

School Committee Minutes
Town Hall Meeting Room
Monday, June 10, 2013
6:00 p.m.

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

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

Review of Minutes

Patty Wenger made a motion and Keith Cheveralls seconded to approve the minutes of the May 28th meeting as amended.

VOTE 5/0

Patty Wenger made a motion and Kirsten Wright seconded to approve the minutes of the May 9th meeting as amended.

VOTE 3/0 (Sullebarger and Cheveralls not in attendance)

Reports

Dr. Connelly reported that Policy Section E will be reviewed at the June 17th meeting. Dr. Connelly reported that a very productive transition meeting with Dee Bus Company officials was held on Tuesday, June 4th. The meeting covered the status of bus driver retention, bus driver orientation, and bus routes. A follow up meeting is scheduled for the first week in August. Dr. Connelly reported that the Kindergarten enrollment is currently at 51 students. A decision may be made at the June 17th meeting with regard to Kindergarten staffing. Dr. Connelly asked the Committee to consider moving the early release date from April 16th to April 30th to accommodate the Senior Project Presentations.

Patty Wenger made a motion and Bob Sullebarger seconded to move that we change the early release day from April 16th to April 30th, 2014 as requested.

VOTE 5/0

Liaison & Subcommittee

Keith Cheveralls reported that the Monty Tech work crews were called off the HCTV renovation project and are no longer available to complete the final phases of the work leaving a short fall in funding of up to \$5,000. Initially the HCTV wanted the School Committee to request a reserve fund transfer, but the HCTV Committee were able to request the transfer and the Finance Committee agreed to approve the funding when it becomes needed.

Keith Cheveralls reported that the town may be in line for a more conservative financial approach in terms of long term planning due to some financial clouds gathering with the issue of OPEB.

SusanMary Redinger reported that the HES School Council met and reviewed the School Improvement Plan, results of the Parent Survey and review of the handbooks. SusanMary reported that the MASC conference will be held this year November 6 through November 9. A discount is available for registration before July 16th.

Open Meeting Law Violation Resolution

SusanMary Redinger reported that she had been in contact with Legal Counsel and acknowledged that by having three members attend the conference call with FMS an Opening Meeting Law violation had occurred. SusanMary was assured by Lorraine Leonard and Legal Counsel that the vote to hire FMS to do the Superintendent Search was still valid. On the advice of Legal Counsel all necessary corrective action has been taken.

HES School Improvement Plan 2013-2014

Dr. Linda Dwight presented the 2013-2014 HES School Improvement Plan, which included the following five school goals:

- Use state initiatives to inform instruction and prepare students for their future.
- Differentiate instruction to advance student learning.
- Provide PD offerings aligned to district and state initiatives.
- Promote effective communication between school and community and administration and staff
- Participate in long term planning and data storage.

TBS School Improvement Plan 2013-2014

James O'Shea presented the 2013-2014 TBS School Improvement Plan, which included the following five school goals:

- Develop school wide rubrics to assess our 21st century critical thinking skills.
- Review and Redesign the Senior Community Service Project Graduation requirement.
- Ensure that instructional strategies are sufficiently differentiated to meet the needs of all learners.
- Pilot a new advisory program for the Class of 2018, develop and implement a collection of activities and/or discussion points for the program, and rename the program to distinguish it from the advisory period currently in place.
- Increase the use of formative assessments to inform and adapt instruction for the purpose of improving student learning.

Declining Enrollment Report - Revised

Bob Sullebarger presented a brief overview of the revised sections of the Declining Enrollment report. Due to the significance and policy implications of this report the School Committee will schedule a special meeting to give them time to deliberate and take action on this report. The Committee decided to meet on September 3, 2013 at 8:00 a.m. Location to be determined.

DEAC 2013 – Educational Survey

Maureen Babcock reviewed the results of the DEAC 2013 Education Survey. There was response rate of approximately 40%. The overall response to the survey was very positive and a desire for the contract to continue. SusanMary asked for a letter in response to the survey for her records. Dr. Connelly suggested that the Committee continued to host one meeting each year at Devens.

FY13 Financial Report – Year End Projections

In Lorraine Leonard's absence Dr. Connelly reviewed the FY13 Financial Report. The current projected unspent FY13 balance is \$135K. This surplus is driven by personnel changes that occurred through the year. The #1 priority to expend the surplus is the K-5 reading program estimated to cost \$102,000. As well, the \$21K funding for the Bromfield School textbooks which was initially being funded through the Devens revolving account, could now be funded through the surplus. Final action on expending the FY13 surplus will be done at the June 17th meeting.

Superintendent Candidate Letter of Interest

SusanMary Redinger read a letter of interest to become the Superintendent of the Harvard Public Schools submitted by Dr. Linda Dwight. The Committee discussed how to move forward with the superintendent search now that there is a strong internal candidate. The Committee discussed the benefits of an internal candidate. The Committee decided to get a sense of how the community felt and wait until June 17th to decide their next step.

FY14 Personnel Report

Dr. Connelly reviewed the 2013/2014 Personnel Report. The report identified all known personnel changes and their impact on the FY14 school budget.

Location of Future School Committee Meetings

SusanMary Redinger reported that she is still working on a location for future School Committee meetings once the town hall is no longer available. The Apple Works (temporary town hall location) will be the most likely location. Meetings will be recorded for delayed broadcast with the possibility of the building being equipped at some point with a live feed. SusanMary has also asked for consideration to use Volunteer's Hall and she has given the Library Trustee our meeting dates. SusanMary will keep us posted on any changes or developments.

Future Agenda Items

PD Plan

FY13 Project Surplus

Superintendent Search

Phase 6 – Technology Plan

Policy Section E

Liaison Appointments

School Committee Commentary

Bob Sullebarger – Kudos to the great atmosphere created in the gymnasium for the graduation – it was such a special moment.

Kirsten Wright – Very impressed with the graduation of 5, and very impressed that student's care about each other and sent a message that everyone matters.

Keith Cheveralls – Impressed with how far we have come with regard to surveys and the benefits of repeated engagement with the community.

Patty Wenger – The School Improvement Plans are great and excited about how things are moving forward.

Joe Connelly – complimented the Committee on the way they present themselves in a very open and honest manner.

SusanMary Redinger – Impressed with the maturity and insight of the seniors that have worked with the School Committee in different capacities through their time at Bromfield. They are appreciated and will be missed.

Patty Wenger made a motion and Kirsten Wright seconded to adjourn at 8:10 p.m.

Respectfully Submitted:

Mary Zadroga
Recording Secretary