

**BELMONT SCHOOL COMMITTEE MINUTES
CHENERY MIDDLE SCHOOL COMMUNITY ROOM
FEBRUARY 23, 2016**

Present: Ms. Laurie Slap, Chair
Dr. Lisa Fiore, Secretary
Ms. Susan Burgess-Cox
Ms. Elyse Shuster
Mr. John Phelan, Superintendent
Ms. Janice Darias, Assistant Superintendent for Curriculum & Instruction
Mr. Anthony DiCologero, Director of Finance, Business, and Operations

Absent: Mr. Tom Caputo

1. **OPENING BUSINESS**

1.1 Call to order

Ms. Slap called the meeting to order at 7:00 p.m.

1.2 Pledge of Allegiance

Ms. Slap 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

Ms. Slap announced the following upcoming events:

- o SEPAC parent information night at Winn Brook
- o Bertucci's fundraiser for Cradles to Crayons
- o Belmont Idol
- o Wellington Carnival
- o FBE Gala
- o Outstanding Teacher Awards

Ms. Slap also noted a productive meeting of the Joint Labor-Management Task Force.

1.6 Student Representative Report

Members of the Belmont High School Student Advisory Council stated they are excited with the news that a new high school would be built. They offered the following suggestions as plans evolve:

- More study areas
- More lights and windows
- More environmentally friendly practices and materials, such as composting and recycling
- Additions to the Fine and Performing Arts Wing
- More locker rooms for student athletes to increase accessibility and equity

The students also had suggestions for additional courses in life skills.

1.7 Superintendent's Report

Superintendent Phelan thanked the students for their suggestions and stated those are the kinds of suggestions that the building committee and architects will need to hear as they move forward with the building project.

Superintendent Phelan announced stated the vote had been taken at Special Town meeting last night to establish a building committee for the new high school project. He encouraged members of the community to volunteer to be part of the building committee.

Superintendent Phelan updated the School Committee on the new online registration process for Kindergarten registration. He stated 200 families had signed up during the first week and he has received positive feedback on the process. Superintendent Phelan thanked the Technology Department for their work in putting the procedure into place.

Superintendent Phelan noted there have been over 1400 responses to the family survey that was created to determine which religious holidays staff and families would choose to observe as school holidays, and whether to begin school before or after Labor Day. He explained the School Committee would be presented with the results at the March 8th meeting and would vote on the calendar at the March 22nd meeting.

2. **UNFINISHED BUSINESS**

There was no unfinished business.

3. **MAJOR BUSINESS**

3.1 Fine and Performing Arts Update – Exhibit A

Mr. Arto Asadoorian, Director of Fine and Performing Arts, presented an overview of the work being done in the Fine and Performing Arts Department. He provided information on some of the 2015-16 individual student achievements, such as the selection of students as UMass Dartmouth "Emerging Artists," Scholastic Art Awards, and the MMEA Junior and Senior District Festival. He also spoke about some of the notable performances, including the Belmont Performing Arts Company's presentation of "The Laramie Project."

Mr. Asadoorian thanked the Parents of Music Students (POMS) and Foundation for Belmont Education (FBE) for the funding they have provided for guest artist residencies. He noted the FBE has awarded \$27,000 in grants for projects in the Department of Fine and Performing Arts this year. POMS has funded the purchase of \$22,000 in instruments and equipment so far this year and PATRONS provides support and funding for all BHS Theater activities.

Mr. Asadoorian discussed how technology is used to enhance learning experiences and document student work, and stated the department is looking forward to new technology, such as a new iMac computer in the Chenery music wing and recording/playback system in the BHS band room.

Mr. Asadoorian explained how social-emotional learning ties in with Fine and Performing Arts by allowing the collaboration, communication, and creativity that leads to positive social-emotional outcomes.

3.2 FY17 Budget Presentation – Exhibit B

Mr. DiCologero provided an overview of the budget book presented to the School Committee. He explained the book has 2 sections; the Executive Summary, which Superintendent Phelan would speak about, and a summary of all the programs and line items that make up the general fund.

Superintendent Phelan highlighted the Executive Summary, explaining a zero based budgeting process was utilized along with the Belmont Public Schools Strategic Plan to guide the process. He noted the district greatly benefited from the Spring 2015 override funds, which allowed Principals and Directors to expend their funds without any mandated "freezes" for the first time in 6 years.

