

School Committee Minutes
Town Hall Meeting Room
Monday, June 23, 2014
6:00 p.m.

Members attending: SusanMary Redinger, Kirsten Wright, Bob Sullebarger, Patty Wenger, Jennifer Bedford, Lorraine Leonard, Joseph Connelly. Maureen Babcock arrived at 7:00 p.m.

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

Stu Sklar representing the Board of Selectman kicked off the farewell to Dr. Connelly singling out Joe for a job well done. Committee members followed with words of thanks and gifts of gratitude for the outgoing Superintendent of Schools.

Review of Minutes

Patty Wenger made the motion and Kirsten Wright seconded to approve the minutes of the June 9, 2014 meeting as amended.

VOTE 5/0

Reports

Superintendent Report

Dr. Connelly asked the Committee to approve a grant from the Harvard Schools Trust in the amount of \$5,000 to purchase cable equipment for the cable studio at The Bromfield School.

Kirsten Wright made a motion and Patty Wenger seconded to move that we accept the gift from the Harvard Schools Trust in the amount of \$5,000 for cable television equipment for student editing.

VOTE 5/0

Liaison & Subcommittee Reports

Bob Sullebarger reported that the Harvard Energy Advisory Committee met and discussed the proposal to have solar panels installed at The Bromfield School. Bob credited HEAC for their work in getting a correction made to the gas bill that resulted in a very favorable credit to the town.

Jennifer Bedford reported that the HES School Council met and discussed the election process with regard to making the voting fair and accurate, the School Improvement Plan, and communicating changes in field trip traditions.

SusanMary Redinger reported that MassDevelopment announced to the press the signing of the Devens' education contract with Harvard.

Dee Bus Company –Bus Route Update

Sandra Martin from Dee Bus Company attended the meeting and informed the Committee that the existing bus routes continue to be appropriate. She does not anticipate any major changes, except for transferring the students that live on Ayer Road in Harvard which will no longer be serviced by the Devens Bus #7.

Approval of International Field Trips

Three international field trips were presented for the 2014/2105 school year for School Committee approval:

Model UN trip to Ecuador – February 14 – February 21, 2015

World Language trip to Quebec City – March 6 – March 8, 2015

Band trip to the Atlantic Festival of Music in Halifax, Nova Scotia – April 29-May 2, 2015

Bob Sullebarger made the motion and Patty Wenger seconded to move that we approve the three international field trips to Quebec, Nova Scotia and Ecuador as presented.

VOTE 5/0

School Improvement Plan

Dr. Dwight and Mr. O’Shea presented their School Improvement Plans for Hildreth Elementary School and The Bromfield School for the 2014/2015 school year.

2014 – 2017 District Goals Implementation Plan

Mary Traphagen presented the final Strategic Plan and District Improvement Plan.

Kirsten Wright made a motion and Bob Sullebarger seconded to move to approve the Strategic Plan as presented.

VOTE 5/0

The Bromfield House

The Committee discussed long term use plans for The Bromfield House. The Board of Selectman wanted to give the School Committee an opportunity to consider an office building lease plan currently being considered as a long term solution to Town Hall office space needs. After discussion the Committee agreed that it is too early to commit to any discussion relevant to leasing office space to house central office.

HES Parking Lot Design

Dr. Connelly reported that the firm GPR that created the site work plan for the HES back parking lot design in 2001 submitted a price of \$17,100 to complete both the front and back parking lot design work and all other associated engineering work which is well within the budget.

Superintendent Transition Plan Update

Dr. Connelly reviewed the list of items from the transition plan that he and Dr. Dwight worked on over the 2013/2014 school year to provide Dr. Dwight with a thorough knowledge of all aspects of the superintendent position. This transition plan included Management and Operations, Financial Operations Management, Personnel Management, Compliance and Management of DESE Mandates and Initiatives, Professional Culture, Curriculum Implementation and Planning and State and Federal Grants Management.

FY15 Personnel Report

Dr. Connelly reviewed the FY15 personnel report which currently shows a surplus of \$19,924 with the positions of SPED Coordinator, Wellness Teacher, Math Aide and Recess Aides at HES and a French Teacher at Bromfield still vacant.

Financial Report

Lorraine Leonard reported that the FY14 budget surplus is currently \$50,440 with the final warrant coming in this week Lorraine is comfortable to reallocate the unspent funds up to

\$30,400 from identified prioritized list items 1 through 5 and wait to see if the final FY14 budget surplus can fund the remaining items.

Patty Wenger made a motion and Bob Sullebarger seconded to move to approve items 1-5 on the Administrative Council identified prioritized list utilizing unexpended funds from the FY14 budget:

- | | |
|--|-----------|
| 1. Install Cabinet Unit Heater in Room 248 of Bromfield School | \$10,000. |
| 2. Purchase K-5 Health Curriculum Materials | \$5,000 |
| 3. 12 Advanced Placement Math Textbooks | \$2,000 |
| 4. K-5 Spelling and Grammar Materials | \$5,000 |
| 5. 6 Red Cat FM Classroom Sound Systems | \$8,400 |

VOTE 5/0

August 29, 2014 – School In Session Consideration

The Committee will not be considering changing the 2014/2015 school calendar to have school in session on August 29, 2014 due to the lateness in the school year.

Update on Apple Leasing

Lorraine Leonard informed the committee that due to a few last minute complications the iPads were not delivered before the summer workshop, but was assured they would be shipped by the end of the week. A small tutorial session will be available for all teachers receiving iPads

Future Agenda Items

Sabbatical Request

Year End Close Out

MASC Fall Conference November 5-8

Goals

Personnel Spreadsheet

School Readiness

Summer meetings – July 14th – 6:00 – Financial Year End Close Out

July 28th - 6:00

August 25th - 6:00

Commentary

Members bid thanks, appreciation and farewell to Dr. Connelly and welcomed with enthusiasm Dr. Dwight as the new superintendent of schools.

Patty Wenger made a motion and Bob Sullebarger seconded to adjourn the meeting at 9:00.

Respectfully Submitted:

Mary Zadroga

Recording Secretary