

BROOKFIELD ELEMENTARY SCHOOL COMMITTEE

Meeting of Tuesday September 13, 2011

MEMBERS PRESENT:

Donald Faugno, Chair
Sharron Austin, Tantasqua Representative
Barbara Wilson, Vice-Chair/Secretary

ALSO PRESENT:

Daniel Durgin, Superintendent; Kathleen Hosterman, Principal; Debra Grimaldi, Recording Secretary; Mary Casey, Staff Member; and Patricia Boucher, Community Member

The meeting was called to order at 6:00 p.m.

Mr. Faugno asked all to rise for the Pledge of Allegiance.

MEETING MINUTES

Motion 11-67

Mrs. Wilson moved, seconded by Mrs. Austin, to approve the minutes of June 13, 2011 Regular Meeting.

Discussion:

VOTE: Unanimous

Motion 11-68

Mrs. Wilson moved, seconded by Mrs. Austin, to approve the minutes of June 29, 2011 Special Meeting.

Discussion:

VOTE: Unanimous

FINANCIAL REPORT

Mr. Durgin reviewed the Financial Report for Fiscal Year FY 2011. The Committee will be asked to approve the use of Circuit Breaker and Revolving Fund revenues for a Special Education Placement. Mrs. Boyd will provide additional details at the October meeting.

Motion 11:69

Mrs. Austin moved, seconded by Mrs. Wilson, to accept the Financial Report for Fiscal Year 2011.

VOTE: Unanimous

PTO REPORT

None.

PUBLIC ACCESS I

None.

COMMUNICATIONS

Mr. Durgin reviewed the communications contained in the school committee packet:

- Letter from Ma Dept. ESE – Federal Accountability Requirements for Special Education – Brookfield meets all requirements
- Letter to Sheriff Evangelidis – Appreciation for services provided by state supported paint crew program
- Recommended Lunch Prices – Reviewed memorandum from Mrs. Boyd, Business Manager, explaining the request to increase lunch prices to \$2.50 from the current \$2.25.

Mr. Durgin requested a vote of the Committee approving the increase.

Motion 11-70

Mrs. Wilson moved, seconded by Mrs. Austin, to increase school lunch prices to \$2.50 effective in November 2011 as per the memorandum from Mrs. Boyd.

VOTE: Unanimous

PRINCIPAL'S REPORT

Mrs. Hosterman reviewed her report in addition to providing updates regarding installation of new carpeting. Mrs. Hosterman further noted that staff member Mallory Farinato had attained professional status.

Mrs. Hosterman provided a slide show presentation on the new playground.

Mr. Durgin informed the Committee that Mrs. Hosterman has expressed interest in initiating a before school program from 7:15 a.m. to the start of the school day. Breakfast would be included. Several staff members have shown interest in participating. Information will be disseminated to parents at Open House. When complete data is available a decision will be made if the program will move forward.

SUPERINTENDENT'S REPORT

Mr. Durgin reported that within all six districts a great deal was accomplished over the summer. Several schools had building/construction projects ongoing. A number of physical plant issues were addressed over the summer. Despite difficult weather patterns, all physical plant projects were completed.

Fifty new staff members were hired throughout the six districts.

Staff members were trained as trainers for Applied Non-Violence: Dana Labb, JH Assistant Principal, and Kristen Lizotte, Special Education JH School. This Professional Development Training will save all the districts money as both Mr. Labb and Mrs. Lizotte are now certified to instruct in this training.

All nurses were sent to UCONN for emergency medical services training. Very positive feedback.

Twenty-four members of the teaching staffs were trained as Mentors. We are mandated to provide each new teacher with a mentor. They meet on a regular basis.

Sixteen staff members were trained in Six Traits Writing.

Brookfield now has voice mail over the computers for all teachers.

Via Survey Monkey, all staff members were required to complete a Civil Rights Powerpoint, which covers bullying.

