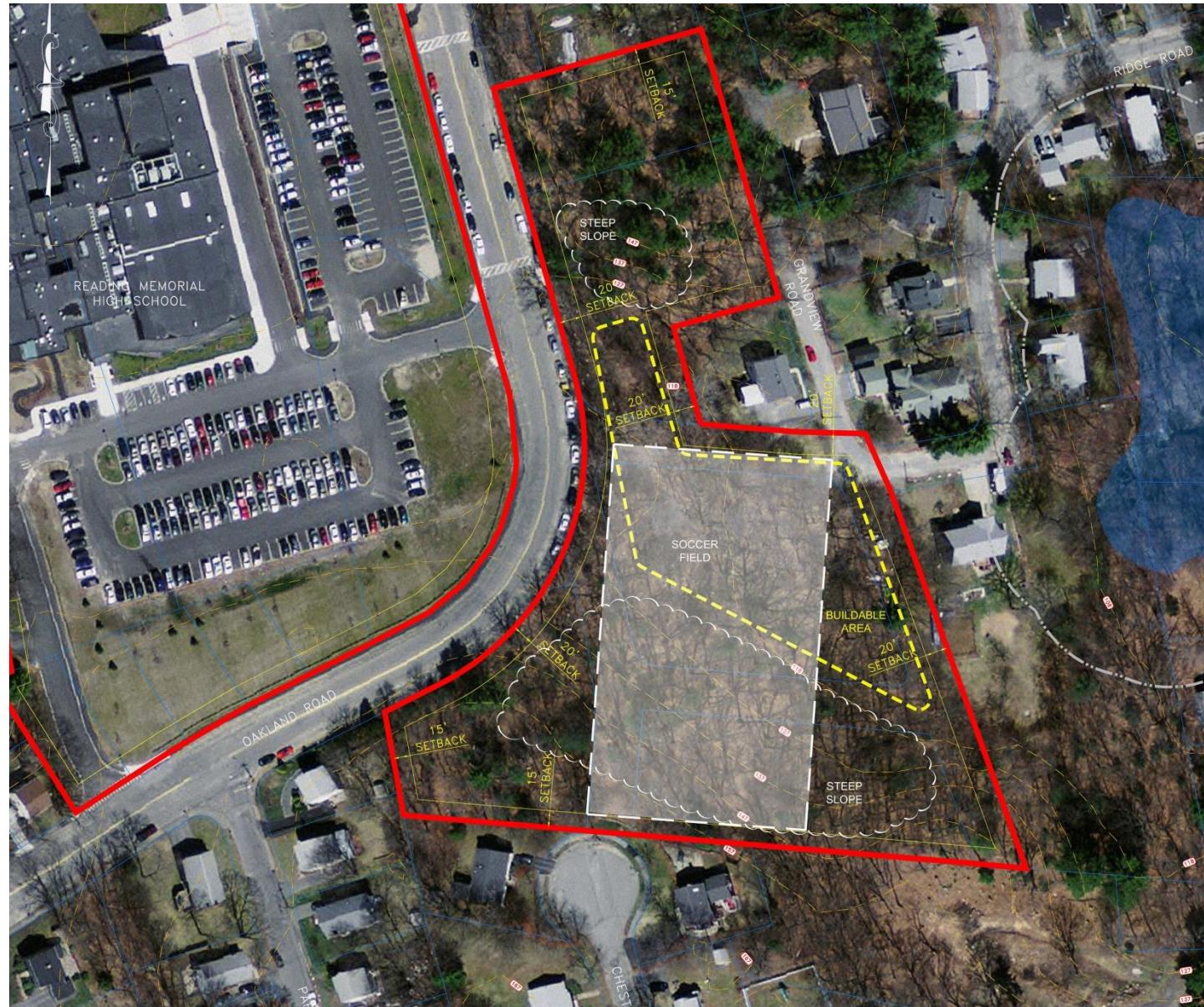
### Disadvantages:

- Shallow Bedrock 0-20 inches below surface
- Will require blasting of ledge



# Early Childhood Learning Center Reading Public Schools

## Feasibility Study



## 2.9 Site Analysis- Oakland Street Site

January 2014

### Advantages:

### Disadvantages:

- Dimensional requirements for a soccer field would be very difficult to fit on site
- High site development costs to accommodate soccer field
- 30 foot grade change across length of soccer field
- Shallow Bedrock 0-20 inches below surface
- Will require blasting of ledge



## Advantages:

- Centrally located site in Reading
- Would not require re-districting
- No site acquisition cost-Currently School owned land

## Disadvantages:

- Would require development of Oakland Road parcel to accommodate parking requirements
- High site development costs to accommodate terraced parking lot
- 30 foot grade change across parking lot
- Shallow Bedrock 0-20 inches below surface
- Will require blasting of ledge
- Significant retaining walls would be required for a feasible parking lot of 137 spaces

