

**SCHOOL COMMITTEE MINUTES  
TOWN HALL MEETING ROOM  
Monday, April 28, 2008  
7:00 P.M.**

Members attending: Keith Cheveralls, Virginia Justicz, Stu Sklar, Patty Wenger, Willie Wickman, and Thomas W. Jefferson

**Call to Order** – Stu Sklar, Chair, called the meeting to order at 7:00 p.m.

**Minutes**

Keith Cheveralls made the motion and Virginia Justicz seconded to accept the minutes from the April 14, 2008 meeting as amended.  
VOTED (5/0) to accept the motion. (Keith Cheveralls (Yes), Virginia Justicz (Yes), Stu Sklar (Yes) Patty Wenger (Yes), Willie Wickman (Yes).

Stu Sklar suggested that the Committee respond to any email questions they had received during Open Meeting at each meeting. The Committee agreed it was a good idea.

**Student Report**

Taylor Cardosi reported that there were seventeen days left for seniors, Community Service Projects were being presenting on April 30<sup>th</sup>, a Senior Citizens' Luncheon is planned for May 7<sup>th</sup>, and AP Tests are scheduled for next week.

Jake Basile reported that the EMT Information Session is April 29<sup>th</sup>, students returned from April vacation, Middle School Drama Festival is Saturday, May 3<sup>rd</sup>, and an Art Exhibit is scheduled for April 29<sup>th</sup>.

**School Committee Reports**

Keith Cheveralls had a question concerning a statement in The Bromfield School Council Minutes. Willie Wickman informed him that School Committee received a copy of the minutes for information purposes only, and that if he had a question, he should talk to the School Committee liaison to the School Council for clarification.

Keith informed that he had attended the Board of Selectmen meeting and was happy to report that the Selectmen were in support of the solar challenge and were in the process of creating an energy advisory committee.

Keith read his letter of resignation from the Special Education Audit Committee.

Stu Sklar gave an update on the Harvard Elementary School Council. Agenda items included budget, Devens RFP, installation of SmartBoards, Special Education Director Search, and playground article. He also stated that the Council should have its School

Improvement Plan by June. He suggested investigating the use of sponsored technology, and the Committee will check its policies in that regard. The Council had questioned adding additional Early Release days to the School Calendar. Tom Jefferson will review and make a recommendation.

Virginia Justicz informed that the next Capital Planning Meeting was scheduled for May 1<sup>st</sup>, and she was unable to attend. Willie Wickman agreed to attend in her absence.

### **Superintendent Report**

Tom Jefferson informed the Committee that he was in the process of forming the Energy Task Force. He believes there should be an educational element as well as the conservation purpose. He is involving the administration and maintenance department and will work closely with the Board of Selectmen. The district is still awaiting the status of funding for the proposed solar panels at Bromfield.

He further advised that on May 7<sup>th</sup> at 12:30 the Start Time Committee will be hosting Dr. Mehta from Emerson Hospital, who will give a presentation on adolescent sleep needs. The survey will begin after that. There are approximately thirty other districts who are interested as well, and this topic will be on the agenda for the state Superintendent's group.

Strategic Planning presentations are scheduled for meetings on May 7<sup>th</sup> with faculty in the afternoon and the public in the evening. The film "200 Million Minutes" will be shown. Keith questioned if this plays into the School Improvement Plans, and Dr. Jefferson responded that School Improvement Plans will need to align with the frameworks established by the Strategic Plan.

He informed the Committee that the arts were thriving with the Iced Coffee House and Art Shows at both schools.

Keith Cheveralls asked for an update regarding the refusal to certify the boiler at the Bromfield School. Lorraine Leonard is reviewing the insurance issues. The repairs will take place over the summer and funding will be through capital planning/stabilization.

### **Policy JLB – Student Allergy Policy**

The Committee conducted its first reading of the Student Allergy Policy. It was recommended that the School Councils review the policy for their input. Discussed raising awareness, peanut free classrooms/schools and snack policy.

### **Liaisons/Subcommittees/Representatives**

The school committee members agreed to fulfill the following positions:

Board of Selectmen – Stu Sklar

FinCom – Stu Sklar  
 Policy – Virginia Justicz and Keith Cheveralls  
 Facilities Task Force – Patty Wenger  
 DEAC – Willie Wickman  
 SEPAC – Virginia Justicz  
 Bromfield School Council – Willie Wickman  
 HES School Council – Stu Sklar  
 HES Indoor Air Quality – Patty Wenger  
 Capital Planning – Virginia Justicz  
 Suburban Coalition – Stu Sklar  
 Energy Subcommittee – Patty Wenger  
 Strategic Planning – Virginia Justicz and Patty Wenger  
 School Start Time – Keith Cheveralls (will recuse himself if a conflict arises)  
 Stipend – Stu Sklar  
 ZBA/Planning Board – Keith Cheveralls

**Budget FY08**

Lorraine Leonard gave an update of the FY08 Budget through March 31, 2007. There is currently a \$44,000 deficit, but will transfer \$11,000 from the reserve fund resulting in a \$33,000 deficit. She also gave an Outside Fund Report.

**Budget FY09**

Dr. Jefferson presented the Committee with a list of recommendations regarding the projected override amounts. These recommendations were developed with Administrative Council. Stu Sklar suggested that the Committee make a decision at this meeting in an effort to be prepared for the Tri-Board Meeting scheduled for May 1<sup>st</sup>. If there is only a \$200,000 override, then all recommendations would be eliminated. Further, if there is no override at all, then teaching positions would have to be eliminated. No vote was taken. After much discussion on each item recommended for elimination/restoration, the Committee agreed on the following tiers for reinstatement through either an override or warrant article:

Tier 1	Middle School Special Education Teacher	\$65,000
	Math Tutor (HES)	\$15,000
	Textbooks	\$ 9,000
	Decrease Choice Revenue (Grade 1)	<u>\$20,000</u>
	TOTAL	\$109,000
Tier 2	Writing Lab Assistant	\$33,000
	Virtual High School	\$15,000
	Grade 5 Position	<u>\$31,000</u>
	TOTAL	\$79,000

VOTED Willie Wickman made the motion and Virginia Justicz seconded to support the Tier 1 for reinstatement .  
(4/1) to accept the motion. (Keith Cheveralls (No), Virginia Justicz (Yes), Stu Sklar (Yes) Patty Wenger (Yes), Willie Wickman (Yes).

VOTED Willie Wickman made the motion and Virginia Justicz seconded to support the Tier 2 for reinstatement .  
(4/1) to accept the motion. (Keith Cheveralls (No), Virginia Justicz (Yes), Stu Sklar (Yes) Patty Wenger (Yes), Willie Wickman (Yes).

VOTED Willie Wickman made the motion and Virginia Justicz seconded to go into Executive Session for the purpose of discussing contract negotiations for the MassDevelopment RFP and not to return to regular session. A roll call vote was taken.  
(5/0) to accept the motion. . (Keith Cheveralls (Yes), Virginia Justicz (Yes), Stu Sklar (Yes) Patty Wenger (Yes), Willie Wickman (Yes).

Minutes submitted,

Jackie Smith  
Recording Secretary