

**BELMONT SCHOOL COMMITTEE MINUTES  
CHENERY MIDDLE SCHOOL COMMUNITY ROOM  
SEPTEMBER 10, 2013**

Present: Ms. Laurie Graham, Chair  
Mr. Kevin Cunningham  
Ms. Anne Lougée  
Ms. Elyse Shuster  
Ms. Laurie Slap  
Dr. Thomas Kingston, Interim Superintendent  
Ms. Janice Darias, Assistant Superintendent  
Mr. Anthony DiCologero, Director of Business, Finance and Operations

1. **OPENING BUSINESS**

1.1 Call to order

Ms. Graham called the meeting to order at 7:30 p.m.

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

Ms. Graham announced that the introduction of Mr. Dustin O'Brien would take place before the Chair's report.

1.5 Introduction of Dustin O'Brien, Food Services Director

Dr. Kingston introduced Mr. Dustin O'Brien, Food Services Director. Mr. O'Brien previously worked for Aramark in Rhode Island and the Barnstable Public Schools. Mr. O'Brien explained that he will be working to implement the new nutrition regulations and stated that he has a number of ideas for the Food Service Program.

Dr. Kingston informed the Committee that in addition to his new position as Food Services Director, Mr. O'Brien will be coaching Lacrosse along with Mr. Josh Streit.

## 1.6 Chairman's Report

Ms. Graham welcomed everyone to the 2013-2014 school year. She announced that Belmont Public Schools has 35 new staff members this year. She thanked the maintenance workers for all of the cleaning and painting that was done over the summer and offered a special thanks to administrators and staff, especially Mr. Cunningham, Ms. Lougée and Ms. Slap who worked over the summer with the Finance Subcommittee.

Ms. Graham announced the resignation of School Committee member, Pascha Griffiths who resigned due to her intense schedule. Ms. Graham stated that Ms. Griffiths brought a wonderful perspective to the team and that she and the entire School Committee thanked her for her hard work.

Ms. Graham explained that by state law, the Board of Selectmen and School Committee will need to appoint a temporary replacement for Ms. Griffiths until the position can be filled permanently at the April 2014 town-wide election. Members of the public have been invited to send letters of interest to the School Committee and the Board of Selectmen. The Boards will meet jointly in an open meeting on September 23, 2013 to fill the vacancy.

Ms. Graham updated the Committee on recent community, school and sporting events that have taken place or will take place in the future.

## 1.7 Superintendent's Report

Dr. Kingston announced a smooth start to the school year. He stated that principals and teachers are reminding students about safety while walking home from school.

Dr. Kingston announced some security changes at the Chenery Middle School. Beginning next week, doors will be locked and staff will enter using a pass key. The school will also have cameras in operation and visitors will use a buzzer and be admitted by office staff.

Dr. Kingston announced that the Town has hired a new Facilities Director, Mr. Gerry Boyle, who will begin work on Monday. He will be visiting schools and meeting principals in the near future. Dr. Kingston announced the resignation of Assistant Town Administrator Kellie Hebert who has accepted a job as Town Manager in Topsfield.

Dr. Kingston noted the expansion of student enrollment. He stated that in order to keep the enrollment even over the four elementary schools some students have enrolled in schools outside of their district. Belmont has acquired 127 new students since last May which is not typical. He will be working with some new advisory groups to look at long range trends and try to determine what resources are needed. He thanked Colleen Sullivan, Central Office Secretary for all the work she has put into tracking the enrollment numbers.

Dr. Kingston explained that he is creating seven other advisory groups comprised of School Committee members, School Department staff, Town Staff and parents to determine the long term projection of needs facing the BPS. He also announced that a revised Emergency Response Manual would be complete within the next week or so.

Ms. Darias updated the Committee on the implementation of the new Math Program for all students in K-5. Many teachers took part in training sessions last June and more will receive training on September 18<sup>th</sup>.

1.8 Director of Finance, Business and Operations' Report

Mr. DiCologero updated the Committee on tasks that have taken place over the summer such as the paving of the Belmont High School parking lot. The Wellington Building Committee is funding the refurbishing of 4 tennis courts next to the parking lot that were used during Wellington's temporary relocation. He also stated that the process has begun to convert Belmont High School from oil to natural gas heat and that bids have been received regarding work necessary to improve the air quality at the Higginbottom Pool. Mr. DiCologero thanked the Town Meeting Members and Capital Budget Committee for their support of the school projects.

