School Committee Minutes

The Bromfield School Faculty Room

Monday, November 28, 2016

6:00 p.m.

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

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

Kaitlin Sundeen read the vision statement.

**Trip Approval-**

Kristen McManus, Josh Thurston and Jack Armstrong from the Business Professionals of America Club attended the meeting to ask for approval for an overnight field trip to attend the state Leadership Conference in Framingham, MA. At this conference the club members will compete in various business and technology events, participate in leadership workshops and network with students from across the state.

SusanMary Redinger made the motion and Mary Traphagen seconded to approve the Business Professional of American Club to attend the State Leadership Conference.

VOTE 5/0

Kristen McManus and Connor Reitler from the Youth in Government Club attended the meeting to ask for approval for an overnight field trip to the state conference for Youth & Government in Boston. Students will simulate MA government, playing the roles of members of government or related bodies. This includes legislation, executive officers, journalists, lawyers, judges and lobbyists.

Mary Traphagen made the motion and Nancy Lancellotti seconded to approve the Youth in Government overnight trip to Boston to the Omni Parker House.

VOTE 5/0

**Club Approval**

Kaitlin Sundeen and Julie Brockmann came to the meeting to seek approval for a new Meditation Club. The Club would explore the general practice of meditation and would focus on different areas of meditation.

Nancy Lancelotti made the motion and Mary Traphagen seconded to approve the Meditation Club.

VOTE 5/0

**Budget Review**

School Business Manager Peter Rowe reviewed the projected Devens Revolving Fund Year End balances for FY17 in order to determine what can be projected as offsets for the FY18 budget.

Cost Center Managers, Scott Hoffman (Bromfield), Sue Frederick (Hildreth), and Chris Boyle (Technology) attended the meeting in order to present to the School Committee their FY18 Budget.

**The Bromfield School Budget** – Scott Hoffman explained that the Bromfield Salaries line is down overall by $29,351. This does not include any cost of living increase, but does include steps and columns for teachers. Scott Hoffman is advocating keeping the .6 FTE Dean of Students position which was a pilot position in the current school budget. In addition, the FY18 budget maintains the Wellness Department Leader. The increase in non-salary expenses is up from $231,069 to $242,331. The most significant increase is to Small Capital due in large part to ensuring that all furniture in the building meets fire code standards. TBS is also attempting to update classroom furniture that is old and falling into disrepair. TBS also is attempting to create more storage space in classrooms that were converted from computer labs or cable rooms.

**Hildreth Elementary School** – Sue Frederick explained that the Hildreth Elementary Salary line is increasing by $70,573 due in large part to a request to make the long term substitute in 1st grade a permanent teaching position. This request would maintain 4 teachers at each grade level and meet the School Committee class size guidelines should students move in over the summer. The increase to non-salary expenses is up from $123,537 to $174,963 due in large part to an increase in textbooks. This increase will align the HES curriculum to the new Next Generation Science standards as well as purchase consumables for GoMath. In addition HES is asking to buy 13 round cafeteria tables. The round tables would add in socialization and conversation between students instead of the long rectangular tables.

**Technology –** Dr. Dwight explained the Technology budget for Chris Boyle who had to leave the meeting early. The Salary line for Technology has a proposed increase of $28,094 due to the request to add a full time technology person to work the school year. The non –salary expenses increase from $153,702 to $170,024 due in large part to an increase in Maintenance costs and the increased cost of internet fiber.

Dr. Dwight explained that the total for the draft #1 FY18 budget is $12,999,580. Eighty percent of the total budget is salary expenses.

**Grant Approval**

Dr. Dwight presented two grants to the School Committee for approval:

MIIA Risk Management Grant for the purchase of security cameras for the schools

Fanfare Grant for the purchase of a conductor’s podium that will benefit the Choral and Instrumental music programs at Bromfield.

Mary Traphagen made the motion and Nancy Lancellotti seconded to accept the grants from the as presented.

VOTE 5/0

**Superintendent Report** – Dr. Dwight reported to the Committee the following:

\*Hildreth Elementary building project update

Met with NV5 member to strategize about the upcoming meeting in Boston and review the 7 applications. Traveled to Boston and met with SusanMary Redinger, Tim Bragen, Peter Rowe and NV5 members to discuss the seven applications with the 12 MSBA representatives. At the end of the discussion, all 15 of us voted for our top 3 architect/design teams. Results were Arrowstreet -33 points, Miller Dyer Spears, Inc., 24 points and OMR Architects, Inc. – 15 points. The top three firms will be interviewed on December 6th in Boston.

