

**BELMONT SCHOOL COMMITTEE MINUTES  
CHENERY MIDDLE SCHOOL COMMUNITY ROOM  
SEPTEMBER 13, 2016**

Present: Dr. Lisa Fiore, Chair  
Ms. Susan Burgess-Cox, Secretary  
Mr. Murat Bicer  
Mr. Thomas Caputo  
Ms. Andrea Prestwich  
Ms. Elyse Shuster  
Mr. John Phelan, Superintendent  
Ms. Janice Darias, Assistant Superintendent for Curriculum & Instruction  
Mr. Anthony DiCologero

1. **OPENING BUSINESS**

1.1 Call to order

Dr. Fiore called the meeting to order at 7:00 p.m.

1.2 Pledge of Allegiance

Dr. Fiore led the Pledge of Allegiance.

1.3 Citizens' Concerns

There were no citizens' concerns.

1.4 Adjustments to the Agenda

There were no adjustments to the agenda.

1.5 Chair's Report

Dr. Fiore updated the School Committee on the following upcoming events:

Dan Scharfman Road Race – October 2<sup>nd</sup>

Booster Speaker Series – College Athletic Recruiting with Kim Penney -September 21<sup>st</sup> – BHS

Saturday Morning Music Program – begins October 1<sup>st</sup> at Chenery Middle School

Broadway Night – October 7<sup>th</sup> – BHS Little Theater

Dr. Fiore encouraged everyone to look at the Belmont Public Schools website for information on the many events ongoing in Belmont Public Schools.

#### 1.6 Student Representative Report

There was no student representative in attendance.

#### 1.7 Superintendent's Report

Superintendent Phelan announced he would provide his report as part of Major Business - 3.1 – Opening of School Update.

### 2. **UNFINISHED BUSINESS**

There was no unfinished business.

### 3. **MAJOR BUSINESS**

#### 3.1 Introduction of the following new administrators:

- Danielle Betancourt – Butler Principal
- Michael McAllister – Chenery Middle School Principal
- Lisa Hurtubise – Belmont High School Assistant Principal
- Torrance Lewis – Chenery Middle School Assistant Principal

Superintendent Phelan introduced the new administrators to Belmont Public Schools and provided a brief bio for each. He thanked everyone who worked over the summer on the various search committees. Superintendent Phelan stated that Belmont was fortunate to have these talented people in district.

#### 3.2 Opening of School Update

Superintendent Phelan announced a successful start to the school year with a reception for returning staff on September 6<sup>th</sup>. He thanked the custodial staff for all their work over the summer preparing the schools for fall opening. Superintendent Phelan also acknowledged the staff of the Business Office, in particular Donna Pini, Executive Secretary to the Director of Finance, Business and Operations. He explained Donna will be retiring in October after 27 years. In addition to her regular job in the Business Office, she organizes the bus routes and does a tremendous job with a difficult task.

Superintendent Phelan provided an update on the current enrollment explaining that official enrollment figures, provided to the Department of Elementary and Secondary Education, are available October 1<sup>st</sup>. He noted the following enrollment numbers:

Burbank – an increase of 28 students with a total of 371

Butler – a decrease of 2 students with a total of 361

Wellington – an increase of 11 students with a total of 579 excluding preschool

Winn Brook – an increase of 11 students with a total of 467

Chenery – an increase of 30 students with a total of 1353

BHS – an increase of 28 students with a total of 1274

The total enrollment K-12 is 4405 exclusive of preschool. This is an increase of 102 students from October 1, 2015 to September 1, 2016.

Superintendent Phelan updated the School Committee on space issues including the receipt of 6 modular units at the Chenery on September 17<sup>th</sup>. A lot of the infrastructure work has been completed over the summer and once the remaining work is finished, students should be ready to move in later this fall. The high school began using 3 modular units last year and will add 3 more this year.

Superintendent Phelan encouraged all parents to look at the district calendar online. The calendar was sent home with students and is posted on the website. The calendar lists religious holidays on the back with information on homework expectations. Superintendent Phelan explained there may be a need to provide the actual School Committee policy on homework and religious days to parents. He will provide more information in his Friday newsletter.

Superintendent Phelan announced that staff transitions from last year to this year have gone smoothly. He once again thanked the Town and community for the override funds which allowed the district to hire staff early and recruit excellent teachers.

Mr. DiCologero updated the School Committee on busing. An online registration system has been put in place by the Technology Office making the registration process more efficient, a 7<sup>th</sup> bus has been added, and there are currently 796 students registered to take the bus. Mr. DiCologero stated that there has been an issue with certain buses being late picking up students and he is in contact with the bus company to resolve the issue.

Ms. Darias presented the new 2016-17 Strategic Plan explaining the 3 goals and key initiatives for the year. The Leadership Council meets to determine what the goals are and what order they should be. The goals are to:

- Prepare all students for college, career, and life-long learning;
- Support continuous improvement and overall programmatic and fiscal stability; and
- Ensure that students receive instruction from consistently highly qualified educators who pursue continuous improvement of their art.

### 3.3 Minuteman Update/Discussion

Superintendent Phelan explained the implications of the vote on September 20<sup>th</sup> for funding a new Minuteman High School. Minuteman is seeking to build a new high school which requires all 16 towns in the Minuteman District to vote on funding. If all the towns, including Belmont, vote yes, Belmont will remain in the Minuteman District and be responsible for the long term capital costs associated with the new building. If Belmont votes No, the Board of Selectmen will likely schedule a Town Meeting vote within 60 days to consider withdrawal from the Minuteman District. Belmont currently has 27 students enrolled in Minuteman. If Belmont withdraws from the district, Belmont students will have access to Minuteman for at least 3 years as members. During this time, Belmont will review options and either provide alternative programming or rejoin Minuteman as a member town.

