

School Committee Minutes
Hapgood Room, Old Library
Tuesday, October 13 , 2015
6:00 p.m.

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

SusanMary Redinger called the meeting to order at 6:00 p.m.
Jennifer Bedford read the Vision Statement.

Open to Interested Citizens' Commentary

The following people spoke in support of the Athletic Advisory funding request.

Karen Van Cleef – West Bare Hill Road

Stephanie Opalka – 25 Quarry Lane

Kathy Farrell – Ann Lee Road

Student Report and SAC/School Committee Meetings

SusanMary Redinger asked members if they were able to attend the joint School Committee/ Student Advisory Committee meeting on Friday, October 23rd at 7 a.m. Jennifer Bedford, Nancy Lancellotti and SusanMary Redinger plan to attend.

Kenneth Lin reported that the Senior Class is interested in a proposal that would allow The Bromfield School to become an open campus. During long block students would be able to leave school and come back. SusanMary Redinger suggested that this topic be added to the agenda for the joint SAC/SC meeting.

Athletic Advisory Funding Request

On behalf of the Athletic Advisory Committee, Lynn Thorton and Susan Toll presented a request asking that the School Committee consider fully funding Bromfield Athletics. With the exception of the Athletic Director's salary the current Athletic budget is fully funded by user fees. The proposal identified the following benefits to traditional funding:

- Allows every student to participate without cost barriers
- Reduces the financial burden on individual families
- Allows for the purchase of equipment and uniforms currently unfunded
- Supports the Vision for our district

The funding request of \$270,000 would include coaches' salaries, transportation, referees, officials, dues, fees, supplies, uniforms and equipment. SusanMary Redinger was supportive of the request, but pointed out that there are other user fees that need to be considered for funding and that something has to give. Nancy Lancellotti asked if another option had been considered if 100% funding was not approved. Susan Toll expected that the Athletic Advisory Committee would be willing to do more research if given that direction.

Approval Request for Overnight Travel

Holly Hatton, Program Director for the Bromfield/AB Crew team asked for permission for the team to travel to two out of state field trips:

Fall 2015 – The Head of the Fish, Saratoga Springs, NY – October 31st through November 1st

Spring 2016 – The Saratoga Invitational Regatta, Saratoga Springs, NY – April 22nd through April 24th.

Nancy Lancellotti made a motion and Jennifer Bedford seconded to approve the Bromfield/AB teams attendance at the 2015 ‘Head of the Fish’ in Saratoga Springs and also for the 2016 spring trip to Saratoga Springs as presented.

VOTE 3/0

Share Oct. 1st Student Enrollment Data

Current enrollment as of October 1, 2015 is 1143 students. Dr. Dwight reported that the enrollment numbers are holding steady. Although Harvard is taking in less kindergarten students than seniors graduating, the difference is being made up by students moving into the district in various grades over the summer. SusanMary will be updating the Enrollment Projection report using the October 1st enrollment numbers to be reviewed at a future meeting.

Review and Align on the 2015/16 Goals

The Committee reviewed the three (3) School Committee/Superintendent goals for the 2015/2016 school year. Each goal is identified by title, commitment, goal, condition, interface and % complete. The goals for 2015/2016 are **Science Labs** – to upgrade the furniture and cabinetry in the science labs at Bromfield, **Dashboard** - to assess student participation and achievement and **Fees** – to reduce the financial demands on Harvard schools’ families by eliminating or reducing bus fees, athletic fees and/or kindergarten tuition.

Jennifer Bedford made the motion and Nancy Lancellotti seconded to move that we approve the Joint School Committee/Superintendent goals for the 2015/2016 school year as amended.

VOTE 3/0

Share Superintendent Report

Dr. Dwight shared the following:

- A “thank you” breakfast was held for bus drivers on Friday. Preschool students sang “The Wheels on the Bus” and each driver received a Bromfield scarf to keep them warm during winter rides.
- GRLA is working to gather information to provide options for the Science Lab project moving forward.
- Fifth grade students, faculty and parent chaperones past spent the week in Ivoryton, CT at Nature’s Classroom. The students created life-long memories. We are fortunate to have the community, parental and faculty support to continue this valued tradition.
- For the October PD day teachers will be working on curriculum development and technology.
- The Committee was asked to choose a delegate to represent Harvard at the upcoming business meeting at the MASC Conference.

Jennifer Bedford made a motion and Nancy Lancellotti seconded to move that SusanMary Redinger be our delegate to the MASC Conference.

VOTE 3/0

Discuss HEAC School Related Projects

Brian Smith from the Harvard Energy Advisory Committee attended the meeting to update the Committee on energy related projects being pursued through HEAC on behalf of the schools:

Weatherization & HVAC Repair TBS/HES – the project was moved to FY18 to wait for K-Wing and Science Lab project results and to review the results of the current monitoring project. A portion of this project could be funded in the next available round of Green Community Grants.

