

School Committee Minutes
Town Hall Meeting Room
Monday, January 14, 2013
6:00 p.m.

Members attending: SusanMary Redinger, Kirsten Wright, Keith Cheveralls, Patty Wenger, Bob Sullebarger, Maureen Babcock, Joseph Connelly, Lorraine Leonard.

SusanMary Redinger called the meeting to order at 6:00 p.m.

Review of Minutes

Keith Cheveralls made a motion and Patty Wenger seconded to approve the minutes of the December 10, 2012 meeting as amended.

VOTE 5/0

SusanMary Redinger announced that superintendent finalist Dr. Jessica Huizenga had withdrawn her application for personal reasons.

Keith Cheveralls made a motion and Patty Wenger seconded to table discussion on the superintendent search pending an opportunity for further review.

VOTE 5/0

TBS- Special Presentation – Ludo Festival

Belinda Fredrick and Tola Myczkowska shared the background of the Ludo Festival with the committee. The Ludo Festival is a great event that celebrates culture and diversity. It is a hands on event geared toward middle school students. The event is scheduled to be held at TBS on January 31st from 6-8 p.m.

Reports

Student Report – Nick George reported that the Ludo Festival will be held on January 31st from 6-8 p.m. He also reported that the Student Council held a semi-formal dance (Snowflake) for seventh and eighth grade students. The Snowball for students in grades 9-12 will be held January 25th. Second quarter ends on January 25th.

Dr. Connelly shared with the committee the list of grants awarded by the Harvard Schools Trust over the past year. Dr. Connelly thanked the Trust for their continued hard work and dedication to the Harvard Public Schools. Dr. Connelly reported that the solar panel are up and running. The energy from the panel goes back into the grid to be credited toward the schools' electricity bills. Science class at TBS will monitor data from the system to calculate the energy produced.

Liaison & Subcommittee

Patty Wenger reported that the School Committee newsletter is coming along and should be ready to start putting together next week.

Kirsten Wright reported that Bromfield School Council met on January 8th. TBS is in need of help with the Science Fair that is being held on February 8th. Ellen Leicher is the point person. School Council has been discussing holding a separate senior awards event outside of graduation. Discussion was held around recommending a parent night to give parents an

opportunity to dialogue with the police chief around security. Future agenda items include youth risk survey and international field trips with regard to financial limitations.

Keith Cheveralls reported that he, Joe, Patty and SusanMary had met with the Finance Committee on Saturday to present the FY14 budget. They seemed receptive and pleased.

Keith and Joe also met the Board of Health on January 8th to discuss the full building assessment on the K-Wing as it ties into the Capital Plan. On December 18th, Keith presented the 5 Year Capital Plan to the CPIC. As a follow up this past Tuesday, Keith, Mark Force and Galleota met at The Bromfield House to point out what needs are critical.

SusanMary Redinger reported the HES School Council will be meeting this week and are still reviewing wellness videos for implementation into the wellness curriculum at HES. They are also working on their School Improvement Plans. SusanMary also reported that she is waiting to schedule a meeting with the Board of Selectman to follow up on the letter requesting dialogue with regard to The Bromfield House condition. Something should be scheduled within a couple of weeks.

Bob Sullebarger reported that the blower test was done at The Bromfield House, but he has not received the results as of yet. He also reported that the Declining Enrollment Subcommittee would be meeting soon to pick up on their work.

Maureen Babcock reported that DEAC is scheduled to meet on February 12th at 7:00 p.m.

Kirsten Wright presented the School Committee's submission to the annual report for review. All changes should be sent to Kirsten before Friday.

School Security and Safety Conditions

Dr. Connelly asked the School Committee to approve up to \$7,000 to install a system at the Bromfield School similar to the one already in place at Hildreth. He added that the system will be somewhat experimental, to see how disruptive it is to staff in the office. It may be possible to go with a swipe card system that would be less disruptive. Dr. Connelly will have Mark Force price out the swipe card system for students and staff and also a system that would lock areas separated by corridor fire doors.

Keith Cheveralls made a motion and Bob Sullebarger seconded to move that we approve \$7,000 for the purchase and installation of security equipment at The Bromfield School. Funding to come from the omnibus budget.

VOTE 5/0

Application for New Club – Bromfield Green Team

Evelyn McMahon and Emma Sullivan attended the meeting to request permission to start up a club called "Bromfield Green Team". The club would raise awareness about climate change, global warming and energy use in the world.

Kirsten Wright made a motion and Patty Wenger seconded to approve the new Bromfield Green Team club.