Policy Subcommittee met and continued work reviewing policies on Section D, L and B as determined by our revised policy review schedule. The Subcommittee is also working on consistency between our policies dealing with the protection of Civil Rights as per our last School Committee meeting.

GS-21 Meeting – Consistent with Dr. Dwight’s goal to advance innovative teaching and learning for Harvard teacher and students by researching, planning, collaborating and taking steps in the area of STEAM, global learning and project based learning, she attended a Global Studies – 21 group of district leaders that meets in Marlborough.

\*On November 17th the larger group of district leaders (including coordinators, department chairs, vertical team leaders, etc.) met to learn and collaborate together. We are reading and discussion the books, *Grit* and *The Power of Resilience.* The group also discussed ways to forward the curriculum work done on our last PD day where teachers across grades K-12 collaborated together.

\*CPIC – On November 17th the school department discussed our CPIC requests for capital projects.

\*Dr. Dwight invited the bus drivers to breakfast after their morning drop off at HES. This is an annual tradition of appreciation made possible by the generous help of the women in the cafeteria. Also teachers and staff at both schools enjoyed dinner on the night of the conferences. This appreciation dinner was organized and prepare by parents. This has become a very special annual tradition.

**Review meeting minutes**

SusanMary Redinger made the motion and Jon Green seconded to approve the minutes of the previous meeting as amended.

VOTE 5/0

Dr. Dwight explained that today the Town came together to support the Bromfield students as they painted over the rock. Community members contributed paint, hot chocolate, homemade cookies and donuts. They watched as the students of different ages painted the rock white. The weather did not cooperate for further painting of a new design, so the students will make further plans this week. There were news cameras from CBS and Channel 4. They interviewed students and Scott. I was also contacted again by the Boston Globe for follow up details of today's event.

We are determined to turn this awful event into something positive for our students. The teachers in attendance had some wonderful ideas on how to jump start the efforts this week. You are welcome to join us on Monday morning at 7:30am as the entire school assembles in the Cronin. Scott and I will be meeting in my office tomorrow morning to put together the details.

I have also reached out to the Anti-Deformation League and the Southern Poverty Law Center for their resources of speakers and curriculum tools. By coincidence Tuesday was a scheduled visit of Rob Jones, our diversity trainer from Holy Cross, with the 10th graders. The round table and advisory meetings for grades 8, 9, 11 and 12 set for that day will also involve relevant topics of respect and inclusion.

We also hope that this event leads to the formation of a town-wide diversity committee. At our school's diversity committee meeting on Tuesday, we will be talking about the need for two distinct, but connected committees.

The UU church will be holding a peace rally on Sunday evening for the community.

Jon Green will serve as the School Committee’s temporary liaison for tomorrow’s Diversity meeting.

**Liaison/Sub-committee Reports**

Mary Traphagen reported that the HES School Council has been working on homework; the surveys have been tabled for now. Interviews for the Hildreth design firms will take place on December 6, 2016. The Policy Subcommittee met and will be reporting out in the future.

Patty Wenger reported that the Athletic Advisory will be meeting next Monday. CIPIC will be meeting next week to begin rating the Capital project requests. The parent surveys went out last week to parents of all students who played a fall sport.

Jon Green reported that HCTV has not met. SEPAC is working on a draft survey and hope to finalize and be able to send it out soon.

Nancy Lancellotti reported that Scott Hoffman presented the District Improvement Plan to the TBS School Council. The results of the Parent Survey will be on a future agenda item. The Youth Protection Survey results will be available in the spring.

**Suggest Future Agenda Items**

Technology

TBS Parent Survey

Policy

Budget Review

HEAC - Sunproject

Student Assessment and Achievement

Student Participation

Interested Citizen Commentary

Marty Green –Oak Hill Road. - appreciates receiving information from the school so that she can report as accurately as possible.

The School Committee will be meeting in executive session to discuss strategy with respect to collective bargaining with the Harvard Teacher’s Association because an open session may have a detrimental effect on the bargaining position of the committee.  The committee will reconvene into open session for the purpose of adjournment.

SusanMary Redinger made a motion and Mary Traphagen seconded to go into Executive Session to discuss strategy with respect to collective bargaining with the Harvard Teachers Association and Dr. Dwight.

Green (Aye), Lancellotti (Aye), Redinger (Aye), Traphagen (Aye), and Wenger (Aye).

 Patty Wenger made the motion and Jon Green seconded to adjourn the meeting at 8:56 p.m.

VOTE 5/0

Respectfully submitted: Mary Zadroga