

**BELMONT SCHOOL COMMITTEE MINUTES
CHENERY MIDDLE SCHOOL COMMUNITY ROOM
APRIL 10, 2018**

Present: Susan Burgess-Cox, Chair
Ms. Andrea Prestwich, Secretary
Ms. Kate Bowen
Ms. Tara Donner
Dr. Lisa Fiore
Mr. John Phelan, Superintendent
Ms. Janice Darias, Assistant Superintendent for Curriculum & Instruction
Mr. Anthony DiCologero, Director of Finance, Business and Operations

1. **ORGANIZATIONAL MEETING**

A. REQUIRED MATTERS

1.1 Call to order

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

1.2 Nomination/Election of Chair

Dr. Fiore explained this portion of the meeting was the Organizational Meeting where a new Chair and Secretary are selected. She asked for a motion to vote on the election of School Committee Chair.

On a motion offered by Dr. Fiore it was

VOTED 5-0 to elect Susan Burgess-Cox as School Committee Chair.

1.4 Nomination/Election of Secretary

On a motion offered by Dr. Fiore it was

VOTED 5-0 to elect Andrea Prestwich as School Committee Secretary.

2. **OPENING BUSINESS**

2.1 Susan Burgess-Cox announced that the School Committee would now hold their regular Business Meeting. She welcomed new member Tara Donner.

2.2 Pledge of Allegiance

Susan Burgess-Cox led the Pledge of Allegiance.

2.2 Citizens' Concerns

There were no citizens' concerns.

2.3 Adjustments to the Agenda

There were no adjustments to the agenda.

2.4 Chair's Report

Chair Susan Burgess-Cox welcomed new member Tara Donner. She noted some upcoming concerts and recommended people check the Belmont Public Schools website for information on all the events going on in the schools.

2.5 Student Representative Report

There was no student representative in attendance.

2.6 Superintendent's Report

Superintendent Phelan welcomed Tara Donner to the School Committee explaining Tara won a three year term as did Susan Burgess-Cox. Dr. Fiore won the one year seat taking over for Murat Bicer who resigned. Currently there is an opening to fill Tom Caputo's seat. A notice has been sent to the newspaper and Superintendent Phelan included the information in his newsletter. The notice invites members of the public interested in serving on the School Committee to submit a letter of interest by May 4th. On May 11th, the School Committee and Board of Selectmen will hold a joint meeting to interview the candidates and vote in the new School Committee member.

Superintendent Phelan announced June 20th is the last day of school. All five snow days were used this year. The last day will be a half day for students and a full day for staff.

Dr. Fiore updated the School Committee on the request from a staff member for a sabbatical to work on professional development. She met with the staff member and was then joined by Superintendent Phelan, Assistant Superintendent Darias, Director of Human Resources Mary Pederson and a Curriculum Director. She explained although the contract allows for staff to request a sabbatical this particular request was denied due to the fact that Belmont is already fortunate to have mechanisms in place to allow for curriculum development.

3. **UNFINISHED BUSINESS**

There was no unfinished business.

4. **MAJOR BUSINESS**

3.1 First Read on Updated Leave Policy – Vote

The Policy Subcommittee met last week for a discussion on a new law that went into effect on April 1st. The Policy Subcommittee made a minor change to Policy 4005 – Leaves and Absences to include a citation related to the language in the policy.

Chair Susan Burgess-Cox stated the School Committee needs to vote on the acceptance of the change.

On a motion offered by Andrea Prestwich and seconded by Kate Bowen, it was

VOTED 5-0 to approve the change to Policy 4005 – Leaves and Absences.

5. **SUBCOMMITTEE/LIAISON UPDATES (as needed)**

5.1 Finance Subcommittee

There was no report from the Finance Subcommittee who did not meet this week.

