

Berkley School Committee  
Regular Meeting Minutes  
October 17, 2022

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

The regular meeting of the Berkley School Committee was held in the Berkley Middle School Library on Monday, October 17, 2022. Mrs. Weber, Chair, called the meeting to order at 6:33 PM, followed by the Pledge of Allegiance.

**Present**

Tara Weber  
Daniel Fagan  
Michael Ricardo

**Other**

Melissa Ryan, Superintendent  
Jennifer Francisco, Principal, BCS  
Kimberly Hebert, Principal, BMS  
Andrea Porter, Business Administrator  
Ryan Andrade, Assistant Principal, BMS  
Melissa F. Coelho, Executive Assistant

Mrs. Weber stated: "Let the record show that this meeting is being electronically recorded. If anyone wishes to electronically record this meeting, you should notify the Committee. 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: APPROVE BILLS AND PAYROLLS**

It was moved by Mr. Fagan, seconded by Mr. Ricardo and VOTED to approve the bills and payrolls.

**Vote: UNANIMOUS**

**AGENDA ITEM #3: APPROVE AND SIGN MINUTES**

It was moved by Mr. Fagan, seconded by Mr. Ricardo and VOTED to approve the regular meeting minutes of September 19, 2022 as written.

**Vote: UNANIMOUS**

**AGENDA ITEM #4: CORRESPONDENCE AND ENCLOSURES**

Schools Newsletters  
Reports from Principals  
MASC Policy Contract  
Budget statement 10/15/2022  
October Enrollment

**AGENDA ITEM #5: PUBLIC INPUT**

None

**AGENDA ITEM #6: EDUCATIONAL REPORTS**

**AGENDA ITEM #6a: PRINCIPAL'S REPORTS ON SCHOOL ACTIVITIES**

Mrs. Hebert and Mrs. Francisco reported on their schools' activities and the positive, strong and great start to the school year with students and staff all eager and happy to be back. Mrs. Francisco stated

that Screenings for preschool and DIBELS testing are currently underway. Mrs. Hebert was excited to share that the first student council elections were held last month and is looking forward to working with this group. Both Principals were eagerly excited for this school year and all the positive things happening in their buildings.

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

Superintendent Ryan reported on who the Curriculum Acceleration Team Leaders for each respective grade. Superintendent Ryan had a slide presentation that she went over with everyone on screen.

**AGENDA #6c: DATA PRESENTATION**

Superintendent Ryan presented slides and reported on MCAS from a state perspective as well as how Berkley Public Schools is doing. Student absenteeism remains a challenge for recovery efforts. She shared what we can do about attendance from an Administrative Focus, Teacher Focus and Nurse Focus. Member Mr. Fagan shared that he would like to take a closer look at the standards and has some concerns with the reading.

**AGENDA ITEM #7: ADMINISTRATIVE & SCHOOL COMMITTEE REPORTS**

**AGENDA ITEM #7a: SOMERSET BERKLEY REGIONAL SCHOOL COMMITTEE**

An update will be provided at the next meeting

**AGENDA ITEM #7b: SCHOOL BUILDING COMMITTEE**

Superintendent Ryan gave an update on the last School Building Committee Meeting. PMA gave an update on the process and hiring of a designer. October 12<sup>th</sup> designer walkthrough BCS and on October 25<sup>th</sup>, PMA has been invited to attend the Finance Committee meeting and will attend.

**AGENDA ITEM #7c: STRATEGIC PLAN UPDATE**

Superintendent Ryan went over the Strategic Planning common themes and the envisioning of Berkley Public Schools in 2025. Categories included, Facilities, Technology, Student Achievement, School Climate and Culture, Curriculum and Instruction and Funding.

**AGENDA ITEM #7d: OCTOBER ENROLLMENT**

Superintendent Ryan provided an update on current enrollment as of October 1, 2022.

**AGENDA ITEM #7e: SCHOOL BUDGET UPDATE**

Business Administrator, Andrea Porter, provided an updated Budget Statement 10/15/22

**AGENDA ITEM #7f: POLICY UPDATE**

Superintendent Ryan provided an update on working with MASC to update the Berkley Public Schools policy manual and student and staff handbooks. Contract has been signed.

**AGENDA ITEM #7g: SBEF EARLY BIRD GRANTS**

Superintendent Ryan stated that SBEF awarded two early action grants to Lisa Reynolds for \$1782 for a class set of ukuleles and \$500 to Kyle Comeau for the BMS Theater program.

**AGENDA ITEM #8: UNFINISHED BUSINESS**

**AGENDA ITEM #8A: SCHOOL DEPARTMENT BUDGET 22/23**

School Department Budget and transfers.

It was moved by Mr. Fagan, seconded by MR. Ricardo and VOTED to approve budget and transfers.

**Vote: UNANIMOUS**

**AGENDA ITEM #9: NEW BUSINESS**

**AGENDA ITEM #9a: SCHOOL WELLNESS TEAM**

Superintendent Ryan stated that the School Wellness Team had their first meeting on October 4<sup>th</sup> and she stated the members will plan to meet in January.

**AGENDA ITEM #10: SUPERINTENDENT'S PERSONNEL REPORT**

**AGENDA ITEM #10a: APPOINTMENT/TRANSFER**

None to report.

**AGENDA ITEM #10b: RESIGNATION/RETIREMENT**

None to report.

**AGENDA ITEM #11: ADJOURNMENT**

It was moved by Mr. Fagan, seconded by Mr. Ricardo and VOTED to adjourn the meeting at 7:16 PM.

**Vote: UNANIMOUS**

Respectfully submitted,

Melissa F. Coelho