## 2.10 Site Analysis- Existing High School Site

January 2014

### Possible Scenarios:

1. 70,000sf Early Childhood Learning Center at Coolidge Middle School site
2. (2) Early Childhood Learning Centers at Parker and Coolidge Middle School sites
  - Option A: No Gymnasium
    - 15,000sf to 18,000sf footprint for 30,000sf Building
    - Shared Kitchen Space with Middle Schools
  - Option B: Gymnasium
    - Parker MS Site: 15,000sf to 18,000sf footprint for 30,000sf Building
      - Shared Kitchen Space with Parker Middle School
    - Coolidge MS Site: 22,000sf footprint for 37,000sf Building
      - Shared Kitchen Space with Coolidge Middle School
3. Construct (2) 20,000sf additions at Parker and Coolidge Middle Schools
  - One grade level from elementary schools would be brought to Parker & Coolidge MS
  - Cost impact for main building ADA/MAAB compliance
  - Cost Impact for main building to be fully sprinklered

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# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*

TO: Reading School Committee  
FROM: Mary C. DeLai  
DATE: January 31, 2014  
TOPIC: FY2014 Budget Status Update

At the Reading School Committee meeting on February 3rd, we will provide the Committee with an update on the status of the Fiscal Year 2014 budget. Attached, please find a report showing the budget status as of December 31, 2013.

The attached report shows that we currently have an unencumbered balance \$571,422 in the School Department budget, representing 1.5% of the total appropriation. The unencumbered balance has decreased by \$90,681 since the first quarterly report of October 31, 2013. The decrease is attributed to additional support staff required for special education students as well as encumbrances made for additional out-of-district placements.

For Town Building Maintenance, there is an unencumbered balance of \$11,084 or 1.6% of the total appropriation. This is a reduction of \$20,557 which is due, primarily, to the projected midyear electricity rate increase of 9.0% as recently announced by RMLD.

These balances are appropriate for this time of year, with the most significant balance in the special education cost center. This current balance is attributable to the fact that we were able to pre-pay approximately \$300,000 in special education tuitions with FY2013 funds.

The deficits and surpluses that you see in the building regular education budgets are due in part to turnover expense or savings. The deficit in the district-wide regular day budget is due to homeless transportation. Last year, we had two students mid-year who required such transportation. That obligation continued into the current year.

We will be prepared to discuss this report in greater detail at Monday's meeting and to answer any additional questions you may have. Please feel free to contact me if you have specific questions you would like addressed or need additional information.

**Reading School Committee**  
**FY2014 Budget Status as of December 31, 2013**

	<b>FY'14 Adopted</b>		<b>FY'14 Revised</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Remaining</b>	<b>Projected</b>	<b>Under</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>as of</b>	<b>as of</b>	<b>Balance</b>	<b>Remaining</b>	<b>(Over)</b>
	<b><u>31-Dec-13</u></b>	<b><u>Amendments</u></b>	<b><u>31-Dec-13</u></b>	<b><u>31-Dec-13</u></b>	<b><u>31-Dec-13</u></b>	<b><u>31-Dec-13</u></b>	<b><u>Expense</u></b>	<b><u>Budget</u></b>
	\$	\$	\$	\$	\$	\$	\$	\$
Administration	923,024	-	923,024	486,982	5,730	430,311	428,779	1,532
Health Services	539,299	-	539,299	205,899	4,000	329,400	326,305	3,096
Extra Curricular	46,990	-	46,990	39,388	250	7,353	3,080	4,273
Athletics	467,774	-	467,774	298,575	3,251	165,948	161,634	4,314
Technology	321,907	-	321,907	156,025	4,405	161,477	157,824	3,654
School Building Maintenance	3,188,684	-	3,188,684	1,343,865	318,519	1,526,301	1,480,036	46,265
Regular Day:								
Districtwide	959,259	-	959,259	298,213	45,298	615,748	629,583	(13,835)
Barrows	1,606,816	5,475	1,612,291	649,193	23,132	939,966	943,077	(3,111)
Birch Meadow	1,716,432	58,084	1,774,516	670,757	24,502	1,079,256	1,043,156	36,100
Eaton	1,909,466	(10,112)	1,899,354	747,360	24,817	1,127,177	1,120,609	6,568
Killam	1,788,275	(32,513)	1,755,761	765,476	26,468	963,817	1,023,572	(59,755)
Wood End	1,610,104	(20,933)	1,589,171	603,831	23,345	961,995	965,263	(3,267)
Coolidge	2,821,001	7,601	2,828,602	1,013,597	26,825	1,788,180	1,728,440	59,740
Parker	3,261,668	(7,601)	3,254,067	1,186,900	34,285	2,032,882	2,045,985	(13,103)
High School	7,120,039	0	7,120,039	2,554,830	84,492	4,480,717	4,390,114	90,603
Subtotal - Regular Day	22,793,060	(0)	22,793,060	8,490,158	313,164	13,989,738	13,889,799	99,939
Special Needs:								
Districtwide	4,806,780	29,623	4,836,402	1,581,346	1,464,464	1,790,592	1,392,191	398,402
Barrows	921,828	(308,487)	613,342	234,688	275	378,378	369,359	9,019
Birch Meadow	286,302	315,639	601,941	224,496	194	377,251	390,630	(13,379)
Eaton	400,029	(53,369)	346,660	143,071	-	203,589	214,002	(10,414)
Killam	440,550	2,892	443,442	187,421	-	256,021	249,631	6,390
Wood End	515,083	3,048	518,131	190,045	-	328,086	336,241	(8,155)
Coolidge	680,244	(27,713)	652,532	290,813	282	361,436	384,811	(23,375)
Parker	846,272	(27,041)	819,231	299,268	26	519,937	516,826	3,111
High School	917,086	65,408	982,493	335,207	1,051	646,235	602,495	43,740
RISE	606,453	-	606,453	306,498	-	299,955	296,943	3,012
Subtotal - Special Education	10,420,626	-	10,420,626	3,792,854	1,466,292	5,161,480	4,753,130	408,350
<b>TOTAL</b>	<b>38,701,365</b>	<b>(0)</b>	<b>38,701,365</b>	<b>14,813,746</b>	<b>2,115,611</b>	<b>21,772,008</b>	<b>21,200,586</b>	<b>571,422</b>
Town Building Maintenance	704,633	-	704,633	289,101	75,123	340,410	329,326	11,084

