

School Committee Minutes
Town Hall Meeting Room
Monday, April 29, 20 13
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 Kirsten Wright seconded to approve the minutes of the April 8th meeting as amended.

VOTE 5/0

Reports

Dr. Connelly informed the committee that the Parks & Recreation Department has formally submitted a request for the Community Education Coordinator to assist with the town's tennis program by processing registrations. Community Ed would share a 50/50 split with Parks and Rec on the overall profit of the program. Parks and Rec have contracted with Marcus Lewis to run the camp. Dr. Connelly advised the committee that there are currently 46 kindergarten registrations. Dr. Connelly alerted the committee that once the town hall construction project begins this summer the town hall meeting room will no longer be available for School Committee meetings. Volunteers Hall is the only other location for live broadcasted meeting to be held, but they require a firm 9:00 p.m. closing time. Members will talk to the Library Board of Trustees and HCTV to see what can be done to extend hours or add a live feed to the TBS library.

Liaison & Subcommittee

Keith Cheveralls reported that the MOU for the HCTV project was signed. Keith reported that is gathering historical data of School Choice that he will present to the Enrollment Subcommittee.

Kirsten Wright reported that TBS School Council is working on the School Improvement plan with emphasis on 3 major goals. Kirsten commented that she enjoyed meeting with the Student Council and the kids are so open, honest and articulate. Kirsten announced that Middle School Drama did a fabulous job at the state drama festival and were awarded a gold medal.

Bob Sullebarger reported that HEAC held a ribbon cutting ceremony to celebrate the completion of the solar array project at HES. HEAC is waiting to hear how they can help with The Bromfield House repair project. David Fey is engaging with TBS "Green Team". HES is planning a black-out day.

SusanMary Redinger reported that the HES School Council discussed implementing a new wellness program. They also discussed a project to honor BA Gould in the courtyard at HES as well as establishing a scholarship fund in her memory.

Bromfield Wellness Program Implementation Update

A presentation led by The Bromfield School G+ team discussed how the G+ team work together to identify and discuss responses to students dealing with discipline, academic, mental-health or wellness issues. The G+ team constitutes the crisis response team. Elaine Becket shared the success of the first year of general health and wellness curriculum. For grades 7 and 8 "Get Real" is the health focus and for high school seniors "On Your Own" is the curriculum for seniors. Elaine looks forward to expanding the program with new electives next year.

Field Trip Policy IJOA Review and Amendments

The Committee reviewed for the second time Field Trip Policy IJOA. The Committee discussed the amendments from the first reading. Keith Cheveralls asked that the "Field Trip Information Form" be printed on plain paper (not letterhead) or the date be removed.

Keith Cheveralls made a motion and Bob Sullebarger seconded to move that we approved Policy IJOA – Field Trip Policy as amended on April 29th to replace IJOA as approved on February 22, 2010.

VOTE 5/0

Review and Discuss Search Firm Responses

The Committee reviewed and discussed search firm responses from five search firms being considered to conduct Harvard's Superintendent Search to be conducted this fall. Firms considered were Ray and Associates, Future Management Systems, Hazard, Young, Attea & Associates, MASC, NESDEC.

Patty Wenger made a motion and Bob Sullebarger seconded to move that we invite Future Management Systems to meet with the School Committee to have a conversation with them about conducting the Superintendent Search for the Harvard Public School District.

VOTE 5/0

The Committee will plan for Future Management Systems to be on the agenda for 6:30 p.m. on the May 13th.

Preplanning for 2014-2019 Strategic Plan Development

The Committee discussed developing a Subcommittee of two to work on a time line, strategy and process for the 2014-2019 Strategic Plan development work. With three major tasks (Superintendent Search, Teacher Negotiations and Strategic Plan) to accomplish this year, it is important to spread the work out among members. SusanMary Redinger assigned Patty Wenger and Bob Sullebarger to the Strategic Plan Subcommittee. Other Subcommittee assignments will be made at a later date. Patty and Bob will bring back to the June 24th meeting the Strategic Plan process so that it can be incorporated into the School Committee goals and outcomes document.

Update and Preparation Report on ATM Approved Warrant Articles

Keith Cheveralls explained with approval of \$75,000 to fund repairing only items considered to be of immediate health and safety concerns for continue use of The Bromfield House for Central Administrative Offices, the next step would be to engage the services of an architectural firm to do a structural analysis of the building.

SusanMary Redinger will be sitting down with Mark Force and Rich Nota to determine a time line and plan or the paving of the Pond Road parking lot. The work will hopefully be done over the summer.

2013/2014 Tentative Teaching Assignment

Dr. Connelly reviewed the Tentative Teaching Assignment with the Committee. There are currently vacancies in MS English (LOA), K-12 Adjustment Counselor, (3) .2 FTE positions Nursing, Guidance Department Leader and Unified Arts Department Leader. The goal is to have these positions filled in May.

Director Pupil Services Contract Review

The School Committee reviewed the executed contract of Dr. Marie Harrington. Dr. Connelly and Interim Special Education Director, Dr. Dubrule have formulated some transitional plans with Dr. Harrington. Her first transition day is May 15th. A small reception is being planned after school on that day at the Bromfield School library. Dr. Harrington has agreed to be in Harvard for four other days before July 1st.

Finance Report

Lorraine Leonard reviewed with the Committee the monthly financial report as of April 25, 2013. The unspent balance to date is \$62,099. Lorraine also reviewed with the Committee the school Five Year Projection Report FY14-19.

Future Agenda Items

Community Education Update PD
Plans for 2013/2014
Status of School Choice Policy
Review Section A
Vote Last Day of School
Report on Mentor Program
School Improvement Plans
Technology Update
Paperless Meetings
DEAC Survey

Commentary

None

Kirsten Wright made a motion and Patty Wenger seconded that the Committee enter into executive session, as authorized by Chapter 30A Section 1(2) of the Massachusetts General Laws. Following the executive session, the Committee will reconvene into open session, for the sole purpose of adjourning.

Respectfully Submitted:

Mary Zadroga
Recording Secretary

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