A joint meeting of the Tantasqua Regional and Union 61 School Committees will be held on October 18, 2011 at 6:00 p.m. in the Library at Tantasqua Regional Junior High School.

Mr. Faugno commended Mrs. Hosterman on the letter sent to parents suggesting carpooling as a means of cutting down on the morning congestion at the school drop off.

TANTASQUA REPRESENTATIVE

Mrs. Austin reported that the Tantasqua Regional School District committee members voted to seat Dr. Susan Waters as the appointed member from Sturbridge. Dr. Waters will complete the term of the late Francis Simanski.

Due to the issue which arose from that appointment, each town will be asked to vote on a change in the Tantasqua Regional School District Committee Bylaws. The change will provide for a joint appointment between the Board of Selectmen and the remaining members of the Tantasqua Regional School Committee from the town for which the seat is vacant.

The Subcommittees for FY 2012 were established. Brookfield is represented on: Curriculum, Technology, Bylaw/Policy, Negotiations and Budget.

College acceptances for the Class of 2011 were reviewed. Mr. Lucas spoke about collaboration with community colleges. Mr. Wood reported that 73% of Technical Division students went on to 2 or 4 year colleges.

The energy savings plan of installing solar panels on both the Junior and Senior High Schools is expected to be completed in October. It is anticipated that this will reduce the energy rate by 15%.

Christopher Starczewski, the new Junior High School Principal was introduced.

UNFINISHED BUSINESS

Mrs. Wilson inquired about the building use procedures regarding the use of the elementary school for Memorial Day programs. Mr. Durgin explained that the problem centers around the issue of having a custodian on call. If the Memorial Day Committee could ensure that they would work rain or shine, it would be easier to schedule. There must be a custodial staff member in the building whenever it is being used. Overtime is paid at time and a half. For a function like Memorial Day, two custodians would be required. Mrs. Hosterman noted that currently, the building is closed on Memorial Day as that is a paid holiday for custodial staff. Mr. Durgin noted that after the building use form was completed by the Memorial Day Committee, it would be reviewed for the ability to provide coverage. A certificate of insurance is required. Mr. Faugno noted that the Brookfield School Committee would need an agenda for the program by the first of the year.

Mr. Durgin asked the Committee to consider a vote allowing only one signature for off-cycle payroll warrants. Such warrants could be signed at the Town Hall. This is acceptable by the Department of Revenue.

Motion 11-71

Mrs. Austin moved, seconded by Mrs. Wilson, to allow payroll to be processed with only one warrant signature from any member of the Committee.

VOTE: Unanimous

Mr. Faugno asked for an update on the window project. Mr. Durgin explained that the initial bids all came in too high. A new bid process has been initiated and will be advertised in the Central Register next week. Looking at doing some work now, with installation over the summer. Mr. Durgin will provide an update after the bid opening.

Mr. Faugno asked about posting meeting materials on the website prior to the meeting. Mr. Durgin noted that agendas are posted on the school committee web page a week prior to the meeting.

NEW BUSINESS:

Mrs. Austin noted that she had on a list of items from the June meeting discussion of a Homework Policy. Mr. Durgin noted that we do not have a homework policy, it is building based. A report will be prepared for the October meeting.

Mrs. Wilson raised the question of school uniforms. Parents had contacted her regarding this question. Mr. Durgin noted that legislation is currently under review. It could be a civil rights issue. Mr. Faugno asked if there was currently an issue at Brookfield Elementary School regarding uniforms. Mrs. Hosterman replied that there was not. Mrs. Austin indicated that she is not interested in pursuing this subject at this time.

PUBLIC ACCESS II

None.

ADJOURNMENT

Motion 11-72

Mrs. Wilson moved, seconded by Mrs. Austin, to adjourn the meeting at 7:07 p.m.

VOTE: Unanimous

Respectfully submitted,
Barbara Wilson
Secretary/Vice Chair

BW/dg