

**BELMONT SCHOOL COMMITTEE MINUTES  
CHENERY MIDDLE SCHOOL COMMUNITY ROOM  
DECEMBER 6, 2011**

Present: Ms. Laurie Graham, Chair  
Ms. Rebecca Vose, Secretary  
Ms. Laurie Slap  
Mr. Dan Scharfman  
Mr. Kevin Cunningham  
Ms. Anne Lougee'  
Dr. Thomas Kingston, Superintendent of Schools  
Ms. Janice Darias, Assistant Superintendent of Curriculum and Instruction  
Mr. Anthony DiCologero, Director of Finance, Business and Operations

1. OPENING BUSINESS

1.1 Call to Order

Ms. Graham called the meeting to order at 7:30 p.m. in the Community Room of the Chenery Middle School.

1.2 Pledge of Allegiance

Ms. Graham led the recitation of the Pledge of Allegiance

1.3 Adjustments to the Agenda

There were no adjustments to the agenda.

1.4 Superintendent's Report

Dr. Kingston reported that at the last workshop meeting he presented his Entry Report which summarizes what he has been hearing in conversations with staff and the community. The copy presented to School Committee is in draft form and he encouraged Committee members to offer comments. Dr. Kingston plans to have the final Entry Report completed by Christmas break.

1.6 Director of Finance, Business and Operations Report

Mr. DiCologero informed the Committee that he has been collecting data from the Leadership Council about what they believe their budget needs are. He has had a number of meetings with the School Committee Finance Subcommittee, Board of Selectmen and Warrant Committee. He reported that the School Department is on track to complete the budget within the prescribed timelines.

Dr. Kingston updated the Committee on the status of the Butler and Winn Brook playgrounds. He has been working with the leader of the Butler Playground Committee. Peter Castanino has been working with the Winn Brook Playground Committee members. Mr. Castanino and the Public Works Department believe they will be able to make some major fixes to the Winn Brook equipment that will be temporary but will allow the playground to open in a few weeks.

The Butler Playground has major structural issues that will not allow it to reopen. The old equipment will be taken down and next spring stage I will begin when some of the new equipment is put in. Dr. Kingston will be working with the playground committee to determine the type of equipment they want. A \$100,000 request has been added to the Capital Budget for playground equipment.

The School Facilities Department and some volunteers are working towards beginning the removal of the Butler equipment sometime before the Christmas break. Donations should be sent to the Butler Playground Committee.

## Class Size Report

Ms. Darias explained her report on class size using power point slides. There is a total of 72 classrooms in the elementary schools. The Kindergarten class sizes are higher than the School Committee guidelines. At the middle school, the average class sizes are:

Grade 5 – 25  
Grade 6 – 25  
Grade 7 – 25  
Grade 8 – 23

At the high school there are 362 classes. Of those classes, 72 are semester courses and 290 are full year courses not including learning centers, English and Math tutoring classes and ESL tutoring classes. The median average class size is 21 students.

### 1.5 Chairman's Report

Ms. Graham reported that the high school's performance of A Midsummer Night's Dream was a wonderful event. There are many musical events coming up. There will be an Art Auction at the high school on December 17. Over 80 professional and student works of art will be available. All proceeds will go towards supporting the AP Art trip to Paris.

Ms. Graham announced that last week 92 high school students were inducted into the National Honor Society at a ceremony at the high school.

On December 2<sup>nd</sup>, Mr. Richard Samaria was honored at a ceremony dedicating the Wellington School Gymnasium in his name. Many people attended and expressed their appreciation for the many years of service Mr. S. provided the students of Belmont. There will be a plaque placed outside the gym with his name on it. Ms. Graham offered special thanks to Ms. Brianna Normile for her efforts in making this event happen.

### 1.6 Director of Finance, Business and Operations' Report

Reported under Superintendent's Report

### 1.7 Citizen's Concerns

There were no citizen's concerns.

## 2. UNFINISHED BUSINESS

There was no unfinished business.

## 3. MAJOR BUSINESS

### 3.1 Head Injury Policy – Exhibit A

Ms. Graham presented the new policy on Head Injuries and explained that the first time a School Committee policy appears at a School Committee meeting, it's considered a "first reading".

This new policy has been mandated by the State but most of the items have been in place in Belmont for several years. Dr. Kingston explained that what is new for Belmont is that we have to track each bullying complaint and report them to the State.

### 3.2 Dedication of Buildings and Facilities Policy/Procedure – Exhibit B

Ms. Graham explained the new School Committee policy regarding the dedication of buildings. This particular policy is part of a much broader situation that the School Committee is studying. They will be

looking at advertising and naming rights as separate parts of the dedication of buildings. This is a compilation of practice and what the Policy Subcommittee is proposing to the School Committee. Mr. Scharfman suggested some minor changes to the document and Ms. Graham suggested the Committee email questions/comments regarding the policy to her.

