

Harvard Public Schools
14 Massachusetts Avenue, Harvard, Massachusetts 01451

School Committee Meeting
October 29, 2019
6:15 PM
Upper Town Hall

1. Call to Order and Read the Vision Statement (6:15)
2. Public Commentary (6:17)
3. Student Report (6:20)
4. Curriculum Review; HES Social Emotional Wellness (6:25)
5. HEAC Report (6:55)
6. Environmental Assessment (7:15)
7. School Improvement Plan for TBS; Vote (7:35)
8. Superintendent Update (7:45)
9. Enrollment Numbers (7:55)
10. Grant Approvals (8:10)
11. School Building Update (8:15)
12. Policy Review; Vote (8:20)
13. Agenda Items (8:40)
14. Approval of Meeting Minutes (8:45)
15. Liaison/Sub-committee Reports (8:50)
16. Public and School Committee Commentary (9:00)
17. Executive Session (9:05) ; pursuant to Massachusetts General Laws Chapter 30A section 21 (a)

and (3) for the following purposes:

- (a) To discuss strategy with respect to an in preparation for collection bargaining with Harvard Teachers' Association because an open discussion may have a detrimental effect on the bargaining position of the Committee.

Materials: Grant information, Curriculum presentation, HEAC report, Draft Environmental Impact Form, Updated SIP, Superintendent's Report, Enrollment Numbers/Section Enrollment, Policies, Meeting Minutes

Vision Statement: The Harvard Public Schools Community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national, and global communities.

Social/Emotional Learning at HES

School Committee Presentation
October 29th, 2019

Objectives

- SEL core competencies
- Various layers of SEL
- SEL committee make-up
- Committee goals
- SEL in action at grade levels and school level

What is Social/Emotional Learning (SEL)

Social and emotional learning is the process through which children and adults acquire and effectively apply the knowledge, attitudes, and skills in these five competency areas:

Self-awareness

Self-management

Social-awareness

Relationship skills

Responsible decision making



SEL is embedded within our mission statement

The Harvard Public Schools community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national and global communities.

Layers that help students *acquire and apply* knowledge, attitudes and skills

Classroom practices - *language, routines, rituals*

School-wide practices and structures - *PAWS drawing, leadership group, DESSA*

Direct instruction - *Guidance, Second Step and Social Thinking lessons, SPED support and speech support for social pragmatics*

Infusion into the curriculum - *Literature Julia Cook books and Wonder, protocols for group discussions, POV in social studies*

Events - *Tiger Assembly, Julia Cook Author Visit*

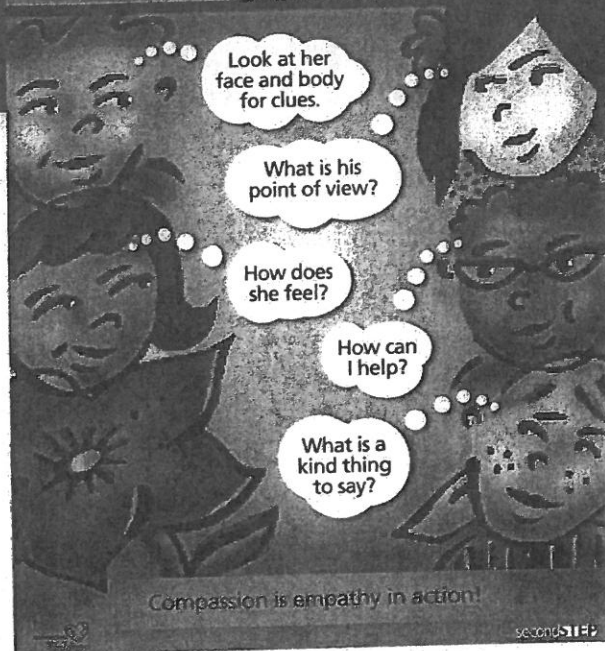
Family engagement - *Two-way communication, parent teacher conferences, Seesaw*

Second Step Lessons

Social Awareness and Self-Awareness

Empathy

is feeling or understanding what someone else is feeling.



Self Care for Teachers Course

Week long course in August for teachers both to learn self-care techniques for themselves and learn how to integrate these into their day.

Summer 2019: Social Thinking Curriculum

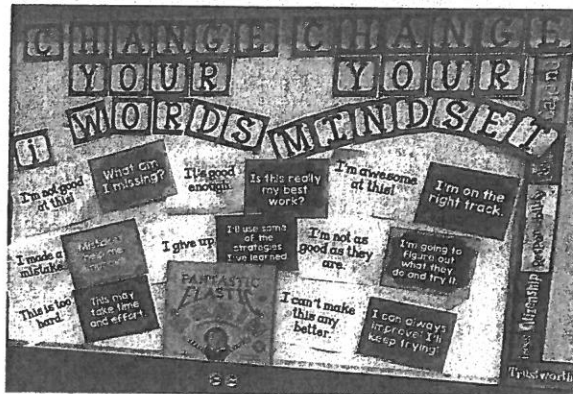
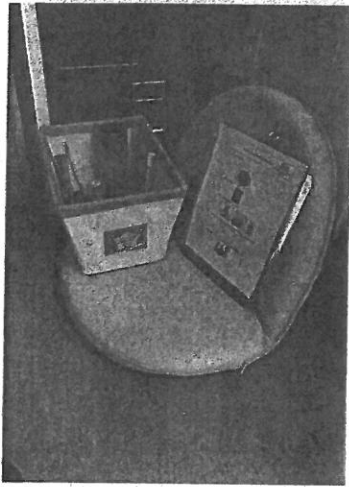
Michelle Garcia Winner - speech-language pathologist who specializes in treating students who are experiencing **social and communication challenges**

