

Brimfield Elementary School Committee Meeting
Meeting Minutes of Tuesday, November 28, 2023
6:00 p.m.
AGENDA

Present: Jennifer Custance, Joe Venezia, Eric Jaeger, Brian McNally, Lore Knouse
Also Present: Deborah Boyd – Superintendent; Brian Ledbetter, Principal; and Members of the Community

At 6:00 p.m., Jennifer Custance Opened up the Regular Session Meeting

Minutes:

Motion 24-16 made by Eric Jaeger, seconded by Joe Venezia to Approve October 24, 2023, Regular Session Brimfield Committee Minutes.

Discussion:

VOTE: Unanimous, with two abstentions – Brian McNally and Lore Knouse

Financial Report: Deborah Boyd reviewed the Financial Report

Targeted accounts for review – Rural Aid should cover excessive special education out-of-district tuition for fiscal 2024, though this will continue to be a budget concern next year. Budget documents are in progress at this time.

Motion 24-17 was made by Brian McNally and seconded by Lore Knouse to approve the amount to be requested for utilizing expenditures for the Gazebo minus PTO's portion.

Discussion:

VOTE: Unanimous

Communications:

Q1 SWCEC Report – Distributed electronically

Public Access: None

Principal's Report: *Principal Report within the packet, highlighting the following topics:*

- Thanksgiving Basket Drive – Baskets and gift cards were donated to 20 families
- Parent/Teacher Conferences – Took place November 2nd
- Scholastic Book Fair – Held November 1-3 2023
- Report Cards- Will be sent home in both paper form and virtually
- School Improvement Plan – Mr. Ledbetter reviewed the improvement plan with school committee members

Tantasqua Representative: *(Meeting tomorrow)*

PTO Report: *Highlights Upcoming Information and Fundraisers:*

- 12-Days of Giving Raffle – Walmart and Grocery Gift Cards (local businesses donated)
- Book Vending Machine -Gift Cards
- Cookie Decoration with Santa – Will be held on 12/16 – Cookie decorating with Santa at the school from 10-12
- New School Shirts – Next PTO meeting, ordering new shirts

Report of Committees:

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

None of the above committees met.

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

- Formal Subcommittee Negotiation Committee – Two Members – Vote in January
- Joint Meeting – To be held on 11/29/23

Unfinished Business:

- DJE – Bidding Requirements – Amend Second Reading and Adoption

Motion 24-18 made by Joe Venezia, seconded by Brian McNally to Approve Adopted Policy DJE on Second Reading.

Discussion:

VOTE: Unanimous

New Business:

- ECAF – Security Cameras in School – NEW First Reading
- EB – Safety Program – Amend First Reading
- EC – Buildings and Grounds Management – Amend First Reading
- ECA – Buildings and Grounds Security - Amend First Reading
- JLC-1 – Wellness Policy - Amend First Reading
- JLCD – Administering Medicines to Students - Amend First Reading

Motion 24-19 was made by Brian McNally and seconded by Eric Jaeger to approve new policy ECAF, and amended policies EB, EC, ECA, JLC-a, and JLCD on First Reading.

Discussion:

VOTE: Unanimous

Public Access II: None

At 6:31 p.m., **Motion 24-20** was made by Eric Jaeger and seconded by Joe Venezia to adjourn the meeting.

VOTE: Unanimous

Respectfully submitted,
Karen Miarecki
Recording Secretary