

School Committee Minutes
Town Hall Meeting Room
Monday, August 27, 2012
6:00 p.m.

Members attending: SusanMary Redinger, Keith Cheveralls, Patty Wenger, Joseph Connelly, Lorraine Leonard

Absent: Kirsten Wright, Bob Sullebarger, Maureen Babcock,

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

Review of Minutes

The committee agreed to pass over the approval of minutes until the full committee is present at the next meeting.

Reports

Joseph Connelly reported to the committee that the Harvard Cable Committee is still interested in using a portion of the lower storage area at The Bromfield School for its local cable studio. Keith Cheveralls suggested that the School Committee formally appoint a liaison to the Cable Committee so that the committee can be kept informed with formal updates.

Dr. Connelly informed the committee that a Harvard family is hosting a foreign exchange student and is asking for all fees (bus and athletic) to be waived. Dr. Connelly recommended that the Policy Subcommittee meet to discuss the adoption of a foreign exchange policy.

Liaison & Subcommittee

Keith Cheveralls reported that the Capital Planning and Investment Committee elected officers at their last meeting. October 1st is the deadline for capital request submission. Any work that needs to be done to accommodate the cable committee move to TBS would need to be a capital request. Keith agreed to be the point of contact with the cable committee until a formal appointment is made at the next meeting.

Approval of Nature's Classroom Grade 5 Field Trip

The committee reviewed the out of state/overnight field trip request for grade 5 students to attend Nature's Classroom in Ivoryton, CT from October 1st to October 5th. The committee thanked Rob Cullinane for stepping up to replace Terry Monnette as the trip advisor.

Patty Wenger made a motion and Keith Cheveralls second to move that we approve the fifth grade overnight class trip to Nature's Classroom as presented.

VOTE 3/0

School Readiness Report

Dr. Connelly presented the committee the School Readiness Report which included information regarding enrollments, class size and bus counts. Dr. Connelly reported that schools are in terrific shape. He credited facilities manager Mark Force and his staff for all they have accomplished over the summer. Facilities Director Mark Force presented the committee with a two page list of projects that had been completed over the summer.

Case Collaborative – Superintendent /School Committee Appointment 2012/13

Each year the committee must vote to appoint either the superintendent or a school committee member to serve on the governing board of the CASE collaborative.

Keith Cheveralls made a motion and Patty Wenger second to move that we appoint Joseph Connelly as the Harvard representative to the CASE Collaborative.

VOTE 3/0

Phase 4 – Technology Plan

Purchase approval and Technology Plan Update

IT Manger, Chris Boyle gave the committee an implementation update regarding the entire technology plan. Both HES and TBS have identified specific items from the approved Technology Plan they would like to purchase immediately. Chris presented Phase 4 of the technology plan for approval.

Keith Cheveralls made a motion and Patty Wenger seconded to authorize the release of \$30,472 as part of the comprehensive Technology Plan Phase 4 for August/September 2012 in the document as presented.

VOTE 3/0

HES/TBS Student Handbooks 2012/2013

The committee discussed an August timeline for the School Council to review and make changes to the handbook with a September review to be made by the School Committee. The committee also charged the Policy Subcommittee with synchronizing the handbook language to policy language to make it clear and consistent.

School Committee Policy Action

Policy GCD – Staff Recruiting/Posting Vacancies – Second Read

Policy GDQE – Employee Exit Interviews – Second Read

Keith Cheveralls made a motion and Patty Wenger seconded to approve Policy GCD as presented.

VOTE 3/0

Keith Cheveralls made a motion and Patty Wenger seconded to approve Policy GDQE as presented.

VOTE 3/0

Superintendent Search Planning

The committee reviewed the Superintendent Search Committee composition. SusanMary agreed to email representative groups to ask them for their nominations. The committee reviewed the timeline and tasks of the preliminary work of the subcommittee. Keith Cheveralls will clean up dates and resend the calendar. Keith, Joe and SusanMary will meet with Glen Koocher from MASC to review the tasks and evaluate how MASC can assist with the search process.

Personnel Update

All positions with the exception of the Library Media Specialist have been hired with the most recent hire of Paul Harmon to replace Jackie Butler in the English Department. Also appearing in the personnel chart are the anticipated costs of funding the HES K-5 Math program (\$27,000) and Handwriting program (\$7,500) in lieu of funding a fifth Grade 4 teaching position.

School Committee/Subcommittee meeting dates

The committee reviewed their calendar of regularly scheduled meetings and will set up dates for subcommittee meetings soon.

Commentary

Patty-Thanks to Mark Force and his staff for a great job – nice sense of energy at convocation.

Joe- Acknowledged that the Devens contract had been signed and passed out ratified copies.

Keith-acknowledged the value of the Devens contract. Thanked Joe for his words at the convocation which validate the work this board has been doing.

SusanMary Redinger- thanked Joe for the amount of work he does and accomplishes with great joy and delight. Thanked all staff for putting their heart and soul into their work.

Patty Wenger made a motion and Keith Cheveralls seconded to adjourn at 7:49 p.m.

VOTE 3/0

Mary Zadroga
Recording Secretary