

School Committee Minutes  
Town Hall Meeting Room  
Monday, February 14, 2011  
7:00 pm.

Members attending: Keith Cheveralls, Virginia Justicz, Patty Wenger, Kirsten Wright, Piali De, Thomas Jefferson, Maureen Babcock, Lorraine Leonard

The meeting was opened at 6:30 p.m. for executive session to discuss and vote on the proposed agreement with the Harvard Teachers Association. The Committee reconvened to regular open session at 7:00 p.m.

Patty Wenger made a motion and Piali De seconded to approve the minutes from the January 24, 2011 meeting as amended.

VOTED (5/0)

**New Clubs and Organizations**

Alexia Lipman and Janny Zou asked the Committee to approve their request to start a Film Club that would be opened for membership to students in grades 8 through 12 with an emphasis on creative expression through film and video.

Piali De requested that the Film Club along with school administration develop established procedures and processes around how the videos are disseminated for viewing.

Virginia Justicz made a motion and Kirsten Wright seconded to approve the establishment of the Film Club as presented.

VOTED (5/0)

Dr. Jefferson will follow up with Mr. Clarke with regard to establishing procedures for the club.

Collin Myers, Bromfield Music Teacher asked the Committee to approve a request for the establishment of a Bromfield Chapter of Tri M Music Honor Society Chapter 6216. The society would be open to student membership in grades 9 through 12 with an emphasis on an established means to officially recognize music students and to share and enjoy music.

Piali De made a motion and Virginia Justicz seconded to approve the establishment of the Bromfield Chapter of Tri M Music Honor Society Chapter 6216 as presented.

VOTED (5/0)

**Student Report**

Gavin Arnold reported that things at Bromfield were going quite smoothly despite parts of the building still closed for roof snow removal.

Ryan Holmes reported that Student Council is discussing making the film "Race to Nowhere" mandatory for all students to watch. Ryan also reported that students would like to be able to view their report cards online, at this point online access is obtainable to parents only.

### **Liaison and Subcommittee Reports**

Maureen Babcock reported that DEAT would like to receive a copy of the five year financial plan projection.

Piali De reported that the Contract Negotiation Subcommittee is happy to announce a unanimous vote to approve a three year contract with the teachers. The negotiations were a team effort with focus around teaching and learning with both sides coming to mutual understanding. The teachers will vote to ratify the contract on Wednesday.

Patty Wenger reported that the Hildreth Elementary School Council will meet at 3:30 tomorrow and are hoping to get the teachers' survey back out. The Long Range Planning Subcommittee will stay active and keep the NESDEC report information updated. The Energy Advisory Committee thinks that the reason that there is an increase in electricity usage could be due to fixing equipment that was not running and therefore increasing usage. As part of being a Green Community, Harvard is receiving a trash compactor which will be placed at the schools.

Piali De made a motion and Patty Wenger seconded to accept the Big Belly Solar Talking Trash Compactor and put it to good use.

VOTED (5/0)

Lorraine Leonard will look at the contract before it is signed.

Virginia Justicz reported that the NESDEC report confirmed a lot of things. In general there will no drastic changes in enrollment for the next 3 to 5 years. It is important to stay active to look at things that could prompt a quicker change. The Subcommittee will look to update the Committee every six months or so with an agenda item under liaison reports. Despite the currently enrollment projects the town should be proactive about the purchase of land if it becomes available for future use. Virginia received information from Jen Benson's representative, Katie Green regarding representation to the District Advisory Group. Virginia will continue to be the representative until her term ends in April.

Kirsten Wright reported that the Bromfield School Council discussed "Race to Nowhere" and ideas about where to go next. "Civic Days" in honor of Dr. Harris are being planned. The "Get Real" curriculum will be moved forward for discussion at the March 8<sup>th</sup> meeting.

Keith Cheveralls reported upcoming dates of February 16<sup>th</sup> at 7:00 p.m. for a Quad board meeting and February 17<sup>th</sup> at 7:30 p.m. for Building Committee public forum recommendations. Keith met with Jim, Scott, Barbara Shea and Ginger Quarles to see if we could take advantage of the Senior Tax Credit Program. A job description was developed and sent to Ginger for follow up and approval. The Hildreth Elementary may be interest in the program as well.

Mark Lavertue is looking into alternative email vendors as we continue to experience problems with Integrity. OccuHealth reports are included in packets so members can become knowledgeable to recommendations made in the bi-yearly air quality report.

### **Superintendent Report**

Dr. Jefferson reported that with approval of the FY12 budget, the positions at Hildreth Elementary for the curriculum leadership team will be posted internally. Dr. Jefferson reported that Special Education teacher, Ruth Schemel intends to retire at the end of the school year.

Dr. Jefferson presented for approval gifts from Harvard Schools Trust and Harvard Lions Club. Harvard Schools Trust gifts: I-Pad - \$648.00, Composter - \$220.00, Math Enrichment - \$450 Harvard Lions gift:

Oticon Amigo FM system - \$1500.00

Virginia Justicz made a motion and Patty Wenger seconded to gratefully accept the three gifts from the Harvard Schools Trust as outlined and the gift of the Oticon Amiogo FM system from the Lions Club with gratitude.

VOTED (4/0/1) Keith Cheveralls recused himself from the vote.

### **FY11 Budget Update**

Lorraine Leonard gave an update of the FY11 budget. Lorraine will write up a form for the Superintendent to sign and forward to the Finance Committee to ask for a reserve fund transfer to cover unexpected costs associated with snow removal from the schools roofs. Additionally Lorraine will be adjusting the Community Education subsidy and addressing the electricity costs and savings projections.

### **FY12 Budget**

The Committee voted to approve the FY12 budget as presented.

Virginia Justicz made a motion and Piali De seconded to move to approve the FY12 omnibus budget request of \$11,257,522 which is part of the total school budget of \$13,064,598 for fiscal 2012.

VOTED (5/0)

### **Interim Superintendent Search**

Keith Cheveralls proposed that the vacancy for the Interim Superintendent position be posted on the MASS and MASC website this week. There was some discussion around consideration of a combined Superintendent/Principal model for one year, but consensus was not reached to pursue that model. The committee selected meeting dates for review of applications. Dates are February 28 at 5:30 p.m. (prior to regular School Committee meeting), March 2<sup>nd</sup> at 7:30 a.m. and March 4<sup>th</sup> at 7:30 a.m. All meetings will be held in the town hall meeting room.

### **SY11 and SY12 Calendar discussion**

The Committee reviewed the 2011/2012 calendar. Dr. Jefferson will bring a clean copy with revision to the next meeting. The Committee discussed possibilities to make up days in the current school year calendar with last day of school currently being HES 6/24 and Bromfield 6/27 due to school closings. The Committee will add as a future agenda item as needed.

### **Commentary**

Keith Cheveralls – process matters - process is important in order to get our work done.

### **Future Agenda Items**

Budget hearing – March 14<sup>th</sup> at 7:00 p.m.

Keith Cheveralls made a motion and Patty Wenger seconded to adjourn at 10:05 p.m.

VOTED (5/0/)

Mary Zadroga  
Recording Secretary