

**BELMONT SCHOOL COMMITTEE MINUTES
CHENERY MIDDLE SCHOOL COMMUNITY ROOM
MARCH 23, 2010**

Present: Ms. Ann Rittenburg, Chair
Ms. Leslie Walker, Secretary
Ms. Laurie Graham
Ms. Becky Vose
Ms. Karen Parmett
Mr. Paul Roberts
Dr. George H. Entwistle 3rd, Superintendent of Schools
Ms. Janice Darias, Acting Assistant Superintendent for Curriculum and Instruction
Dr. Gerry Missal, Director of Finance, Administration and Capital Planning
Ms. Julie Silverman, Human Resources Manager

1. EXECUTIVE SESSION

1.1 None

2. OPENING BUSINESS

2.1 Call to Order/Roll Call

The meeting was called to order by Ms. Rittenburg at 7:35 p.m. in the Chenery Middle School Large Community Room.

2.2 Pledge of Allegiance

Ms. Rittenburg led the recitation of the Pledge of Allegiance.

2.3 Adjustments to the Agenda

No adjustments to the agenda.

2.4 Superintendent's Report

Dr. Entwistle introduced the new middle school principal, Kristen St. George, who will start July 1, 2010. Ms. St. George spoke about her experience as an administrator working in middle schools.

Three middle school students received School Committee Recognition Certificates for awards that they have won: Nairi Krafion and Tess Smichenko (Kennedy Library "Make a Difference" Awards) and Amy Wang (first prize in the Middlesex County Fire Prevention Poster Contest).

Dr. Entwistle updated the School Committee on the search, ongoing, for the Director of Finance, Business and Operations, and the searches for the Directors of Science and Social Studies. He explained

that Ms. Silverman will arrange for the Director of Finance, Business and Operations finalists to meet with school committee members and others next week.

Dr. Entwistle updated the School Committee on the Race to the Top Summit that he attended with Mr. Antonellis and Ms. Rittenburg last week.

Dr. Entwistle explained that the BMLD proposal to use a site on the BHS campus has been withdrawn due to land title and transfer issues.

2.5 Chairman's Report

Ms. Rittenburg explained that the Foundation for Belmont Education Gala was on March 20 and was very well attended and successful. For upcoming events, the Warrant Committee is meeting on March 24 and will be discussing available funds budgets and how they will be requested from town departments and the school department. Dr. Entwistle and Dr. Missal will attend. The Warrant Committee, Board of Selectmen and School Committee will meet together on April 14.

2.6 Citizens Concerns

Ms. Rittenburg invited citizens to share concerns. There were no citizens' concerns.

3. UNFINISHED BUSINESS

3.1 There was no unfinished business.

4. MAJOR BUSINESS

4.1 Walk through of adjustments made to date – recommendation from Superintendent re: Development Position – Exhibit A

Dr. Missal reviewed the adjustments outlined in Exhibit A.

Dr. Entwistle explained his recommendation to create and pilot a position to seek alternative sources of revenue based on the request from the ROI conducted by the School Committee. The School Committee agreed to adjust the budget to reflect a \$60,000 increase in revenue (projected to be raised by new position) offset by an expense of \$30,000 (to pay for the new position). The bottom line of the budget will reflect the \$30,000 increase in revenue.

4.2 Review of Fee-Structure with adoption of any changes

The members of the School Committee and Dr. Entwistle discussed the issue of fees to follow-up on the School Committee ROI on student fees. The kindergarten, transportation and instrumental music fees were discussed individually to reach agreement.

The School Committee agreed that the fee for kindergarten is inconsistent with the philosophy of the committee, but that the fiscal reality precludes changing the fee at this point.

Regarding the transportation fee, Ms. Rittenburg asked if the School Committee should allocate the \$65,000 in the budget (to subsidize the cost of regular transportation) or reallocate some of that money to eliminate or adjust fees being charged for community service and student government activities at the middle school. The School committee plans to defer the discussion on the fees for the remaining clubs at the high school and the middle school. Dr. Missal will find out the costs for all of the clubs to be included in the discussion.

Mr. Pappazisis, Ms. Carey, members of the School Committee, Dr. Entwistle and Ms. Darias will meet to discuss the instrumental music fee in light of the ROI on instrumental music. Ms. Rittenburg appointed Ms. Vose and Ms. Parmett to be a part of the group.

In terms of the bottom line of the budget, Ms. Rittenburg recommended leaving it where it is, with the \$65,000 in the budget to perhaps be reallocated to "tweak" the fees for some activities. The School Committee agreed. Dr. Missal and Mr. Mazzola are looking into the possibility of using an online system for payment of fees.

4.3 Adoption of the Student Needs Based Budget for FY11

Ms. Rittenburg noted that the bottom line of the budget has only changed by a decrease of \$30,000. Dr. Missal stated that the new bottom line is \$42,001.107. Ms. Rittenburg explained that this vote adopts the Leadership Council's Student needs Based Budget and makes it the School Committee's Student Needs Based Budget.

On a motion offered by Ms. Vose and seconded by Ms. Graham, it was

VOTED: unanimously (6-0) to adopt the Student Needs Based Budget for FY11.

5. REPORT OF SUBCOMMITTEES

5.1 Communications and Community Outreach

Ms. Graham and Ms. Walker listed the groups that have been contacted for meetings to explain the FY11 Student Needs Based Budget. Ms. Graham will set up the meetings and send the dates to the School Committee. Mr. Roberts will draft a press release that explains the Student Needs Based Budget FY11.

5.2 Wellington Building Committee

Ms. Graham noted that the roof leaks have been fixed. The ceiling tiles have been replaced. Waltham Services (exterminator) did not find any infestations; the bugs that were there were seasonally expected. The Health Department has been informed of both issues. Instead of having an open house, parents are coming for parent conferences. Traffic issues continue to diminish. Demolition of the old Wellington began the week of March 8, and should be completed by the end of April. Belmont Media Center took footage of the demolition, and plans to mount a time lapse camera on St. Joseph's to film the building.

6. OTHER BUSINESS

6.1 Consent Agenda – None

6.2 Personnel Items – Informational

The following items were presented for the School Committee's information:

- a. Instructional Assignments – Exhibit B
- b. Change of Instructional Assignments – Exhibit C
- c. New Hires – Non-Instructional – Exhibit D
- d. Maternity Leave – Exhibit E
- e. Career Leave – Exhibit F
- f. Retirements – Exhibit G

6.3 Business Items – None

6.4 Approval of Minutes – None

6.5 School Committee Member Recognition

Ms. Rittenburg recognized the members leaving the School Committee. Ms. Walker is leaving after 3 years; Mr. Roberts is leaving after 1 year of service. She thanked them for their service as did the other members of the committee.

7. FUTURE BUSINESS

- 7.1 Next Meeting Dates:
- April 6, 2010 – Organizational Meeting
CMS Community Room
7:30 p.m. – 9:30 p.m.
 - April 13, 2010 – School Committee Workshop
CMS Community Room
7:30 p.m. – 9:30 p.m.
 - April 14, 2010 – Joint Meeting SC/BOS/WC
CMS Community Room
7:30 – 9:30 p.m.
 - April 16, 2010 – Special Work Session SC/COA
SAB Conference Room
10:00 a.m. – 2:00 p.m.

10. ADJOURNMENT

At 10: p.m. on a motion offered by Ms. Walker and seconded by Ms. Parmett, it was

VOTED: unanimously (6-0) to adjourn the meeting.

Respectfully submitted by

A handwritten signature in cursive script, appearing to read "Laurie Graham", written over a horizontal line.

Laurie Graham
Secretary