

BELMONT SCHOOL COMMITTEE MINUTES
CHENERY COMMUNITY ROOM
JUNE 18, 2019

Present: Ms. Susan Burgess-Cox, Chair
Ms. Kate Bowen
Ms. Amy Checkoway
Ms. Tara Donner
Mr. John Phelan, Superintendent
Ms. Janice Darias, Assistant Superintendent
Mr. Anthony DiCologero, Director of Finance, Business and Operations

Absent: Mr. Michael Crowley
Andrea Prestwich

1. OPENING BUSINESS

1.1 Call to order

Susan Burgess-Cox called the meeting to order at 7:05 p.m.

1.2 Pledge of Allegiance

Susan Burgess-Cox led the Pledge of Allegiance.

1.3 Citizen's Concerns

Belmont High School Sophomore Phoebe Gray made the case for the replacement of tennis courts at Belmont Middle and High School or at some other location in town. She explained the importance of the tennis team to so many players and expressed concern that the coach may have to make cuts on the team next year.

1.4 Adjustments to the Agenda

Susan Burgess- Cox stated the School Committee would not be discussing the Special Education Reserve Fund listed on the agenda as Exhibit B.

1.5 Chair's Report

Susan Burgess-Cox noted this as the last regular meeting of the School Committee for the 2018-19 school year and wished everyone a nice summer.

1.6 Student Representative Report

There was no Student Representative in attendance.

1.7 Superintendent's Report

Superintendent Phelan thanked the staff for their work and wished everyone a wonderful summer. He provided a brief update of the Leadership Council held earlier in the day, noting there was lots of great learning and goodwill.

Superintendent Phelan announced the high school campus has been turned over to the construction company and there will be no access to the high school during the summer. The high school administration will post summer hours at Chenery for students and parents who need any business taken care of.

2. UNFINISHED BUSINESS

There was no unfinished business.

3. MAJOR BUSINESS

3.1 Belmont Media Update

Jeff Hansell, Belmont Media Center Executive Director, Jane Peters, Training and Production Coordinator and Laurie Graham, Liaison to Belmont Media Center provided an update on work they have been undertaking over the last year. Belmont Media Center completed a project at Chenery Middle School with Chenery Librarian Karen Duff. The focus was on teaching students and teachers on how to use the technology in media education. Belmont Media Center staff has also been working with the IT Department at Belmont High School sharing technology. Jeff Hansell stated part of the focus of the Belmont Media Center is to always work with teachers and department heads and find what the needs are and work with that.

Superintendent Phelan thanked Belmont Media for all the work they do and for filming the School Committee meetings which allows community members access to town meetings even if they are unable to attend. Superintendent Phelan thanked Jeff Hansell and Jane Peters for attending a meeting with the Belmont Middle and High School Building Committee and design team last week. Their efforts caused the design team to make changes to the studio that will be part of the new high school.

Before sharing a video showing the work Belmont Media has done over the years, Jeff Hansell thanked Laurie Graham for her service and Belmont Media Liaison.

Susan Burgess-Cox noted Laurie Graham's term on the Belmont Media Center Board was up and asked for a motion to appoint her for another term.

On a motion offered by Kate Bowen and seconded by Tara Donner, it was **VOTED** 4-0-2 to approve the appointment of Laurie Graham as School Committee Liaison to Belmont Media Center for another three year term.

3.2 Complete Streets Update

Glenn Clancy, Director of Community Development and Laura Castelli of VHB Consulting Engineers provided the School Committee with an overview of the Complete Streets Program. Laura Castelli has been working with VHB on developing a prioritized list of projects for the Complete Streets Program. She distributed to the School Committee list of projects that have so far been identified as projects that would likely qualify for funding through the program. The list was first created from comments provided to the

Office of Community Development, Board of Selectmen and Town Administrator's office from members of the community.

The Complete Streets Programs allows for the completion of the street network to improve walkability, biking, driving and traffic calming. It helps supplement the Massachusetts Safe Routes to School Program. Laura Castelli explained the next steps will be costing out how much the improvements will be so Mass DOT has an idea of the funding being requested. The list will then be prioritized based on Mass Dot's criteria for all the different categories they fund. The priorities suggested are based on cost, the Town's requests and what most likely could be funded sooner. The Selectmen will also be presented with the plan and will also help prioritize the list. The Tier 2 application must be submitted by September 2019 and if the Town feels the project is ready to go at that point, the Tier 3 application would be submitted by October 1, 2019.

3.3 Vote on Rink

Susan Burgess-Cox explained the vote at the last School Committee meeting was to agree to go forward with the RFP process. The vote at this meeting is expected to be on the location and size of the rink.

Board of Selectmen Chair Tom Caputo announced the Board of Selectmen had also voted in favor of moving forward with the RFP. He and Town Administrator Patrice Garvin explained the specific guiding principles the School Committee and Board of Selectmen need to be in agreement with in advance of the summer recess. Patrice Garvin presented the outline of dates for moving forward with the rink planning project noting there may be the need for a traffic study to determine whether the entrance to the rink would need to be west of Harris Field. That will likely take place in the next few weeks. There was discussion on the size of the rink being a sheet and a half in order to encourage the interest of developers. The School Committee agreed on the importance of minimizing the building footprint in order to maximize the field space and looking at a site design that will accommodate the Town's future needs for three JV athletic fields. There was discussion on the number of parking spaces as well as locker space which will be reflected in the RFP. The lease on the building will also be developed over the summer and an oversight committee will be created to meet annually to be sure the terms of the lease are being followed.

