

**Berkley School Committee  
Regular Meeting  
November 15, 2021**

**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, November 15, 2021. Mrs. Weber, Chairman, called the meeting to order at 6:30 PM, followed by the Pledge of Allegiance.

**Present**

Jilleen Solomon  
Kaitlyn Robichaud  
Tara Weber

**Other**

Melissa Ryan, Superintendent  
Patricia Silvia, Executive Assistant to Supt. & SC  
Andrea Porter, Business Administrator  
Michelle Bringle, BTA Co-President  
Public

**Excused**

Daniel Fagan  
Jennifer Vincent

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: APPROVE BILLS AND PAYROLLS**

It was moved by Mrs. Solomon, seconded by Mrs. Robichaud and VOTED to approve 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 October 18, 2021 as written.

**Vote: UNANIMOUS**

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

- School Committee Meeting Minutes (10/18/21)
- Principals' Monthly Reports
- Expenditure Report (11/13/21)
- Policy Subcommittee minutes (10/25/21)
- Policies for 1st reading: #5105 Homework Policy, #2000 Administrative Positions

- Policies for 2nd reading: #2010 Functions of Administration, #2040 Benefits for Administrators, #2070 Professional Association & Service Club Expenses, #2100 Qualifications for Administrators, #2200 Superintendent of Schools, #2600 School Council
- Surplus List
- Enrollment (11/1/21)
- Data (MCAS) Presentation (electronic)
- District Coordinator of Instructional Technology job description (electronic)

**ONE COPY FOLDER**

- Principals' Newsletters, Nov. 2021
- School Committee Newsletter, Oct. 2021
- Thanksgiving Week Office Hours
- Resignation letters: H. Almy, S. Lacroix

**AGENDA ITEM #5: PUBLIC INPUT**

Ms. Danielle Boulay, a parent, spoke to the Committee about a letter she sent to the MA DESE Commissioner of Education on behalf of a Berkley parent group. The letter expressed concern about the vaccination metric that DESE set for mask mandates in schools. Mrs. Weber stated that the School Committee also is drafting a similar letter to send to the DESE and to local legislators. She suggested that Ms. Boulay send the letter to local legislators as well as DESE. There was discussion about COVID positivity rates and the metrics. Because of state funding we receive, we are required to follow state mandates. The community is encouraged to stay in contact with DESE and state legislators and to continue to make them aware of their concerns about the mask mandate metric.

**AGENDA ITEM #6: EDUCATIONAL REPORTS**

**AGENDA ITEM #6a: PRINCIPALS' REPORTS**

Written reports from the principals were circulated in the School Committee packet.

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

The November 2 in-service day focused on curriculum writing.

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

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

No report.

**AGENDA ITEM #7b: MSBA/BCS RENOVATION PROJECT**

The school profile, town and enrollment information were submitted to MSBA. A meeting of the Building Committee will be scheduled after the November 29 special town meeting.

**AGENDA ITEM #7c: MASC/MASS JOINT CONFERENCE**

Mrs. Ryan and Mrs. Robichaud attended virtually; many sessions focused on diversity, inclusion and equity.

**AGENDA ITEM #7d: COVID UPDATE**

The DESE Commissioner's mask mandate remains in effect until January 15. As a community, Berkley has fared well overall. Although there are positive cases this week in the middle school, none were a school spread. There was a week where we had no positive cases at all. Many students are participating in the test and stay. We continue to bring some normalcy back to students, such as opening the cafeteria for lunch for all students. The Grade 8 DC trip is on schedule for June. DESE is encouraging schools to host vaccine clinics to make it more convenient for families; Berkley will not mandate vaccines.

**AGENDA ITEM #7e: SUPERINTENDENT MID-CYCLE EVALUATION**

Committee members are asked to send their completed evaluation forms to Mrs. Weber by Friday, December 10. She will prepare a mid-cycle evaluation to present at the December 13 School Committee meeting.

**AGENDA ITEM #7f: BUDGET SUBCOMMITTEE**

The Budget Subcommittee met on November 3 to discuss next year's preliminary budget.

**AGENDA ITEM #7g: POLICY SUBCOMMITTEE**

Two policies were discussed at the Oct. 25 meeting and are recommended for 1<sup>st</sup> reading. A sentence was added to the Homework Policy #5105 that states: "Homework will be due no earlier than the next school day." and it is requested that the 2<sup>nd</sup> reading be waived for Homework Policy #5105. Two positions were added to the Administrative Positions Policy #2000: Business Administrator and District Coordinator of Instructional Technology.

**AGENDA ITEM #8: UNFINISHED BUSINESS**

**AGENDA ITEM #8a: POLICY READINGS**

It was moved by Mrs. Solomon, seconded by Mrs. Robichaud and VOTED to approve 1<sup>st</sup> reading and to waive 2<sup>nd</sup> reading of Homework Policy #5105.

**Vote: UNANIMOUS**

It was moved by Mrs. Robichaud, seconded by Mrs. Solomon and VOTED to approve 1<sup>st</sup> reading of Administrative Positions #2000, as amended.

**Vote: UNANIMOUS**

It was moved by Mrs. Solomon, seconded by Mrs. Robichaud and VOTED to approve 2<sup>nd</sup> reading to retire/delete five policies: Functions of Administration #2010, Benefits for Administrators #2040, Professional Association & Service Club Expenses #2070, Qualifications for Administrators #2100, Superintendent of Schools #2200, and to revise School Council #2600.

**Vote: UNANIMOUS**

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

To date the budget is in good shape; we do have many unfilled positions at this time.

**AGENDA ITEM #9: NEW BUSINESS**

**AGENDA ITEM #9a: MCAS RESULTS**

Mrs. Ryan provided an in-depth data report (attached) on the school department's standing that included attendance, accountability, MCAS and SAEBRS. She reviewed progress toward improvement targets, using 2019 as the base since that was the last year students were in school for a full year. She looked at student achievement in ELA and Math for Grades 3-8 as well as achievement and growth and highlighted strengths and weaknesses in a learning standard analysis for both ELA and Math. Results of the SAEBR assessment were shown as well as ways in which we are addressing our students' needs.

**AGENDA ITEM #9b: SURPLUS LIST**

It was moved by Mrs. Robichaud, seconded by Mrs. Solomon and VOTED to approve the Surplus List as circulated.

**Vote: UNANIMOUS**

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

**AGENDA ITEM #10a: RESIGNATIONS**

Sara Lacroix, Paraprofessional, BCS  
Heather Almy, Paraprofessional, BMS

**AGENDA ITEM #10b: APPOINTMENT**

Melissa Caledonia, Digital Literacy & Computer Science Teacher, BMS

**AGENDA ITEM #11: ADJOURNMENT**

It was moved by Mrs. Solomon, seconded by Mrs. Robichaud and VOTED to adjourn the meeting at 7:22 PM.

**Vote: UNANIMOUS**

Respectfully submitted,

Tara Weber  
Chairperson