

Brimfield Elementary School Committee Meeting
Minutes of January 24, 2017
6:30 p.m.

Present:

Michele Shea
Jennifer Foley
Rusty Corriveau

Dr. Erin Nosek, Superintendent
Deborah Boyd, Associate Superintendent
Brian Ledbetter – Principal

Absent:

Jennifer Custance
Delia Brower

The meeting was called to order at 6:32 p.m.

Reference Material:

Financial Report
Warrant Signatures
Letter of Thanks to Lake Region Medical
MASC - School Committee Self-Evaluation Documents
Principal's Report
FY 18 Budget
Open Meeting Law Update: January 1, 2017
Tastefully Ted

Approval of Minutes:

Motion 17-01 made by Jennifer Foley, seconded by Rusty Corriveau, to accept the November 22, 2016 Regular Session minutes.
Discussion: None
In favor: Unanimous

Financial Report:

Dr. Nosek reviewed the Financial Report:
No significant variances

Motion 17-02 made by Rusty Corriveau, seconded by Jennifer Foley, to recommend Michele Shea as the designated signatory for warrants, with the alternate being Jennifer Custance.

Discussion: None

In favor: Unanimous

Communications:

Letter of Thanks to Lake Region Medical - FYI Provided in the packet
MASC - School Committee Self-Evaluation Documents - FYI Provided in the packet

Public Access:

None

Principal's Report:

Mr. Ledbetter provided his Principal Report within the packet; highlighting the following topics:

- Technology Spotlight - Videos presented to students regarding the book that they will be reading; proves to be beneficial with keeping their interest when reading the book.
- PBIS school-wide will launch an incentive system as a way to recognize positive behavior seen around the school.
- Homework Vacation - December 5th was the first Homework Vacation Week; very well received by students and parents
- Senior Center Trip - Fifth Grade Class took a trip to the Senior Center to sing to the seniors.

Tantasqua Representative:

- Building and Physical Plant Subcommittee - Looking at fees for use of the turf field
- Tantasqua School Committee - Voted to participate in the School Committee Self-Evaluation process
- Superintendent Evaluation training

P.T.O. :

- Santa Breakfast, Polar Express Night and Holiday Workshop took place in December
- March Madness Calendars will be coming out in February; winners will be announced daily in March
- Brimfield Culture Council Grant - Magic of Science Assembly to take place

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:

- MASC - Legal Alert Notification of Public Records Officer
- Tastefully Ted Fundraiser will be held February 3, 2017
- Mass Department of Environmental Protection - Met adequate capacity

FY18 BUDGET REVIEW

Deborah Boyd reviewed the process for the FY 18 Budget review. This is the initial review of the budget; no voting will take place. February will review again, anything that may be pressing.

The Committee will vote on the amount to present at the March Public Hearing. March is the formal hearing; the final amount will be voted for the town meeting warrant.

Deborah Boyd and Brian Ledbetter reviewed the FY18 Budget by line items, detailing any areas of discussion and reviewed the Five-Year Capital Plan.

Old Business:

None

New Business:

None

Public Access II:

None

At 7:47 p.m. Motion 17-03 was made by Jennifer Foley, seconded by Rusty Corriveau, to adjourn the meeting.

In favor: Unanimous

Respectfully submitted,
Karen Miarecki
Recording Secretary