Superintendent Phelan explained the one line that is expected to be substantially overspent in FY16 is the Out of District Tuition line. He noted that as of the 2nd quarter update, the school department is forecasting an aggregate shortfall of \$58,000. He also stated the FY17 budget has an increase of \$2,995,930 from FY16, which represents a 6% increase. The total budget for FY17 is \$52,656,000 before the reallocation of \$2.5 million of School Department facilities lines to the Town Facilities Department budget in FY17. Superintendent Phelan explained that although those lines are being transferred to the Town, he and David Kale are solely responsible for them.

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

VOTED unanimously to advance the budget presentation and therefore approve submission to the Board of Selectmen and Warrant Committee.

3.3 Superintendent's Mid-Year Update – Exhibit C

Ms. Slap reminded the School Committee that Superintendent Phelan presented his goals in the fall. This update is a mid-year checkpoint and the final evaluation will take place in June.

Superintendent Phelan explained his report is presented in two sections.

Section 1: Superintendent's Goals Summary

Section 2: Superintendent's Rubric Summary

Section 1 consists of Goal 1: Effective Strategic Planning; Goal 2: Student Learning Goal; Goal 3: New Superintendent Induction Program Year 2. He explained the process and how he has met each of those goals.

Section 2 - Standard I: Instruction Leadership: Superintendent Phelan explained he and Assistant Superintendent Darias walk through a school with the principal each week to observe teaching and learning and talk to the principal about observations.

Section 2 – Standard II: Management and Operations: Superintendent Phelan spoke about how the district has progressed with the Social-Emotional Learning (SEL) initiative as well as the need to increase the capacity to expand the diversity of the BPS staff.

Section 2 – Standard III: Superintendent Phelan explained his efforts to be available to parents and community members in person and through phone and email. He stated that his blog and newsletters have been well received.

Section 2 – Standard 4 – Professional Culture: Superintendent Phelan explained the Leadership Council is the backbone of the Belmont Public Schools. He stated the work to get all the Leadership Council on the same page with a shared vision of the Strategic Plan is essential and he believes this can be accomplished through consensus building, and keeping to the mission of the plan.

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

4.1 Finance Subcommittee

There was no report from the Finance Subcommittee.

4.2 Policy and Procedure Subcommittee

There was no report from the Policy and Procedure Subcommittee.

4.3 Curriculum and Instruction Subcommittee

The Curriculum and Instruction Subcommittee will meet at the end of March.

4.4 Capital Budget Committee

The Capital Budget Committee met last week and will meet again on March 10.

4.5 Warrant Committee

The Warrant Committee will meet tomorrow with the School Committee and Board of Selectmen.

4.6 Wellington Building Committee

Gerry Boyle, Director of Facilities has been working with MSBA to finalize billing and reimbursements.

4.7 Financial Task Force

There was no report from the Financial Task Force.

4.8 Community Path Update

There was no report from the Community Path Group.

4.9 Library Long Range Planning Committee

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

6. **OTHER BUSINESS**

6.1 Consent Agenda - none

6.2 Personnel Items - none

6.3 Business Items – None

6.4 Approval of Minutes

- o February 2, 2016

Ms. Slap suggested the minutes be approved at the next meeting since some School Committee members may not have had an opportunity to review some edits she had made.

7. **FUTURE BUSINESS**

Upcoming Meetings:

February 24, 2016

Joint Meeting –School Committee, Board of Selectmen, Warrant Committee
Selectmen’s Meeting Room – 7:30 p.m.

March 1, 2016
Finance Subcommittee Meeting
SAB Conference Room – 7:30 a.m.

March 8, 2016
Finance Subcommittee Meeting
SAB Conference Room – 7:30 a.m.

March 8, 2016
School Committee Meeting
CMS Large Community Room – 7:00 p.m.

8. **ENCLOSURES**

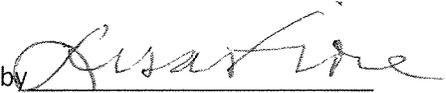
- Strategic Plan

9. **ADJOURNMENT**

At 8:38 p.m. on a motion offered by Ms. Burgess-Cox and seconded by Ms. Shuster, it was

VOTED unanimously to adjourn the meeting.

Respectfully submitted by



Dr. Lisa Fiore, Secretary