John F. Doherty, Ed. D.  
Superintendent of Schools

82 Oakland Road  
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Phone: 781-944-5800  
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Mary C. DeLai  
Assistant Superintendent  
for Finance and Administration

Craig Martin  
Assistant Superintendent  
for Learning and Teaching

# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.  
Superintendent of Schools

DATE: January 31, 2014

TOPIC: Personnel Update

As you know, Kevin Higginbottom announced his resignation as Principal of RMHS, effective June 30<sup>th</sup>. At our meeting on Monday evening, I will ask the School Committee to approve the attached timeline for the RMHS principal search.

If you have any questions, please contact me.

Reading Public Schools  
Screening Committee Process 2014  
Reading Memorial High School Principal

**Please note: All information and discussions by screening committee members are confidential and cannot be shared now or in the future.**

**I. Screening Committee Members**

**a. The Screening Committee will consist of the following members:**

- Assistant Superintendent for Finance and Administration/Human Resources Administrator, Co-Facilitators
- 2 Administrators
- 4 Teachers
- 4 Parents/Community Members
- 1 student

**b. To the extent possible, the composition of the parent and teacher committee members will represent the many constituencies that comprise the high school community.**

**II. Schedule**

***All dates and times are tentative.***

Date	Time	Event	Location
February 3	7:30 p.m.	School Committee Review of Process	Conference Room
Week of February 3		School Spring, M.A.S.S websites, Ed Week for Position	
February 11-28		<ul style="list-style-type: none"><li>• Survey HS Staff, Parents, Students</li><li>• Focus group sessions with staff, students, school council, PTO</li></ul>	Online Surveys
March 5	3:45 p.m.	Organizational Meeting	Conference Room
March 13	4:00 p.m.	Meeting to Design Questions	Conference Room
March 14		Deadline for Applications	
March 15-18		Screening Committee Reads Applications Online	Schoolspring.com
March 19	All Day	Candidate Interviews and Screening Committee Recommends Pre-Finalists to Superintendent	Conference Room
March 20-24		<ul style="list-style-type: none"><li>• Superintendent reviews recommendations, conducts interviews and reference checks of Pre-Finalists</li><li>• Moves forward finalists for remainder of process</li></ul>	
March 25-April 4		<ul style="list-style-type: none"><li>• Open Microphone Sessions with staff, students, School Committee, administrative council and community</li><li>• Site Visits</li><li>• Final Superintendent Interviews</li><li>• Final Superintendent Selection</li></ul>	
April 7	7:30 P.M.	<ul style="list-style-type: none"><li>• School Committee Notification</li></ul>	Conference Room

John F. Doherty, Ed. D.  
Superintendent of Schools

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# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.  
Superintendent of Schools

DATE: January 31, 2014

TOPIC: Personnel Update

As you know, Alison Elmer announced her resignation as Director of Student Services, effective June 30<sup>th</sup>. At our meeting on Monday evening, I will ask the School Committee to approve the attached timeline for the Director of Student Services search.

If you have any questions, please contact me.

Reading Public Schools  
Screening Committee Process 2014  
Director of Student Services

**Please note: All information and discussions by screening committee members are confidential and cannot be shared now or in the future.**

**I. Screening Committee Members**

a. The Screening Committee will consist of representatives from the following groups:

- Assistant Superintendent for Learning and Teaching/Human Resources Administrator – Co-Facilitator
- 3 Administrators
- 1 Team Chair
- 3 Teachers
- 3 Parents

