

## **BURGESS ELEMENTARY SCHOOL COMMITTEE**

Meeting of Thursday, November 1, 2012

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### MEMBERS PRESENT:

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

### 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 6:30 p.m.

### MINUTES

#### **Motion 13-07**

Mrs. Panek moved, seconded by Mrs. Barnicle to approve the minutes of the Special Meeting of October 4, 2012

Discussion:

VOTE: Mrs. Alexander – Yes, Mrs. Tuohey – Yes, Mrs. Barnicle – Yes, Mrs. Panek – Yes,  
Mrs. Bellezza – Abstain

#### **Motion 13-08**

Mrs. Barnicle moved, seconded by Mrs. Panek to not approve the use of the school as a polling location for town elections for the year 2013.

Discussion:

VOTE: Unanimous

#### **Motion 13-09**

Mrs. Barnicle moved, seconded by Mrs. Tuohey to approve the October 4, 2012 Regular Session

Discussion:

VOTE: Mrs. Alexander – Yes, Mrs. Tuohey – Yes, Mrs. Barnicle – Yes, Mrs. Panek – Yes,  
Mrs. Bellezza – Abstain

### FINANCIAL REPORT

- Good shape; no concerns

### COMMUNICATIONS

- Calendar 2013-2014 – Mrs. Nosek reviewed the approved calendar for next year
- Lunch Program Data – FYI included within packet; reviewed report on lunch program

## PRINCIPAL'S REPORT

SMARTboard Presentation: Lynn Nichols, Math and Science Teacher, provided an excellent overview and hands on with the SMARTboard, to include interactive scrolling templates/customizable, click/touch, pre made lessons from scratch and accessible software.

MCAS Report - Jeffrey Zanghi reviewed the MCAS Report in detail regarding Commendations/Positive Trends, Improvement Opportunities, Accountability Data, English Language Arts Analysis, Mathematics Analysis and Student Growth Reports.

MCAS PowerPoint working session will be placed on the agenda for the December meeting at 6:00 p.m., followed by the regular scheduled meeting.

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

- Enrollment Data: Total K-6: 879, Total PK-6: 959
- Staff Recognition: Congratulations to the 2012-2013 *Ted* Foundation Grant Recipients Alesia Peck and Emilie Parent; they will be recognized at the *Ted* Diamond Brunch at OSV on Sunday, November 4<sup>th</sup>.
- Special Assemblies: "We Will ROAR"- **R**espect **O**thers, **A**ccept **R**esponsibility, through story telling and magic. PTO also sponsored the Southwick ZooMobile on Tuesday, October 16<sup>th</sup>.
- Recycling News: The "Green Team" began their weekly pick-ups of recyclable paper in early October.
- Professional Development: ELA Common Assessments to be administered during the three trimesters.
- School Improvement Council: The council will meet next on Tuesday, November 13<sup>th</sup>. The focus of this meeting will be the MCAS Report from the 2011-2012 school year.
- Events: Author Cynthia Lord will visit Burgess on Friday, November 16<sup>th</sup>. This daylong visit is sponsored by the PTO and coordinated by Sue Littleton, Literacy Leader.

## SUPERINTENDENT'S REPORT

Dr. Nosek reviewed the Superintendent's Report:

- Superintendent Goals – Approved at Joint Session; FYI provided in packet
- DESE (Department of Elementary and Secondary Education) – Mid cycle Review; audit of federal programs
- Reminder – *Ted* Brunch tickets available
- Tantasqua Parent Camp – Pilot aimed at parents of Title I students, literacy material to be provided; sharing how they can utilize this at home.

## PUBLIC ACCESS I

N/A

## SUBCOMMITTEE REPORTS

Building – Still on schedule

- East Parking Lot will soon be open
- Building held up well under "Storm Sandy"
- Playground will be ready later this month
- Ball fields taking shape

- Family Fun Night – Sold out

TANTASQUA REPRESENTATIVE

Mrs. Barnicle reviewed the Tantasqua Representative Report:

- Joint Meeting – Bylaw Policy for Union 61
- Retreat being held for Union 61

Dr. Nosek will email Curriculum Subcommittee members regarding when upcoming meetings are to be held

OLD BUSINESS

**Motion 13-10**

Mrs. Barnicle moved, seconded by Mrs. Tuohey, to approve the Job Description for Head Custodian/Plant Maintenance; as provided in the packet.

Discussion:

VOTE: Unanimous

NEW BUSINESS

**Motion 13-11**

Mrs. Bellezza moved, seconded by Mrs. Panek, to approve Policies AC, ACA, BEC, EBC, GBA, GCF, IJ, JBA, JB, and JFBB-1 on First Reading

Discussion: Double check to ensure all information is provided (BEC - #2)

VOTE: Unanimous

PUBLIC ACCESS II

N/A

**Motion 13-12**

At 8:06 p.m., Mrs. Bellezza moved, seconded by Mrs. Barnicle to adjourn the meeting.

Discussion:

Vote: Unanimous

Respectfully submitted,

Megan Panek  
Secretary

MP/km