Tom Caputo asked for volunteers from the School Committee to take part in the Rink Working Group and Susan Burgess-Cox announced she and Amy Checkoway would take on that task. Susan Burgess-Cox noted it is not necessary at this time to vote on the size or location of the rink. She suggested the School Committee vote on the schedule and guiding principles.

On a motion offered by Tara Donner and seconded by Amy Checkoway, it was **VOTED** 4-0-2 to move forward with the RFP process for a rink along with the calendar of dates and guiding principles.

4. SUBCOMMITTEE/LIAISON UPDATES (as needed)

4.1 Finance Subcommittee

The Finance Subcommittee met yesterday and discussed the special education reserve fund as well as two new special education positions for next year. The two positions are a .2 Psychologist for the Wellington Elementary School and Chenery Middle school and a .4 Speech/Language Pathologist for Chenery Middle School. Superintendent Phelan explained the Special Education Department occasionally uses vendors or pays overtime to staff to support services when needed. The decision to post these two positions was decided after it became clear that need for extra services would remain high next year.

Director of Finance, Business and Operations Tony DiCologero provided a brief explanation of how the new positions would be presented in the budget.

4.2 Policy and Procedure Subcommittee

The Policy and Procedure Subcommittee met before Town Meeting to discuss the After School Care survey. The vast majority of respondents were happy with their after school care providers. Most of the needs were met over the course of the year; however, there is some unmet need at Wellington based on the responses. Superintendent Phelan stated the School Administration had sent some questions to the Aftercare Directors about their programs. Tony DiCologero will be compiling the responses.

The Policy and Procedure Subcommittee members also discussed forming working groups over the summer to study turf fields, a new ice rink and Minuteman.

4.3 Curriculum and Instruction Subcommittee

There was no report from the Curriculum and Instruction Subcommittee.

4.4 Capital Budget Committee

There was no report from the Capital Budget Committee.

4.5 Warrant Committee

There was no report from the Warrant Committee.

4.6 Belmont Middle and High School Building Committee

Kate Bowen was appointed as the School Committee liaison to the Belmont Middle and High School Building Committee (BMHSBC). The next meeting is tomorrow at 7:30 a.m. The Town has turned over the high school site to the construction company for the summer. The site is off limits to anyone except Belmont High School administration and certain staff during the summer to ensure safety. The high school staff will post office hours at the Chenery Middle School for parents and students who need a face to face meeting. All other interaction will take place by phone or email.

The design team from Perkins and Will has been meeting with staff from Belmont Media Center, Belmont High School and Chenery Middle School to review space.

Susan Burgess-Cox announced Kate Bowen and Andrea Prestwich agreed to sit on the Turf Working Group.

4.7 Community Path

Susan Burgess-Cox sent a message to the members of the Community Path Committee regarding the need for a School Committee representative for that committee. She was told the Community Path Committee would be looking for someone towards the end of July or beginning of August.

4.8 Financial Task Force II

The Financial Task Force II Committee met last Thursday and will continue to meet bi-weekly throughout the summer. There was discussion at the most recent meeting on getting a capital assessment for the Town capital needs. There was also dialogue around anticipating the structural gap and how to address that.

Susan Burgess-Cox announced she and Michael Crowley would sit on the Minuteman Working Group.

4.9 High School Traffic Working Group

The High School Traffic Working Group held a public hearing last Thursday on the proposed traffic calming and improvements for the Goden, Orchard and School Street areas. The feedback reflects the challenge of new technology in cars allowing them to infiltrate neighborhood roads. The group will take the public feedback and determine recommendations.

5. OTHER BUSINESS

5.1 Consent Agenda

Vote on Surplus Technology Items – Exhibit C

Tony DiCologero explained the vote on the disposal of surplus technology items is a standard request that the School Committee votes on occasionally over the course of each school year.

On a motion offered by Tara Donner and seconded by Kate Bowen, it was **VOTED** 4-0-2 to approve the disposal of the surplus technology items listed in Exhibit C.

5.2 Personnel Items None

5.3 Business Items None

5.4 Approval of Minutes

June 4, 2019

On a motion offered by Tara Donner and seconded by Amy Checkoway, it was **VOTED** 4-0-2 to approve the minutes of June 4, 2019 as amended.

6. FUTURE BUSINESS

School Committee Meeting Dates for 2019-20


7. ENCLOSURES

Strategic Plan
School Committee Goals
February 2020 New Orleans Trip Proposal

Superintendent Phelan noted the February 2020 New Orleans Trip Proposal which he approved. The trip does not need to be voted on by the School Committee since it is not taking place outside the country but Superintendent Phelan wanted the School Committee to be aware that it would take place next year.

8. ADJOURN

At 8:30 p.m. on a motion offered by Tara Donner and seconded by Amy Checkoway, it was **VOTED** 4-0-2 to adjourn the meeting.

Respectfully Submitted by 
Susan Burgess-Cox, Chair