**II. Schedule**

*All dates, times, and locations are tentative.*

Date	Time	Event	Location
Week of February 3		School Spring, M.A.S.S, M.A.S.P.A Posting for Position	Online
February 3		School Committee Review of Process	School Committee Conference Room
February 11-14		Receiving Requests from Staff/Parents to be on Committee	Edline, District Email
February 26	3:45 pm	Organizational Meeting	School Committee Conference Room
March 4	4:00 pm	Meeting to Design Questions	School Committee Conference Room
March 14		Deadline for Applications	
March 14-17		Pre-Screening Process	
March 17-20		Screening Committee Reads Applications online	Schoolspring.com
March 21	All Day	Candidate Interviews and Recommend Pre-Finalists to Superintendent	School Committee Conference Room
March 24-28		<ul style="list-style-type: none"><li>• Superintendent reviews recommendations, conducts interviews and reference checks of Pre-Finalists</li><li>• Moves forward finalists for remainder of process</li></ul>	
March 31-April 16		<ul style="list-style-type: none"><li>• Finalists Announced</li><li>• Site Visits</li><li>• COLT/DLT Interviews</li><li>• Open Microphone Session(s) with community</li><li>• Final Superintendent Interview</li></ul>	School Committee Conference Room
April 28	7:30 pm	Superintendent Recommendation to School Committee	School Committee Conference Room

John F. Doherty, Ed. D.  
Superintendent of Schools

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Craig Martin  
Assistant Superintendent  
for Learning and Teaching

# Reading Public Schools

*Instilling a joy of learning and inspiring the innovative leaders of tomorrow*

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.  
Superintendent of Schools

DATE: January 31, 2014

TOPIC: Accept a Donation

At our meeting on Monday evening I will ask the School Committee to accept a donation to be used to purchase ukuleles to Barrows, Joshua Eaton and Killam as outlined in the attached memorandum from Barrows principal Heather Leonard.

If you have any questions, please contact me.



## A. M BARROWS ELEMENTARY SCHOOL

16 Edgemont Ave.  
Reading, MA 01867  
(781) 942-9166 Fax (781) 942-9119

John F. Doherty, Ed.D.  
Superintendent  
[john.doherty@reading.k12.ma.us](mailto:john.doherty@reading.k12.ma.us)

Heather Leonard  
Principal  
[heather.leonard@reading.k12.ma.us](mailto:heather.leonard@reading.k12.ma.us)

TO: Dr. John Doherty, Superintendent  
Ms. Mary DeLai, Assistant Superintendent  
FROM: Heather Leonard, Barrows Elementary Principal  
DATE: January 3, 2014  
RE: Donation

Music teachers Brittany Bauman and Holly Gallant from Eaton, Barrows, and Killam wrote a grant for ukuleles at each of their respective schools. Their grant application noted; *“Currently, there are ukuleles are Birch Meadow and Wood End. We are interested in promoting educational equality throughout the district music department. There is currently no other string program in the Reading Public School district other than the new ukulele program. We would like our students to be able to participate in this new program as well. It is also important because students need to have the same experiences otherwise there will be a large discrepancy in acquired skills, vocabulary and musical background knowledge when combined with their peers from other schools. Additionally, the instrumental program in this district does not begin until 6<sup>th</sup> grade and we would like to expose students to instrument playing before then.”* A portion of this grant has been donated by the Faith Altbush Family of \$1,350 to cover the cost of 15 ukuleles in each school, a total of 45 altogether. I would like to express my appreciation for the generosity of the Altbush Family and their support and efforts to increase arts and music in our schools. I would request that you accept this generous gift on behalf of the Barrows, Killam, and Eaton Elementary students.



## Town of Reading Meeting Minutes

**DRAFT**

### Board - Committee - Commission - Council:

School Committee

Date: 2014-01-23

Time: 7:00 PM

Building: School - Memorial High

Location: Superintendent Conference Room

Address: 62 Oakland Road

Purpose: Open Session

### Attendees: **Members - Present:**

Hal Croft

Karen Janowski

Chuck Robinson

Lisa Gibbs

Jeanne Borawski

Chris Caruso

John Doherty, Superintendent

Mary DeLai, Assistant Superintendent

Craig Martin, Assistant Superintendent

Alison Elmer, Director of Student Services

Andrea Nastri, Student Representative

### **Members - Not Present:**

Conner Traugot, Student Representative

### **Others Present:**

Marie Pink, Coolidge Assistant Principal

Tom Zaya, RMHS Assistant Principal

Debbie Butts, RISE Preschool Director

Joanne King, Wood End Principal

Brendan Norton, Parker Assistant Principal

Lynn Dunn, Director of Nursing

Matt Wilson, Network Administrator

Kelly Bostwick, Team Chair

Elizabeth Logue, Team Chair

Paula Perry, Fincom Member

Reading Budget Parents

**Minutes Respectfully Submitted By:** John F. Doherty, Ed.D. Superintendent

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### **Topics of Discussion:**

#### I. Call to Order

Chair Croft called the School Committee to order at 7:03 p.m.

He reviewed the agenda, announced the meeting was being recorded and welcomed guests.

#### II. Recommended Procedure

##### A. Public Input (I)

Mr. Croft asked for public input.

There was none.

Reports (I)

1. Student

Ms. Nastri reported on the Martin Luther King Breakfast, midterms and Real World Problem Solving activities all juniors will participate in next week.

2. Liaison

Mr. Robinson also attended the Martin Luther King Breakfast. He said it was an outstanding event and complimented METCO Director Mr. Jason Cross on the fine job he did as keynote speaker this year.

