

**Berkley School Committee Annual Meeting
May 16, 2022**

AGENDA ITEM #1: CALL TO ORDER, PLEDGE OF ALLEGIANCE & REORGANIZATION OF COMMITTEE

The Annual Meeting of the Berkley School Committee was held at the Berkley Middle School Cafeteria on Monday, May 16, 2022. Mrs. Weber, Chairman, called the meeting to order at 6:32 PM, followed by the Pledge of Allegiance.

Present

Michael Ricardo
Jilleen Solomon
Daniel Fagan
Tara Weber
Kaitlyn Robichaud

Other

Melissa Ryan, Superintendent
Patricia Silvia, Executive Assistant to Supt. & S.C.
Andrea Porter, Business Administrator
Michelle Bringle, Dona Andreasen

The meeting was electronically recorded by Berkley Cable. Mrs. Weber welcomed Mr. Michael Ricardo, new School Committee member and recognized Kaitlyn Robichaud, newly re-elected member.

Mrs. Weber called for nominations for Chairperson.

It was moved by Mrs. Solomon and seconded by Mr. Fagan to nominate Tara Weber **Chairperson**.

It was moved by Mrs. Solomon and seconded by Mr. Fagan to **close nominations for Chairperson**.

Vote to close nominations: **UNANIMOUS**

Vote Tara Weber Chairperson: **UNANIMOUS**

It was moved by Mrs. Weber and seconded by Mr. Fagan to **nominate** Jilleen Solomon **Secretary**.

It was moved by Mr. Fagan and seconded by Mrs. Robichaud to **close nominations for Secretary**.

Vote to close nominations: **UNANIMOUS**

Vote Jilleen Solomon Secretary: **UNANIMOUS**

The following Subcommittee appointments were made by the Chair:

Negotiations: D. Fagan, M. Ricardo

Policy: K. Robichaud, M. Ricardo

School & Community Relations: K. Robichaud, T. Weber

Budget: D. Fagan, T. Weber

Somerset Berkley Regional School Committee: J. Solomon

Teacher Sick Leave Bank: J. Solomon (Melissa Ryan, Adm. Rep.)

Facilities Planning: M. Ricardo

AGENDA ITEM #2: APPROVE BILLS AND PAYROLLS

It was moved by Mrs. Solomon, seconded by Mrs. Robichaud and VOTED to approve the bills and payrolls.

Vote: UNANIMOUS

AGENDA ITEM #3: APPROVE AND SIGN MINUTES

It was moved by Mrs. Solomon, seconded by Mrs. Robichaud and VOTED to approve the regular meeting minutes of April 11, 2022 and the regular and executive session minutes of March 14, 2022 as written.

Vote: UNANIMOUS

AGENDA ITEM #4: CORRESPONDENCE AND ENCLOSURES

Enclosures:

- School Committee meeting minutes (3/14/22, 4/11/22)
- Principals' Reports
- Proposed SC Meeting Schedule 2022/23
- BPS Audit Report, 2021
- Policy Subcommittee minutes (4/25/22)
- 1st reading policy: Administration of Medications Policy #6315
- 2nd reading policies: School Choice Policy #6133 / MASC JFBB, School Day #5533, Non-Discrimination Policy Including Harassment and Retaliation #1148 / MASC AC-R, Harassment of Students #1146 / MASC JICK and Sexual Harassment #1145 / MASC ACAB
- Superintendent's Entry Plan (electronic)
- Enrollment, 5/2/22

One Copy Folder:

- Newsletters
- Resignation letter, L. Dietz

AGENDA ITEM #5: PUBLIC INPUT

None

AGENDA ITEM #6: EDUCATIONAL REPORTS

AGENDA ITEM #6a: PRINCIPALS' REPORTS

Principals' reports were circulated in the packet.

AGENDA ITEM #6b: CURRICULUM ACCELERATION TEAM (CAT)

The Committee is planning summer professional development opportunities for staff.

AGENDA ITEM #7: ADMINISTRATIVE & SCHOOL COMMITTEE REPORTS

AGENDA ITEM #7a: COVID UPDATE

The number of positive COVID cases was up last week; this week they are down slightly.

AGENDA ITEM #7b: BCS BUILDING PROJECT

On April 27 the MA School Building Authority (MSBA) officially approved our request to enter a feasibility study of BCS. Paperwork will be submitted in June; then a project manager will be hired.

AGENDA ITEM #7c: PROPOSED MEETING SCHEDULE 2022/23

The proposed schedule was accepted as circulated.