2. **UNFINISHED BUSINESS**

There was no unfinished business.

3. **MAJOR BUSINESS**

3.1 Introduction of Student Representatives

Ms. Graham explained that the Student Representatives were unable to attend the meeting tonight due to other commitments.

3.2 Superintendent Evaluation Process Discussion – Exhibit A

Dr. Kingston explained that the Superintendent's Evaluation is the only evaluation that the School Committee conducts. He explained that he is in Cycle 5 of the Summative Cycle. Comments will be gathered and sent to School Committee members. Members of the community will have the opportunity to provide feedback on Dr. Kingston's evaluation. He stated that his evaluation will be put on the Belmont Public Schools website so the public can make comments. The comments will be forwarded to the School Committee Chair who will collate them and add them to the final report.

3.3 Superintendent Search Process – Exhibit B

Ms. Graham updated the School Committee on the Superintendent Search process. Massachusetts Association of School Committees (MASC) has issued fliers that have been sent to school districts. The flier has also been posted on its website with a link the Belmont Public Schools where individuals can apply for the position. The School Committee is in the process of defining a Screening Committee. Mary Pederson, Human Resources Director will review the resumes and forward them on to the Screening Committee. Ms. Graham stated that the School Committee hopes to interview 3 or 4 applicants.

### 3.5 Dan Downey IT Funds – Motion to receive – Exhibit C

Dr. Kingston stated that after discussing with Ms. Graham, it was determined that the money raised through a fund in memory of Dan Downey would be used for a stipend for teachers to run a help desk for the iPad program. Ms. Graham stated that the last project Dan worked on was the iPad project and he enjoyed it very much.

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

**VOTED** 5-0 in accord with Massachusetts General Laws, Chapter 44, Section 53A, the Belmont School Committee gratefully accepts a gift of \$1,105, the combined amount of the donations given in memory of Belmont Public Schools Technology Specialist Dan Downey, for use at the discretion of the Superintendent on behalf of the Belmont Public School, to support the following:

A stipend for an advisor at Belmont High School who will work on the development of a student iPad helpdesk and digital citizenship program, the total amount of the contributions to be divided into two stipends, to support one position over two school years.

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

##### 4.1 Student Representative

There were no student representatives in attendance.

##### 4.2 Finance Subcommittee

Mr. Cunningham stated that the Finance Subcommittee does not have a meeting schedule yet.

##### 4.3 Policy Subcommittee

The Policy Subcommittee has not met.

##### 4.4 Curriculum & Instruction Subcommittee

The Curriculum & Instruction Subcommittee has not met.

##### 4.5 Capital Budget Committee

Ms. Lougée explained that the Capital Budget Committee will be meeting in October prior to Town Meeting to discuss and vote on the financing of the Harris field turf replacement.

##### 4.6 Warrant Committee

The first meeting of the Warrant Committee is September 25.

##### 4.7 Wellington Building Committee

Ms. Graham stated that the Wellington Building Committee has received the permanent certificate of occupancy for the Wellington School.

5. **OTHER BUSINESS**

- 5.1 Consent Agenda
- 5.2 Personnel Items - None
- 5.3 Business Items – None
- 5.4 Approval of Minutes

June 21, 2013  
August 1, 2013  
August 20, 2013  
August 21, 2013

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

**VOTED** 4-1-0 with Ms. Slap abstaining to approve the minutes of June 21, 2013 as amended.

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

**VOTED** 5-0 to approve the minutes of August 1, 2013, August 20, 2013 and August 21, 2013 as amended.

6. **FUTURE BUSINESS**

Upcoming Meetings:

September 23, 2013  
Board of Selectmen/School Committee Joint Meeting  
Selectmen's Board Room – 8:00 a.m.

September 24, 2013  
School Committee Meeting  
CMS Large Community Room – 7:30 p.m.

7. **ENCLOSURES**

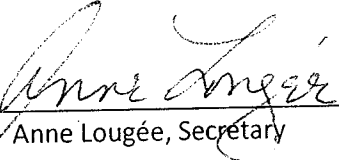
None

8. **ADJOURNMENT**

At 8:56 p.m. on a motion offered by Ms. Lougée and seconded by Ms. Slap, it was

**VOTED** unanimously to adjourn the meeting.

Respectfully submitted by

  
Anne Lougée, Secretary