

School Committee Meeting  
Monday, March 12, 2018  
6:15 p.m.  
Upper Town Hall

Attendance: Mary Traphagen, Jon Green, John Ruark, Maureen Babcock, Peter Rowe and Linda Dwight. Absent: Nancy Lancellotti (arrived at 8:15 p.m.) and SusanMary Redinger (arrived at 7:40 p.m.).

Mary Traphagen called the meeting to order at 6:16 p.m.

John Ruark read the Vision Statement.

**Public Commentary** – None

**Student Update**

Chloe Cushing – Reported that Spring Sports will be starting soon and athletes are excited to get started. Students attended a presentation/simulator on texting and driving. It was awesome and very real. Students liked it and would recommend that it continues. Chloe attended a trip to New Orleans with Juniors and Seniors from Bromfield over February break. It was a great experience and students were able to delve into the culture, get a lot of work done, and reflect each night on their work during the day. Ms. Nilan is proposing an annual trip to New Orleans to continue this important service work.

**Grant Acceptance**

A gift from Fanfare in the amount of \$690.29 was presented to the Committee for approval. The gift is to pay the hotel costs and parking fees for Ms. Ufema to serve as a chaperone at the All State Music Festival in March.

***Jon Green made a motion and John Ruark seconded to accept the gift from Fanfare as presented.***

***VOTE 3/0***

The Harvard Schools Trust presented the following gifts to the School Committee for approval:

Boston Tea Party Museum Visit – Kate Guthro - \$1,200.00

Noise blocking earmuffs – Amy Bassage - \$187.04

Composting food waste – Lauren Crittendon - \$297.00

***Jon Green made the motion and John Ruark seconded to accept the gift from the Harvard Schools Trust as presented.***

***VOTE 3/0***

### **Review of School Building Committee Work to Date**

Dr. Dwight explained the timeline and the process for resolution to complaints regarding Open Meeting Law violations. The complaints came as a result of the School Building Committee's Working Group not posting their meetings or minutes and for taking a vote to approve the maximum budget for the school building project, which was not on the agenda. The building committee has proposed remedies which include creating agendas and minutes, for previous meetings. Moving forward all Working Group agendas and minutes will be posted. The building committee will revote to approve the maximum budget for the school building project. Dr. Dwight shared updated renderings, floor plans, and site plans for the Hildreth Elementary School building project.

### **Superintendent Update**

#### **Hildreth Elementary Building Project Update**

Here is a list of the actions completed in the past four weeks.

- \*Held several meetings leading up to the submission of the Schematic Design Package; a required report by MSBA with many components including the costs, design, and special education report.

- \*Gather documents for the two records requests. Spoke with our lawyer and the Attorney General's office for the two complaints regarding OML violations.

- \*Held a well-attended public forum in Volunteers' Hall on 2/27.

- \*Contacted committee leaders in town to set up times when the SBC may address their members at one of their regularly scheduled meetings. We have four of these meetings set in the next two weeks.

- \*Set up eight community forums at a variety of times and locations.

#### **Inclusion Committee Work**

The inclusion Committee met on 2/27 and worked on a staff survey. The discussion also included the plans underway for the March 14<sup>th</sup> Walkout.

#### **March 14<sup>th</sup> Plan**

Leaders from area districts met and discussed the variety of responses to the march against gun violence. We shared ideas, procedures, and communications. Meanwhile, Scott received communication from students that they wanted to meet with him and plan an event at Bromfield. Scott and his leadership team met with the m regularly for the past weeks. Our focus centered around guiding their efforts, teaching about demonstrations and their impact, safety, and respecting diverse perspectives.

#### **Science Lab Update**

We continue to work towards the completion of this project. The final task is the plumbing inspection. This will be the last piece of this complicated project.

#### **Middle School Ramp Study**

Peter, Mark, Marie S. and Dr. Dwight interviewed the three architectural firms who had submitted packets in response to our RFS. One firm was selected and are in negotiations about their fee proposal. Once an agreement is reached, they will begin the study. The study is to determine the best plan for the necessary egress from the second floor of the middle school wing.

## **Science Fair**

Students, their families, staff, and community member joined together in a night of science. Throughout the day-long event which included set-up, judging, community visits, and an awards ceremony, the students' excitement and pride radiated out. It was a pleasure to observe and participate in this collaborative event.

## **Lawyer Change of Name/Location**

After 34 years serving the legal needs of school committees, municipalities, businesses, individuals, and other Massachusetts government bodies, Deutsch Williams will be ceasing operations on March 31, 2018. The attorneys in the Deutsch Williams School and Labor and Employment Law Departments, including Liz Valerio, Rob Hillman, Nick Dominello, John Foskett, Wendy Chu, Erica Crystal, Matt Buckley, Caroline Thibeault, and Ken King have formed a new law firm and will be available to continue representation as "Valerio Dominello & Hillman LLC effective April 1, 2018. The office location is One Design Center Place, Suite 600, Boston, MA.

***John Ruark made the motion and Jon Green seconded to authorize Mary Traphagen to sign forms to continue using the same attorneys with change of name and location.***

***VOTE 3/0***

## **FY18 Mid-Year Budget Update**

Peter Rowe presented an update on the FY18 mid-year budget. The General Fund/Omnibus Budget projection is showing a surplus of \$265,842. As a result, the plan is to reduce the Circuit Breaker and Devens FY18 offsets by approximately \$260,000. In addition, Mr. Rowe reviewed the FY18 Revolving account fund balances. The Circuit Breaker and School Choice fund balances are projected to come in less than budgeted. The Circuit Breaker shortfall may be made up by reducing the FY18 budget level and the School Choice short fall may be funded by appropriating from the existing fund balance. Current spending patterns indicate that we should not expect significant variances for the remainder of FY18.

