School Committee Meeting

Monday, March 28, 2016

6:00 p.m.

Hapgood Room, Old Library

Members attending: SusanMary Redinger, Kirsten Wright, Jennifer Bedford, Mary Traphagen, Nancy Lancellotti, Maureen Babcock, Lorraine Leonard, James O’Shea. Absent: Dr. Dwight

**Call to Order** – SusanMary Redinger called the meeting to order at 6:00 p.m.

**Kenneth Lin – Read the Vision Statement**

**Open to Interested Citizens’ Commentary –** None

The meeting began with the presentation of plaques and gifts to honor and acknowledge Kirsten Wright for her dedication and service to the Harvard School Committee for the last six years. The Committee thanked Kirsten for her passion, patience and accomplishments to the Harvard School Committee.

**Student Report**

The Massachusetts Student Government Day will be held on April 1st  in Boston. The Varsity Math Team will be attending the All State Invitational at Shrewsbury High School on Friday. The Staff senior basketball game will be held on Friday at Bromfield. The Course eligibility process has been completed at Bromfield and students will soon begin choosing their classes for next year. Middle School students will start MCAS testing on Thursday.

**Presentation about the senior projects**

James O’Shea explained to the Committee the Bromfield School Senior Community Service Project. The project and service is a graduation requirement intended to provide students with a meaningful opportunity to address real community needs or problems, allows students to gain a greater understanding of a community need, allows students to use their skills and knowledge that they gained throughout high school to address a community need, provides students with the opportunity to grow personally and academically. The project allows students to shine. Presentation of senior projects will be held at the Bromfield School on April 27th. Kirsten Wright suggested having the project presentations taped by HCTV so that the wider community could watch it on television.

**Superintendent Report**

In Dr. Dwight’s absence, Mr. O’Shea reported the following from Dr. Dwight’s Superintendent’s Report:

* Dr. Dwight thanked Kirsten for her dedication to students and her student centered perspective on every decision and discussion. It has been a pleasure to work closely together and we will miss your passion.
* Hildreth Elementary building project update – action items

\*Conference call with MSBA and members of the School Building Committee (SBC) to further clarify the steps in the process.

\*Walked the HES building with Mark and members of the SBC to look at systems such as the roofing, electrical and heating in 1980s section.

\*Met with Sue and Josh to complete the Educational Profile Questionnaire. We are about 80% finished with this task.

\*Shared information about the building project with the PTO parents on March 22nd.

\*Held the second Hildreth Visioning Committee meeting.

\*Held the second School Building Committee meeting.

* The Educator Evaluation Committee tackled the wording for the two new aspects of the DESE requirements; student feedback and District Determined Measure. Once this is done and edits are fully reviewed in the existing sections, the document will be passed on to the School Committee. The School Committee and the Harvard Teachers Association will sign the final version.
* Students in several grades are taking the MCAS this week or next week. The leaders are working to minimize the impact to the students’ daily schedule.
* Due to the recent acts of terrorism in the world, there is some concern about the travel plans to Spain. We will continue to monitor the world-wide security concerns and will communicate with the families and School Committee should anything change. Mr. O’Shea, Ms. Rosal and Dr. Dwight will meet on April 6th to review the safety measures in place for their international trip to Spain over April vacation.
* Parking Lot Bids have been received. The bids ranged from $632,000 to $330,000 with Sunshine Paving submitting the low bid. The project was originally budgeted for $275,000 so additional funds are needed in order to move the project forward.

**Open Campus**

Mr. O’Shea reported that the campus boundaries for seniors have been expanded so that students can now go as far as the General Store as part of the new open campus privilege for seniors. Students still need to sign in and out and are allowed to travel on foot only.

**Review the School Committee self-evaluation**

SusanMary Redinger presented the results of the School Committee Self Evaluation Instrument and compared the numeric score to previous years. The overall score for 2016 is 3.3 out of a possible 4. There was a question as to how the Committee is informed about student achievement and continued improvement in student learning. The Committee looks forward to having Dr. Dwight put together information that will provide the variety of assessments and rubrics used by teachers. The assessment is a useful tool in identifying areas that need more attention.

**Update on the science lab project**

Nancy Lancellotti explained that BLW Engineers, Inc. was retained to evaluate the existing heating, ventilating and air conditioning systems serving the Science Classrooms and make recommendations for improvements. The budget for the Bromfield Science Lab HVAC work is $300,000. The cost estimate submitted by BLW Engineers, Inc. is $461,877. Ken Beck from BLW cut back on the scope of the project as a way to stay within the budgeted amount. The items listed below are things that could be eliminated in order to reduce the cost of the project.

