

**BELMONT SCHOOL COMMITTEE MINUTES
CHENERY MIDDLE SCHOOL COMMUNITY ROOM
OCTOBER 7, 2014**

Present: Ms. Laurie Slap, Chair
Ms. Anne Lougée, Secretary
Mr. Kevin Cunningham
Dr. Lisa Fiore
Ms. Laurie Graham
Ms. Elyse Shuster
Mr. John Phelan, Superintendent
Ms. Janice Darias, Assistant Superintendent for Curriculum & Instruction
Mr. Anthony DiCologero, Director of Business, Finance and Operations

Also present: Ms. Mary Pederson, Director of Human Resources

RECEPTION:

Ms. Pederson welcomed the teachers who were being honored for achieving Professional Status. Each teacher was presented with a small gift from Superintendent Phelan, and a certificate of appreciation from Ms. Slap. They thanked the teachers for all they do for the students of Belmont.

1. OPENING BUSINESS

1.1 Call to order

Ms. Slap called the meeting to order at 7:04 p.m.

1.2 Pledge of Allegiance

Ms. Slap led the Pledge of Allegiance.

1.3 Citizens' Concerns

There were no citizens' concerns.

1.4 Adjustments to the Agenda

Ms. Slap stated that Student Representative Sara Stewart would present her update immediately after the Superintendent's Report. Superintendent Phelan suggested that agenda item 3.4 – EDCO Vote be postponed until the October 28 School Committee meeting.

1.5 Chairman's Report

Ms. Slap updated the School Committee on recent and upcoming events throughout the town. Ms. Slap acknowledged the resignation letter from School Committee member Kevin Cunningham. She

stated that Mr. Cunningham has been a valuable colleague devoting endless hours to preparing for contract negotiations and working with the Finance Subcommittee. Ms. Slap explained that the School Committee expects a public notice of the School Committee vacancy to be posted by the Board of Selectmen. Once letters of interest are received they will be reviewed by the Board of Selectmen and School Committee and a joint appointment by the Board of Selectmen and School Committee will take place sometime late October or November.

Ms. Slap noted that the 2nd annual Dan Scharfman Memorial Run/Walk was a great success with over 500 participants. She thanked the race sponsors, the Foundation for Belmont Education for organizing the event, as well as all of the volunteers who helped to make it a success. Ms. Slap also thanked the Belmont Police Department, Department of Public Works and other town departments for their coordinated work in the planning for and on the day of the race.

1.6 Superintendent's Report

Superintendent Phelan congratulated the 17 teachers who received professional status. He updated the School Committee on his attendance at a recent LABBB Board Meeting, at which he learned that the LABBB collaborative is reviewing a pilot program that would allow LABBB students to attend Middlesex Community College. He also noted that the partnership with the Belmont Acres farm is going well and thanked Food Service Director Dustin O'Brien for the excellent job he is doing. Superintendent Phelan thanked the many faculty and staff members who participated in the Dan Sharfman Memorial run and also thanked the custodians for all the work they do keeping the schools clean.

4.1 Student Representative

The student representative Sarah Stewart reported that the recent American-themed dance, sponsored by the senior class, was a great success. She noted that many students participated in the Making Strides for Breast Cancer walk and Belmont High students were recognized at the Hatch Shell for the funds raised during the last school year to support breast cancer research. Ms. Stewart reported that she and other selected students participated in a leadership conference held in the little theatre at the high school, noting that it was a valuable experience. She noted that the School Resource Officer is very visible in the school and is working hard to get to know the students.

2. UNFINISHED BUSINESS

There was no unfinished business.

3. MAJOR BUSINESS

3.1 Elementary Report Card Presentation – Exhibits A-1, A-2, A-3, A-4, A-5, A-6, A-7, A-8, A-9

Ms. Darias invited Ms. Janet Carey, Principal of the Winn Brook School, Ms. Jaynene Dellitt-Young, Elementary English Language Arts/Social Studies Specialist, and Jessica DeFrances, Elementary Math/Science Specialist to present their report on new report cards. They explained the work done by a committee that included other teachers and administrators to revise the elementary (K through grade 4)

report cards. These reports had not been updated for many years. After reviewing report cards from other districts and reaching a consensus about what they wanted to achieve, they worked to create a new standards-based format for Belmont. Some of the benefits of the standards based report cards are that they:

- Align with curriculum and instruction;
- Enable parents to better understand grade level expectations and support their children's learning;
- Reflect the amount of support that students are requiring in relation to each standard; and
- Support consistent assessment and reporting across the district.

The group explained that this is a pilot program and they will be asking for teacher, parent and administrator input before going forward.

3.2 Level 1 Status Summary – Exhibit B

Assistant Superintendent Darias provided an overview of what it means to be a Level 1 district. Belmont has earned this designation for the second year in a row. Ms. Darias explained the indicators used to calculate progress and performance and noted that Belmont continues to see high achievement for all students in all levels of English language arts, math and science. She also noted that there has been improving achievement for students in the high needs group. Assistant Superintendent Darias praised the teachers and administrators who work so hard to make this level 1 designation possible.

