

Brimfield Elementary School Committee Meeting  
Minutes of November 25, 2014  
6:30 p.m.

Aimee Campbell- Chairman  
Michele Shea  
Jennifer Foley  
Delia Brower  
Jennifer Custance  
Erin Nosek, Superintendent  
Brian Ledbetter – Principal

Reference Material:  
Financial Report

Aimee Campbell opened the meeting at 6:30 p.m.

Approval of Minutes:

October 28, 2014 Regular Session:

**Motion 15-08** made by Jennifer Custance, seconded by Michele Shea to accept the October 28, 2014 Regular Session meeting minutes as written.

Discussion: None

In favor: All

Financial Report:

Dr. Nosek reviewed the financial report, in good shape.

If anything needs to be added to the capital budget for next year, send an email regarding this.

Communications:

PARCC Accommodations and Accessibility - FYI provided in packet; any additional documents will be brought to the committee as process unfolds.

Public Access:

None

Principal's Report:

Mr. Ledbetter shared his thank you letter to Lake Region Medical employees for all of their donations last month.

Brimfield teachers have been focusing on vocabulary instruction and how important vocabulary is in learning. Teachers have begun the process of creating lists of words/verbs that are taught at each grade level.

On December 4<sup>th</sup>, the 3<sup>rd</sup> graders will be taking a trip to the Senior Center to perform Winter Concert songs.

The winter concert (Grades 4-6) will take place on December 17<sup>th</sup> at the High School.

Brimfield Elementary has worked hard to collect food baskets to give away this year. Nineteen baskets were provided to Brimfield families. Each basket contains approximately \$150 of food. Gift certificates were provided as well.

Committee inquired about the curriculum referencing vocabulary/spelling. Dr. Nosek will review what the other schools are providing. This will be an agenda item for a future meeting.

Tantasqua Representative:

Aimee Campbell reviewed the Tantasqua report and Joint Committee Meeting:

- Approved the 2015-2016 School Year Calendar and the Central Office Budget
- Motion for a sub-committee to research methods of Superintendent Evaluation was approved
- Curriculum Review - New classes have been added
- Class size comparison - Staying consistent
- MCAS Review
- Supervisors Report - Educational Evaluation
- MASC Conference - Social Media Usage (Twitter is being widely used in the Tantasqua district by staff as a resource for educational events, great use)
- MCAS Boot Camp - Offered at High School level, part of action plan

P.T.O.:

Heather O'Henry reviewed the PTO Report:

- 19 food/gift certificate baskets given to Brimfield families
- First grade won the contest for collecting the most food- will have an ice cream social
- 51C3 came through
- Breakfast with Santa in December
- Pie Fundraiser was held - profit of \$2284.00

**Motion 15-09** was made by Jennifer Foley, seconded by Delia Brower to approve the fundraiser list provided by PTO, as well as the addition of school supplies.

Discussion: None

In favor: Unanimous, as amended

Recreation Committee:

None

Report of Committees:

Union 61 Subcommittee:

None

Personnel Subcommittee:

None

Building and Physical Plant:

Issue/Study Subcommittee:

None

By-Law and Policy Subcommittee:

None

Negotiations:

None

Superintendent's Report:

Dr. Nosek reviewed the Superintendent's Report:

- Educator Evaluation Data - 84.2% of teachers were proficient, 12.1% were exemplary and 3.0% needs improvement; with no teachers receiving a rating of unsatisfactory
- Statewide Educators - 8.1% rated exemplary, 86.5% were proficient and 4.8% needs improvement and 0.5% unsatisfactory

- FY 16 Calendar was approved - Reviewed changes; copies provided at meeting and were emailed as well
- Central Office Budget was approved
- Reminder - Brimfield does not have a December School Committee Meeting

Old Business:

None

New Business:

The Recreation Committee wants to purchase a new AED, the old one is near the nurse's office and not accessible for central location (dance/movie night/Santa's breakfast). Possibly looking to purchase another one, as well, and move the one that is there now to be more accessible.

**Motion 15-10** was made by Jennifer Foley, seconded by Michele Shea to cancel the December 23, 2014 Meeting.

Discussion: None

In favor: Unanimous

Public Access II:

None

**Motion 15-11** was made at 7:28 p.m. by Michele Shea to adjourn the meeting. Motion seconded by Jennifer Foley.

Discussion: None

In favor: Unanimous

Respectfully submitted,  
Karen Miarecki  
Recording Secretary