

School Committee Minutes
Library, Hildreth Elementary School
July 27, 2015
6:00 p.m.

Members attending: SusanMary Redinger, Jennifer Bedford, Nancy Lancellotti, Mary Traphagen, Kirsten Wright, Linda Dwight, Maureen Babcock and Lorraine Leonard.

SusanMary Redinger called the meeting to order at 6:00

Open to Interested Citizens' Commentary

None

Superintendent Report

Dr. Dwight informed the Committee that there is a possibility that the state may discontinue the Kindergarten Grant. If this happens there will be a \$30K deficit to the budget as the grant is used as a budget offset. Dr. Dwight reported that Marie Phillips was hired as the long term substitute teacher for 3rd grade to cover Dawn-Marie Ayles' sabbatical leave. Marie comes to us from Maynard. Dr. Dwight reported that the Bromfield sidewalk project began today and is expected to be finished in 2 weeks. Jim O'Shea is working on getting some large letters to mount on the brick wall beside the front door in order to distinctly identify the Bromfield School and complement the improved entranceway. The marquee outside the Cronin Auditorium will also be replaced.

Change to the School Calendar for Town Elections

Dr. Dwight asked the Committee to consider moving the March 29th early release day to April 12th to accommodate the town elections on April 12th.

Kirsten Wright made the motion and Nancy Lancellotti seconded to move that we approve the calendar change as discussed moving the March 29th early release day to April 12th.

VOTE 5/0

Approval of Final Draft of Meeting Norms

The Committee reviewed the Harvard School Committee Operating Norms. Two new paragraphs under the Roles and Responsibilities section were added. The new paragraphs outline how the Committee would channel and share information and the proper chain of command for questions and concerns they receive from members and the school community.

Mary Traphagen made a motion and Jennifer Bedford seconded to move that the Committee adopts the operating norms as amended going forward.

VOTE 5/0

Change of Language to the HES Handbook

As the result of a parent concern, the Committee reviewed the language in the Student-Parent Handbook that was approved at the July 10th School Committee meeting. In the "Student Behavior/General School Rules" section of the handbook language changes were made to address students who may require additional levels of support based on developmental levels, grade levels and abilities.

Kirsten Wright made a motion and Nancy Lancellotti seconded to approve the changes to the Hildreth Elementary School Handbook as discussed.

VOTE 5/0

Read letter to School Committee from Rev. Greg Schmidt

SusanMary Redinger read a letter from The Rev. Dr. Gregory Schmidt as Chair of the Town of Harvard Municipal Affordable Housing Trust. The Trust wishes to investigate the possibility of using the Bromfield House as potential affordable housing for the town of Harvard should the School Department vacate the building. SusanMary Redinger will forward the letter to the School Committee liaison to the Board of Selectman, Stu Sklar. SusanMary Redinger reiterated that until a suitable location is found for the school's central office nothing will move forward.

Update on Summer Project Work

Dr. Dwight updated the Committee on several summer projects which include: new phone system, new website, Power School (data base), sidewalk project, HES bathroom project, TBS parking lot study, Science Lab HVAC project moving forward for bidding in the fall for a summer 2016 start.

Final Review of School Committee/Superintendent Goals

The Committee and Superintendent reviewed the measurement and percentage complete of their joint goals. Goal 1 – Calendar Review has been completed 100% - the calendar reflects changes to better optimize student learning. (Also set to make further changes next year). Goal 2 – Bromfield House Decision – 80% complete – we reviewed options, but resources have not been identified. Goal 3 – Science Labs – 70% complete - Funding has been secured. GRLA is scheduled to continue their work on the bid documents and construction will begin next June. Goal 4 – Ensuring a variety of student activities – 80% complete - Power School training took place this summer and student data is being populated into Power School and Inform. The data will be used to make sure students are balanced. Goal 5 – User Fees – 70% Complete – The Athletic Advisory Group is planning a presentation to the School Committee in the fall to suggest alternative funding models for the sport programs. More discussion will follow to include bus and full day kindergarten user fees. SusanMary Redinger thanked Dr. Dwight for all the hard work done to bring these goals to completion. Members should think about what the Committee wants to take on for the coming year.

Approve Minutes from Previous Meetings

The minutes from the July 10, 2015 meeting were presented for approval, but were tabled due to the Interested Citizens' Commentary being omitted from the minutes. Dr. Dwight will find out if public commentary is required to be included in the minutes.

Subcommittee and Liaison Report

Mary Traphagen reported that she attended the HEAC meeting where they discussed solar energy, logging classroom temperatures at TBS and LED exterior lighting.

Maureen Babcock reported that there is major road construction underway on Jackson Road at Devens. Alternate routes are need for any traffic traveling on Jackson Road from the fire station to Ayer. No ground has broken for homes on Grant Road.

SusanMary Redinger reported that she and Lucy Wallace from the Master Plan Steering Committee will be meeting with the Littleton Master Planning Committee.

Linda Dwight reminded members that Convocation will be on August 31st at 9:00 am.at the Cronin Auditorium - all members are invited.

Future Agenda Items

Goals

AP Data/Gender Disparity

User Fees

iPad Evaluation

Curriculum & Policy

Science Labs

Teacher Climate Survey

Summer Project Updates

Staffing

School Readiness Report

Power School

Class section sizes at TBS

Open to Interested Citizens' Commentary

Steve Colwell, 192 Littleton Road – Class size policy

School Committee Commentary

Dr. Dwight invited the School Committee to have lunch with the district leaders at the Red Tail Golf Course as part of the Administrative retreat. The School Committee is also invited to the new staff orientation which is August 27th at 8:30 a.m. in the Bromfield School cafeteria; lunch will be served at 11:45.

Adjournment

Mary Traphagen made a motion and Kirsten Wright seconded to adjourn the meeting at 8:20 p.m.

Respectfully Submitted: Mary Zadroga, Recording Secretary