VOTE 5/0

FY13 Personnel Update

The Committee reviewed the FY13 personnel spreadsheet. Changes included Cricket Segaloff assuming the library media specialist position and hiring Pam Gordon to cover the maternity leave of Kristen McManus through March. Dr. Connelly also informed the School Committee about the need for additional staffing in the HES preschool. Increase in preschool enrollment and the need to have a higher percentage of typically developing students requires us to hire another Pre-K teacher. The potential cost for a half year teacher would be approximately \$21,000. The hire would be for this school year only, with continued employment based on many factors yet to be determined.

Keith Cheveralls made a motion and Bob Sullebarger seconded to move to approve the half year teacher position with a salary of up to \$23,000.

VOTE 5/0

FY14 Budget Deliberations

The Committee reviewed and adjusted the Draft 1 budget as follows:

TSA Reduction - \$73,000 to \$65,000	-\$8,000
Bromfield Library Media Specialist -\$57,767 to \$49,173	-\$8,594
Teacher FY14 Degree Level Advancement adjustment	+\$43,976

Bob Sullebarger made a motion and Patty Wenger seconded to move to modify the FY14 budget by reducing the TSA by \$8,000, by reducing the TBS salary line by \$8,594 and by increasing salaries in the HES, Bromfield and Special Education line items by \$43,976.

VOTE 5/0

School Committee/Superintendent 2012/2013 Outcomes Mid-Year Progress Report

Dr. Connelly reviewed the Mid-Year School Committee Outcomes Progress report. The Committee discussed the completion date for the Declining Enrollment Report to be submitted from November to April.

Patty Wenger made a motion and Keith Cheveralls seconded to move to change the completion date of the Declining Enrollment Report to April 2013.

VOTE 5/0

2012/2013 Release Day Calendar Adjustment

As previously discussed, the 2012/2013 release day schedule identified 23 early release days rather than the typical 20, Dr. Connelly proposed eliminating 2 additional early release days and making them full days as follows:

January 30 – eliminate as release day

May 8 – eliminate as release day

Patty Wenger made a motion and Kirsten Wright seconded to move that we change January 30th and May 8th early release days to full days.

VOTE 4/0/1 – Keith Cheveralls abstained

School Department Sponsored Capital Projects

The Committee reviewed the Pond Road repair and repave project and discussed deferring on the across campus sidewalk for another time, thereby reducing the cost by \$18,000, from \$175,000 to \$157,000.

Bob Sullebarger made motion and Patty Wenger seconded to move that we reduce the capital request for Pond Road repair and paving project to \$157,000 by eliminating sidewalks not abutting the paved parking lot.

VOTE 5/0

Keith spoke with the Committee about the significant safety issues identified by Galleotta and the CPIC action to cover contingency and identify priority items to fall under \$75,000. The number one priority is to approve getting a quote for an air quality moisture mold analysis to find a way to remediate the moisture in the basement. The second priority is to get a professional evaluation of the electric system, third would be to see if we are eligible to tie into town sewerage, and fourth would be the need for a hot water heater. Keith suggested we get an expert opinion of a full building structural analysis and comprehensive report on cost estimates to perform this work. Keith requested the School Committee support the CPIC identification of \$75,000 to support critical need repairs at The Bromfield House.

SusanMary Redinger made a motion and Patty Wenger seconded to approve up to \$75,000 to the CPIC for FY14 to support the critical need repairs at The Bromfield House.

VOTE 5/0

Discuss HCTV Draft MOU and Plan Next Steps

The Committee agreed to direct Keith Cheveralls to work with Joe Connelly, Tim Bragan and Bill Johnson to finalize the Memorandum of Understanding for the HCTV work in order bring before town meeting.

FY13 Financial Report

Lorraine Leonard highlighted the changes to the FY13 budget, of note was the close out of \$10,000 from the Central Office, TSA line item and \$27,000 added to the Maintenance budget for the HCTV renovation. The point of sale system for the school lunch program should be up and running by March 1st with \$15,000 coming from the excess in personnel.

Superintendent of Schools Search Action

The Committee agreed to table any discussion until they could meet again on Friday. It was decided a meeting will be posted for Friday at 1:00 to discuss the next steps in the Superintendent search process.

Commentary

Maureen Babcock – not sure what to say – disappointed.

Bob Sullebarger – disappointed – but things happen for a reason – we will move forward.

Kirsten Wrights – As illustrated in the steps of the Habits of Mind - Perseverance!

Adjournment

Keith Cheveralls made a motion and Bob Sullebarger seconded to adjourn at 8:44 p.m.

VOTE 5/0

Mary Zadroga

Recording Secretary