

BURGESS ELEMENTARY SCHOOL COMMITTEE

Meeting of Thursday, September 6, 2012

MEMBERS PRESENT:

Katherine Alexander, Chair
Kristen Tuohey, Vice Chair
Patricia Barnicle, Tantasqua Representative
Megan Panek, Secretary
Mary Bellezza, Committee Member

ALSO PRESENT:

Erin Nosek, Superintendent; Jeffrey Zanghi, Assistant Superintendent; Dan Carlson, Principal; Karen Miarecki, Recording Secretary; teachers and members of the community.

Mrs. Alexander started the Regular Session at 6:02 p.m.

Dr. Nosek introduced the new Assistant Superintendent, Jeffrey Zanghi to the committee.

MINUTES

Motion 13-01

Mrs. Panek moved, seconded by Mrs. Barnicle to approve the minutes of June 4, 2012 Regular Session

Discussion:

VOTE: Unanimous

FINANCIAL REPORT

- A \$15,103 shortfall in Teacher Salaries was due to less Title I funding than budgeted.
- Transportation shortfall was due to an approved purchase of additional bus, using excess funds elsewhere
- Utility shortfalls were due to building project and are anticipated to level off.

COMMUNICATIONS

- Mrs. Alexander received an email regarding the Board of Selectman looking at the possibility of utilizing the school as a location for future elections/voting instead of at OSV. Mrs. Alexander will inquire upon more information/details to the specifics. A meeting will take place on October 4, 2012 at 6:00 p.m. at the Burgess Elementary School with the School Committee and the Board of Selectman to discuss in detail; the Regular Session Meeting will follow at 7:00 p.m.

PRINCIPAL'S REPORT

Mr. Carlson noted that the whole process of the new building was a great experience and expressed his appreciation to all the teachers/staff that assisted over the summer. He welcomed Dr. Nosek and Mr. Zanghi to the meeting.

Mr. Carlson reviewed the Principal's Report, which was included in the packet. The topics discussed in detail (the full report can be viewed upon request) were:

- New Staff at Burgess Elementary School – Will be introduced at the next Committee meeting at 7:00 p.m.
- Enrollment Data – Total K-6 879 students; PK-6 - 959.
- Staff Recognition – Teachers were welcomed back on August 13th and August 24th, approximately 200 crates were unpacked and most classrooms were ready for students and

the informal Open House on the afternoon of August 24th. Mr. Carlson commended the teachers for their many hours devoted to preparing the new school.

- Report on Professional Development Initiatives – Special Education and Inclusion teachers met over the summer to plan for their classes. Training has occurred on numerous components of the new building including the phone system, new copiers, SMARTBoards and Cafeteria Sound/Presentation System
- Preliminary MCAS results were reviewed in order to develop Academic Action Plans
- All staff attended a morning workshop on August 29th on Executive Functioning
- The school website has been updated for 2012-2013 and anticipate additional teacher WebPages to be added in the near future
- PTO has implemented a new web tool to manage wish lists for classroom supplies – TeacherList.com
- School Improvement Committee – First meeting will be September 11th. Priorities will be discussed through the fall for 2013-2014 Burgess Budget
- CARDS Pick-up Procedure is in place – (Careful and Rapid Dismissal System) Number system for parents who need to pick up their children at the end of the day
- Burgess Extended Day Program – On September 4th Burgess welcomed approximately 125 students into the Burgess Extended Day Program. The program hours are 7:00 – 8:30 a.m., and 3:00 – 6:00 p.m. Monday – Friday.

Mrs. Alexander extends her appreciation to the staff and principal for getting everything done/ready for the school year. A letter will be submitted on behalf of the School Committee.

Mrs. Bellezza extended her appreciation to the Kindergarten teachers for the well organized field day.

SUPERINTENDENT’S REPORT

Dr. Nosek reviewed the Superintendent’s Report:

- Appreciation to all the teachers over the summer for all of their help
- Great opening day/week throughout district
- Ribbon Cutting on Sunday September 30th; scheduled for 1:00 p.m.
- Professional Development Day – District-wide K-12; Evaluation on Sarah Ward’s presentation on Executive Functioning
- SMARTboards – Initial training took place, in addition an after-school institute for teachers will take place, led by Dan Thompson, Technical Teacher from Brimfield, providing the opportunity for teachers to utilize.

Mr. Carlson noted that he would schedule a “lesson” on SMARTboards for an upcoming School Committee Meeting; date to be determined.

PUBLIC ACCESS I

N/A

SUBCOMMITTEE REPORTS

Building – Is complete; some little things need to be set in place such as some furniture/accessories.

- Site work is on schedule.
- Abatement process took a little bit longer; will not delay the fields.
- Storage Facility/Concession Stand – Stopped working on as it needs a restroom
- Parking lot is paved
- The North Field can be used for recreation in the Spring
- Flowers all look well

Mrs. Nosek noted how everything was so impressive; the whole building process was a wonderful experience.

TANTASQUA REPRESENTATIVE

Mrs. Barnicle reviewed the Tantasqua Representative Report:

- The meeting was presided over by Michael Valanzola the newly elected Chairman
- There were no subcommittee reports as they do not meet over the summer
- The Technical school was notified by the DESE that their two new programs were approved – Hospitality Management and Business Technology.
- Roger Pontbriand was appointed treasure of the District
- The committee will be holding a retreat on September 15, 2012
- There was a discussion about making the role of athletic director a fulltime position. This was sent to the curriculum and budget subcommittees for study.
- Mrs. Barnicle will be serving on the curriculum and bylaw and policy subcommittees this year.

OLD BUSINESS

Motion 13-02

Mrs. Bellezza moved, seconded by Mrs. Barnicle to approve Policy KDD on Second Reading and Vote for Adoption

Discussion:

VOTE: Unanimous

Mrs. Alexander asked Mrs. Nosek for DESE Data relevancy/survey– to be provided in October.

NEW BUSINESS

Mrs. Alexander noted that parents have inquired if Open House date/time could be moved in the future not to interfere with the Flea Market in reference to traffic issues. Mr. Carlson will review for next year.

PUBLIC ACCESS II

N/A

Motion 13-03

At 7:27 p.m., Mrs. Barnicle moved, seconded by Mrs. Bellezza, to adjourn the meeting.

Discussion:

Vote: Unanimous

Respectfully submitted,

Megan Panek
Secretary

MP/km