MS. Elmer reported that the Reading PAC will be hosting a Basic Rights Workshop and that on February 4<sup>th</sup> there will be a showing of “Who Cares About Kelsey” in the Jordan’s IMAX Theater.

3. Superintendent

Superintendent Doherty informed the School Committee that the Real World Problem Solving presentations will be in the field house on Friday morning and encouraged the members to attend. The format for the presentations portion will be different than last year. This year is a more interactive with tables set-up for the groups to display their solutions. Judges will be able to visit each presentation and ask questions of the presenters.

Dr. Doherty went on to say that the Governor’s House 1 budget has been released. The budget is not as positive as hoped for regarding state aid. Chapter 70 funding does show an increase.

He reminded the School Committee of the Financial Forum on January 29<sup>th</sup>.

B. Continued Business

C. New Business

FY15 Budget Presentations

Regular Day Cost Center

Dr. Doherty reviewed the makeup and functions of this cost center. He went on to review the strategic initiatives in this cost center which include the implementation of the Massachusetts Curriculum Frameworks for Mathematics and Literacy, continued work to improve the Educator Evaluation process, improving the use of time, communication, and resources to support staff and the implementation of the Massachusetts System of Student Support (MTSS) to address the behavioral health of all students. Major cost center initiatives include assessment of the high school curriculum, instruction, and assessment practices and to implement best practices to improve student learning and the continued

implementation of technology initiatives including the use of mobile learning devices and utilizing a five to six year technology replenishment cycle.

Dr. Doherty reviewed the drivers to this cost center. As with all cost centers, contractual collective bargaining salary increases make up a major portion of the budget.

Ms. DeLai reviewed regular day staffing and the cost center by object. She pointed out that contract services, which includes transportation, has increased due to the requirements under the McKenney Vento Act to provide transportation for two homeless students to and from school each day. Ms. DeLai said that the district will get reimbursed for this transportation but the funds would be returned to the Town general fund.

Mrs. Gibbs asked if this cost could be shifted into the Accommodated Costs line. Ms. DeLai indicated that she was investigating the possibility of returning these funds to a revolving fund.

She reviewed the Other Salaries object next indicating that substitute pay is included in this object. The budget includes an increase in the fees paid to classroom substitutes. The district has had difficulty filling classroom voids because other districts are paying more per day for substitutes.

Mr. Robinson asked if we had problems getting qualified substitutes when we were using Kelly Services.

Mrs. King shared that the inability to cover classrooms with substitutes that are qualified to teach has been problematic in the schools. If a class goes uncovered the principal has to pull another staff member, usually a paraeducator, away from their duty to cover the classroom.

Mr. Robinson asked if we had the same issues with Kelly.

Ms. DeLai indicated that the contract with Kelly did not have a clause regarding fill rate. The district was paying the same rate of \$75 to substitutes and Kelly was charging \$100.

Mrs. King shared that hiring our own substitutes benefits the district. Principals and staff are able to get to know the applicant. This substitute sometimes is fortunate to be moved into a permanent position.

Mrs. Janowski asked why professional development costs have doubled since 2012. The response was due to the implementation of the Curriculum Standards, MTSS and the Educator Evaluation process and in 2014 the teachers will continue to work on district determined measures and instructional practices. Dr. Doherty pointed out that the bulk of the work is done over the summer. Ms. DeLai added that the Safety Committee also worked on protocols needed for the implementation of the A.L.i.C.E system. Mrs. King added that workshops were held over the summer for staff to aid in the implementation of the Literacy and Math standards. Both workshops have benefitted the teachers and it is evident in the feedback from parents.

Mrs. Janowski asked if there was a method to evaluate effectiveness of the PD offerings.

Mr. Martin shared that we get feedback from teachers, formal and anecdotal ratings. Teachers also present information to their school PTO groups.

### Special Education Cost Center

Dr. Doherty reviewed the makeup and functions of this cost center. He also reviewed the budget drivers which include the addition of social worker support at the high school, paraprofessional support to address student needs, an increase in out-of-district tuitions due to known and anticipated placements and an increase in special education transportation costs. Ms. DeLai also reviewed enrollment and spending trends.

Ms. DeLai reviewed the cost center by function and explained that the 50% increase in legal services is due to underestimating the amount for the current budget. Dr. Doherty shared that the legal services include more than special education hearings. Policy review, student handbook review and guidance on student discipline procedures are obtained from the special education legal firm.

Ms. DeLai reviewed staffing ratios. The high school is lagging in staff to student ratios which is a concern. Mrs. Janowski asked if there has been a difference with the addition of staff this year at the high school.

Ms. Elmer said with the change in the department head job to include the initial testing of students we have been able to reduced the caseload of the team chairs. This allows the team chairs to attend team meetings and address the needs of the students.

When asked about the increase in professional development since 2012, Ms. Elmer indicated that our special education staff is newer and younger and the district needs to offer professional development opportunities.

Mrs. Janowski asked what contributed to the increase in the Psychological Services line. The addition of the Therapeutic Service program, a districtwide evaluator at the middle and high school and the addition of a social worker in the FY2015 budget contribute to the increase.

### District-Wide Programs

Ms. DeLai reviewed the Health Services, Athletics, Extracurricular and District Technology cost centers.

