

School Committee Minutes  
Town Hall Meeting Room  
Monday, February 10, 2014  
6:00 p.m.

Members attending: SusanMary Redinger, Patty Wenger, Keith Cheveralls (arrived at 6:45 p.m.), Lorraine Leonard, Joseph Connelly. Absent: Kirsten Wright, Bob Sullebarger and Maureen Babcock.

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 January 27th meeting as amended. (The minutes were approved after Keith Cheveralls arrived at the meeting in order to meet the quorum requirement).

VOTE 3/0

### **Reports**

#### **Liaison & Subcommittee Reports**

Patty Wenger reported that there were over 300 responses to the Strategic Plan survey. The Strategic Plan Committee has completed a vision statement and is working on a mission statement. The survey will be available to complete on line at psharvard.org until February 13<sup>th</sup>. SusanMary Redinger reported that the HES School Council welcomed Barbara Kemp as the new community member on the Council. She also reported that a student survey is being developed to be distributed to students in the spring. The School Council is reviewing the School Improvement Plan and also reviewing the School Council Bi-laws for possible revisions. Their next meeting will be held on Tuesday, February 25<sup>th</sup>.

SusanMary Redinger reminded members that the School Committee Self-Assessment is due February 24<sup>th</sup>.

In Kirsten Wright's absence SusanMary Redinger read her report. The Bromfield School Council is in need of a community representative due to the resignation of Willie Wickman. The Council wishes to thank Willie for her many years of hard work and commitment to the Bromfield School Council. Any community member interested in serving should contact Jim O'Shea for details. As a result of the Bromfield Science lab renovation project being removed as a warrant article for this year, the School Council formed a Subcommittee of teachers and community members that will collect information and data to come up with a recommendation for a similar warrant article next year. Kirsten Wright reported that the Science Fair held last Friday was very impressive and an amazing community effort. William Day's project "A Muffler's Effect on Engine Power" and Mitchell Farley's project "What are the Germs?" received the School Committee Science Fair Award. Kirsten thanked Ellen Leicher and Karl Schwiegershausen for coordinating the event.

#### **Student Report**

Katia Schwiegershausen reported that everyone is excited about the up-coming February vacation. The Model UN will be traveling to Italy on Friday. The Ludo Festival was held this past Thursday and although it is a middle school event many high school students are interested in expanding the event to include 9-12 grades. The track and swim teams are heading to states and the basketball team will play their final game tomorrow

### **Superintendent Report**

Dr. Connelly announced that the staff/student presentation would resume tonight with Dr. Marie Harrington presenting on the status of the Special Education Department. Dr. Connelly also reported that the two principal finalists will be in Harvard this week to meet with teachers and parents as part of the selection process. Dr. Connelly reported that Mark Force would be in attendance to discuss the tentative calendar and time line for the Pond Road paving project.

### **Pupil Services – State of Department – Dr. Marie Harrington**

Dr. Marie Harrington, Director of Pupil Services updated the Committee and Community on the state of Special Education Services in Harvard. Dr. Harrington reported that the special education population and staffing have remained stable. Dr. Harrington also reviewed the process for the upcoming Coordinated Program Review (CPR) Audit scheduled by the Department of Elementary and Secondary Education (DESE) for March.

### **Pond Road Parking Lot Renovation - Update**

Dr. Connelly along with Mark Force shared with the Committee some minor changes in the Pond Road Parking Lot plan. The bidding is scheduled to take place between mid-February and mid-March of this year to allow construction to take place from June 15<sup>th</sup> to August 15<sup>th</sup>. The library landscape project will not interfere with the paving project.

### **Policy Review and Action – Section G Personnel**

Dr. Connelly reviewed the policies in section G that were being adopted, amended or reviewed with no change. Because the policies were personnel related Keith Cheveralls asked to abstain due to the potential conflict of interest. Without a quorum the policy actions were tabled to February 24<sup>th</sup>.

### **Technology Planning Subcommittee**

Christopher Boyle and Gretchen Henry – Co Chairs of the Technology Planning Subcommittee shared the final draft of the Technology Vision and Mission Statement which will establish the foundation for moving forward. Next steps will be to review the survey data and prioritize based on feedback from the surveys. The goal is to bring back to the Committee a draft Technology Plan for review in early April.

### **Harvard Master Plan Steering Committee Joe Hutchinson - Chair**

Joe Hutchinson, Chair of the Master Plan Steering Committee asked the Committee for their comments and ideas as they relate to the school's primary responsibility. The five priorities established in Phase 1 of the planning process include Devens, Ayer Road Commercial District, Housing, Town Center and Conservation. The Committee discussed stewardship of aging municipal buildings, vision for closer ties for school and council on aging population, the value of maintaining the education contract with Devens and finding a way for schools to help out with senior work off project as priorities. In terms of the schools as a resource for the town the new cable television studio and the emergency shelter both located at The Bromfield School were priorities. Further input to Joe Hutchinson may be sent by email SusanMary or Joe Hutchinson.

### **FY15 Budget Draft 4 Action**

Dr. Connelly reviewed changes in the Draft 3 to Draft 4 budget which included funding the .4 FTE and .5 FTE Wellness teachers at TBS and HES using Devens revenue which resulted in no increase to the FY15 budget. Dr. Connelly asked the Committee to consider the Budget Subcommittee's recommendations as outlined in his memo dated February 10, 2014 which included removing the Sand and Resurface Bromfield Gym Floor Warrant Article and funding with HAA gift and Shaw Trust fund, and for additional funding totalling \$18,202 to fund Project Interface (\$10,000) and Foreign Language workbooks (\$8,202).

Keith Cheveralls made a motion and Patty Wenger seconded to move that we approve recommendation #1, #2, and #3 as specified in the Budget Subcommittee report dated February 10<sup>th</sup> with the attendant funding.

VOTE 3/0

### **International Field Trip Policy IJOA Review**

Dr. Connelly updated the Committee on the approved international field trips as well as plans for scheduling future trips.

### **2013/2014 School Committee Self-Assessment Process and Timeline**

SusanMary Redinger reported that she emailed the 2013/2014 School Committee Self-Assessment evaluation forms to all members and they should be completed and returned to SusanMary by the February 24<sup>th</sup> meeting. Data will be compiled and reported on in March.

### **Housekeeping**

In order to execute the contract for Linda Dwight to be Superintendent of Schools beginning on July 1, 2014, the Committee needed to take the actual vote in open session of a School Committee meeting.

Patty Wenger made the motion and Keith Cheveralls seconded to move that we approve the three year contract for Linda Dwight as our Superintendent.

VOTE 3/0

### **Future Agenda Items**

Budget Book

Public Hearing – March 10th

Policy G - Action

Schedule meeting for Policy J and I (review class size policy)

Town Meeting

Capital Planning

Bromfield House Update

Hildreth Principal Finalist

**Commentary**

Keith Cheveralls apologized for being late and explained that in his role as Chair of the CPIC he need to report to the Council on Aging folks why the CPIC did not support the Hildreth House or TBS Science lab renovation projects. Although it was a very challenging report to prepare for it was a very humbling discussion.

Patty Wenger made a motion and Keith Cheveralls seconded to adjourn at 8:35 p.m.

VOTE 3/0

Respectfully Submitted:

Mary Zadroga  
Recording Secretary