

School Committee Minutes  
Town Hall Meeting Room  
Monday, November 23, 2009  
7:00 P.M.

Members attending: Keith Cheveralls, Virginia Justicz , Stu Sklar, Patty Wenger, Piali De, Lorraine Leonard, and Thomas Jefferson

The Chair called the meeting to order at 7:04 p.m.

**Minutes**

Piali De made a motion and Patty Wenger seconded to approve the Minutes from the October 26, 2009 meeting as amended.  
VOTED (5/0) to accept the motion. (Stu Sklar (Yes) Patty Wenger (Yes), Keith Cheveralls (Yes), Virginia Justicz (Yes), Piali De (Yes).

**Student Reports**

Caroline Mazzola reported that Winter sports had started on Monday. The Student Council is working on choosing a theme for the Snowflake dance. Peer mentor training started today and will include 3 trainings before the mentors will buddy up with a middle school student. Gavin Arnold reported that the freshman class had their first dance with a Michael Jackson theme. A political cartoonist came to speak to the ninth grade class. The PTO is selling clothing at the parent teacher conferences.

**School Committee Reports**

Patty Wenger reported on the weekly bulletin at Harvard Elementary School (Husky News) will be going out to parents via edline and PTO emails. The next step for the HES Climate Survey is to integrate with the school improvement plan with discussion with school council. Note of appreciation to school council and principal for all the time put into it.

Piali De reported that the policy subcommittee is working through the policies on the Instructional Section

Stu Sklar reported contract negotiations are underway. Stu also reported that the Acton meeting was informative and he was glad the committee voted to attend. He also informed the committee that Jen Benson would like an updated list of unfunded mandates.

Keith Cheveralls reported that he and Patty had attended the MASS & MASC conference where there were over 200 school committees enrolled. Keith expressed it was a gratifying and humbling experience. Keith and Patty put together a summary of

information received at the individual workshops they attended. Keith reported that the November 30<sup>th</sup> combined meeting needs to be rescheduled sometime early in the new year. December 8 in the Bromfield gymnasium primary voting will take place as well as a town selectman election. December 11 the committee has been invited to attend student council meeting. Ron Ricci is requesting agenda items for the all boards meeting. The school committee submissions for the town's annual report should be submitted to Virginia Justicz by January 1<sup>st</sup>. Virginia will compile information and submit report to Julie Doucet by mid January.

### **Superintendent Report**

Dr Jefferson reported that Mary Zadroga would be taking over the position vacated by Jackie Smith as Administrative Assistant to the Superintendent. Karen Shuttle appointed to replace Mary as School Business Coordinator. The professional development day held on November 12 was a full day which saw presentation regarding Edline, Skillful Teacher, Smartboards and Math instruction. The Administration Council attended the first of four part training on Adaptive Leadership last Monday. Renzulli Learning will be coming out to Harvard to do a parent training session. It was noted that we are having substantial usage of this program.

### **Harvard Energy Advisory Committee**

Bill Blackwell and Eric Broadbent asked the committee for permission to apply for a matching funds grant from MTC in order to procure a PV Panel array to be installed at either the Bromfield School or HES. Virginia made a motion to have the Energy Advisory Committee pursue application for matching grant from MTC Clean Energy and pursue the bidding process for acquisition and installation of solar panels. Piali De seconded.

VOTED (5/0) to accept the motion. . (Stu Sklar (Yes) Patty Wenger (Yes), Keith Cheveralls (Yes), Virginia Justicz (Yes), Piali De (Yes).

### **Student Achievement**

Piali De suggested that Lily Ritter and Ann Chacko along with advisor Gionne Wagner come in to present and advocate for their new club "Darfur Sister Schools Club" before the committee votes to approve.

### **Renaming of Harvard Elementary School**

The committee decided more information is needed. Piali will work with Tom, Jeff Harris and the historical society to get more info. Keep as an open item and committee will come back in middle of January to revisit.

**Review proposal to relocate the HPS Integrated Pre School Program to Barnum Road facility on Devens.**

Committee agreed it is a great facility and Mass Development will work with us positively, but there is a concern that the preschool enrollment has dipped and there may not be a need for a larger facility. There needs to be a driver and need. We will check to see if there are students from other communities in the area that we could attract. This item will be placed on a future agenda.

**Budget 2010/2011**

Lorraine Leonard presented an updated budget and Outside Fund Report to the Committee. The Finance Committee will send out a revised letter to department heads with deadlines and goals with regard to budget submission. As soon as Tom gets the letter he will distribute it to the committee. The committee will meet with cost site managers to go over section by section to develop school committee budget. Budget document should be created by end of December. Committee will develop timeline of meetings to develop budget.

**Future meeting**

Committee will meet Friday, December 4, 2009 7:30 a.m. for the purpose of reviewing the Capital Plan with Mark Force.

**School Building Submission to Massachusetts School Building Authority SOI**

There were no concerns with regard to the submission of the SOI in the absence of a business meeting.

**Future Agenda Items**

Next meeting December 14, 2009  
Year end review of goals

Virginia Justicz made a motion and Piali Die seconded to adjourn. All in favor.

Minutes submitted,

Mary Zadroga  
Recording Secretary