

**BELMONT SCHOOL COMMITTEE MINUTES  
CHENERY MIDDLE SCHOOL COMMUNITY ROOM  
JANUARY 8, 2013**

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

Absent: Ms. Anne Lougée

1. **OPENING BUSINESS**

1.1 Call to order

Ms. Graham called the meeting to order at 7:30 p.m. She thanked the community for their support after the death of her husband, Dan Downey.

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 welcomed everyone back from winter break. She announced the following events:

January 10 - Belmont Idol  
January 16 – Belmont Special Education Advisory Council presentation  
January 17 – Butler PTA Science Night  
January 18 – Improv Night at Belmont High School  
January 21 – Martin Luther King, Jr. Community Breakfast  
January 24 – Moira Gavin Bingo Night at Wellington  
January 26 – All that Jazz at Beth El Temple

February 16 – FBE Auction and Dinner

1.6 Superintendent's Report

Dr. Kingston stated that he has been studying the class sizes and enrollment. The enrollment sheet has been revised. The total enrollment within the physical setting of the Belmont Public Schools in January 2013 is 4,053. That does not include some of the 81 students that are in outside placement settings. There are 64 students attending the LABBB program. Only twelve of them are Belmont students and the remaining number are from other towns. The total number of students attending school in Belmont (and therefore in the FY13 budget) is currently \$4,117.

Dr. Kingston stated that he was pleased to have met with Senator Will Brownsberger and Tony Wagner, Innovation Education Fellow at the Technology & Entrepreneurship Center at Harvard. They explored ways to re-envision instructional models. Dr. Kingston stated that he is hoping to continue the conversation when looking at alternative ways instruction might be delivered.

Ms. Darias updated the Committee on the new Educator Evaluation System. She stated that there have been three workshops with participation by all district leaders and evaluators. They have been discussing important tasks and how to provide the best instruction for students.

Ms. Darias explained that the Coordinated Program Review is currently taking place in Belmont. The Department of Elementary and Secondary Education does this review every 6 years to determine whether or not Special Education, Civil Rights, and English Language Learning is being done appropriately. They have been looking at student records and fiscal compliance. During the week of January 14, teachers, counselors, and central office administrators will be interviewed. At the end of the week there will be a formal exit interview and within 45 business days the district will receive a draft report of the findings.

1.7 Director of Finance, Business and Operations' Report

Mr. DiCologero announced that the Leadership Council has submitted their budget requests and they have been reviewed by Dr. Kingston and Ms. Darias. Mr. DiCologero discussed with the Leadership Council the writing of the programmatic narratives and has asked them to connect these to how their program helps support the district goals.

Mr. DiCologero noted value of having regular, frequent meetings with Mr. David Kale, Town Administrator.

2. **UNFINISHED BUSINESS**

2.1 School Security

Dr. Kingston explained that although security protocols have been in place for awhile, there are also new security projects that have started which should be completed by February. He announced that a full time hall monitor has been hired for Belmont High School. The hall monitor is located in an area that allows him to see both entrances. Only one entrance door is now being kept open.

Dr. Kingston explained that there is a need to review the manual of emergency procedures. He has met with a new security advisory group which includes: Mr. Tony DiCologero, Director of Finance and Operations, Mr. Mike McAllister, Principal of Butler School, Ms. Adriana Staff, Principal's Designee from BHS, David Frizzell, Chief of Belmont Fire Department, Steve Mazzola, Director of Information Technology, Mr. Fred Domenici, Director of Buildings and Grounds, Officer James MacIsaac, Police Chief's Designee, Mr. Bob Antonellis, BEA Representative. The group will study ways to improve security at each of the schools. Dr. Kingston has asked the principals to gather concerns and/or observations from staff which will be forwarded to the group. Dr. Kingston stated that he will bring recommendations to the School Committee once the group has completed their work.