Ms. DeLai reviewed the makeup and functions of this cost center. She reviewed the drivers to this cost center. As with all cost centers, contractual collective bargaining salary increases make up a major portion of the budget. The continued development and implementation to address our students' academic, social and emotional needs using MTSS and supporting the integration, maintenance, replenishment and progression of instructional technology in the district are the major initiatives in this cost center.

The Health Services cost center will see increases in the salary line as a result of collective bargaining agreements, replacement supplies and testing equipment and the increase in substitute pay.

Athletics budget drivers include increases in coaches salaries, an increase in supplies, additional funds for uniform replenishment and an increase due to a stipend added to administer impact testing and additional licenses for testing.

Mr. Zaya explained that all students will be required to complete an online survey to establish a baseline in the event a student suffers a head injury that leads to concussion. This program will be scaled back to freshmen only. This survey will be used as part of the return to play protocol.

Ms. DeLai shared athletic participation numbers which have stayed steady over the past few years, including the year the user fee was increased.

She went on to review the Extracurricular Programs. She reviewed participation numbers and the proposed budget. Most of the offset used in this cost center comes from Drama and Band user fees.

Network and Technology Maintenance drivers include an increase in salary for the computer technicians to bring them in line with similar positions in comparable communities, increased network hardware finding to ensure necessary funds for maintaining or replacing out of warranty equipment and the anticipated increase in telephone repair costs due to classroom changes and additions at the high school.

#### School Building Maintenance

Ms. DeLai reviewed the makeup and functions of this cost center. She reviewed the drivers to this cost center. As with all cost centers, contractual collective bargaining salary increases make up a major portion of the budget. The budget includes water & sewer rate increases and meter increases, declining natural gas cost, continued reductions in electricity consumption due to the performance contracting work we have down in our buildings. She then reviewed the staffing budget by object and square foot maintenance expense by building.

#### Town Building Maintenance Cost Center

Ms. DeLai continued reviewing the Town Building Maintenance budget. As with all cost centers, contractual collective bargaining salary increases make up a major portion of the budget. She pointed out that renovations made in the Town Hall and Senior Center have resulted in a higher cost per square foot in the repair and maintenance line.

#### Special Revenue Funds

Ms. DeLai reviewed grants, revolving funds and budget offsets. She then reviewed user fees and tuitions. There will be no increase in fees and tuitions in this budget.

Dr. Doherty said the Governor's House 1 budget just came out and the projected state aid is lower than expected. He pointed out that the Superintendent's recommended budget is approximately \$485,000 higher than the Finance Committee number.

Mr. Croft thanked Dr. Doherty & Ms. DeLai for the hard work put into developing this budget.

III. Routine Matters

a. Bills and Payroll (A)

The following warrants were circulated and signed.

Warrant S1430E	1.15.14	\$1,422.80
Warrant S1431	1.23.14	\$434,759.19
Warrant P1415	1.17.14	\$1,295,753.62

b. Approval of Minutes

**Mr. Caruso moved, seconded by Mr. Robinson, to approve the open session minutes dated January 13, 2014.**

Mrs. Janowski asked that her statement regarding flexibility of parent involvement for middle school selection in math be included in the minutes.

**The motion was tabled.**

**Mr. Caruso moved, seconded by Mrs. Janowski, to approve the open session minutes dated January 16, 2014. The motion carried 6-0.**

c. Bids and Donations

Calendar

IV. Information

V. Future Business

VI. Adjournment

**Mr. Caruso moved, seconded by Mr. Robinson, to adjourn. The motion carried 6-0.**

The meeting adjourned at 9:33 p.m.

**NOTE:** The minutes reflect the order as stated in the posted meeting agenda not the order they occurred during the meeting.



## 2013-09-23 Town of Reading Meeting Minutes

**DRAFT**

### Board - Committee - Commission - Council:

School Committee

Date: 2014-01-27

Time: 7:00 PM

Building: School - Memorial High

Location: Superintendent Conference Room

Address: 62 Oakland Road

Purpose: Open Session

### Attendees: **Members - Present:**

Hal Croft

Karen Janowski

Chuck Robinson

Lisa Gibbs

Jeanne Borawski

Chris Caruso

John Doherty, Superintendent

Mary DeLai, Assistant Superintendent

Craig Martin, Assistant Superintendent

Alison Elmer, Director of Student Services

Andrea Nastri, Student Representative

Conner Traugot, Student Representative

### **Members - Not Present:**

### **Others Present:**

Paula Perry, Fincom Member

Mark Dockser, Fincom Member

Linda Snow-Dockser, parent

Al Sylvia, Reading Chronicle

Reading Budget Parents

**Minutes Respectfully Submitted By:** John F. Doherty, Ed.D. Superintendent

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### **Topics of Discussion:**

#### I. Call to Order

Chair Croft called the School Committee to order at 7:03 p.m.

He reviewed the agenda, announced the meeting was being recorded and welcomed guests.

Mr. Croft called the public hearing on the FY2015 budget to order and asked if there was any public comment.

