

School Committee Minutes
Town Hall Meeting Room
Monday, April 14, 2014
6:00 p.m.

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

Dr. Joseph Connelly called the meeting to order at 6:00 p.m. with the first order of business to elect a Chairperson, Vice Chairperson and Recording Secretary.

Patty Wenger nominated SusanMary Redinger as Chair and Bob Sullebarger seconded.
VOTE 4/0

Kirsten Wright nominated Patty Wenger as Vice Chair and Bob Sullebarger seconded.
VOTE 4/0

Patty Wenger nominated Bob Sullebarger as Recording Secretary and Kirsten Wright seconded.
VOTE 4/0

Review of Minutes

Kirsten Wright made the motion and Patty Wenger seconded to approve the minutes of the March 24th meeting as amended.
VOTE 4/0

Reports

Student Report

Katia Schwiegershausen reported that the final quarter of the school year began on April 10th. Induction Ceremonies were held for National Art Honor Society and French and Spanish Honor Society. On April 8th there was a senior panel discussion for juniors on college admission. On April 11th students attended the Elizabeth Haskins Math contest where Bromfield students performed very well receiving several honorable mentions and tenth graders placing 2nd. There is a photo exhibit in the courtyard at the Bromfield created by the Gay Straight Alliance called "In Our Family" with portraits of all kinds of families. The exhibit is open for public viewing. Senior project presentations are scheduled for April 30th and graduation is scheduled for June 6th.

Superintendent Report

Dr. Connelly updated the Committee that the Circuit Breaker Extraordinary Relief had been verbally approved, but the amount has not been confirmed. We should know in a few weeks how much of the \$288,473 over threshold amount will be reimbursed. Dr. Connelly reported that there are currently 43 students registered for Kindergarten. And in Pre-K there are 4 open slots in the a.m. program and 6 open slots in the p.m. program. Dr. Connelly reminded the Committee that registration for the MASC sponsored Day on the Hill is due by April 29th. Dr. Connelly shared information on a new program offered by MASC called District Governance Program which concentrates on developing improved student achievement strategies.

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Liaison & Subcommittee Reports

Patty Wenger reported that the Strategic Plan Subcommittee had met last week and made a few changes based on feedback from their presentation to the School Committee. They discussed steps moving forward, the District Improvement Plan and how to get the message out to the community of what they have come up with. They will be on the agenda for the next meeting. Kirsten Wright reported that Bromfield School Council met and discussed policy IMD related to religious holidays and how to better work out how to avoid students missing instruction due to absence on a religious holiday. The Climate Survey will open after April vacation. The Council is working on reviewing the student handbook, expanding Advisory, and assessing transition needs from 8th to 9th grade. They will meet again on April 29th.

Bob Sullebarger shared that Brian Smith will be addressing the results of the energy survey conducted by Sophia Catalina with Mark Force. The summary of the energy survey is that there is a lack of controls on some rooms.

Maureen Babcock reported that the DEAC survey will go out this week. At their next meeting on May 20th they will review the survey findings and Maureen will share the results with the Committee.

SusanMary Redinger welcomed Jennifer Bedford as the new School Committee member who was not in attendance due to a prior commitment. SusanMary recommended cancelling the April 28th School Committee due to her and Kirsten not being able to attend. SusanMary reported that some members of the Technology Committee will be taking a field trip to Shrewsbury to do a site tour to learn from how best to implement a 1 to 1 initiative. SusanMary reported that the Master Plan Steering Committee is meeting tonight.

Acceptance of Gifts – Harvard Road Race Association

Dr. Connelly asked the Committee to approve a very generous donation from the Harvard Road Race Association to be used to fund \$1,000 – Girls Lacrosse, \$500 – Boys Lacrosse and \$250 – Cross Country.

Bob Sullebarger made a motion and Kirsten Wright seconded to move that we accept the gift of \$1,750 from the Harvard Road Race Association with appreciation for the uses described in the letter.

VOTE 4/0

The Bromfield School Health and Wellness Update

Susan Chlapowski, Susan Downing, Colleen Nigzus, Lisa Soldi and Jim O'Shea updated the Committee on new wellness programs and initiatives being implemented at The Bromfield School. Wellness programs and initiatives include the 7th grade Wellness Day, the Wellness Fair, programs that educate students and faculty around what to look for in adolescent depression, signs of suicide and suicide prevention. Plans are in place for piloting a stress management lunch group, improving communication with transition families at Devens and offering a RAD self-defense course

FY15 Capital Projects – Tentative Timeline

Mark Force attended the meeting and shared with the Committee a time line that allows the seven Capital Projects to be accomplished during FY15.

