

**BELMONT SCHOOL COMMITTEE MINUTES
CHENERY MIDDLE SCHOOL COMMUNITY ROOM
NOVEMBER 1, 2012**

Present: Ms. Laurie Graham, Chair
Mr. Daniel Scharfman, Secretary
Ms. Laurie Slap
Mr. Kevin Cunningham
Ms. Anne Lougée
Ms. Pascha Griffiths
Dr. Thomas Kingston, Interim Superintendent
Ms. Janice Darias, Assistant Superintendent
Mr. Anthony DiCologero, Director of Business, Finance and Operations

Student Reps: Tomas Reimers
Scott Steward

1. **OPENING BUSINESS**

1.1 Call to order

Ms. Graham called the meeting to order at 7:50 p.m.

1.2 Pledge of Allegiance

Ms. Graham led the Pledge of Allegiance.

1.3 Citizens' Concerns

There were no citizens' concerns.

1.4 Adjustments to the Agenda

There were no adjustments to the agenda.

1.5 Chairman's Report

Ms. Graham thanked everyone for being flexible about moving the meeting due the storm and cancelled school day on Tuesday.

Ms. Graham updated the Committee on the following events:

Belmont Public Library Book Sale – October 16. The library opened its doors on Friday evening to teachers and librarians who were able to choose books for their classrooms. This year the Belmont Public Library donated over 1300 books to classrooms and libraries.

Ms. Graham thanked all the parents, individuals and organizations such as the PTOs/PTAs, Foundation for Belmont Education and Friends of the Belmont Public Library who help all year long and often fill in where things are needed.

Alice Melnikoff, Community Service Coordinator was number 9 on the 50 Reasons Belmont is an Awesome Community Poll which was conducted by the group, Our Common Place Belmont.

On October 23 the School Committee held their annual meeting with Boston parents at the Central Boston Elder Services in Boston. They were joined by June Roberts of Belmont Against Racism who presented the School Department with a check for \$10,000 which will be used to support after school transportation for students who come to Belmont through the METCO program.

The Foundation for Belmont Education Spelling Bee will be held on November 3.

The re-scheduled grand re-opening of the Grove Street Tennis Courts will be held on November 5.

The Belmont High School Fall play, A Christmas Carol will be performed from November 8 – 10.

The Belmont High School Ski Team Annual Ski Swap and Sale will be held November 10.

Veterans' Day Exercises will take place on November 9 at the Chenery Middle School, Butler School and Burbank School.

1.6 Superintendent's Report

Dr. Kingston praised the operations crew of the Belmont Public Schools for the fine work they did cleaning up after the storm. School was cancelled Monday, the day of the storm and Tuesday because the sidewalks were not safe for students who walk to school. Dr. Kingston thanked Leo Saidnaway and the Belmont Emergency Management Team as well as the other Town Departments for their help and advice.

Dr. Kingston announced that Amy Spangler has accepted the offer to become the new Principal of the Wellington School. Ms. Spangler will begin on December 2. Amy Wagner will be retiring at the end of November.

Dr. Kingston stated that Principal Richards has been meeting with students and parents at Belmont High School about some of the concerns surrounding after school events such as dances. He is exploring using breathalyzers before dances. Principal Richards is also working with the Belmont Police Department to provide a demonstration of how drug sniffing dogs work. The intention is to keep the school grounds as safe as possible.

Belmont High School conducted a lock-down drill recently which is practiced at least once a year. The School Committee will be receiving a copy of the Emergency Medical Procedures which have been filed with the Commonwealth. The procedures are uniform throughout the district.

Dr. Kingston announced that the successful community build took place at the Butler Playground recently. The playground was completed by the volunteers and then the work crews will arrive in the following weeks to prepare the ground and then to install the rubberized surface.

1.7 Director of Finance, Business and Operations' Report

Mr. DiCologero explained that the FY14 budget process is about ready to begin. He will have a spreadsheet to send out to the Leadership Council for their budget requests by Tuesday of next week.