5.2 Policy and Procedure Subcommittee

The Policy and Procedure Subcommittee met last week to review the aftercare models and discuss parameters within the School Committee policies related to the aftercare groups using space in the school buildings. There was also a discussion of oversight of after-school providers. Superintendent Phelan will continue to look at adding space for the 2018-19 school year and will also look at the makeup of the aftercare boards related to oversight. Another meeting will be scheduled to continue this discussion.

5.3 Curriculum and Instruction Subcommittee

The Curriculum and Instruction Subcommittee met earlier in the day with staff members of the High School English department. They discussed their work on the senior capstone project and will attend the School Committee meeting on May 22nd to share their work.

5.4 Capital Budget Committee

The Capital Budget Committee met last week and will meet again on April 12th.

5.5 Warrant Committee

The Warrant Committee met last week. The Warrant Committee Education Subcommittee met recently to discuss the School Department budget.

5.6 Belmont High School Building Committee

The Belmont High School Building Committee is meeting tomorrow morning. They are in the process of providing an update to the Massachusetts School Building Authority (MSBA) over the April break. An updated sight plan will be shown tomorrow at the meeting. Superintendent Phelan thanked the design team from Perkins and Will for spending a lot of time with staff from Belmont who are providing feedback on how students move through the building and what the set up should be. Superintendent Phelan and members of the high school building committee traveled to Boston to visit the Dearborn School which is a new school in the 7-12 model which is nearing completion. They toured the building and he stated how helpful it was to see the same type of characteristics that are being discussed for the Belmont High School project. He also noted they have been able to reduce the square footage of the new building which will reduce the cost of the project. Superintendent Phelan thanked Bill Lovallo and Pat Bruschi and the members of the BHSBC for all the time and work they are putting into this project.

5.7 Community Path Committee

The Community Path Committee has attended some meetings of the Belmont High School Building Committee but has taken no other action other than taking into consideration that there is definitely room for a community path on the campus if it moves forward.

5.8 Library Long Range Planning Committee

The Library Long Range Planning Committee is no longer in operation.

6. **OTHER BUSINESS**

6.1 Consent Agenda

6.2 Personnel Items – none

6.3 Business Items – None

6.4 Approval of Minutes

- March 27, 2018

On a motion offered by Dr. Fiore and seconded by Kate Bowen, it was

VOTED 3-0-1 to approve the minutes of March 27, 2018 as amended.

Superintendent Phelan announced the appointment of Allison Franke as Principal of the Wellington Elementary School. She recently met with parents, teachers and students and then separately with Superintendent Phelan and Assistant Superintendent Darias. Superintendent Phelan stated he believes she will be a good fit for the Wellington.

Superintendent Phelan announced that after a search committee interviewed candidates for the Belmont High School Principal position, one candidate was put forward. This candidate met with parents, staff and students and separately with Superintendent Phelan and Assistant Superintendent Darias. Although the candidate was very talented Superintendent Phelan stated he was not chosen to fill the position. He plans to visit Belmont High School tomorrow to address the staff and answer any questions they have. He explained he is in the process of looking into hiring an interim principal and the position will be posted again in November. He thanked everyone who was part of the process. Tara Donner asked how people will be considered for the interim position and Superintendent Phelan explained he will be reaching out to the Massachusetts Association of School Superintendents for information on anyone that may be interested in an interim position.

6. **FUTURE BUSINESS**

Upcoming Meetings:

April 24, 2018
Finance Subcommittee Meeting
SAB Conference Room – 7:30 a.m.

April 24, 2018
School Committee Meeting
CMS Community Room – 7:00 p.m.

7. **ENCLOSURES**

- April 1, 2018 Enrollment
- Strategic Plan
- Important Dates for School Committee

8. **ADJOURN**

At 7:32 p.m. on a motion offered by Kate Bowen and seconded by Lisa Fiore, it was

VOTED unanimously to adjourn the meeting.

Respectfully submitted by Andrea H. Prestwich
Andrea Prestwich, Secretary