HES & TBS Interior Light Upgrade – this project is projected for FY18 to replace fluorescent lighting with more efficient LED lighting. This could be funded with a future Green Communities Grant. This should be executed instead of re-lamping to reduce maintenance costs.

Brian Smith reported that the Green Community Grant will fund the outside LED lighting project at The Bromfield School. Brian Smith explained the process and steps to the town pursuing a solar panel project for panels to be placed at the Bromfield School. The next step for the town is to send out an RFQ to see if any companies would be interested in working with the town. The company would own the panels and sell the energy back to the town at a discounted rate. The major concerns about solar panels being placed on the school roof is the chance of voiding the roof warranty, structural load, snow load, and vandalism. Brian explained other options other than roof placement for the solar panels that may work better. Once the town receives responses from the RFQ the Committee can decide to go out to bid or not.

Review Policy Update Schedule and Set Future Sub-Committee Meeting

SusanMary Redinger reviewed the Subcommittee Assignments:

Bromfield House – SusanMary Redinger will need someone to work with her on this. At this point we are waiting for the results of the town forums for use of the town hall and the old library before moving forward with any plans for the Bromfield House.

Calendar Committee - Jennifer Bedford/SusanMary Redinger – meeting on October 20th.

Dashboard – Maureen Babcock/SusanMary Redinger

Policy - Jennifer Bedford/Mary Traphagen – Review policies based on established schedule.

Science Labs - Kirsten Wright/Nancy Lancellotti - SusanMary will jump in for Kirsten for the meetings Kirsten is not able to attend.

User Fees/Athletic – Mary Traphagen along with Jennifer Bedford

Website Review – SusanMary Redinger

Wellness Committee – Kirsten Wright

Superintendent Review – SusanMary Redinger/Kirsten Wright

Review Budget Calendar

The Committee reviewed the budget calendar for FY17. The budgets are due to the Finance Director on November 2nd. SusanMary Redinger will ask for an extension from the Finance Committee Chair so the budget can be turned in prior to Thanksgiving. SusanMary Redinger reviewed the CPIC timeline. The Committee set up meetings to have Cost Center managers present their budgets to the Superintendent, Finance Director and School Committee Budget Subcommittee on November 2nd, 3rd and 4th. On November 16th Cost Center managers will present to the full School Committee followed by a School Committee vote to approve the Draft #1 budget on November 23rd. In addition the Committee will work to prepare a prioritized list of “above level service” items to be presented to the Finance Committee in November.

Review the Financial Report

Lorraine Leonard reviewed the FY16 budget to actual as of October 1, 2015. Ms. Leonard reported that the professional development salary line item has been over expended by \$10,000. Dr. Dwight explained that the professional development expense line will be underspent and asked the

Committee consider moving \$20,000 from professional development expense to the professional development salary line to more accurately account for the spending.

Jennifer Bedford made a motion and Nancy Lancellotti seconded to move that we do a line item transfer of \$20,000 from professional development expenses to professional development salary.
VOTE 3/0

After the approval of the line item transfer the FY16 budget has a surplus of \$6,267.

Approve Minutes from Previous Meeting

SusanMary Redinger made a motion with no objections to approve the minutes of the September 28th meeting as amended.
VOTE 3/0

Report out of Liaisons

Maureen Babcock reported that on Thursday she will be reporting to the MassDevelopment Board of Directors about what DEAC has been up to. Ms. Babcock will ask the board to continue to support the excellent educational opportunities given to the students of Devens and for their continued support of the DEAC. She will share the spring 2015 newsletter, highlighting articles discussing: the contract which started in July 2015, one profiling three new DEAC members, and one discussing a one year break from surveying the community. She will also point out the article written by Devens/Bromfield student Alicia Saverse – We are Bromfield.

Nancy Lancellotti reported that The Bromfield School Council met on October 6th and discussed that PowerSchool access for parents is now operational, the potential issues with the police dog's coming in to The Bromfield School, Science Lab updates, mid-term exams at TBS and assignments on religious holidays.

SusanMary Redinger reported that the Master Plan Steering Committee has updated their report based on feedback from the School Committee members. The Master Plan Steering Committee will be holding a presentation of findings in November. The common theme is that the town wants more information about Devens and is there a way to tackle the disposition problem. SusanMary will advertise the presentation in the PTO Newsflash.

Future Agenda Items

Bromfield House
MassDevelopment – Thatcher Keezer
Student presentations
User Fees
MCAS/Achievement Data Presentation
Science Labs
Enrollment
Technology

Open to Interested Citizens' and School Committee Commentary

None

Closing Commentary

SusanMary Redinger – Kudos to the Athletic Advisory Committee for their passion and commitment. A thanks to Linda Dwight for empowering them to have a voice.

Adjournment:

Jennifer Bedford made a motion and Nancy Lancellotti seconded to adjourn the meeting at 8:34 p.m.

Respectfully Submitted: Mary Zadroga, Recording Secretary