2. **UNFINISHED BUSINESS**

2.1 There was no unfinished business.

3. **MAJOR BUSINESS**

3.1 Vote to accept summary report on Long Term Goals and Improvement Targets for 2011-2012 – Exhibit A

Dr. Kingston explained that the Strategic Plan was developed in April of 2011 with an expiration date of October 2012. This fall, the Leadership Council provided a summary report of where progress lies in completion of each of the six goals. Each goal is either progressing or in some cases still being improved. Each descriptor implies what is needed to be taken into account when putting together another Strategic Plan. Dr. Kingston asked that the School Committee formally accept the report from the District Leadership Council

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

VOTED unanimously to accept the summary report on Long Term Goals and Improvement Targets for 2011-2012 – Exhibit A

3.2 Vote to accept Superintendent's Goals 2012-2013 – Exhibit B

Dr. Kingston explained that the goals presented to the School Committee were his personal goals. The Superintendent's Improvement Plan has to become reflective of the district-wide improvement plan which is tied directly to the Strategic Plan.

The two goals presented by Dr. Kingston were:

- His Student Learning Goal which is tied to implementation of the new educator evaluation system.
- His Professional Practice Goal which extends his involvement with the new Superintendent Induction Program, and bringing what he learns from that program back to Belmont.

Dr. Kingston stated that the Superintendent's Goals for 2012-2013 – Exhibit B would be posted to the Belmont Public Schools website.

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

VOTED unanimously to approve the Superintendent's Goals for 2012-2013 – Exhibit B

3.3 Strategic Plan 2012-2013 – Exhibit C

Dr. Kingston stated that the Strategic Plan is meant to be presented as a draft for review and comment. The plan has emerged over the last 9 months under the leadership of Janice Darias, Michael McAllister, and Dr. Michael Harvey. They have all been participating in the National Institute of School Leadership (NISL). They are graduating from the program in December.

Currently Tricia Clifford, Principal of the Burbank School, Kristen St. George, Principal of the Chenery Middle School, and Dan Richards, Principal of Belmont High School are going through the NISL program. In order that there is common vocabulary among the school leadership about what constitutes good strategy and how that correlates consistently with what new superintendents are being trained, there is a revisiting of the district's mission statement.

The district leadership council has given its endorsement of the plan.

The School Committee discussed the emerging plan documents and offered comment to guide the District Leadership Council as it develops the plan in greater detail. These comments included a call for clearer alignment between state core values and mission, and the specific actions called for in 2012-2013. Mr. Scharfman noted that in particular, values of student health and well-being, student-centered learning, and civic engagement are clear in the core values but not the implementation plan. Dr. Kingston suggested that while there should be clearer links between the documents, he expected that broader values would be part of future implementation years, but that 2012-2013 was likely largely to be devoted to meeting new curriculum guidelines and evaluation mandates. Mr. Cunningham suggested that articulating the multi-year strategy would fill in the gap between the broad core values and the current statement of 2012-2013 implementation goals.

3.4 Discussion of Superintendent Search 2013-2014

Ms. Graham explained that the School Committee has met with Glenn Koocher of Massachusetts Association of School Committees to discuss how the superintendent search process works. Mr. Koocher shared the names of people who may be looking for a superintendent position. Many surrounding communities have superintendents who are in their first year of superintendence. Numerous districts are also searching for a new Superintendent to start next year. In consideration of that, the School Committee has determined that they would like to offer Dr. Kingston another year as Interim Superintendent and he has indicated that he may be willing to do that.

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

VOTED unanimously to enter into contract negotiations with Dr. Kingston for the 2012-2013 school year.

3.5 Discussion and vote on 2012 MASC Resolutions – Exhibit D

As the School Committee delegate to the M.A.S.C. Conference beginning on November 7, Mr. Scharfman asked the School Committee's opinion as to how he should vote on the following resolutions:

Resolution 1 - File legislation to establish a special commission to study mandated reports and required data submissions.

Recommended vote – yes

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

VOTED unanimously to direct Mr. Scharfman to vote yes on Resolution 1.

Resolution 2 Modify the circuit breaker to reimburse 100% of 4 times foundation.

Recommended vote – yes

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

VOTED unanimously to direct Mr. Scharfman to vote yes on Resolution 2.

Resolution 3 - Health insurance coverage for medically necessary treatment.

Recommended vote – yes

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

VOTED unanimously to direct Mr. Scharfman to vote yes on Resolution 3.

