

School Committee Minutes  
Upstairs of the Town Hall  
Monday, June 12, 2017  
6:15 p.m.

Members attending: SusanMary Redinger, Mary Traphagen, Jon Green, John Ruark, Maureen Babcock, Linda Dwight and Peter Rowe. Absent: Nancy Lancellotti

Mary Traphagen called the meeting to order at 6:17 p.m.  
SusanMary Redinger read the Core Value Statement.

**Open to Interested Citizens' Commentary**

None

**Student Report**

None

**Superintendent Report:**

Memorial Day Observance: Students honored veterans at the traditional assembly. The guest speaker was Mrs. Susan Farnsworth's daughter who recently retired from the Army following a full career. Other veterans were in attendance as students spoke, sang, and played instruments as a touching tribute. Afterwards, several students, administrators, teachers, community members and veterans brought a wreath over to the cemetery.

Cyber Safety Presentation: Trooper James Dowling from the MA State Police Computer Crimes Unit joined 20+ parents in the district to share his knowledge of cyber safety. He shared many apps and programs that have been known to attract people with ill intent towards children. He shared strategies for keeping children safer on the internet. Two of his recommendations included having access to your children's passwords and talking with them about what information they should not share over the web.

Accolades to Our Seniors: Students were honored for their achievements in academics, arts, and athletics over two nights of awards ceremonies. Graduation evening was beautiful and Chef Paul did a stellar job as the guest speaker.

HES Drama: Students gave a stellar performance of Willy Wonka over the past weekend. Kate Hoch, Liz Ruark and their team led the actors/actresses to a successful show. Many of us, who have seen past shows, considered this the best one yet. We appreciate this wonderful offering for our students.

Field Day: Students in grades PreK-5 enjoyed a day outside in between the rainy days of this spring. It is always impressive to see the number of parent and older student volunteers. Barbi Kelley organized the challenges with the volunteers.

**Students Responses to Hate Speech and Prejudice**

Janet Brown, English Department Chair, attended the meeting with a representation of students from her Grade 10 English Class (Sage, Alex, Ben, Kelsie, Madeline, Brin and Georgie). The Class read the newest preface to Elie Wiesel's story "Night". The assignment was meant to help understand, in a meaningful and deep way, the fear the swastika symbol brings to our community. Students shared poems, posters and video clips of their assignments related to the Rock Incident and what it means to be a human being who is affected by the actions of others in a deeply personal way.

### **Technology Position Request**

The Committee reviewed the request to add a Technology Support Specialist to assist the Technology department with successful deployment and maintenance of technology as a learning tool in the district.

SusanMary Redinger made the motion and Jon Green seconded to approve the position of the Technology Support Specialist with a salary of not to exceed 45K as per the job description in the packet.

VOTE 4/0

### **HCTV Video Coach Position Request**

The Committee reviewed the request from the Harvard Cable TV Committee to establish a “Video Coach” position with requested funding from the School Committee controlled funds. The Video Coach position would exist throughout the school year and provide instruction and guidance to teachers and students with respect to learning and improving their creative videography skills. This pilot program is proposed to be funded by the school district for the 2017-2018 School year at the level of \$5,000 which would be an average of 5 hours/week during the 36 weeks of the school year.

SusanMary Redinger made the motion and Jon Green seconded to move to approve the HPS Video Coach position with a stipend of \$5K with the funding source to be determined in accordance with the job description as presented.

VOTE 4/0

### **Update on Building Project**

The School Building Committee voted on June 8<sup>th</sup> (9 in favor/ 1 against) to support the construction of a new building versus a renovation for Hildreth Elementary School. The School Building Committee will attend the town meeting tomorrow evening to update the community on the project. The town will vote in the spring of 2018 to fund the project which requires a 2/3 vote at town meeting and a 50% vote on the ballot. The School Committee and School Building Committee will work on various ways to keep the community informed and up to date on the facts related to the project.

The Harvard Public Schools, through the Educational Facility Grant was awarded one, complimentary full conference registration to attend the EDspaces 2017 Conference and Exposition, October 25-27, in Kansas City, Missouri. The event is focused on designing education spaces of the future. Dr. Dwight asked the Committee to approve the grant so that she can register by June 30<sup>th</sup>. Dr. Dwight will be coming back to the Committee as a separate request to get approval for Josh Myler and one member of the School Building Committee to attend as well.

SusanMary Redinger made the motion and Jon Ruark seconded to move that we approve the grant for attending the Edspaces Conference as submitted in the packet.

VOTE 4/0

### **Curriculum Review Schedule Proposal**

The Curriculum Review Schedule was reviewed. For the school year 2017/2018 Math, Science, Music, Technology, English and ELA will be reviewed. The plan is designed to be on a two year cycle so that in school year 2018/2019 Social Studies, World Language, Art, PE, Health and

Wellness, Drama and Video Production will be reviewed. The teachers will determine the best way to present their curriculum.

### **Kindergarten Enrollment Numbers**

Dr. Dwight reported that the Kindergarten numbers are currently at 56 students. These numbers are a little low but Dr. Dwight has no doubt that they will increase to 60 students by the fall. There are currently 51 students for the full day program, 4 students for half day program and 1 student undecided.

