

BROOKFIELD ELEMENTARY SCHOOL COMMITTEE

Meeting of Tuesday, October 9, 2012

MEMBERS PRESENT:

Donald Faugno, Chair
Barbara Wilson, Vice-Chair/Secretary
Sharron Austin, Tantasqua Representative

ALSO PRESENT:

Kathleen Hosterman, Principal; Deborah Boyd, Associate Superintendent; Karen Miarecki, Recording Secretary; teachers and members of the community

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

MEETING MINUTES

Motion 13-03

Mrs. Austin moved, seconded by Mrs. Wilson, to approve the Minutes of September 11, 2012 Regular Session.

Discussion:

VOTE: Unanimous

Executive Meeting Minutes will be in next month's packet.

FINANCIAL REPORT

Mrs. Boyd reviewed the Financial Report provided in the packet:

- Reminder \$100,000 in School Choice funds was voted toward the operating budget. These funds will cover the shortfall showing in the Professional Salaries Teachers line.

“Friends of The Brookfield Town Hall” – Bill Simpson provided an overview of the non-profit project in place for the renovation of the Brookfield Town Hall, as well as the fundraising taking place. He inquired as to whether the school would be interested in using the Brookfield Town Hall after the renovations, and if the School Committee would submit a letter of support for its use. Mrs. Hosterman will draft a letter regarding the possible use of the Town Hall by the school, as well as recommendations/requirements that the school would like to see. It will be reviewed with the School Committee next month.

PTO REPORT

September:

- Brookfield Open House – Presentation of new gym and new sound system
- Brookfield Family Fun Day
- Bemis Scarecrow Fundraiser – 100% proceeds goes to PTO
- Crystalline fall fundraiser

October:

- Bourndale Coin Jar Jam – Fundraiser to go towards the class field trip in the upcoming years; for the 6th graders that have already paid, their portion will go toward their Year Book.
- Bingo for Books

November:

- Game Night
- Additional fundraisers planned

PUBLIC ACCESS I

N/A

COMMUNICATIONS

- MA Dept. of Elementary and Secondary Education – Update on Potential USED Federal Funding Reductions

PRINCIPAL’S REPORT

Mrs. Hosterman reviewed the Principal’s Report, which was included in the packet regarding Enrollment Data, Implementation of School and District Improvement Plans, Activities in Support of School Committee/Superintendent Goals/Principal’s Goals, Staff Development Activities, Building/Maintenance Issues and Upcoming Events. In addition, the following was discussed (the full report can be viewed upon request):

- SMARTBoard Training – Karen Silva began an advanced course to develop the organization and configuration of files and to build a collection of support sites.
- Maintenance Issue – Septic back up; this emergency required having the tanks pumped/emptied and replaced. Looking for possible funding from the school committee for this emergency repair if needed in the future.

Mrs. Wilson would like to see report/discussion on Everyday Math program and supplemental materials; she will put a list together for Mrs. Hosterman to review/provide.

SUPERINTENDENT’S REPORT

Mrs. Boyd reviewed the Superintendent’s Report:

- Superintendent Goals Discussion – New Education Evaluation system, support the full implementation of the new State Curriculum Standards, enhance understanding about specific laws, regulations and financial protocols.
- Joint Committee Meeting - Setting Goals and FY 14 Budget
- Ted – Annual brunch held on November 4th at OSV

TANTASQUA REPRESENTATIVE

Mrs. Austin reviewed the Tantasqua Representative Report:

- Request for a FT/PT Athletic Director – Inquiry regarding the subcommittee’s consideration of a FT/PT Athletic Director; this request has been referred to all committees impacted by the request.
- School Uniforms – There was a request for consideration, any future documentation/discussion regarding school uniforms will be brought to the committee for informational discussion.
- Two new student representatives
- Golf team – Three more wins to make district
- Leadership camp in the fall
- Cornerstone Café open Wed. and Thurs., 10:30 a.m. – 12:30 p.m. at the High School, located near the side door, main entrance with a green awning
- Stepping out on domestic violence – High school event to involve the Jr. High school

- Joint Meeting scheduled for October
- Discussed Superintendents Goals

Mrs. Austin is on the Legislative and Technical Subcommittees

UNFINISHED BUSINESS:

- Mr. Faugno inquired about unfunded mandates for the school on the process/time – Mrs. Boyd noted that many mandates have been implemented.
- Mr. Faugno seeking FY12 EOY Report; Mrs. Boyd to provide
- Policy rules on revolving accounts – Guidelines to be provided to Mr. Faugno
- Nutra Kids Program – Cafeteria: Goal is to have the software in by November 15 and up and running, then accessible by parents by December 1st. Software training will be provided for all cafeteria staff.
- Camp Bourndale – Mrs. Austin inquired whether the PTO would be able to assist more in the fundraising portion for the field trip. PTO noted that they are donating \$1000 toward this year and will continue to look into ideas for upcoming years in addition to utilizing the coin jar fundraiser.

NEW BUSINESS:

- Discussion of School Choice Policy – Samples included in packet; will review and discuss at the next meeting.

Motion 13-04

Mrs. Austin moved, seconded by Mrs. Wilson to support request as presented for the Brookfield Community Media proposed renovations to Brookfield Elementary School Studio.

Discussion:

VOTE: Unanimous

PUBLIC ACCESS II

N/A

Motion 13-05

At 7:35 p.m., Mrs. Wilson moved, seconded by Mrs. Austin to adjourn the meeting.

Discussion:

VOTE: Unanimous

Respectfully submitted,

Barbara Wilson
Secretary

BW/km