School Committee Minutes

 Hapgood Room, Old Library

 September 28, 2015

 6:00 p.m.

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

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

**Open to Interested Citizens’ Commentary**

None

**Trip Approval and Club Approval**

Scott Hoffman presented a request for the ninth grade students at The Bromfield School to take an overnight/out of state bus trip to Washington, D.C. from March 16th to March 19th. The trip enriches their student of US History and is a class bonding experience.

Mary Traphagen made the motion and Nancy Lancellotti seconded to approve the March 16th to March 19th Washington D.C. trip for the ninth graders.

VOTE 5/0

Jim O’Shea presented for approval the Bromfield Chess Club and the Rubik’s Cube Club.

The Rubik’s Cube Club would like to meet once or twice a week to practice solving Rubik’s

Cubes as well as teach novices how to either solve a cube or solve it faster.

Jennifer Bedford made a motion and Mary Traphagen seconded to approve the Rubik’s Cube Club as presented.

VOTE 5/0

The Chess Club would provide an opportunity for students to play, learn and talk about chess. If there is sufficient interest the Chess Club would like to move into a more competitive environment and would be interested in bringing in people from the Chess World to serve as expert advisors.

Jennifer Bedford made a motion and Mary Traphagen seconded to approve the Bromfield Chess Club as presented by Mr. O’Shea.

VOTE 5/0

**Review the School Improvement Plan for HES**

HES Principal, Sue Frederick presented the School Improvement Plan for the 2015/2016 school year. Ms. Frederick shared goals, strategies, time-lines, resources, measurements and percentage completed for the following Core Values: Student Achievement, Personal Growth, Partnership, and School Climate. SusanMary Redinger thanked Ms. Frederick for the great presentation and for making the improvement plan a useful, living and breathing document.

**Share Results of the Teacher Climate Survey**

HES Principal, Sue Frederick shared the results of the HES Teacher Climate Survey. She explained that 78% of faculty and 22% of support staff took the survey and the overall results were positive. One area of concern that Ms. Frederick will be looking to address is the claim that there is not a sufficient amount of instructional time for teachers to address essential content. Ms. Frederick was asked to share copies of the survey with the School Committee.

**Share and Discuss the AP Data from Bromfield**

TBS Principal, Jim O’Shea discussed with the Committee some Advanced Placement (AP) data. Mr. O’Shea explained that enrollment in AP courses fluctuates from year to year. The current Bromfield enrollment for AP courses is 11 AP courses and 269 seats are filled. The breakdown by gender for exam takers in 2015 was 69 female and 44 male. It is sometimes the case that students take the AP course, but they do not sign up for the exam as is the case of a student taking the exam that has not taken an AP course at Bromfield. There was a lengthy discussion regarding how to balance student participation in AP courses, the impact that balance has on Bromfield’s AP standings and the appearance of gender disparity in enrollment.

**Information Shared by the Historical Commission**

Joe Theriault from the Historical Commission shared with the Committee the importance of the Bromfield House to the town. The Historical Commission would like to make the Bromfield House part of the Harvard Common Historic District. The Bromfield House is already on the National Register of Historic Places and it is unclear why they were left off of the History District when it was established in 1973. The Historic Commission asked the School Committee for their support to add the Bromfield House to the Harvard Common Historic District at the next town meeting.

**Discuss the Future of the Administrative Offices**

The Committee discussed the options available for administrative offices now that it has been determined there will not be enough space in the upper floor of the Town Hall to house the offices. The Committee discussed options available to renovating or selling the Bromfield House, but decided to wait until the open forum discussion on October 6th (use of town hall) and October 20th (use of old library). The Committee voted for SusanMary Redinger to write back to the Board of Selectman to say they are not interested in taking the second floor of the Town Hall.

Kirsten Wright made a motion and Jennifer Bedford seconded to no longer pursue the second floor of the town hall as our administrative space based on the response that it would not adequately provide for our needs.

VOTE 5/0

**Share the Mass. Development Steering Committee’s Report and Timeline**

SusanMary Redinger shared that the Master Plan Steering Committee draft that will be completed in February to be adopted by the Planning Board. The action items will then be parceled out to different boards to move forward with the items. SusanMary Redinger asked the Committee to review the draft for accuracy.

**Share Superintendent Report**

Dr. Dwight shared the following:

* The Bromfield School was ranked 5th in English, 5th in Science, and 6th in Math of all MA high schools. In English our 10th grade students ranked 5th in the state based on 85% scoring advanced on the MCAS tests, 5th in Science with 67% scoring advanced and 6th in Math with 89% scoring advanced.
* After finding no highly qualified candidates to fill the position of Education Technology Coordinator position during a leave of absence, Dr. Dwight explained a plan to use stipends at both school to create leadership opportunity for staff and fill some of the job responsibilities.
* The district leaders would like to recommend waiting to change the vacation weeks in our school calendar until there is a clear direction on state testing and other districts make the change.
* Dr. Dwight communicated that in effort to reduce drug availability at the Bromfield School and in partnership with the Harvard Police Chief we will be reinstating a periodic practice of using drug sniffing dogs. The time and date will be communicated to students and families and take place in coordination with a hold in place drill. These measures are seen as preventative and effective for reducing some of the at-risk behaviors identified in the Youth Risk Survey.

**Review the Draft of the Capital Submission**

Dr. Dwight reviewed the items on the Capital Plan for 2016-2020. Capital Fund requests for FY17 are as follows:

Architectural Study of the K-Wing (if approved for MSBA funding) - $300,000

New Tractor w/Front end Loader & Snowblower - $45,000

Replace all flat rubber membrane roofs - $100,000

Replace outside lighting with LED fixtures - $30,000

Engineer front parking lot, grade, pave & lighting - $275,000

**Approve Minutes from Previous Meeting**Mary Traphagen made a motion and Nancy Lancellotti seconded to accept the minutes of the previous meeting as amended.

VOTE 5/0

**Student Report**

Hannah Lochiatto reported that the TV Production Class filmed their first production. The filmed segments included interviewing new teachers, interviewing students on how they liked the new entrance at TBS, and a sports segment interviewing the football team. The film will be aired on the television screens in the cafeteria. Hannah reported that sports teams have been doing well and the atmosphere at Bromfield is great.

**Report Out From Liaisons**

Maureen Babcock reported that DEAC is meeting Wednesday at 7:00.

Mary Traphagen reported that she was in contact with Brian Smith and he is working on RFQ’s for a solar project at The Bromfield School. Mary will contact Brian and invite HEAC to an upcoming meeting to update the Committee on school related energy projects.

Jennifer Bedford reported that the HES School Council met and discussed meeting norms, the School Improvement Plan, the teacher survey, traffic and safety at pick-up.

Nancy Lancellotti reported that the TBS School Council met and discussed adding STEM opportunities at Bromfield. Nancy also updated the Committee that the Science Lab project is moving forward with the schematic design completed they will now define and prepare specifications to bid the project.

**Future Agenda Items**

Goals review

Devens meeting

Bromfield House

Student presentations

Athletic Advisory

HEAC

Science Labs

Enrollment

Science Labs

**Open to Interested Citizens’ and School Committee Commentary**

None

Closing Commentary

Kirsten Wright shared a story about a group of boys that were admiring the entrance to the Bromfield School and how gorgeous it looked and how they hoped that it would last and one of the boys proudly announced he had helped with the project.

 **Adjournment**

Jennifer Bedford made a motion and Mary Traphagen seconded to adjourn the meeting at 9:11 p.m.

Respectfully Submitted: Mary Zadroga, Recording Secretary