

School Committee Minutes
Town Hall Meeting Room
Monday, October 22, 2012
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 October 9, 2012 meeting as amended.

VOTE 5/0

TBS- Special Presentation – AP Biology Redesign

Chair of the Bromfield Science Department, Ms. Deb Pierce explained changes made by the College Board's Advanced Placement Biology Program (AP Biology). The four "big ideas" make up the core of the new AP Biology curriculum framework, which specifies the content knowledge students must learn and the tasks students must be able to perform using that knowledge. This specificity gives science educators a clear picture of what students must know and be able to do to be ready for placement into subsequent college-level biology courses.

Reports

Student Report – Nick George reported that the first term will end November 2nd. Fall sports are winding down with both soccer and field hockey making it into the playoffs. The Student Council is happy they were able to meet with the school committee last week. Students were happy that Mr. Cheveralls was able to attend the Model UN mock debate

Dr. Connelly reviewed the current status of his flexible work schedule, and currently he has worked 4 days more than originally planned. Dr. Connelly believes that over the next two months he will be able to take these days off and get back on schedule. Dr. Connelly acknowledged thankfully that the Energy Advisory committee through the Green Acts fund have agreed to pay two invoices totalling over \$11,000 in repairs at HES due to inoperable pieces of equipment.

Dr. Connelly informed the committee that the search for an Interim Special Education director is winding down and Dr. Connelly hopes to have one to two candidates for the School Committee to meet at the November 26th meeting.

Liaison & Subcommittee

Bob Sullebarger reported that the enrollment subcommittee has scheduled their first meeting for November 20th. Bob has been started to collect historical data on home sales, birth rates and school enrollment.

SusanMary Redinger reported that HES School Council met on October 16th and discussed the gap with the timing of the school improvement plan versus the funding cycle and troubleshooting

how to align the two. The School Council also discussed improving the Health and Wellness curriculum at HES and the continuation of the World Language program.

Kirsten Wright reported that DEAC meets tomorrow at 7:00 p.m. No policy meeting is scheduled. SEPAC invited Joe Connelly to their meeting to discuss the Superintendent and Special Education Director search and talked about the new Special Education program at the Middle School. Although there was a small turnout for the meeting, those in attendance appreciated the information.

Keith Cheveralls reported that the Superintendent Search Subcommittee of Keith, Susan Mary and Joe have completed the preparatory work relative to the search timeline, application process etc. and won't formally disband but in all likelihood would not need to meet unless something came up. Keith reported that at the Devens Board of Directors meeting, George Ramirez formally thanked Maureen Babcock for her time and dedication to the education of the Devens students.

Patty Wenger proposed that liaison representation be changed to better accommodate members schedules. It was agreed that Bob Sullebarger would become liaison to the Harvard Energy Advisory Committee and Kirsten Wright would be the liaison to the Bromfield School Council.

Harvard School Lunch Programs

Lorraine Leonard presented the FY13 school lunch budget review through September. Based on the FY12 actual expenses, removing the subsidy and point of sale system to eliminate the deficit, the school lunch budget is in a better position than we thought. Currently, the balance is -\$5,400. The committee discussed not using the school lunch account as a funding source to purchase a point of sale system for the school lunch program. Possible funding sources are the operating budget, Devens and Shaw Trust. Lorraine will build procurement specifications for an appropriate system and send off an RFP. The system will be a phased implementation beginning at HES.

Keith Cheveralls made a motion and Patty Wenger seconded to move to identify funding, not to exceed \$20,000, identified funding surplus omnibus funds to be expended under the supervision of the superintendent for the purchase of a point of sales system.

VOTE 5/0

2014-2018 Five Year Capital Plan

The committee reviewed the schools five year capital plan as developed by the school administration. The plan only identified capital needs with a cost that exceeds \$10,000 per CPIC guidelines. As part of the capital plan document in separate cover were the findings of the Galleota report which identified extensive repairs and renovations to the Bromfield House. Keith Cheveralls agreed to research the proposal and work on developing alternatives to bring to the next meeting. The committee decided to move the K-Wing engineering study to the 2013/2014 year. The capital plan will be submitted to the CPIC on Friday.

Patty Wenger made a motion and Keith Cheveralls seconded to move to approve the five year capital plan as amended.

VOTE 5/0

FY 2014 School Budget Guidelines and Timeline

The Committee reviewed the FY14 budget development guidelines received from the Finance Committee and Finance Director. The FY14 Draft 1 level service budget will be finalized for review at the November 26th School Committee meeting.

Superintendent Search Update

The Search Committee met on October 15th with Glenn Koocher from MASC. Interview question categories were discussed and captains were chosen to work on developing interview questions. The committee will meet again on Monday, October 29 to go over the questions. MASC will hold interview training on Tuesday, November 27th. After final interviews are finished the Search Committee will give the list of top choice to the School Committee at which time the School Committee will arrange for site visits and final interviews.

HCTV Relocation Plan Update

Robert Fernandez and John Burns joined the committee and presented their proposed plan to relocate the HCTV base of operation to the lower level in the Bromfield School. Funding an air quality assessment and an entrance modification at The Bromfield School is required to move forward.

Keith Cheveralls made a motion and Bob Sullebarger seconded to move to fund the air quality test from the operating budget.

VOTE 5/0

Keith Cheveralls made a motion and Patty Wenger seconded to move to approve that the School Committee support a capital article for the Harvard Cable Access Television to modify the entrance to the Middle School Wing. Final estimate to be determined.

VOTE 5/0

Policy JFAB – Admission of Foreign Exchange Students – Second Read

The committee reviewed policy JFAB and discuss whether the policy should include Devens residence as host families and the expectation of payment from MassDevelopment for that student. Joe Connelly spoke with George Ramirez who consulted with MassDevelopment . MassDevelopment would like to deal with requests from Devens families on a case by case basis. The committee asked that policy JQ – Student fees be a cross reference on the policy.

The committee reviewed a request from a family to waive fees for a current foreign exchange student. The family has paid \$325 for an athletic fee to date.

Keith Cheveralls made a motion and Bob Sullebarger seconded to move that we decline the waiving of all fees for the named student and further move the refund be capped at \$325, those fees paid to date. VOTE 3/2

Future Agenda Items

NEASC Evaluation

Policy Review – Second reading

SPED Interim –

Newsletter

School Improvement Plans

MCAS, SAT AP Reports

Feedback to reduce stress at TBS

Wellness Program - Guidance

Common Core Standards-schedule dep't head for curriculum alignment presentations

Student Program Presentations

Commentary

Bob Sullebarger – asked that we keep in mind the seniors that are dealing with a lot of stress related to the November 1st early action application submission.

Maureen Babcock – nice to see Chef Paul here and acknowledged what a treasure it is to have him in our district and she is glad to support him.

Kirsten Wright – received feedback from 8th graders who attended the Monty Tech open house that it was a very exciting visit and they have lots to offer. Keith suggested planning for the school committee to meet with our Monty Tech rep and also possibly hold a meeting at Monty Tech.

Adjournment

Patty Wenger made a motion and Kirsten Wright seconded to adjourn the meeting at 9:20 p.m.

Mary Zadroga

Recording Secretary