Resolution 4 - Funding for educator evaluation system.

Recommended vote – yes

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

VOTED unanimously to direct Mr. Scharfman to vote yes on Resolution 4.

Resolution 5 - Advocate for an adequacy study

Recommended vote - yes

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

VOTED unanimously to direct Mr. Scharfman to vote yes on Resolution 5.

Resolution 6 - Election of Governing Boards of Commonwealth Schools

Recommended vote – abstain

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

VOTED unanimously to direct Mr. Scharfman to abstain on Resolution 6.

4. **REPORT OF SUBCOMMITTEES/LIAISONS**

4.1 Finance Subcommittee

Ms. Slap stated that the next meeting of the Finance Subcommittee is Monday, November 5. Mr. Cunningham stated that the Finance Subcommittee is scheduled to meet with the Warrant Committee Education Subcommittee next week.

4.2 Policy Subcommittee

Ms. Graham explained that the Policy Subcommittee has been working on a policy that will address fundraising in the schools. Mr. Scharfman stated that he will be meeting with the Boosters on Monday and will update the Committee on any helpful feedback.

4.3 Curriculum & Instruction Subcommittee

Ms. Graham stated that the Curriculum & Instruction Subcommittee would be meeting on November 14.

4.4 Student Representative

Tomas Reimers introduced Student Representative, Scott Steward. Tomas stated that students at Belmont High School have adjusted to Principal Richards' leadership and Mr. Brown's position as interim Assistant Principal.

Tomas stated that the stress level around college applications has not been bad and the guidance department has been very helpful at letting students know about application deadlines.

4.5 Capital Budget Committee

Ms. Lougee stated that she presented the Capital Budget Committee with the estimate that Mr. DiCologero provided for paving part of the high school parking lot. Previously it was estimated that it would cost \$100,000 to pave the entire parking lot. Glenn Clancy of the Office of Community Development asked the School Department if they could roll the high school parking lot into some other work that would be done in town in order to be more efficient. The estimate they provided would only do half of the parking lot for \$100,000. The Capital Budget Committee's recommendation is to wait to do the entire parking lot at one time at a later date.

Ms. Lougee explained that she presented to the Capital Budget Committee a report from NSTAR on what it would cost if the high school were to convert the heating system from oil to gas. The annual savings would be approximately \$260,000 each year. It would cost \$93,000 to bring the gas line from Concord Avenue into the high school.

Ms. Lougee stated that she presented to the Capital Budget Committee the entire list of Belmont Public Schools capital projects and requests for funding.

4.6 Warrant Committee

Ms. Slap mentioned that a topic at a recent Warrant Committee meeting was major cost drivers and a potential analysis undertaken by the Warrant Committee. Some of the topics that were suggested were compensation, pension liability, regionalization and structural reform.

4.7 Wellington Building Committee

Ms. Graham stated that the Wellington Building Committee is scheduled to meet on November 14. Their meeting with the Planning Board has been postponed until December since the roof screens were not to the satisfaction of the building committee.

5. OTHER BUSINESS

5.1 Consent Agenda

5.2 Personnel Items – Informational

5.3 Business Items – None

5.4 Approval of Minutes

September 21, 2012

October 2, 2012

October 9, 2012

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

VOTED unanimously to approve the minutes of September 21, 2012 as amended.

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

VOTED unanimously to approve the minutes of October 2, 2012 and October 9, 2012.

6. FUTURE BUSINESS

October 31, 2012

School Committee Policy Subcommittee

SAB Conference Room – 10:30 a.m.

November 2, 2012

School Committee Work Session

SAB Conference Room – 8:00 a.m.

November 13, 2012
School Committee Finance Subcommittee
SAB Conference Room – 8:00 a.m.

November 13, 2012
School Committee Meeting
CMS Large Community Room – 7:30 p.m.

November 14, 2012
School Committee Curriculum & Instruction Subcommittee
SAB Conference Room – 9:30 a.m.

7. **ENCLOSURES**

There were no enclosures.

8. **ADJOURNMENT**

At 9:50 p.m. on a motion offered by Ms. Slap and seconded by Ms. Lougee, it was

VOTED unanimously to adjourn the meeting.

Respectfully submitted by



Daniel Scharfman, Secretary