Elm Commission

Bill Calderwood attended the meeting and shared with the Committee the Tree Planting Policy that the Elm Commission and Tree Warden approved last summer. Bill asked the Committee to approve the policy at which time he will be generating a procedure and application. The Committee asked Bill to go back to his Commission with the recommendation that temporary markers could be approved under the discretion of the tree commission or that courtyards be exempt from the policy.

Patty Wenger made a motion and Kirsten Wright seconded to support the Town of Harvard Tree Planting Policy as recommended by the Tree Warden and Elm Commission with recommended changes.

VOTE 4/0

2014/2015 School Choice-In Openings

The Committee discussed School Choice-In openings for school year 2014/2015. Currently, the FY15 budget has a total of 71 School Choice-In students producing a \$355,000 subsidy in the FY15 school budget. To maintain that subsidy level, 12 Choice-In students would need to be added to the 2014/2015 enrollment. After discussion as to the optimal number and placement of School Choice-In students:

Kirsten Wright made a motion and Bob Sullebarger seconded to move that we add 12 School Choice students to the 2014/2015 enrollment. Three students in Grade 9, five students in Grade 7, one student in Grade 4 and three students in Grade 1.

VOTE 4/0

Central Office Potential Locations

The Committee discussed the pros and cons of the Central Office locations being Town Hall, HES K-Wing or present site rebuild in order to give the Board of Selectman their preferred option. The Committee's preference is to rebuild on the current site. The Committee also would need more clarity on the Town Hall renovation project in order to consider that option.

2014/2015 Student Activity Stipends

The Committee reviewed the list of Student Activity Stipends that reflect current clubs and activities. Principal O'Shea and HTA leadership have agreed to add two advisor stipends for approved clubs to be funded by the \$2,500 available for developing clubs:

Kirsten Wright made a motion and Patty Wenger seconded to move to approve the additional Extra Curricular Academic Stipends for GSA Advisor and Bromfield Cares for the 2014/2015 school year.

VOTE 4/0

Dr. Connelly recommended that the Committee consider adding \$2,500 to this line item each year to fund stipends for approved clubs in their second year.

2014/2015 COLA – Non Represented Personnel

Dr. Connelly asked the Committee for approval to award non-represented personnel up to a 2% COLA based upon satisfactory performance for the 2014/2015 school year.

Patty Wenger made a motion and Bob Sullebarger seconded to approve the Superintendent give non represented personnel up to a 2% COLA based on satisfactory performance.

VOTE 4/0

Financial Report

Dr. Connelly reviewed the FY14 year to date budget and year end projection reports. Dr. Connelly noted that the Circuit Breaker Extraordinary Relief could cover the current deficit of \$142,197.

2014/2015 Tentative Teaching Assignment Posting

Dr. Connelly reviewed the Tentative Teaching Assignment Posting that went to all teachers on April 11th. This posting identified teacher transfers and resulting vacancies to be filled over the next 2 months. Currently we have the following vacancies:

- 1 vacancy in Grade 5 at HES
- .5 FTE vacancy in Wellness at HES
- 1 vacancy in MS Social Studies
- 1 vacancy in MS English
- 1 vacancy in SPED Coordinator at HES

HES Grade One Job-Share Proposal

This agenda item was tabled due to a change in plans.

Future Agenda Items

- CPIC – New Liaison
- Technology Plan Update
- Religious Holiday/Calendar Review
- Cancel April 28th meeting – off cycle if needed
- TBS Handbook
- Superintendent Evaluation
- Strategic Plan
- Finance Report
- Personnel Update
- MASSTELL
- Policy J
- Newsletter

Dr. Connelly reviewed the Superintendent Summative Evaluation Form and Goal Setting Form to be presented at the May meeting for the Committee to complete.

Commentary

Kirsten Wright – The Annual Spring Choral Concert was amazing. The kids did a fabulous job and you could see so much growth from the fall concert to the spring concert. The kids were so proud.

Patty Wenger – Thrilled to have Wellness people here tonight. Glad that it has come together and taken off as well as it has. If this can prevent the devastating results I see in my profession it will be wonderful.

Joseph Connelly – Great results from the MASSTELL survey. Harvard's results were consistently more positive than the state average.

SusanMary Redinger – Attended the Harvard School Trust Gala dinner and the drama performance was spectacular. Kate Hoch's Superstar Production performance of Milan was outstanding. The amount of work and level of professionalism is unbelievable. We sometimes criticize ourselves for not recognizing student achievement above and beyond the test, but I see it every time we have a meeting and in so many things we promote throughout the district that goes beyond academic success.

Respectfully Submitted:

Mary Zadroga
Recording Secretary