

School Committee Minutes  
Town Hall Meeting Room  
Monday, January 10, 2011  
7:00 pm.

Members attending: Keith Cheveralls, Virginia Justicz, Patty Wenger, Kirsten Wright, Maureen Babcock and Lorraine Leonard.

Members Absent: Piali De and Thomas Jefferson

Keith Cheveralls called the meeting to order at 7:00 p.m.

Patty Wenger made a motion and Virginia Justicz seconded to approve the minutes from the December 13, 2010 meeting.

VOTED (4/0) to accept the motion.

Patty Wenger made a motion and Virginia Justicz seconded to approve as amended the minutes from the December 20, 2010 meeting.

VOTED (4/0) to accept the motion.

### **Student Report**

Ryan Holmes reported that as a senior project students are looking for donations of nonperishable items to be donated to Loaves and Fishes through the month of January. Donations may be dropped off at the front office at Bromfield. Plans are underway for the Snowflake and the Snowball dances for next weekend. Students from Bromfield were involved in the preparation and participated in the Special Olympics basketball game.

Molly O'Rourke-Friel reported that the Student Council is hosting the Snowflake dance as a fundraiser. Another fundraiser is planned for Valentine's Day. The Student Council is involved in collecting information to assist with the NEASC self study. Molly will email Keith with a selection of dates for the Council to meet with the School Committee.

### **Liaison and Subcommittee Reports**

Maureen Babcock reported that Robert Culvers, Mass Development President/CEO is stepping down, no word yet on who his replacement will be. Tuesday, January 25, 2011 is the next DEAC meeting.

Keith Cheveralls shared his enthusiasm with regard to "The Review", which is the Bromfield School literary magazine. It is a superb venue for students to present and share their work. Copies are available in the main office at TBS. Keith Cheveralls asked for a volunteer to serve as a judge for the February 4<sup>th</sup> Science Fair. Virginia Justicz volunteered. The Capital Plan and Investment Committee approved all school requests. 65K – Playground, 100K –Energy Upgrades, 15K- water and sewer installation for the Bromfield House, 20K – Bromfield School ramp, 10K – carpet for HES front office, 30K oil to gas conversion at TBS. The Green Grant funds could possibly be applied to some of the energy requests. Important upcoming dates - January 29<sup>th</sup> the Finance Committee will be going over FY12 omnibus requests and the Tri-Board will meet on February 2<sup>nd</sup>.

Kirsten Wright reported no meetings have been held for the Instructional Leadership Subcommittee. The School Council will meet tomorrow and will be watching a presentation of "Get Real" presented by health.org.

Virginia Justicz reported that NESDEC will be presenting their full report at an opening meeting tomorrow at 9:15 a.m. in the town hall meeting room.

### **Five Year Financial Plan – Review and Discussion**

Virginia Justicz presented the five year projection report using guidelines given from the Finance Committee. She explained the assumptions and drives used to create the report.

### **FY12 Budget Total Operating Budget (Non Omnibus)**

The Committee reviewed and discussed the offsets projected for the FY12 budget and if offset projections are expected to be met or if adjustments need to be made. The committee will discuss further with input from Dr. Jefferson.

### **Total User Fee presentation and discussion**

The committee reviewed information presented on current fees and expenses incurred by students attending the Harvard Public Schools. The Committee will be looking for additional information and are committed to coming up with an approach to allocate some omnibus funds as user fee offsets for future planning.

### **School Committee Goals – Communication and Web Site**

The Committee will supply more detail for January 24<sup>th</sup> meeting including Superintendent goals, midterm self assessments and material to update goals. Patty Wenger will meet with Martha Brooks to discuss ideas for maintaining the school website.

### **Annual Report**

The Committee read over the draft annual report presented by Kirsten Wright. Virginia Justicz agreed to add a piece on long range planning and update the budget piece. Kirsten will ask Piali to write up a piece about Jeff Harris. Patty Wenger will submit information on the energy initiatives put into place this year. All information needs to be submitted to Julie Doucet by January 14, 2011.

### **Executive Session**

Patty Wenger made a motion and Virginia Justicz seconded to move that the School Committee enter into executive session for the purpose of non union personnel and contract discussion. Following executive session the Committee will not return to open session.

VOTED (4/0/)

Mary Zadroga  
Recording Secretary