

**Berkley School Committee  
Regular Meeting  
January 13, 2020**

**AGENDA ITEM #1: CALL TO ORDER & PLEDGE OF ALLEGIANCE**

The regular meeting of the Berkley School Committee was held at the Berkley Middle School Library on Monday, January 13, 2020. Mrs. Weber, Chairman, called the meeting to order at 6:30 PM, followed by the Pledge of Allegiance.

**Present**

Jenifer Andrews  
Jennifer Vincent  
Daniel Fagan  
Christopher Ghilarducci  
Tara Weber

**Other**

Thomas Lynch, Superintendent  
Patricia Silvia, Executive Assistant to Supt. & SC  
Jennifer Francisco, Principal, BCS  
Kimberly Hebert, Principal, BMS  
Melissa Abrego, Adm. for Student Services  
Ryan Andrade, Assistant Principal, BMS  
Sarah Cogar, Assistant Principal, BCS  
Andrea Porter, Business Administrator  
Dona Andreasen  
Finance Committee Members, Public

Mrs. Weber stated "Let the record show that this meeting is being electronically recorded. If anyone in the audience wishes to electronically record this meeting, you should notify the Committee at this time. Any such recording may be subject to reasonable restrictions imposed by the Chair to the extent permitted under the Open Meeting Law."

**AGENDA ITEM #2: GUESTS**

Many grade 3 students from BCS shared their famous people from Massachusetts projects with the Committee and eight BMS grade 5 students from Ms. Urbanek's class presented their science engineering projects.

**AGENDA ITEM #3: APPROVE BILLS AND PAYROLLS**

It was moved by Mr. Ghilarducci, second by Mrs. Vincent and VOTED to approve bills and payrolls.

**Vote: UNANIMOUS**

**AGENDA ITEM #4: APPROVE AND SIGN MINUTES**

It was moved by Mr. Fagan, seconded by Mr. Ghilarducci and VOTED to approve the regular meeting minutes of December 16, 2019 as written.

**Vote: UNANIMOUS**

**AGENDA ITEM #5: CORRESPONDENCE & ENCLOSURES**

- Berkley School Committee minutes (12/16/19)
- Principals' Reports
- Annual Report of the School Department, 2019
- District Improvement Plan, 2019/20
- Longitudinal MCAS ELA and Mathematics Report
- Policy Subcommittee minutes, 1/6/20
- 1<sup>st</sup> Policy readings: Definitions Related to Collective Bargaining Policy #8100, Determination of Bargaining Agent Policy #8200, Agency Service Fee Policy #8220, School Committee Negotiating Agents Policy #1141, Sexual Harassment/Harassment Policy #1145, Objectives Policy #1131, Evaluation Process for Review of School Committee Policies & Procedures
- 2<sup>nd</sup> Policy readings: Newspapers and Other News Media Policy #1820, Student Teachers and Interns Policy #3490, Relations with Parent Organizations Policy #7195, Staff Attendance Policy #8710, Substance Abuse Policy #8715.
- Preliminary Budget FY '21 (dated 1/6/20)
- Expense Report (January 2020)
- Budget Transfers (1/13/20)
- Enrollment (1/2/20)

**ONE COPY FOLDER**

- BMS & BCS Principals' Newsletters, January 2020
- School Committee Newsletter, Dec. 2019
- SBRHS Enrollment (1/2/20)

**NIGHT OF MEETING FOLDER**

- Revised Preliminary '21 Budget

Mr. Lynch referenced SBRHS enrollment; as of January 1 Berkley had 266 students at the high school.

**AGENDA ITEM #6: PUBLIC INPUT**

None

**AGENDA ITEM #7: EDUCATIONAL REPORTS**

**AGENDA ITEM #7a: PRINCIPALS' REPORTS ON SCHOOL ACTIVITIES**

BCS: Mrs. Francisco reported on DIBELS testing, after-school programs, the new computer coding class, updates in security, MCAS tutorial classes, and PBIS training. PTO is sponsoring a family dance on March 7.

BMS: Mrs. Hebert reported on the upcoming drama production, PBIS training, high school interviews, after-school sports, MCAS tutorial classes, PTO fundraising and Debate Club. Drew McGarry was chosen as this year's Berkley Middle School's Project 351 Ambassador.

**AGENDA ITEM #7b: MCAS LONGITUDINAL GRADE LEVEL REPORT**

Mr. Lynch reviewed the longitudinal report which compares MCAS results for 2017, 2018, 2019. He noted that in 2017 students were still taking MCAS on paper/pencil. Starting in 2018 the assessment was taken on computers. This report tracks the same group of students as they progress from grade to grade.

**AGENDA ITEM #8: ADMINISTRATIVE & SCHOOL COMMITTEE REPORTS**

**AGENDA ITEM #8a: SOMERSET BERKLEY REGIONAL SCHOOL COMMITTEE**

Grace Sedell, SBRHS student representative, reported. Tomorrow night the high school will offer a program on bullying for parents, DECA's district competition was last week; 57 students will advance to the state competition in February. All winter sports are in full swing.

**AGENDA ITEM #8b: ANNUAL REPORT OF THE SCHOOL DEPARTMENT, 2019**

The school department annual report includes reports from the Superintendent and Principals, a synopsis of School Committee actions, school calendar, budget information and a personnel listing for calendar year 2019. It will be forwarded to the Board of Selectmen and posted on the Berkley Public Schools district website.

