

**BELMONT SCHOOL COMMITTEE WORK SESSION MINUTES
SCHOOL ADMINISTRATION BUILDING CONFERENCE ROOM
SEPTEMBER 23, 2011**

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

1. OPENING BUSINESS

1.1 Call to Order

Ms. Graham called the meeting to order at 8:45 a.m. in the Conference Room of the School Administration Building.

1.1 Dr. Kingston reported on the request by the LDS Church to rent space in one of the Schools. The School Committee policy allows the School Department to rent space to religious denominations as long as there is no intrusion into the school day. The administration needs to report to the School Committee when property is being rented out.

1.2 Ms. Vose updated the Committee on the plan to consolidate the School Department and Town Buildings and Grounds Departments. She presented a draft to the Committee for their review. The idea is to have a single Department of Public Facilities with a Director who will manage and oversee maintenance of all public facilities with the exception of the library. The library may be included at a later time. It is expected that this consolidation will allow for cost savings. Under this arrangement, the school buildings will be under the control of principals and the principals will have control over the day to day custodial crew.

There was discussion around doing a search for the person to head the new department. The Superintendent and Board of Selectmen would make up the Board who would be in charge of hiring the Director of Public Facilities. The draft of the Memorandum of Agreement will be shared with the Leadership Council at their next meeting. Mike Libenson will be invited to the September 27th School Committee meeting to discuss the Memorandum of Agreement. Once it is approved, the Warrant Committee will be consulted regarding funding the position of Director of Public Facilities.

1.3 Mr. Scharfman updated the Committee on the Census Tool that he is created. He offered to train Committee members on how to use it once it's complete.

1.4 Mr. Scharfman presented a document he created outlining the School Committees goals, and which members were responsible for each category and how to achieve them. The goals include:

- Policy
- Finance
- Staffing
- Collective Bargaining
- Professional Development
- School Councils
- Advocacy
- Curriculum
- Governance
- Communication

The Committee discussed how to proceed using this document and suggested certain changes and additions.

Ms. Graham explained the different town committees and subcommittees and the school committee voting liaisons. She suggested having each School Committee member be a liaison to a particular school. Dr. Kingston explained the focus of the Curriculum Committee and what they do.

Ms. Graham asked members to think about and provide suggestions for topics to discuss for their Tuesday evening Workshops and Friday morning Work Sessions.

There was discussion on setting aside time to discuss the pros and cons of the budget split and how to possibly make the budget process easier.

Ms. Graham informed the Committee that the Policy Committee will be working on creating a policy on head injuries as required by the State. The Health, Safety and Security Committee has been working on their own policy and Mr. Davis and Ms. Peterson will attend a future School Committee meeting to update the Committee on what they have in place so far.

At 10:50 a.m. on a motion offered by Ms. Graham and seconded by Mr. Scharfman, it was

VOTED unanimously (5-0) on a roll call vote to enter executive session for the purpose of discussing collective bargaining and in preparation for negotiations with union and non-union personnel given that a discussion in open session may have a detrimental impact on the School Committee's bargaining position.

Respectfully submitted by



Rebecca Vose, Secretary