Linda Snow-Dockser asked about the reduction in the grant writer line. She also asked if it was feasible to work with local colleges to bring in interns to assist in data analysis to address the need for a data or information management specialist.

Dr. Doherty said that most federal grants that we have applied for in the past no longer exist. He also shared the SEEM Collaborative has hired a grant writer that is available to the participating districts.

Ms. DeLai responded to the data analysis question by saying that although it would be great to develop a relationship with colleges it would not meet what the district is looking to accomplish. The specialist would work with teachers to identify relevant data on student outcomes.

Michele Sanphy, budget parent, applauded the administration for including special education needs in the prioritized list of positions.

Mr. Croft closed the public hearing at 7:08 p.m. and called open session back to order.

## II. Recommended Procedure

### Reports (I)

#### 1. Student

Ms. Nastri reported on two band/color guard fundraisers this weekend including the annual yard sale and a hypnotist.

Mr. Traugot reported that the winter athletics are in full swing and the RMHS 4 x 400M relay team won the MA State Elite event, set an RMHS record and are ranked 9<sup>th</sup> nationally.

Mrs. Janowski asked Ms. Nastri about the Real World Problem Solving activity. Ms. Nastri said it was a great experience and that there were a lot of positive comments made by her classmates.

#### 2. Liaison

Mrs. Janowski added that it was a fantastic event; truly a valuable educational experience and was impressed at the viable solutions the students had for the four problems. The four problems were: Core Values, the repurposing of an empty space at RMHS, making RMHS greener and connecting the alumni with RMHS.

Mr. Caruso echoed Mrs. Janowski's sentiments adding that it was great seeing the junior class interact. The students were dressed professionally and spoke eloquently.

### Executive Session

Mr. Croft declared the executive session is necessary to protect the litigation and bargaining position of the body.

**Mr. Caruso moved, seconded by Mrs. Janowski, to go into Executive Session to conduct strategy with respect to litigation, collective bargaining and approval of minutes and to return to open session at approximately 8:00 p.m.**

**The roll call vote was 6-0. Mr. Robinson, Mrs. Janowski, Mr. Caruso, Mr. Croft, Mrs. Gibbs and Mrs. Borawski.**

The meeting adjourned at 7:15 p.m.

Chair Croft called the open session meeting back to order at 8:15 p.m.

A. **Public Input (I)**

Mr. Croft asked for public input.

There was none.

B. **Continued Business**

**Continued Discussion of the FY2015 Budget**

Dr. Doherty handed out two documents to the committee members. The first was answers to all the questions that have been submitted. The second, in response to a committee request, a prioritized list of the unfunded needs. He shared that the district leadership identified 8 priorities they felt were most crucial in moving the district forward.

Mrs. Gibbs noted that the ranked priorities have direct impact on the classroom but she felt that the districtwide technology leadership position is important to move our district forward.

Dr. Doherty said that we will be conducting a technology audit and we will use the results to determine if any of our current technology positions can be restructured to meet the needs of that position.

Mrs. Borawski asked if there would be a cost savings with the position.

Dr. Doherty indicated there needs to be one person overseeing the whole operation.

Mrs. Janowski felt that the unfunded priority that would allow for additional time for teachers to collaborate should be reconsidered. She felt it is low cost with a great return on investment.

The district leadership team felt the 8 items they prioritized are more important.

Mr. Robinson understands that to add items to the budget, the committee will have to make decisions to cut other items. He asked about the proposed increase in substitute pay and the possibility of eliminating that item.

Dr. Doherty explained that the difficulty in providing substitutes for classroom teachers affects the staffing of the school by using a paraeducator to cover the classroom then a substitute needs to be brought in for the paraeducator.

Mrs. Janowski asked if the percent increase to substitute pay could be reduced.

Ms. DeLai reviewed the proposed rates and indicated that there is a pool of money that is used for substitute pay and decreasing the increase would not address the issue that surrounding districts are paying substitutes more than Reading.

Mr. Robinson asked of the frequency of unfilled positions. Ms. DeLai said it was a regular occurrence.

Mrs. Gibbs asked if the increase will address the coverage issues. Ms. DeLai said the teachers are very concerned about the lack of coverage. Mrs. Gibbs added that the range and quality of substitute is widely varied and it is important to ensure we have the highest quality substitute in our classrooms and therefore cannot afford not to pay them.

Mrs. Janowski referred to question 50 regarding special education consulting services. She asked if ABA/BCBA services could be brought in-house. Ms. Elmer responded that we do not have the capabilities to provide these services in district. Mrs. Gibbs asked if we have considered hiring this position in district.

Ms. Elmer explained that ABA provides home services and services provided for in a student's IEP and BCBA could cost \$80,000 per position.

Mr. Robinson asked if there was a chance that the consulting costs could go down. The addition of a school psychologist may allow us to reduce the BCBA consulting costs.

Mrs. Gibbs, providing full disclosure that she is the EMARC Board Chair on leave, asked if we could provide services that we currently receive from EMARC. Providing vocational services in district would be more challenging.

