

BROOKFIELD ELEMENTARY SCHOOL COMMITTEE

Meeting of Tuesday June 14, 2011

MEMBERS PRESENT:

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

ALSO PRESENT:

Elizabeth Schaper, Assistant Superintendent; Kathleen Hosterman, Principal; Karen Miarecki, Recording Secretary; teachers and members of the PTO and community, 10 attendees noted.

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

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

MEETING MINUTES

Motion 11-62

Mr. Faugno moved, seconded by Mrs. Wilson to approve May 10, 2011 Meeting Minutes
Discussion: Add more detail under Public Access I and II on all future minutes

VOTE: Unanimous

FINANCIAL REPORT

Mrs. Boyd reviewed the Financial Report provided in the packet
No significant variances; discussed FY-12

Discussed the dilemma that occurred at the town meeting - Usually the day of the town meeting Mrs. Boyd will request a town warrant, to ensure that all the numbers are what were requested. Due to the delayed meeting the request was not provided, the packets were not available as they usually are. At the meeting, the realization of the recommended amount for the elementary budget was actually a level funding of the current year which is not what was requested and what was voted at public hearing. There were quick discussions on how to proceed, deciding politically what was the best thing to do, where the town had its budget fairly balanced, and the town has always supported schools. Without mixing things up decided upon going with what was provided. Since then, the selectmen have acknowledged that something went wrong in their publication and their discussions and they did not intentionally mean to short the budget. Recently received an email apology from the selectmen, explaining they would like to try and make things right. What was voted, used up any anticipated revenues that the town has for next year. In conclusion the school does need the \$33,000.00 that was shorted to get through next year. Recommendation is to vote an additional \$33,394.00 of school choice dollars toward the budget next year.

Motion 11-63

Mrs. Wilson moved, seconded by Mrs. Austin to approve an additional \$33,394.00 of school choice be applied to the FY-12 Budget
Discussion:

VOTE: Unanimous

- Mrs. Boyd discussed school lunch pricing – Final finding to be provided in September 2011
- Mr. Faugno requested lunch charts/numbers of totals from Mrs. Boyd to supply in September
- Mrs. Boyd discussed the roof project - Jr. High roof project came in under budget; Tantasqua recommended utilizing school choice monies to fund the balance.
- Mrs. Boyd will provide the revised 5-Year Capital Improvement Technology Plan – Providing new numbers in the fall.
- Reviewed the snow plow agreement provided within the packet – Discussed in detail the pros and cons regarding the written document. Mrs. Austin’s concern is on how to enforce it. Don suggested a meeting with the committee, the board of selectmen, and highway superintendent. This will convene at a later date.

PTO Report

Fundraiser Review:

- Crystal line will run September 19th – October 6th
- Teacher appreciation week – Went very well; teachers were provided with flowers and sweets as well as breakfast and baked goods.
- Field Trips – Grades 2 and 3 went to see Charlotte’s Web play on May 25th
- Magic Show – Was held on May 13th, excellent magician
- Children’s author to speak at school – Was postponed, will be rescheduled to come to the school
- 5K – New route proposed, upon approval
- Playground – Seeking new park bench, trash receptacle
- Teachers wish list – PTO purchased 25-30 fans for the classrooms
- Reimbursement of fourth grade supplemental reading materials as well as the art room supplies
- Sixth grade yearbooks – Will be printed for free this year.
- Brookfield Elementary Sign – Current one in desperate need of update, Tantasqua Art Department will be assisting with this.
- Tornado relief items needed – pre-packed ready to eat items, visa gift cards and other gift cards are recommended items of need
- New PTO President – Jessica Blake and [redacted] to remain as Secretary

PUBLIC ACCESS I

- Request from PTO was submitted to allocate school choice funds to assist with the placement of swing sets, sod, park bench and receptacle. This will be reviewed in full to inquire upon dollar amount needed for each item and the extent of project. Will convene in a special meeting to discuss.
- Advisory council committee member inquired upon the monies of \$33,000.00 taken out of school choice, why this happened and who to speak to in regards to this. Mr. Faugno discussed in details stating that the amount approved was \$33,000.00 less than what was needed, this will be relayed to the Advisory Committee for more discussion.
- Advisory council committee member inquired on why the back parking lot was torn up. Mrs. Hosterman replied stating this is a town allocated issue which they will be made aware of if they haven’t been already notified (most likely due to the plows in the winter).