Dr. Fiore stated that the School Committee has the option of taking a vote to make a recommendation to the community regarding the question of funding a new Minuteman High School building. The committee agreed to do so.

On a motion offered by Mr. Caputo and seconded by Ms. Prestwich, it was

**VOTED** unanimously to recommend that Belmont vote No on the Minuteman funding request.

### 3.4 Belmont High School Building Committee Presentation – Exhibit A

Superintendent Phelan presented an update on the work of the Belmont High School Building Committee (BHS BC). This same information was presented to staff on September 6<sup>th</sup> and will be posted on the website. Belmont has been seeking to build a new high school through the MSBA process for the past 13 or 14 years and was finally invited to begin the process in 2016. He explained that once you engage with the MSBA they set the rules going forward. Belmont is in the first of eight modules, the Eligibility Period. The two remaining tasks for this period are enrollment certification which was due by August 8, 2016, and the feasibility study agreement. MSBA granted Belmont an extension on the enrollment certification so more work can be done on enrollment. The enrollment certification consists of determining the number of students for the school as well as the grade configuration. The initial application was for a 9-12 school but Belmont is exploring some other grade configuration options such as:

Grades 9 – 12 plus an integrated Preschool and Kindergarten  
Grades 9 – 12 plus a K – 5 elementary school  
Grades 8 – 12  
Grades 7 – 12

Once the MSBA sends a final letter of confirmation, the district will sign the Feasibility Agreement to complete Module 1. During Module 2 the BHS BC will put out bids to hire an Owner's Project Manager (OPM) and Architect. These two teams will support the work in Module 3 which is the Feasibility Study. During the Feasibility Study, the BHS BC will work with the staff, students, and community to determine what the Educational Programming will look like.

### 3.5 Vote on School Committee Representative to EDCO

Dr. Fiore reminded the School Committee that they had discussed voting a School Committee representative to EDCO at a meeting in the spring. The Committee had decided at the time to have Ms. Shuster continue as the EDCO Representative if she was willing.

On a motion offered by Ms. Burgess-Cox and seconded by Mr. Caputo, it was

**VOTED** unanimously to appoint Ms. Elyse Shuster as the School Committee Representation to EDCO.

### 3.6 Vote on Superintendent's Contract

Dr. Fiore explained the School Committee discussed the addendum to Superintendent Phelan's contract in Executive Session but had not formally voted on the contract addendum. She noted that Superintendent Phelan had chosen to complete the contract items for staff before delving into his own contract and she thanked him for that.

On a motion offered by Mr. Bicer and seconded by Ms. Burgess-Cox, it was

**VOTED** unanimously to approve the addendum the Superintendent John Phelan's contract.

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

### 4.1 Finance Subcommittee

Mr. Caputo provided an update on the Finance Subcommittee meeting that took place earlier in the day. The Committee received an update from Mr. DiCologero on the closing out of FY16. The School Department will be giving back \$2,200 to the Town. They also discussed revolving accounts and how they play into the budget as a whole. They also discussed the fact that the legislature has determined the full day kindergarten grant will not be available going forward which will mean a reduction of \$126,000.

### 4.2 Policy and Procedure Subcommittee

There was no report from the Policy and Procedure Subcommittee.

### 4.3 Curriculum and Instruction Subcommittee

There was no report from the Curriculum and Instruction Subcommittee.

### 4.4 Capital Budget Committee

The Capital Budget Committee will be meeting soon to discuss a planning approach for potential capital projects such as the DPW and police station within the context of the high school and library projects.

### 4.5 Warrant Committee

The Warrant Committee met last week and the focus of the meeting was the Minuteman vote.

### 4.6 Belmont High School Building Committee

Superintendent Phelan covered the BHS-BC report in his Belmont High School Building Committee presentation.

4.7 Community Path

Superintendent Phelan has been asked to meet with two consultants to map out what the Community Path project will look like.

4.8 Library Long Range Planning Committee

There was no report from the Library Long Range Planning Committee.

5. **OTHER BUSINESS**

5.1 Consent Agenda - none

5.2 Personnel Items - none

5.3 Business Items – None

5.4 Approval of Minutes

June 21, 2016

July 23, 2016

August 30, 2016

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

**VOTED** unanimously to approve the minutes of June 21, 2016

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

**VOTED** 4-0-1 with 1 abstention to approved the minutes of July 23, 2016

On a motion offered by Mr. Bicer and seconded by Mr. Caputo, it was

**VOTED** unanimously to approve the minutes of August 30, 2016.

6. **FUTURE BUSINESS**

Upcoming Meetings:

September 22, 2016

School Committee/Leadership Council

Wellington Community Room – 2:30 p.m.

September 27, 2016

Finance Subcommittee

SAB Conference Room – 7:30 a.m.

September 27, 2016  
School Committee  
CMS Large Community Room – 7:00 p.m.

7. **ENCLOSURES**

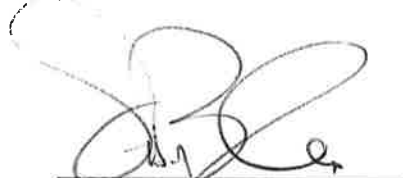
Strategic Plan  
2016-17 District Calendar  
Warrant Committee Questions

8. **ADJOURNMENT**

At 8:58 p.m. on a motion offered by Mr. Caputo and seconded by Ms. Shuster, it was

**VOTED** unanimously to adjourn the meeting.

Respectfully submitted by



Susan Burgess-Cox, Secretary