

## **BROOKFIELD ELEMENTARY SCHOOL COMMITTEE**

Meeting of Tuesday, September 13, 2016

### MEMBERS PRESENT:

Brian Oxman, Chair  
Kyle Hill, Vice Chair/Secretary  
Megan Cunningham - Committee Member

### ALSO PRESENT:

Dr. Erin Nosek Superintendent; Kathleen Hosterman, Principal; teachers and members of the community

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

### MEETING MINUTES

#### **Motion 15-51**

Mr. Oxman moved, seconded by Mrs. Cunningham, to approve the minutes of June 10, 2016 Regular Session

Discussion: Under Principal's Report - Second bullet down, should read "Paras" not "Cross"

VOTE: Unanimous, as amended

### FINANCIAL REPORT

Dr. Nosek reviewed the financial report:

- School Choice Funds June 30<sup>th</sup> balance was \$432,938. After all, FY17 capital items have been encumbered and \$200,000 for the FY17 budget, the true balance is \$200,812.
- Other year-end fund balances include:
  - Extended Day revolving \$ 70,163
  - PreK revolving \$37,768
  - Circuit Breaker \$32,632

### PTO REPORT

Genevieve's fundraiser- Held mid-September; to be returned the second week of October

### PUBLIC ACCESS

None

### COMMUNICATIONS

- Tantasqua Senior High School Four Year College Acceptances - FYI provided in packet
- Tantasqua Senior High School Class of 2016 Post Graduate Plans - FYI provided in packet
- Letter from MA DESE re: School Breakfast Program - FYI provided in packet

### PRINCIPAL'S REPORT

Mrs. Hosterman reviewed the Principal's Report; which was included in the packet. The full report is available for review.

Highlights from her report:

Many pilots happening this year - District and Building initiated

### SUPERINTENDENT'S REPORT

Dr. Nosek provided her report:

- School Opening Updates - Everything went well on the first day of school

- Route 148 Paving - One-week delay had an impact on the buses; now running smoothly
- Bridge closed in Brookfield - Slight impact on bus arrival
- OSV academy FYI - The Charter school has filed a prospectus
- Dispensing Site Request - FYI for dispensing medication; will review at next school committee meeting

#### TANTASQUA REPRESENTATIVE

Mrs. Cunningham provided highlights from the meeting:

- Summer Retreat was held Saturday
- School Choice - Concerns for elementary coming up at regional level; will be discussed what the numbers mean. Accurate numbers will be provided October 1st.
- Met with subcommittees
- Mrs. Cunningham will be serving on curriculum and technical Subcommittees
- Members took a tour of the new fields - Stadium field to be ready the beginning of October. Cage field should be done before that.

#### UNFINISHED BUSINESS:

None

#### NEW BUSINESS:

- Distribution of Flyers Policy KHC - Policy was put in place as parents were inundated with flyers prior to policy. You can place a request in White Tiger News as an electronic version (such as scout flyers). It is more effective, efficient and appropriate to have electronic than paper flyers. Anyone who would like a hard copy of the White Tiger News; a copy will be provided for families without a computer. Policy to be reviewed at next month's meeting under Unfinished Business.
- Reduction in Force Contract Language - FYI provided in packet.

#### **Motion 15-52**

Mr. Hill moved, seconded by Mrs. Cunningham, to approve the Article XVII Reduction in Force language.

Discussion:

VOTE: Unanimous

#### Building Walkthrough/Technology Update (*Technology part to be provided at another time*)

Mrs. Hosterman provided an excellent walkthrough of the building. Many updates which include new desks, new chairs, new flooring; just to name a few. Science Lab is a wonderful opportunity in which students participate.

#### PUBLIC ACCESS II

None

#### **Motion 15-53**

At 7:24pm Mrs. Cunningham moved, seconded by Mr. Hill to adjourn the meeting.

Discussion:

VOTE: Unanimous

Respectfully submitted,

Kyle Hill  
Secretary

KH/km