

Brimfield Elementary School Committee Meeting  
Minutes of September 24, 2013  
6:30 p.m.

Dan Valcour – Chairman  
Aimee Campbell-not present  
Jennifer Foley  
Sharon Palmer  
Michele Shea  
Brian Ledbetter – Principal  
Deb Boyd, Associate Superintendent  
Jeff Zanghi, Assistant Superintendent

**Reference Material:**

Financial Report  
MASC Report of the Resolutions Committee  
Principal's Report  
Fundraising Policy

Meeting was called to order at 6:32 by Dan Valcour.

**Approval of Minutes:**

August 27, 2013 Regular Session:

Motion 13- 21 made by Mrs. Palmer to accept the August 27, 2013 Regular Session meeting minutes as written. Motion seconded by Mrs. Shea.

Discussion: None

In favor: Palmer, Shea, Valcour

Abstained: Foley

**Financial Report:**

Mrs. Boyd reviewed the Financial Report in the packet. She explained next month there will be some relief coming to the financial budget as grants are applied, but we are still very tight this year. A new special ed. out of district placement will likely wipe out all special education reserve funds. Remaining capital projects are on hold until further into the school year.

**Communications:**

Review packet information on Resolutions.

**Public Access:**

None

**Principal's Report:** Brian Ledbetter

Mr. Ledbetter introduced the four new staff members and reviewed his written report.

Question by Mrs. Palmer - Who is on the Advisory Council? Mr. Ledbetter will get the information to Mrs. Palmer.

**Tantasqua Representative:** Dan Valcour

Discussed the retreat meeting and subcommittee reorganization.

There was also a presentation on the MMSI program. (Mass Math & Science Initiative). Tantasqua received a grant from MMSI to help increase AP course participation and test scores.

The school resource officer was voted down at last meeting.  
No questions for Mr. Valcour.

**P.T.O.:** Shannon Field

PTO had their first meeting. There is a new chair of the playground committee. They discussed their normal fund-raisers. Any new fund-raisers requested by the PTO will be brought to the School Committee. They would like to do a new fund-raiser, a shirt with Brimfield's logo on it.

Motion 13-22 made Mrs. Palmer by to approve new PTO fundraiser. Motion was seconded by Jenn Foley. Discussion: Does the school committee have to approve what goes on the shirt? The school committee trusts the PTO's decision on what goes on the shirts.

In favor: Unanimous

Review of Fund-raising Policies included in the packet, which says every fun- raising item needs to come to the committee for approval.

Discussion: The matter was referred to the Policy Subcommittee.  
The Policy Subcommittee members are Mrs. Palmer and Mrs. Shea.

PTO would like to move forward with applying as a 501c3. Wanted to make sure the school committee was aware of this.

Playground Committee: Mr. Rob Mahlert is the new chairman. Mr. Mahlert presented. The playground committee is looking for help with grants.

Mrs. Boyd discussed how the school committee "owns" the grounds and is responsible for upkeep - allowing any changes, including the PTO playground project. The committee wants to raise funds for this and wants to make the school committee aware of what they are doing. Mr. Valcour suggested that the Playground Committee do most of the leg work and puts everything together, then brings it to the school committee for approval. Mr. Malhert asked if the school committee would consider sending Senator Brewer a letter to ask for a playground grant. This worked for another community. Mr. Mahlert will put that together and bring that information to the school committee.

**Recreation Committee:** Michele Shea

None

**Report of Committees:**

Union 61 Subcommittee:

None

Personnel Subcommittee:

None

Building and Physical Plant:

None

Issue/Study Subcommittee:

None

By-Law and Policy Subcommittee:

None

Negotiations:

None

**Superintendent's Report:**

Mrs. Boyd reported that opening day was great across the district. The new teacher evaluation process has been rolled out. A number of schools in the district will take part in the PARCC assessment which may replace MCAS, and is more of a computer based test. Brimfield will be in this pilot program for 5<sup>th</sup> grade Math this year. Brimfield will be doing this electronically. This pilot will be after MCAS and will not interfere with MCAS.

**Old Business:**

None

**New Business:**

None

**Public Access II:**

None

Motion 13-23 was made by Mr. Valcour to adjourn the meeting at 7:24 p.m. Motion seconded by Mrs. Foley.

In favor: Unanimous

Meeting adjourned.

Respectfully submitted,  
JoDee Phillips  
Recording Secretary