***John Ruark made a motion and Jon Green seconded to move that we table Agenda items IX (Discussion and Vote of Capital Off-Set to HES Building Project, X (Policy Review), and XI (Walk Out Plan and Support) until later in the meeting.***

***VOTE 3/0***

## **Brainstorm Questions for the Student Advisory Meeting on March 30<sup>th</sup>**

The Committee compiled the following questions to bring to the Student Advisory meeting for discussion.

1. Student safety and thoughts on the Walkout.
2. Youth at Risk Survey.
3. Bi-literacy Competency Test.

***John Ruark made the motion and Jon Green seconded to move to revise the agenda and pull back Agenda items IX (Discussion and Vote of Capital Off-Set to HES Building Project, X (Policy***

**Review), and XI (Walk Out Plan and Support) prior to addressing School Committee agenda items for the next meeting.**

**VOTE 3/0**

**Discussion and Vote of Capital Off-Set to HES Building Project**

Peter Rowe reported on the projection and expected fund balance available at year end in the Devens Revolving account. It is reasonable to expect that the Harvard Public Schools could choose, beginning in FY20, to direct an annual commitment of \$250,000 to support the costs of replacing the Hildreth Elementary School. It is also reasonable to expect that this commitment could be extended into years beyond FY20 as the enrollment growth and per pupil costs used for this analysis are conservative. The constraint would be a decision to not extend the current contract beyond FY20, or to enter into a new contract with terms less favorable to HPS. The Committee discussed if these funds could be committed during the years when the debt was highest. The amount could be flexible in terms of annual commitment and include a not to exceed dollar amount. The Committee tabled a vote until the next meeting.

**Policy Review**

<b><i>BDG-School Attorney – Jon Green made the motion and Nancy Lancellotti seconded to approve policy as amended. VOTE 5/0</i></b>
<b><i>BE – School Committee Meetings – SusanMary Redinger made the motion and Nancy Lancellotti seconded to approve policy as amended. VOTE 5/0</i></b>
<b><i>BEC – Executive Session – SusanMary Redinger made the motion and Nancy Lancellotti seconded to approve policy as amended. VOTE 5/0</i></b>
<b><i>BEDB – Agenda Format – SusanMary Redinger made the motion and Jon Green seconded to approve policy as amended. VOTE 5/0</i></b>
<b><i>BEDD – Rules of Order – Policy Reviewed.</i></b>
<b><i>BEDF – Voting Methods – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BEDH-E – Guidelines for Public Comment – First Read – will be brought back to the March 26<sup>th</sup> meeting.</i></b>
<b><i>BEDH – Public Comment at Committee – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BEE – Special Procedures for Conducting Hearings – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BG – School Committee Policy Development – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BGB – Policy Adoption – Policy Reviewed.</i></b>
<b><i>BGD – School Committee Review of Procedures – First Read will be brought back to the March 26<sup>th</sup> meeting.</i></b>
<b><i>BGE – Policy Dissemination – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>

<b><i>BGF – Suspension of Policies – Policy Reviewed.</i></b>
<b><i>BHC – School Committee/Staff Communications – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BHE – Use of Electronic Messaging by School Committee Members – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BIA – New School Committee Member Orientation – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BIBA – School Committee Conferences, Conventions and Workshops – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BID – School Committee Member Compensation and Expenses – SusanMary Redinger made the motion and Jon Green seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BJ – School Committee Legislative Program – SusanMary Redinger made the motion and Nancy Lancellotti seconded to approve the policy as amended. VOTE 5/0</i></b>
<b><i>BK – School Committee Memberships – Policy Reviewed.</i></b>

### **Walkout Plan and Support**

Several Bromfield students reached out to administration over February vacation about the possibility of participating in a plan for a student walkout on March 14<sup>th</sup> which is a nationwide event. The Committee is very supportive. John Ruark agreed to write a letter in support of the event that will be brought back to the next meeting for School Committee approval.

### **Agenda Items – March 26<sup>th</sup>**

Curriculum – Social Studies  
Guidance presentation  
Field Trip approval  
Assign Articles for Town Meeting  
School Choice  
Capital Offset question  
Policy  
Walk out Letter

### **Approval of Meeting Minutes**

***John Ruark made the motion and SusanMary Redinger seconded to approve the minutes of the February 12<sup>th</sup> meeting as amended.  
VOTE 5/0***

### **Liaison/Sub-Committee Reports**

**Mary Traphagen – no update**

**Jon Green** – no update

**Nancy Lancellotti** – schedule to meet the next Tuesday

**SusanMary Redinger**– Capital will meet Monday for the last time before ATM. SusanMary Redinger will distribute reports when they are completed.

TBS Website review is 90% complete.

SusanMary judged the Science Fair projects with Mary Traphapen which was really great.

SusanMary Redinger thanked Mary for getting everything organized and for presenting, it was a great opportunity.

**John Ruark** – **HEAC** - RFP for the school lighting project is moving forward.

**Athletic Advisory** – the backboards at HES are working great and HAA is excited to have them.

Analysis of the turf field is moving forward. HAA will fund the study.

The boys' basketball team won the sportsmanship award. Chloe Alfieri won the district track award.

DEAC will be meeting on March 22<sup>nd</sup>.

### **Interested Citizens Commentary and School Committee Commentary**

Jennifer Finch – Codman Hill Road, Question on Policy

No School Committee Commentary

### **Adjournment**

***SusanMary Redinger made the motion and Jon Green seconded to adjourn the meeting at 9:38 p.m.***

***VOTE 5/0***

Respectfully submitted:

Mary Zadroga