

## **BURGESS ELEMENTARY SCHOOL COMMITTEE**

Meeting of Thursday, September 1, 2016

### MEMBERS PRESENT:

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

### ALSO PRESENT:

Erin Nosek, Superintendent; Kathleen Pelley, Principal; Karen Miarecki, Recording Secretary; teachers and members of the community.

Mrs. Alexander opened the meeting at 6:30 p.m.

### MINUTES

#### **Motion 16-53**

Mrs. Bellezza moved, seconded by Mrs. Tuohey to approve the Minutes of June 6, 2016 Regular Session.

Discussion:

VOTE: Unanimous

### FINANCIAL

- Transportation: Special Ed shortfalls continue to be areas of concern and need monitoring. Increased run times and students' mandated added services. Surplus in regular transportation fuel costs helped cover shortfall.
- Electricity shortfall - Continues to be an area of concern but excess fuel and water/ sewer funds covered. Despite various efficiency measures put in place, utilization is higher than projected by project developers. Increasing technology is, in part, the cause for increasing utilization.

### COMMUNICATIONS

- Class of 2016 Post Graduate Plans - FYI provided in packet
- Class of 2016 Four-Year College Acceptances - FYI provided in packet
- Massachusetts Education Partnership - Training - Grant application may be available; the entire school committee is in favor of the training.

### PRINCIPAL'S REPORT

Kathleen Pelley reviewed a few highlights from the Principal's Report (the full report can be viewed upon request).

Retirements, New Staff, New Assignments and Interns were all provided within the minutes.

Enrollment Data: As of Aug 2016 -910

**Recognition:**

- Thank you to the custodial staff, administrative assistants, building technologist, cafeteria manager and the entire Burgess staff for all their hard work in preparing for the 2016-2017 school year.
- Thank you to all who participated in our summer book study focused on best writing practices.
- Thank you to the entire staff for all their hard work during the summer special education program.
- Thank you to all who assisted with creating and teaching the first STEM summer program.

**Orientation and Open House:**

- Preschool Open house will be held on Wednesday, August 31st and Thursday, September 1st. Open House for Kindergarten - Grade 3 will be held on Thursday, September 8th from 5:00 to 7:00 and for Grades 4-6 from 6:00 to 8:00.

**Curriculum, Instruction, and Assessment**

- Department of Elementary and Secondary Education has provided districts and schools with embargoed access to the preliminary 2016 accountability data.
- Reading interventionist will be implementing the Fountas and Pinnell Leveled Literacy Intervention Program in grades 1-4.
- Kindergarten classrooms will be implementing Handwriting Without Tears, a curriculum that makes handwriting mastery joyful for students.
- There are a number of pilots taking place across Burgess during the 2016-2017 school year.

**Professional Development**

Monday, September 19th will be an early release day for professional development

**School Improvement Council**

The first School Improvement Council will be held on Monday, September 12th.

**Ecology School**

Sixth grade will be traveling to Maine on Monday, September 12th through Wednesday, September 14th to attend the Ecology School.

**Facilities -**

- Jeff Walker has been actively investigating energy usage at Burgess. Jeff has requested quotes from engineering consultants to evaluate our HVAC system.
- Adjustments have been made to the garbage disposal area in the kitchen to improve efficiency
- The kitchen hood has been inspected and certified per the fire inspector's request
- The underground oil tank has been inspected and certified

**Upcoming events can be found on the Burgess Elementary School website.**

**SUPERINTENDENT'S REPORT**

Dr. Nosek reviewed the Superintendent's Report:

- School Opening Updates - Everything went well on the first day of school
- Preliminary RIF Language - Change in language; part of negotiations. Will be provided at October School Committee Meeting to review.

- JLCD - Will review policy regarding administering medication to students at next school committee meeting

#### PUBLIC ACCESS I

None

#### SUBCOMMITTEE REPORTS

None

#### TANTASQUA REPRESENTATIVE - Reviewed the following

New member was added to the committee.

#### OLD BUSINESS

None

#### NEW BUSINESS

**None**

#### PUBLIC ACCESS II

- Pledge of Allegiance held before each School Committee Meeting (starting next meeting)
- Student Representative - Will look into student representatives attending the school committee meetings.

#### **Motion 16-54**

At 7:05p.m. Mrs. Panek moved, seconded by Mrs. Bellezza to adjourn the meeting.

Discussion:

VOTE: Unanimous

Respectfully submitted,

Scott Parker  
Secretary

SP/km