**AGENDA ITEM #8c: BPS FACILITIES UPDATE**

Mr. Lynch reported there are now 18 new cameras at BMS that were purchased with funds from the safety grant. The police department now has monitors at the station and in cruisers. Entrance renovations at BCS and BMS are complete, which provide additional safety measures. Some minor work remains on the lobby guards. The MSBA did not approve the BCS renovation project. Mr. Lynch will submit two new Statements of Interest, if allowed, that include an accelerated list and a core list. The accelerated list will include windows, roof and leaking walls at BCS; the core list will include gym floors at both schools and outside concrete work at BCS. Approval of the Statements of Interest will be requested by the Selectmen within the month and by the School Committee at the February 10 meeting in order to meet the February 14 deadline set by MSBA.

**AGENDA ITEM #8d: POLICY SUBCOMMITTEE**

Mrs. Andrews reviewed minutes from the January 6 meeting.

**AGENDA ITEM #9: UNFINISHED BUSINESS**

**AGENDA ITEM #9a: POLICY READING**

It was moved by Mr. Ghilarducci, seconded by Mr. Fagan and VOTED to approve the 1<sup>st</sup> policy reading for Definitions Related to Collective Bargaining Policy #8100, Determination of Bargaining Agent Policy #8200, Agency Service Fee Policy #8220, School Committee Negotiating

Agents Policy #1141, Sexual Harassment/Harassment Policy #1145, Objectives Policy #1131, Evaluation Process for Review of School Committee Policies & Procedures; and to approve

2nd policy reading for Newspapers and Other News Media Policy #1820, Student Teachers and Interns Policy #3490, Relations with Parent Organizations Policy #7195, Staff Attendance Policy #8710, Substance Abuse Policy #8715.

**Vote: UNANIMOUS**

**AGENDA ITEM #9b: BERKLEY SCHOOL DEPARTMENT BUDGET, 2019/20**

It was moved by Mr. Fagan, seconded by Mrs. Vincent and VOTED to approve budget transfers as presented.

**Vote: UNANIMOUS**

**AGENDA ITEM #9c: DISTRICT IMPROVEMENT PLAN (DIP), 2019/20**

Mr. Lynch reviewed the contents of the DIP which includes MCAS and accountability information as well as goals for the district and the schools. Once approved, the DIP will be posted on the school department website.

It was moved by Mrs. Vincent, seconded by Mrs. Andrews and VOTED to approve the District Improvement Plan for 2019/20 as presented.

**Vote: UNANIMOUS**

**AGENDA ITEM #10: NEW BUSINESS**

**AGENDA ITEM #10a: PRESENTATION ON PRELIMINARY BUDGET, 2020/21**

Mr. Lynch presented the school department's preliminary budget request for 2020/21. Members of the Finance Committee were in attendance. He reviewed projected costs for Administration; School Leadership, Offices & Building Technology; Instruction; Operations & Maintenance; Transportation; and Fixed Charges & Acquisitions. The preliminary budget is 3.71% more than this year's current budget. The reasons for the increase are due to increases in contractual obligations and contractual services, classroom & custodial supplies, operations & maintenance of schools and a new updated mathematics program.

He reviewed additional needs not included in the preliminary budget; they are a reading support teacher, computer technician, adjustment counselors, Spanish teachers, dump truck, replacement of classroom furniture and other building needs identified in the MSBA Statement of Interest. The preliminary capital budget request will include a dump truck, BCS classroom furniture replacement and updated mathematics program. Mr. Lynch reminded those in attendance that the well housed on BMS grounds services both the middle school and the town buildings; it is now 20 years old. The town should keep in mind that it may need possible repair and/or replacement if it goes down. It was suggested that consideration be given to hiring a

computer technician with network expertise rather than outsourcing. Concern was expressed that the need for additional adjustment counselors and mental health support not be overlooked. It was noted there has been a delay in the lighting project due to unavailability of the electrical engineer. Question and answer session followed the presentation.

It was moved by Mr. Fagan, seconded by Mrs. Vincent and VOTED to approve the budget for 2020/21 in the amount of \$8,689,525 as presented.

**Vote: UNANIMOUS**

**AGENDA ITEM #10b: SUPERINTENDENT’S MID-CYCLE EVALUATION TIMELINE**

An evaluation form and progress report on goals will be sent to the Committee electronically from Mr. Lynch. Committee members are to complete the evaluation and forward it to Mrs. Weber by February 3 so she may report at the February 10 School Committee meeting.

**AGENDA ITEM #10c: AWARD E-RATE BID**

Postpone to a future meeting.

**AGENDA ITEM #10d: SURPLUS LIST**

It was moved by Mrs. Vincent, seconded by Mr. Fagan and VOTED to approve ten outdated security cameras at BMS as surplus equipment.

**Vote: UNANIMOUS**

**AGENDA ITEM #11: SUPERINTENDENT’S PERSONNEL REPORT**

**AGENDA ITEM #11a: RESIGNATION/RETIREMENT**

**AGENDA ITEM #11b: APPOINTMENT/TRANSFER**

April Gagne, Long-Term Substitute Paraprofessional (BCS)  
Joseph D’Angelo, Custodian (BCS)

**AGENDA ITEM #12: ADJOURNMENT**

It was moved by Mrs. Vincent, seconded by Mr. Ghilarducci and VOTED to adjourn at 7:58 PM.

Respectfully submitted,

Jennifer Vincent  
Secretary