Brimfield Elementary School Committee Meeting
Meeting Minutes of Tuesday, August 27, 2024
Brimfield Elementary School
**REORGANIZATION**
6:00 p.m.

**Present:** Jennifer Custance, Joe Venezia, Lore Knouse, Eric Jaeger, John Fabrizio
**Also Present:** Deborah Boyd, Superintendent; Brian Ledbetter, Principal; and Members of the Community
**Absent:** None

**REORGANIZATION**
At 6:00 p.m., Deborah Boyd opened the meeting with a request for nominations for Chair of the School Committee

**Motion 25-01**
Made by Eric Jaeger, seconded by Lore Knouse to Nominate Jennifer Custance as Chair for the Brimfield Elementary School Committee.
Discussion:
Vote: Unanimous

Jennifer Custance requested nominations for the following:

**Motion 25-02**
Made by Eric Jaeger, seconded by Lore Knouse to Nominate Joe Venezia as Vice-Chair for the Brimfield Elementary School Committee.
Discussion:
Vote: Unanimous

**Motion 25-03**
Made by Eric Jaeger, seconded by Joe Venezia to Nominate Lore Knouse as Secretary for the Brimfield Elementary School Committee.
Discussion:
Vote: Unanimous

**Motion 25-04**
Made by Jennifer Custance, seconded by Joe Venezia to Nominate Eric Jaeger as Tantasqua Representative for the Brimfield Elementary School Committee.
Discussion:
Vote: Unanimous

**Appointments:**
The Three Union 61 Representatives are Joe Venezia, John Fabrizio, and Lore Knouse
The Two Alternate Representatives are Jennifer Custance and Eric Jaeger

**At 6:10 p.m., Jennifer Custance Opened up the Regular Session Meeting**

**Introductions with the new committee member- John Fabrizio**

**Minutes*:***
**Motion 25-05** made by Joe Venezia and seconded by Lore Knouse to Approve May 28, 2024, Regular Session Brimfield Committee Minutes.
Discussion:
VOTE: Unanimous

**Financial Report*:*** *Highlights from the Financial Report*
- Brimfield ended the year with a balance of $194,385.01, which will be turned back to the town.

**Communications:** None

**Public Access:** None

**Principal's Report:** *Principals Report provided within the packet; highlighting the following topics*:

- Summer Projects – Cleaning classrooms, outside maintenance, and two new signs installed
- School Wide Summer Reading – The book, "Bob" was selected as a summer reading book
- New Staff – PK and Integration Assistant in grades 3 & 4
- Start of School Professional Development Plan – Multiple trainings will take place with staff
- Summer School – Ran for six days over the summer and 18 students participated
- Open House – To be held September 5th from 6:00-7:00 PM.
- Safety Drills – Will be held during the first few weeks of school

**Motion 25-06** made by Jennifer Custance and seconded by Joe Venezia to Deem the "Go Math Materials" as Obsolete as discussed in the meeting.
Discussion:
VOTE: Unanimous

**Tantasqua Representative:** *None:*

**PTO Report***: Highlights Upcoming Information and Fundraisers*:

- Signs installed today
- New President and Secretary
- PTO Table will be set up at Open House
- Change meeting times to 6:00 PM

**Report of Committees:** None

- Curriculum (TBD)
- Building and Physical Plant (Eric Jaeger)
- Issue/Study Subcommittee (TBD)
- By-Law and Policy Subcommittee (Jennifer Custance)
- Negotiations (Jennifer Custance)
- Rec Committee

**Superintendent's Report:** *Deborah Boyd reviewed the Superintendent's Report:*

- School Calendar – Discussed
- Roof Planning – FYI
- Welcomed staff yesterday, recognizing those who have been employed for 25 years
- HS Student Council and K-6 children from all five elementary schools, assisted with providing cookies to the staff as they arrived
- Rec Committee – Will be assisting with seeding, filling holes this fall in preparation for spring.

**Motion 25-07** made by Joe Venezia and seconded by Jennifer Custance to approve the Updated School Calendar Change to include Good Friday (April 18th) as a holiday.
Discussion:
VOTE: Unanimous

**Unfinished Business:** None

**New Business:** None

**Public Access II:** None
At 7:00 p.m., **Motion 25-08,** was made by Eric Jaeger and seconded by Lore Knouse to adjourn the meeting.
VOTE: Unanimous

Respectfully submitted,
Karen Miarecki
Recording Secretary