3.3 Vote on MASC Delegate

Ms. Slap explained that the Massachusetts Association of School Committees (MASC) and the Massachusetts Association of School Superintendents (MASS) run a joint conference for school committee members and superintendents each year in November. One component of the conference is the delegate assembly whereby votes are taken on resolutions from the two groups. The School Committee can vote to appoint a member as a delegate to represent the whole Committee.

On a motion offered by Ms. Graham and seconded by Dr. Fiore, it was

VOTED unanimously to appoint Ms. Lougée as the delegate to the MASC/MASS Joint Conference on November 5 – 8, 2014.

3.4 Enrollment Presentation

Superintendent Phelan presented an enrollment update which was not previously on the agenda. He provided enrollment comparisons over a 5 year period from 2009 – 2014 explaining that student enrollment has increased over that time by 317 students. Superintendent Phelan explained that increased enrollment is a concern at every grade level. The largest class currently in the district is Kindergarten and the smallest class is grade 12. He also noted that certain populations are increasing at a higher rate such as English Language Learners (ELL). Superintendent Phelan explained that this is significant because the state mandates a particular number of teachers for a particular number of ELL students. He stated that the impact of increasing enrollment poses many challenges to day to day

teaching and learning and the issue of classroom space is and will be an issue at some of the schools over the next year.

3.5 EDCO Vote

The EDCO vote was postponed until a future School Committee meeting.

3.6 Green Fleet Update – Exhibit C

Superintendent Phelan explained that the School Department is being asked to send a letter to the Department of Energy Resources in support of the Town of Belmont’s application to become a “green community.” If Belmont’s application is accepted, the Town may receive a grant award with Green Community Designation for energy saving projects and programs.

On a motion offered by Ms. Lougée and seconded by Ms. Shuster, it was

VOTED unanimously to approve the letter of support for the Green Fleet Application.

3.7 Change of School Committee date from November 11 to October 28

The School Committee discussed and agreed to reschedule the November 4th School Committee Meeting to October 28.

3.8 Review of Superintendent Evaluation Timeline – Exhibit D

Superintendent Phelan presented the School Committee with a full guide on the Superintendent’s Evaluation with highlighted pages pertaining to his/her goals and evaluation. He explained that this document was meant to be a resource to help guide discussions at the October 28 School Committee meeting where he will present his goals.

4. SUBCOMMITTEE/LIAISON UPDATES (as needed)

4.1 Student Representative

The student representative report took place after the Superintendent’s Report.

4.2 Finance Subcommittee

Ms. Lougée explained that the Finance Subcommittee met earlier in the day and discussed enrollment as well as the work of the Financial Task Force (FTF). She stated the focus of the FTF will be to create a true baseline, level-service budget. Superintendent Phelan will anticipate and cost out the needs that are affected by increased enrollment.

The subcommittee also began its review of the fee structure for facility rentals, identifying two important criteria regarding building/facility usage: 1) the need to have a clear prioritization of both current and future users of a building/facility; and 2) the need for clear definitions of the different types

of users. While the Committee's discussion focused primarily on school facilities they noted that other facilities have a combined town/school purpose and are maintained by both town and school departments. It is the Finance Committee's intention to address these fees in early 2015.

4.3 Policy Subcommittee

The Policy Subcommittee will meet tomorrow to review policies that will be brought before the School Committee on October 28. These are primarily state mandated changes.

4.4 Curriculum & Instruction Subcommittee

The Curriculum & Instruction Subcommittee met last week to review the revisions to the elementary report cards.

4.5 Capital Budget Committee

There was no report from the Capital Budget Committee.

4.6 Warrant Committee

Ms. Lougee explained that the Warrant Committee met the previous week and discussed the FY14 financials for the town and schools.

4.7 Wellington Building Committee

Ms. Graham explained that the Wellington Building Committee met to discuss how sound moves between classrooms and various means of remediating the internal noise problems.

4.8 Financial Task Force

There was no report from the Financial Task Force.

5. OTHER BUSINESS

5.1 Consent Agenda - none

5.2 Personnel Items - none

5.3 Business Items – None

5.4 Approval of Minutes – none

August 20, 2014

August 21, 2014

September 16, 2014

September 23, 2014

On a motion offered by Ms. Shuster and seconded by Dr. Fiore, it was

VOTED unanimously to approve the minutes of August 20, 2014, August 21, 2014, September 16, 2014, and September 23, 2014

6. FUTURE BUSINESS

Upcoming Meetings:

October 21, 2014

Finance Subcommittee Meeting

SAB Conference Room – 8:00 a.m.

October 21, 2014

School Committee Meeting

Greater Boston Elder Services

Parent Reception – 6:30 p.m.

Business Meeting – 7:00 p.m.

7. ENCLOSURES

Trip Proposals:

- AP Art – New York City One Day Field Trip
- BHS Performing Arts Company NYC Overnight Trip Proposal
- Trip Policy

Schedule for Veterans' Day Exercises

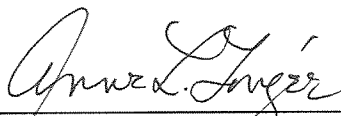
October 1, 2014 Enrollment

8. ADJOURNMENT

At 9:44 p.m. on a motion offered by Ms. Graham and seconded by Ms. Lougée, it was

VOTED unanimously to adjourn the meeting.

Respectfully submitted by



Anne Lougée, Secretary