

**BELMONT SCHOOL COMMITTEE WORK SESSION MINUTES  
SCHOOL ADMINISTRATION BUILDING CONFERENCE ROOM  
DECEMBER 2, 2011**

Present: Ms. Laurie Graham, Chair  
Ms. Rebecca Vose, Secretary  
Ms. Laurie Slap  
Ms. Anne Lougee  
Mr. Kevin Cunningham  
Mr. Dan Scharfman  
Dr. Thomas Kingston, Interim Superintendent

Call to Order

Ms. Graham called the meeting to order at 8:30 a.m.

1.1 Executive Session

The School Committee entered Executive Session at 8:35. a.m.

1.2 Entry Report

Dr. Kingston explained to the Committee his entry report. It is meant to be a reflection of what he has heard and seen from staff, administrators and member of the community. He will identify three major issues as priorities for the coming year. He invited the School Committee to provide comments over the next month. This entry plan is reflective of what is being taught to new Superintendents in Massachusetts.

Dr. Kingston met with Dr. Michael Harvey, Mr. Michael McAllister and Ms. Janice Darias regarding the National Institute of School Leadership. They are focusing on the means of strategic planning and he is using them as a kind of district leadership committee. One major area they are devoting attention to is the educator evaluator modeling system.

1.3 Playgrounds

Dr. Kingston reported that it is the intention of the Department of Public Works to make sufficient interim repairs to allow the playground to be in use while the Winn Brook Playground Committee carries forward with fundraising to replace the playground.

Dr. Kingston consulted with Principal Michael McAllister and the Butler Playground Committee and it is clear that the Butler Playground must be demolished and rebuilt. The Playground Committee has been working on fundraising and with some commercial interests who have offered to help. Stage I may be implemented by next spring. \$10,000 will come out of the School Department maintenance budget. Town engineers will be involved in conversations as well. Donations made through Butler PTO will all be tax deductible.

Mr. Cunningham stated that it would be helpful to have spelled out who is in charge of each phase of the playground rebuilding such as demolition and fundraising. Dr. Kingston explained that the project must be supervised through the School Department. Principal Michael McAllister will be drafting a letter explaining where to contribute to the playground fund.

1.4 Finance Subcommittee Update

Ms. Slap stated that the presentation the Finance Subcommittee gave at the Leadership Council meeting was a recap of their meeting with the Board of Selectmen. Their sense is that the Warrant

Committee's intent is to have the budgets ready for January. They seem willing to watch the available revenue while it evolves.

Mr. Cunningham explained that the Subcommittee's presentation served as a kickoff with the Leadership Council to show that they are doing long term planning. The Finance Subcommittee has invited the Warrant Committee Subcommittee on Education to their meetings in December.

#### 1.5 Policy Subcommittee Update

The Policy Subcommittee met recently to discuss creating a policy on the dedication of buildings. The first reading of the policy will take place at the December 6<sup>th</sup> School Committee meeting. Some other issues to consider are advertising, naming rights, and fundraising which all have dollars attached to them. The School Committee has asked the Policy Committee for some guidance on the implications of these issues. Ms. Graham has suggested holding off on discussing naming rights and concentrating on advertising first. Since school districts are so short on money, they are looking into other sources of revenue such as advertising. Mr. Scharfman suggested that the School Committee establish what their goals are for fundraising. Policies need to be put in place to maximize revenue as well as provide adequate control over the type of advertising and what specifically the funds are used for. Mr. Scharfman suggested a policy stating that no advertising can take place in or for a school without the permission of the building principal. He suggested that the Policy Subcommittee make some written comments and suggestions and submit them to the School Committee. The Policy Subcommittee is researching what other districts are doing regarding fundraising.

At 10:50 a.m. on a motion offered by Ms. Graham and seconded by Ms. Lougee' it was

VOTED (5-0-0) (Ms. Vose left the meeting at 9:25) to adjourn the meeting.

Respectfully submitted by



Rebecca Vose, Secretary