AGENDA ITEM #7d: BERKLEY PUBLIC SCHOOLS AUDIT FY '21

No findings were reported. Mrs. Porter was recognized for her work on this.

AGENDA ITEM #7e: POLICY SUBCOMMITTEE

Minutes from April 25 meeting were circulated.

AGENDA ITEM #8: UNFINISHED BUSINESS

AGENDA ITEM #8a: POLICY READINGS

The proposed revision to Policy #6315 will give the school nurse permission to administer Tylenol to students with parental consent.

It was moved by Mrs. Solomon, seconded by Mrs. Robichaud and VOTED to approve 1st reading of Administration of Medications Policy #6315.

Vote: UNANIMOUS

It was moved by Mrs. Solomon, seconded by Mr. Fagan and VOTED to approve 2nd reading of School Choice Policy #6133 / MASC JFBB, School Day #5533, Non-Discrimination Policy Including Harassment and Retaliation #1148 / MASC AC-R, Harassment of Students #1146 / MASC JICK and Sexual Harassment #1145 / MASC ACAB.

Vote: UNANIMOUS

AGENDA ITEM #8b: BERKLEY SCHOOL DEPARTMENT BUDGET 2021/22

The schools are continuing purchase of supplies for next year.

AGENDA ITEM #8c: SUPERINTENDENT'S ENTRY PLAN

The Entry Plan was circulated in the packet. Mrs. Ryan will review it with the Committee at the June meeting and will send it out to the school community in June.

AGENDA ITEM #9: NEW BUSINESS

AGENDA ITEM #9a: WHITSON'S FOOD SERVICE MANAGEMENT CONTRACT

Our management contract with Whitson's Food Service is entering Year 3. It is recommended that the Committee vote to renew the contract with Whitson's Food Service for one year.

It was moved by Mrs. Solomon, seconded by Mr. Fagan and VOTED to renew the contract with Whitson's Food Management Service for one year.

Vote: UNANIMOUS

AGENDA ITEM #9c: ACTION ON DIRECT CERTIFICATION FOR FREE & REDUCED-LUNCHES & ACTION ON PARTICIPATION IN FREE & REDUCED PRICE LUNCH PROGRAM

In accordance with federal regulations, the Superintendent recommends that the School Committee approve participation in the free and reduced-price lunch program for the 2022/23 school year. Participation in the program enables the Berkley School Department to receive food commodities from the state. This is an annual approval.

It was moved by Mr. Fagan, seconded by Mrs. Solomon and VOTED to approve participation in the free and reduced-price lunch program for the 2022/23 school year.

Vote: UNANIMOUS

AGENDA ITEM #10: SUPERINTENDENT'S PERSONNEL REPORT

AGENDA ITEM #10a: RESIGNATION/RETIREMENT

Laura Dietz, BCS Teacher

AGENDA ITEM #10b: APPOINTMENT/TRANSFER

Melissa Coelho, Executive Assistant to the Superintendent & School Committee

AGENDA ITEM #11: EXECUTIVE SESSION

It was moved by Mrs. Solomon, seconded by Mrs. Robichaud and VOTED to enter Executive Session at 6:50 PM in accordance with MGL Chapter 30A, Sec. 21 to discuss strategy with respect to collective bargaining and/or litigation in preparation for negotiations with non-union personnel and to return to open session.

**Vote: Mrs. Weber – AYE
Mr. Fagan – AYE
Mr. Ricardo – AYE
Mrs. Solomon – AYE
Mrs. Robichaud - AYE**

It was moved by Mr. Fagan, seconded by Mrs. Solomon and VOTED to exit Executive Session at 7:05 PM and to return to open session.

Vote: Mrs. Weber – AYE

Mr. Fagan – AYE
Mr. Ricardo – AYE
Mrs. Solomon – AYE
Mrs. Robichaud – AYE

AGENDA ITEM #12: SUPERINTENDENT 'S SALARY

It was moved by Mr. Fagan, seconded by Mrs. Solomon and VOTED to approve a 1.5% salary increase for the Superintendent for 2022/23 and to appoint her the District Curriculum Coordinator.

Vote: UNANIMOUS

AGENDA ITEM #13: ADJOURNMENT

It was moved by Mrs. Solomon, seconded by Mr. Fagan and VOTED to adjourn at 7:06 PM.

Vote: UNANIMOUS

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jileen Solomon". The signature is fluid and cursive, with the first name "Jileen" and last name "Solomon" clearly distinguishable.

Jileen Solomon, Secretary