Ms. DeLai handed out information on per pupil spending. She first reviewed information on historical general fund expenditures by function as a percentage of the total. Education spending historically has been around 50% of the general fund expenditures. She pointed out that in 2012 the figure was 37% but that decrease was due to debt service restructuring. The next handout outlined per pupil expenditures (Reading vs. State Average). We currently rank 305 in the state for per pupil spending.

Mrs. Janowski asked for clarification on the per pupil figure. Ms. DeLai said although education spending accounts for 50% of the municipal budget we lag in per pupil spending. This is a revenue issue.

Geoffrey Coram asked when the budget will move beyond a maintenance budget. He feels that the School Committee needs to inform the community that we are lagging behind in the efforts to move the district forward because of funding restrictions.

Dr. Doherty shared that the town has finite resources and the town and schools need to work together with the community to determine the best use of the free cash available. The ability to add the items the administrative team has deemed priority items is a key element in moving the district's vision forward.

Mrs. Janowski thanked Mr. Coram for making an excellent point. The community needs to understand that in spite of our outstanding reputation we need to invest in our schools.

Mr. Croft is pleased that the behavioral health initiative continues to be a priority.

Dr. Doherty reminded the committee that they will be voting on the FY2015 budget on February 3<sup>rd</sup>. If the committee has any other questions or would like clarification on any other items, he requested that they are submitted to him as soon as possible.

Mr. Robinson asked what the Financial Forum agenda on Wednesday night covered. Dr. Doherty said the Library project and revenue discussion. He also indicated that the Finance Committee may not have a quorum.

Mr. Robinson was concerned that the Finance Committee may not have a quorum.

C. New Business

III. Routine Matters

a. Bills and Payroll (A)

There were none.

b. Approval of Minutes

**Mr. Caruso moved, seconded by Mrs. Janowski, to approve the open session minutes dated January 13, 2014. The motion carried 6-0.**

c. Bids and Donations

Accept Donation from Friends of Reading Wrestling

**Move to accept a donation in the amount of \$500 from the Friends of Reading Wrestling to be used to support the coaching assistant for the wrestling team. The motion carried 6-0.**

Accept Donation from Reading Lacrosse Association

**Move to accept a donation in the amount of \$6,000 from the Reading Lacrosse Association to be used to support the coaching assistants for the boys' lacrosse team.**

Mrs. Janowski asked about the number of assistants. Ms. DeLai responded that because of the speed of the game and player specialization it is desired to have additional coaches.

**The motion carried 6-0.**

Calendar

**Mr. Caruso moved, seconded by Mrs. Gibbs, moved to cancel the February 10<sup>th</sup> School Committee meeting.**

Dr. Doherty explained that the agenda was light and we were scheduled to discuss the Naming of Facilities. At this point the Superintendent is in the process of forming the sub-committee.

Mr. Robinson wondered if we should hold the meeting as scheduled in case there needs to be more discussion on the budget after the Financial Forum.

Dr. Doherty indicated that the School Committee has voted a budget that has been higher than the Finance Committee's proposed amount.

**The motion carried 6-0.**

Mrs. Janowski and Mrs. Gibbs announced that they will be unable to attend the Financial Forum.

Mrs. Gibbs followed up on Mr. Robinson's point that how is it possible to have the Financial Forum without the Finance Committee having a quorum.

Finance Committee member Paula Perry shared that the Finance Committee is down two members and at times it is difficult to get a quorum.

IV. Information

V. Future Business

VI. Adjournment

**Mr. Caruso moved, seconded by Mrs. Gibbs, to adjourn. The motion carried 6-0.**

The meeting adjourned at 9:15 p.m.

**NOTE:** The minutes reflect the order as stated in the posted meeting agenda not the order they occurred during the meeting.

2013-2014 School Committee Meeting Date

School Presenting @ Meeting			Office Hours
<b>Feb. 3rd</b>	<b>School Committee</b>		<b>FY2015 Budget - VOTE</b>
<b>Feb. 5th</b>	<b>Financial Forum</b>		
<b>Feb. 13th</b>	<b>Special Town Meeting</b>		
Feb. 24th	School Committee	<b>RMHS</b>	
<b>March 4th</b>	<b>Senate Primary</b>		
March 10th	School Committee	<b>Parker</b>	
March 24th	School Committee	<b>Birch Meadow</b>	
<b>April 1st</b>	<b>Local &amp; Senate Election</b>		
April 7th	School Committee	<b>Coolidge</b>	
<i>April 28th</i>	<i>Town Meeting</i>		
April 29th	School Committee	<b>Killam</b>	
<i>May 1st</i>	<i>Town Meeting</i>		
<i>May 5th</i>	<i>Town Meeting</i>		
<b>May 6th</b>	<b>School Committee</b>	<b>RISE</b>	School Choice
<i>May 8th</i>	<i>Town Meeting</i>		
<i>May 19th</i>	<i>School Committee</i>		
<i>June 2nd</i>	<i>School Committee</i>		
<i>June 16th</i>	<i>School Committee</i>		

1.30.14

All meetings are in the Superintendent's Conference Room at 7:00 p.m. unless otherwise noted.  
 Dates and locations subject to change. (Bold indicates new or changed date or location.)