## 2.2 MSBA

Dr. Kingston explained that Belmont has submitted proposals to the Massachusetts School Building Authority (MSBA) for the past nine years. In November of 2011, the district re-submitted a Statement of Interest (SOI) for the renovation of Belmont High School. Dr. Kingston stated the he has formed an advisory group to determine if changes are needed for the new plan. Over the next 6 weeks the group will study the overall costs to prepare for the re-submission of the SOI in March. The MSBA has assured Dr. Kingston that they will have some type of response by the summer of 2013.

## 2.3 NEASC

Dr. Kingston stated he gave a fairly strong response to the NEASC report based on what he felt were inaccuracies in the report. He has met with members of NEASC and stated his concerns. NEASC members have assured Dr. Kingston that they will revise the report. Mr. Richards has emailed them some corrections that he wished NEASC to make. NEASC will forward the document to the author for corrections.

## 3. MAJOR BUSINESS

### 3.1 LABBB 2011-2012 Annual Report (DRAFT) – Exhibit A

Dr. Kingston explained that the governance of LABBB had been made up of a Board of Directors which included the Superintendents of the five districts. This set-up is in the process of changing due to new Collaborative legislation .

Dr. Kingston asked the School Committee to make a formal vote of having received the LABBB 2011-2012 Annual Report as well as the LABBBB Independent Audit Letter.

### 3.2 LABBB Independent Audit Letter – Exhibit B

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

**VOTED** 4-0-0 stating that the School Committee had received the LABBB 2011-2012 Annual Report – Exhibit A and LABBBB Independent Audit Letter – Exhibit B

4. **SUBCOMMITTEE/LIAISON UPDATES (as needed)**

4.1 Finance Subcommittee

Ms. Slap stated that the Finance Subcommittee has been delighted to experience how well the School Department and Town Administrator's office are working together.

4.2 Policy Subcommittee

Ms. Graham explained that the Policy Committee is working to finalize the personnel policies. They are hoping to bring proposed changes to the School Committee within the next couple of weeks.

4.3 Curriculum & Instruction Subcommittee

Mr. Scharfman stated that the Curriculum & Instruction Subcommittee will meet on Friday 1/11 to review suggested changes to the Belmont High School Program of Studies prior to a presentation to the full School Committee. The subcommittee will meet again later in the month to review the math program. Mr. Scharfman thanked Ms. Darias and Mr. Mazzola for setting up the Edline folder for all their materials.

4.4 Student Representative

Student reps stated semi- formal will take place in February.

4.5 Capital Budget Committee

Ms. Lougee was not in attendance.

4.6 Warrant Committee

Ms. Slap stated the next meeting will take place January 9

4.7 Wellington Building Committee

Ms. Graham stated that work had been done on the roof top units over the holiday break and that reports from neighbors regarding noise levels have been positive. Dr. Kingston thanked Mr. Fred Domenici and Mr. Jim Tatten for their work repairing some heating problems.

5. **OTHER BUSINESS**

5.1 Consent Agenda

5.2 Personnel Items – Informational

Extra-compensatory Assignments – Exhibit C

5.3 Business Items – None

5.4 Approval of Minutes

December 18, 2012

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

**VOTED** 4-0-0 with Ms. Graham and Ms. Slap abstaining to approve the minutes of December 18, 2012.

6. **FUTURE BUSINESS**

Upcoming Meetings:

Finance Subcommittee Meeting  
January 8, 2013  
SAB Conference Room – 8:30 a.m.

Policy Subcommittee Meeting  
January 10, 2013  
SAB Conference Room – 9:30 a.m.

Curriculum & Instruction Subcommittee Meeting  
January 11, 2013  
SAB Conference Room – 9:30 a.m.

Joint Meeting – School Committee/Board of Selectmen  
January 14, 2013  
Selectmen's Meeting Room – Town Hall – 8:00 a.m.

School Committee Meeting  
January 22, 2013  
CMS Large Community Room – 7:30 p.m.

7. **ENCLOSURES**

Enrollment – January 1, 2013

8. **ADJOURNMENT**

At 8:47 p.m. on a motion offered by Mr. Scharfman and seconded by Ms. Slap it was,

**VOTED** unanimously to adjourn the meeting.

Respectfully submitted by

  
Laurie Graham, Chair