### 3.3 Dept. of Public Facilities Memorandum of Agreement Update

Dr. Kingston explained that the Board of Selectmen voted to approve the Memorandum of Agreement after striking one line in the document. Mr. Richard Kelliher, Interim Town Administrator, Mr. DiCologero and Dr. Kingston met to talk of an implementation plan. Dr. Kingston anticipates that it will take several months to have a full implementation plan in place. He stated that it is the Mr. Kelliher's commitment to bring this to efficient fruition as soon as possible. Dr. Kingston recommended that the Committee approve the Memorandum of Agreement.

Mr. Scharfman asked what facilities are included in the consolidation. Dr. Kingston explained that this is an unresolved issue which the implementation group will have to resolve.

On a motion offered by Mr. Scharfman and seconded by Ms. Slap it was

**VOTED** unanimously (6-0) on a roll call vote to approve the Belmont Department of Public Facilities Memorandum of Agreement between the Board of Selectmen, School Committee and Town Administrator.

## 4. REPORT OF SUBCOMMITTEES/LIAISONS

### 4.1 Wellington Building Committee

There were no updates.

### 4.2 Finance Subcommittee

Ms. Slap updated the Committee on the Finance Subcommittee's meeting with Leadership Council. They have also been meeting with the Warrant Committee and are working through the best presentation of the budget. It is important that people understand that when the budget is first presented, it is bound to change later.

The Subcommittee members have been meeting with Ms. Liz Allison of the Warrant Committee to get an idea of available revenue and they are also looking into dates when more information will be available.

### 4.3 Athletics and Extracurricular Activities Task Force

Mr. Scharfman reported that the Task Force is now turning their attention from data collection to how to propose some solutions to School Committee.

## 5. OTHER BUSINESS

### 5.1 Consent Agenda

#### Literary Tour of England Proposal – Exhibit C

Ms. Darias explained the proposal from Ms. Santiago, BHS English Teacher. The trip will give students who enjoy literature a chance to see places where authors have lived and studied.

On a motion offered by Mr. Scharfman and seconded by Ms. Vose it was

**VOTED** (5-0-1) with Mr. Cunningham abstaining to approve the Literary Tour of England – Exhibit C.

## 5.2 Personnel Items - Informational

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

- ❖ Personnel Status Updates – Exhibit D
- ❖ Extracompensatory Assignments – Exhibit E

## 5.3 Business Items – None

## 5.4 Approval of Minutes

On a motion offered by Ms. Slap and seconded by Mr. Cunningham it was,

**VOTED** (5-0) with Ms. Vose abstaining to approve the minutes of November 18, 2011 as amended.

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

**VOTED** unanimously (6-0) to approve the minutes of November 15, 2011 as amended.

On a motion offered by Ms. Slap and seconded by Ms. Lougee it was,

**VOTED** unanimously (6-0) to approve the minutes of November 1, 2011 as amended.

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

**VOTED** unanimously (6-0) to approve the minutes of October 18, 2011 as amended.

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

**VOTED** unanimously (6-0) to approve the minutes of October 14, 2011 as amended

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

**VOTED** unanimously (6-0) to approve the minutes of October 4, 2011 as amended.

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

**VOTED** (5-1) with Ms. Lougee abstaining to approve the minutes of September 30, 2011 as amended.

On a motion offered by Mr. Scharfman and seconded by Ms. Slap, it was

**VOTED** (5-1) with Ms. Lougee abstaining to approve the minutes of September 23, 2011 as amended.

## 6. FUTURE BUSINESS

### Upcoming Meetings

December 7, 2011

Joint Meeting – School Committee and Board of Selectmen  
Selectmen's Board Room  
8:00 a.m.

December 13, 2011

School Committee Meeting  
CMS Large Community Room

7:30 p.m.

7. ENCLOSURES

Annual Varsity Hockey Trip to Maine Tournament  
PLT Presentation  
December 1, 2011 Enrollment  
December 1, 2011 Enrollment with changes

8. ADJOURNMENT

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

**VOTED** unanimously (6-0) to adjourn the meeting at 9:45 p.m.

5.4 Approval of Minutes  
November 18, 2011  
November 18, 2011 – Executive Session  
November 15, 2011  
November 1, 2011  
October 18, 2011  
October 14, 2011  
October 4, 2011  
September 30, 2011  
September 23, 2011

6. FUTURE BUSINESS

**Upcoming Meetings**

7. ENCLOSURES

- ❖ Annual Varsity Hockey Trip to Maine Tournament
- ❖ December 1, 2011 Enrollment
- ❖ December 1, 2011 Enrollment with changes

8. ADJOURNMENT

At 9:05 p.m. on a motion offered by and seconded by, it was

**VOTED** unanimously (6-0) to adjourn the meeting at p.m.

Respectfully submitted by



Rebecca Vose, Secretary