

Brimfield Elementary School Committee Meeting  
Minutes of May 16, 2016  
6:00 p.m.

Rusty Corriveau  
Jennifer Custance  
Michele Shea  
Jennifer Foley  
Deborah Boyd, Associate Superintendent for Business and Finance  
Brian Ledbetter – Principal

Absent:  
Delia Brower

**Reference Material:**

Financial Report  
Principal's Report  
Letter from DESE re: Union 61 Special Education Parents Advisory Council  
SWCEC - 3rd Quarter Report

The meeting was called to order at 6:00 p.m.

**Approval of Minutes:**

Motion 16-38 made by Rusty Corriveau, seconded by Jennifer Custance to accept the April 26, 2016 regular and Executive Session meeting minutes as written.

Discussion: None  
In favor: Unanimous

**Financial Report:**

Mrs. Boyd reviewed the financial report:  
No significant variances. Will provide any available end of year funds toward ongoing maintenance such as working on carpets, air conditioning, roof and brick work.

**Communications:**

Letter from DESE re: Union 61 Special Education Parents Advisory Council - FYI Provided in Packet  
SWCEC - 3rd Quarter Report - FYI Provided in Packet

**Public Access:**

None

**Principal's Report:**

Mr. Ledbetter reviewed the principal report.

- Technology Spotlight - PTO provided a "Brain Show" assembly for the students before vacation. It was a trivia based assembly where children are brought up on stage and asked questions; receiving points for questions that are answered correctly.
- May 13th Half Day - Final plans for the PBIS initiative took place - to be launched at the beginning of the 2016-2017 school year.
- Spring Concert - Will take place on June 3rd.
- Building Use - Brimfield Elementary continues to be a resource that benefits the community; many different groups utilize the facility for their programs.

**Tantasqua Representative:**

- Adhoc Turf Committee - Health concerns were discussed in regard to the turf consisting of crumb rubber; negotiations under way with contractor for purchasing organic fill as it will come in right at budget.
- Committee Reports were reviewed

- Coordinated Program Review was provided

**P.T.O.:**

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. Erin Nosek reviewed the Superintendent's Report:

- Reviewed the approved Corrective Action Plan from CPR (Coordinated Program Review) - Progress Report Summary was provided at the meeting.
- Dr. Nosek and Brian Ledbetter attended special meetings today - Science Standards, Literacy Data Collection and Early Childhood Learning were a few that were attended.
- June 5th is Graduation

**Public Hearing on School Choice**

No attendees.

Mrs. Custance moved, seconded by Mr. Corriveau, that Brimfield Elementary vote not to participate in School Choice for the 2016-2017 school year due to current class sizes and budget.

In favor: Unanimous

**Old Business:**

None

**New Business:**

Dogs on the fields - Ongoing issue with dogs defecating on the fields. Signs will be installed notifying owners to pick up after dogs; possibly a Connect Ed as well.

**Public Access II:**

None

At 6:27 p.m. Motion 16-39 was made at Rusty Corriveau, seconded by Jennifer Foley to adjourn the meeting.

In favor: Unanimous

Respectfully submitted,  
Karen Miarecki  
Recording Secretary