

School Committee Minutes
Town Hall Meeting Room
Monday, December 9, 2013
6:00 p.m.

Members attending: SusanMary Redinger, Kirsten Wright, Patty Wenger (arrived at 8:05), Keith Cheveralls, Bob Sullebarger, Maureen Babcock, Lorraine Leonard, Joseph Connelly.

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

Review of Minutes

Kirsten Wright made a motion and Bob Sullebarger seconded to approve the minutes of the November 25th meeting as amended.

VOTE 4/0 (Patty Wenger absent from meeting during vote)

Reports

Student Report

Katia Schwiegershausen reported that the Bromfield School Blood Drive was a great success and exceeded expected amounts. The Veterans Day breakfast was a great way to honor veterans. Most sports teams will be starting their first games this week. The Middle School Drama Club performed Beauty and the Beast this past weekend and the Model UN is sponsoring a spaghetti dinner to help fund their trip to Italy.

Superintendent Report

Dr. Connelly explained that due to the full School Committee agenda Policy Section G will be tabled until January 2014. At that time the Committee hopes to review and take action on Policy G and J. Dr. Connelly reported during the first 6 months of the 2013/2014 school year he is on target with his actual days worked. With regard to the CPIC items requested to be funded in FY15, the DPW has a van that is in great shape which could be recycled to the Food Service Department. With School Committee approval this could be brought to CPIC as a potential option. Keith Cheveralls suggested that if we are going to remove this item from the Capital Plan request we will need to do it before January. Dr. Connelly reported that the Harvard Public Schools has been selected for field testing the new PARCC exam for Math in Grades 3, 5, 7 and ELA in Grade 8. After careful consideration by the principals and curriculum department leaders Dr. Connelly has decided to accept the DESE offer to waive the administration of this year's MCAS in the areas/classes that will be participating in the new PARCC field test program to avoid over testing the kids. A letter will be sent out to parents communicating this information.

Liaison & Subcommittee Reports

Keith Cheveralls - reported that the HEAC has two item requests to discuss at the CPIC meeting on December 19th regarding energy efficiencies at the school as well as an air conditioning request from Cable TV.

Kirsten Wright – The Bromfield School Council meets tomorrow and in addition to the regular scheduled agenda items there will be a discussion on how to quantify the variety of outside activities students are involved in which play an incredible role in their growth and development.

Bob Sullebarger – Requested a list of dates that the HES Principal Search Committee plans to meet.

Maureen Babcock- reported that the DEAC meeting scheduled for tomorrow night has been rescheduled to January. Maureen will forward to Dr. Connelly some questions and follow up regarding the Devens bus situation so that things will continue to improve.

SusanMary Redinger- reported that the Master Plan Steering Committee will be meeting with the consultant this week to go over the Devens acceptance criteria and to set up a plan for moving forward. The Technology Subcommittee met last week at HES to begin the work of updating the technology plan. The Subcommittee looked at vision and mission and technology needs. The Committee will be sending out surveys to parents, students and alumni. It was suggested that the Budget Subcommittee meet to discuss funding options and guidelines with regard to the technology plan. The HES School Council is scheduled to meet on December 18th.

Revised Declining Enrollment Report

Bob Sullebarger reviewed the contents of the Declining Enrollment Report and the revisions that were made to the report presented in May 2013. The revisions to the report include:

- All enrollment projection and related charts have been reduced from ten year to five year projections.
- Class size guidelines have been revised in K-3.
- Highlighted the fact an increasing Devens K-12 enrollment will allow School Committee to consider reducing School Choice population with less School Choice revenue being more than off-set by Devens' revenue.

The Committee will look through the report and present any revisions that need to be made to existing policies i.e. class size policy to the Policy Subcommittee for review and approval. The report will be made available to the public on the school's website.

FY15 Draft #2 Budget

Technology – Chris Boyle, IT Director for the Harvard Public Schools presented the FY15 Technology Budget. The total cost center increase is \$2,400 with no COLA's included. The Committee heard from the IT Director the cost of a 5 year technology replacement cycle plan. SusanMary Redinger suggested that the Budget Subcommittee review the cost and funding options to see if they may be able to support the 5 year replacement cycle. The first step will be for the Technology Subcommittee to assess the technology needs of the district. Dr. Connelly asked that the committee approve an increase of \$2,618 to cover costs that were in the technology plan and need to be moved to the omnibus budget.

Maintenance- Mark Force presented the FY15 Facilities Budget. The total cost center increase is \$13,859. The major increase to this cost center was identified in the electricity line item.

Central Office – Dr. Connelly gave an overview of the Central Office budget. The Committee discussed if the declining enrollment could result in the number of buses needed to run. It was suggested that families be surveyed to see if a reduction in bus fees would increase usage.

Dr. Connelly reviewed the following changes for the FY15 Budget Draft #2

Increase \$2,000 to cover overnight field trips

Increase \$3,000 to cover stipends for approved club advisors

Reduce \$8,000 TSA Match

Increase \$2,600 Technology Software

Net decrease \$400.

GRLA Scope of Work and Cost Estimates

The Committee reviewed the GRLA cost estimates for renovation of three science labs at The Bromfield School. The revised cost with the reduced scope and an additional \$100,000 design cost is \$1,950,000.

Kirsten Wright made a motion and Bob Sullebarger seconded to move that we establish a Capital request for renovation of The Bromfield School Science Lab Project in the amount of \$1,950,000. This will amend the Capital request from \$3,400,000 to \$1,950,000.

VOTE 5/0

The Committee discussed the options with regard to future use of the Bromfield House for the school administration building. The estimated cost to bring the building up to code, repair, repaint and reroof totals \$686,000. Although the building meets the schools' needs at this time, it may be good timing to relinquish the building to the BOS and find a more cost effective solution to housing the school administration.

Bob Sullebarger made a motion and Kirsten Wright seconded to move that the School Committee inform the town administrator of their intent to no long use the Bromfield House for educational purposes pending further discussion and identification of acceptable space to the School Committee.

VOTE 5/0

Dr. Connelly will remove this cost from the five year capital plan. SusanMary Redinger will send a letter to the Town Administrator, Tim Bragan.

Financial Report

Lorraine Leonard reviewed with the financial report as of December 1, 2013 including the Community Education and School Lunch projections.

Future Agenda Items

Policy Review

PARCC

Student Achievement/Assessment

Interim Goals Review

School Improvement Plan Review

Annual Reports – Kirsten Wright agreed to write the annual report

Student Presentations

Cost Center Budget presentations are scheduled for Tuesday, December 10th at 8:00 a.m. for SPED, HES and TBS

Commentary

Kirsten Wright commented that the Middle School Drama Club's presentation of Beauty and the Beast was amazing and the kids did a great job under the direction of Martha Brooks. It was one of the best community efforts she has ever seen at Bromfield.

Executive Session

Patty Wenger made a motion and Kirsten Wright seconded to move into executive session as authorized by Chapter 30A, Section 21 (2) to conduct strategy session in preparation for negotiations with nonunion personnel and Chapter 30A (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

Redinger (Aye), Wenger (Aye), Wright (Aye), Sullebarger (Aye)

Keith Cheveralls in observance of conflict of interest law abstained from attending the Executive Session.

Respectfully Submitted:

Mary Zadroga
Recording Secretary