COMMUNICATIONS

Letter to Police Chief Michael Blanchard – FYI included within packet

PRINCIPAL’S REPORT

Mrs. Hosterman reviewed her report included within the packet in detail, in addition provided updates on School Choice for upcoming grades.

SUPERINTENDENT’S REPORT

Mrs. Schaper reviewed the Superintendent report:

- Special thanks provided to the PTO for all their Tornado relief efforts
- There have been many ongoing Tornado relief efforts that have been publishing within the district and to all faculty of the district such as:
 - Golf tournament at Heritage Country Club – All proceeds donated to the relief victims
 - Tornado relief - National Honor Society – Many items contributed; tremendous outpouring of help.
- Memo in Packet regarding the window project – Recommending Brookfield reject the bid and revisit. Will revisit in September for appropriate bids.

TANTASQUA REPRESENTATIVE

- Joint meeting took place in regards to adopted documents
- Appointed special education director of students services
- Superintendent evaluation and set goals for 2012- Accepted
- Document regarding missions/goals were provided with grammatical corrections
- Presentation was provided on Tsunami relief efforts – Cranes were constructed by students, for every crane made a donation to the relief fund was allocated
- Updates from curriculum; review PE curriculum in fall
- Guest speaker Mr. Lavigne – Discussed proposed regulations
- Discussed letter board of education
- Reviewed Jr. high roof funding
- Discussed memo of new evaluation process
- Discussed legislature initiatives – Diplomas, several great topics including equal private/public funding, and students with disabilities.
- Discussed Grades 10-12 regarding the “Community read” - “essays of life experiences”
- Budget was approved
- Class day was canceled due to storm – awards and graduation were held the same day

UNFINISHED BUSINESS

For September’s agenda, Mr. Faugno requested to have the list of The Building and Use Policy on the agenda to review in regards to the elementary school and possibly Tantasqua.

NEW BUSINESS:

- Everyday Math – Mrs. Wilson put forth a list to review of questions/comments regarding Everyday Math, part of it was discussed last month. The following were the answers to the questions regarding Everyday Math provided by Mrs. Hosterman:
 - How are “student understanding” and “application concept” assessed? Formally and globally students are assessed. Pre-test and post-test to assess growth and for teachers’ observation regarding where students are.
 - How often do teachers have to supplement with other materials, and are they allowed to? Teachers supplement using things like “Mad Minutes” which is a mini test for addition or

multiplication facts for example. Additional adjustments will be added to meet the common core such as have students learn math facts in isolation (adding for next year addition/subtraction/multiplication/division flash cards).

- Are there supplemental books/resources to utilize? There is an Everyday reference book – supplemental. Book like a textbook, dictionary for math. Approach like writing go to Everyday math book relies on for good resource, it provides examples to use as a resource.
- Parents feel that they do not know how to help their children, what can be done or suggested about what is going on? Mrs. Hosterman met with several parents, some of the things that will be done will be to adjust the current glossary of math terminology on the current website, that glossary was based on the frameworks and not the Everyday math. Adding teacher made videos will support parents being able to find the information easily. Homework frustration level; not enough consistency in homework assignments - that will be something that is going to be worked on the first day before school, there is a full day professional development day, 1-hour of that day is going to be spent on planning and preparing and working through how homework is assigned in math. The Math Coach will work with teachers to make sure the homework that is assigned is something that parents can assist children with, and not asking children of doing something that they are unable to do by themselves.
- What about children having a hard time being pulled from class? They work in flexible groups; homework is assigned within these groups.
- What about children that cannot get help at home? Is not an Everyday math issue, children that do not get help at home with their homework is a problem with every subject not just Everyday math. If they aren't able to receive help at home, it doesn't matter what subject they are doing, it would be tough for them. Parents of children that are consistently not bringing in homework will receive a call inquiring if their child can stay for the Homework club (grades 4, 5 & 6); 90% of parents agree to allow their child to attend.

PUBLIC ACCESS II

- Member of the community - Very happy with results with Everyday Math
- Inquired upon Everyday Math books to be available for parents/children outside of school, are copies available at libraries, or for loan? Mrs. Hosterman will review.
- SMARTboards – Question regarding if presentation on how to use SMARTboards can be done at orientation, “open house” as well as committee meetings? Mrs. Hosterman agreed that would be a wonderful idea for both.

Motion 11-64

At 9:10 p.m., Mrs. Wilson moved, seconded by Mrs. Austin to adjourn the meeting.

Discussion:

VOTE: Unanimous

Respectfully submitted,
Barbara Wilson
Secretary/Vice Chair

BW/km