Demolition ($2,000)

Eliminate Heat Recover Unit ($94,000)

Hot Water Revisions ($15,000)

Ductwork Insulation ($25,000)

Temperature Controls ($10,000)

Electrical ($4,000)

The Committee agreed to meet prior to the April 5th ATM with input from Dr. Dwight in order to move forward with a decision on the best option.

**Review Cable MOU**

The Committee reviewed the latest draft of the Memorandum of Understanding between The Harvard School Committee and the Harvard Board of Selectmen acting through Harvard’s Community Cable Access Committee (HCTV). Members agreed that the MOU has put conditions in place to have the financial and functional understanding of each stakeholder well managed.

Mary Traphagen made a motion and Nancy Lancellotti seconded to move that SusanMary Redinger, Chair of the School Committee sign the Memorandum of Understanding to keep our agreement going with Harvard Community Cable Access Committee (HCTV).

VOTE 5/0

**Review All Town Meeting articles**

The Committee reviewed the warrant articles that will be presented at the Annual Town Meeting on Tuesday, the 5th day of April 2016. Article 23 – The sum of $500,000 to be borrowed to conduct the Hildreth Elementary School Feasibility Study and Design and Article 29 - The sum of $31,000 be appropriated from the Capital Stabilization and Investment Fund to purchase a new tractor for the School Department.

**Update on Devens build out**

Maureen Babcock shared that 14 of the 18 housing units (8 single family and 10 duplexes) in phase one are either reserved or under P&S. The homeowners are split between 60 something empty nesters and families with children. Some of these homes will be occupied by the fall of 2016 and will likely have students enrolling in our school. Phase 2 of the housing project is expected to begin next spring. There are 120 homes slated to be built in Phase 2

**Review meeting minutes**

Kirsten Wright made a motion and Mary Traphagen seconded to approve the minutes as amended.

VOTE 5/0

**Report Out from Liaisons**

Lorraine Leonard reviewed the bid results for the bus transportation bid for three years which begins with the 2016/2017 school year. In addition she reviewed the amended bus bid for the athletic transportation portion of the bus bid. The Committee was disappointed that the cost of transportation had increased by approximately 13% from the previous year. Lorraine Leonard did not recommend the Committee rebid the contract because of the lack of bidders in the area, which may result in a higher increase. The Committee agreed to take Lorraine’s recommendation and accept the bid that was submitted by Dee Bus.

Mary Traphagen made a motion and Kirsten Wright seconded to accept the FY17 -19 bus bid as submitted by Dee Bus.

VOTE 5/0

**Financial report**

Lorraine reviewed the FY16 Financial report with expenditures through March 31st. The current surplus is $63,656.

**Liaison Report Out**

**Kirsten Wright** reported that she and Linda are trying to set up a meeting with Anaya from cable studio.

**Mary Traphagen** reported that the Policy Subcommittee needed to reschedule their meeting.

**Jennifer Bedford** reported that the HES School Council discussed the parent surveys and volunteer opportunities for parents who work during the day.

**Maureen Babcock** reported that with the retirement of Kirsten Wright, DEAC will need a new School Committee member to join DEAC. The DEAC is made up of 4 Devens’ representatives, 1 Ayer/Shirley representative, 1 Harvard representative and a Mass Development representative.

**Nancy Lancellotti** reported that the Bromfield School Council has not met. Nancy shared the newsletter that will hopefully be published by the end of the week

**SusanMary Redinger** asked Dr. Horton to reschedule the last Student Advisory meeting which would have been this Friday because the School Committee had not come up with questions for them to consider prior to the meeting. SusanMary Redinger will be looking for recommendation for topics. SusanMary Redinger reported that the budget books are here for members to review. SusanMary Redinger reported that the Master Plan Steering Committee will be turning over the final adoption of the Master Plan to the Planning Board this Thursday. At a future meeting the Committee will discuss staff and student attendance on Good Friday. SusanMary Redinger reported that she along with Lorraine, Tim Bragen, Linda Dwight and Stu Sklar will be reviewing resumes submitted for the Town Finance Director/School Business Manager. Candidate names are confidential until the candidates are name finalists.

**Suggested Future Agenda Items**

School Choice

Vote Last Day of School

Science Labs

Parking lot

Topics for Advisory

HES Parent Survey results

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

Maureen Babcock to Kirsten Wright – “we are going to miss you”.

Jennifer Bedford to Kirsten Wright – “Thank you”.

SusanMary Redinger to Kirsten Wright –“Don’t be a stranger, looks like there is a spot open for you on the Bromfield School Council for you”.

Kirsten Wright – It has been a privilege working with this School Committee and past School Committees. There is no doubt that the Harvard community is dedicated to education. I have no regrets and I thank you all for everything.

SusanMary Redinger made the motion with no objections to adjourn the meeting at 8:42 p.m.