### **Choice Lottery Update**

For the first time in many years, we did not receive as many applications as openings for the School Choice lottery. Openings were in Grades 3 and 10. We have one opening remaining in each grade. The Committee discussed the option of re-advertising the opening or adjusting the budget to reduce the School Choice offset by \$10,000. The Committee agreed to reduce the off-set by \$10,000 and close School Choice for the 2017/2018 school year.

### **Summer School Committee meeting schedule**

The School Committee agreed to meet June 26<sup>th</sup>, July 17<sup>th</sup> and August 28<sup>th</sup>. There will also be a date and time to be determined for the year end close-out on July 10<sup>th</sup> or 11<sup>th</sup> in the morning, as well as a date for a School Committee retreat/working lunch meeting in August.

The Committee voted to approve Mary Traphagen to sign the vendor warrants between June 12<sup>th</sup> and June 26<sup>th</sup> due to the absence of SusanMary Redinger and John Ruark.

SusanMary Redinger made the motion and John Ruark seconded to approve Mary Traphagen to sign the vendor warrant between now and June 26<sup>th</sup>.

VOTE 4/0

### **Professional Development Summer Work**

Dr. Dwight presented the list of professional development work that has been approved for teacher requested curriculum work to be done over the 2017 summer. There are teams of teachers working together on new courses, curriculum, state standards and technology. The total cost for the summer work is budgeted at approximately \$41,000 with funds coming from the omnibus budget, Title I and grants.

### **Review the Superintendent Rubric**

SusanMary Redinger reviewed the Superintendent's End of Cycle Summative Evaluation Report. The revised document eliminates the back and forth of the prior form and automatically tallies the results. The form is on-line and can be uploaded after it has been completed. Nothing has changed in terms of content but the flow should be more stream line. Dr. Dwight discussed presenting her evidence in narrative style with the caveat that she can present evidence for any items that would be deemed less than proficient. Dr. Dwight will work on a few of the narrative items to present at the June 26<sup>th</sup> meeting.

### **Budget Consideration**

Dr. Dwight explained that the town absorbed the cost for a part-time school business manager for the first half of the year. As of January 1<sup>st</sup>, the School is expected to pay for the position because the town hired Dave Nalchajian. Dr. Dwight asked the Committee to approve the anticipated expense for Peter Rowe's salary from January to June 30<sup>th</sup> at \$40,150. It is recommended that the Committee

wait to see the final close-out costs in the personnel lines as there may be enough remaining to cover the expense. The determined funding source will be voted at the July close-out meeting

### **Review meeting minutes**

SusanMary Redinger made the motion and John Ruark seconded to approve the minutes of the May 22<sup>nd</sup> meeting as presented.

VOTE 4/0

### **Liaison Subcommittee Report**

Jon Greene – no report

Mary Traphagen – Athletic Advisory meets tomorrow. John Ruark agreed to attend the next DEAC meeting in place of Mary.

John Ruark – Attended the HEAC meeting and they will need to develop a full RFP to move forward with the Bromfield School lighting project.

SusanMary Redinger - CIPIC met this morning – Bid Deb Ricci farewell - Acknowledged her for a huge contribution to the town. John Seeley will serve as interim chair. There will be a certified free cash amount of approximately \$1.5 million to be moved into the capital stabilization fund. CPIC is getting ready to begin the process for next year. They will take on a new approach on identifying priorities, expectations, and getting alignment instead of sorting things out later. Need to meet with Mark Force to look at the \$68K capital improvements as determined by the Paragon Advisory report to see how to proceed with bringing those item forward. The Student Advisory Committee met with the School Committee but there was limited feedback due to it being finals week and having a limited amount of upper classmen in attendance.

Reminder of the Special Town meeting tomorrow night at 7 p.m. in Cronin Auditorium.

Maureen Babcock – no updates.

### **Future Agenda Items**

School Improvement Plan

Superintendent Evaluation

Superintendent Goals

District Improvement Plan

Dean of Students Position

### **Commentary**

#### **John Ruark – huge thank you to the Building C Review meeting minutes**

SusanMary Redinger made the motion and John Ruark seconded to approve the minutes of the May 22<sup>nd</sup> meeting as presented.

VOTE 4/0

ommittee for the tremendous amount of work and for reaching a huge milestone last week. The Committee presented with unity the option that was chosen.

SusanMary Redinger – thanked Linda for the amount of time spent on the School Building Committee and for her wisdom, her non positional approach, her commitment to what is best for the district and the kids and for being fiscally thoughtful about how the project will impact the residents. Thank you!

Jon Green – Congratulations to the graduating seniors and to the administrators and teachers for helping them meet a major milestone in their lives.

Mary Traphagen – It was a beautiful night for graduation. Chef Paul did great on his speech. You could definitely feel the love and bond between Chef Paul and the students.

**Adjournment**

SusanMary Redinger made a motion and John Ruark seconded to adjourn the meeting at 8:15 p.m.  
VOTE 4/0

Respectfully Submitted:

Mary Zadroga