Curriculum originally developed to help individuals with social learning challenges

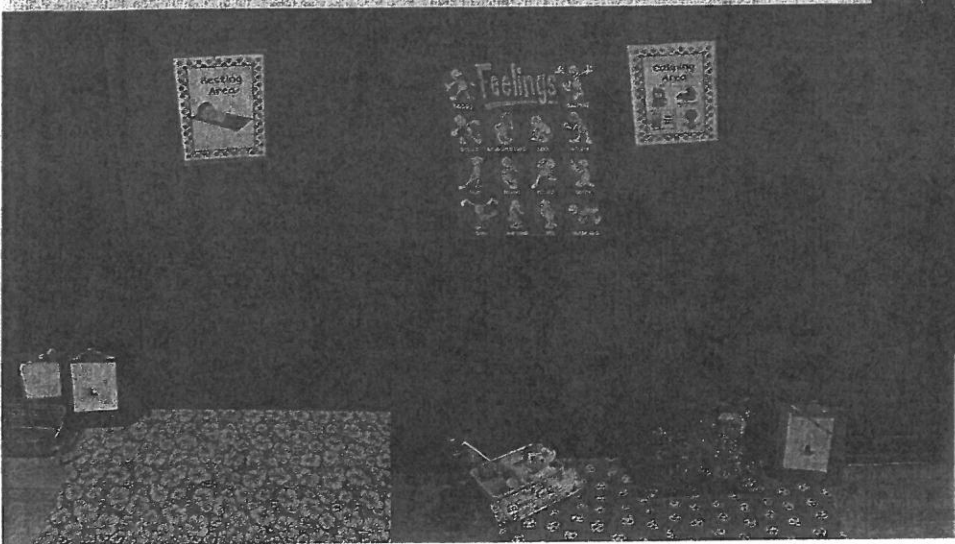
Subset of the work is being **adopted into mainstream classrooms and workplaces around the world to improve social-emotional learning for all.**

Specific Examples

Self-Awareness, Self-Management, Social Awareness, Relationship Skills and Responsible Decision Making



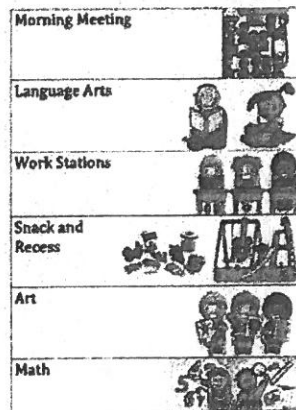
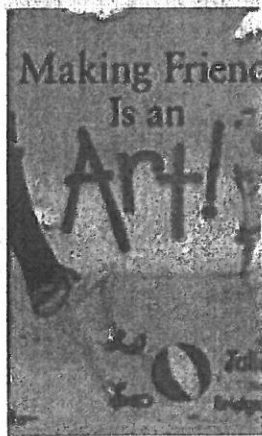
Relationship Building



SEL in action at HES

Examples of Classroom Practices

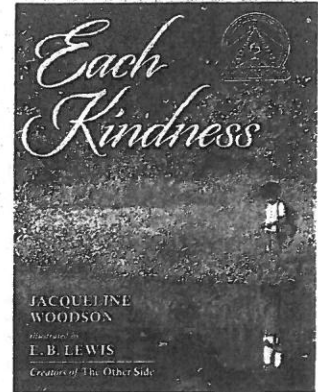
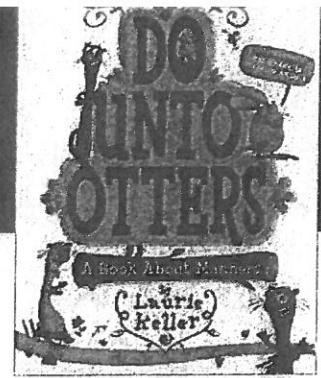
Daily schedule
 Social thinking
 Second step
 Calming corner
 PAWS
 Morning greeting
 Popsicle sticks
 Julia Cook books
 Special person



Updated Literature...

Where Oliver Fits
Strictly No Elephants
Jabari Jumps
Be a Friend
After the Fall
Mixed
Allie All Along
All Are Welcome
Pipsqueaks, Slowpokes, and
Stinkers: Celebrating Animal
Underdogs
The Invisible Boy

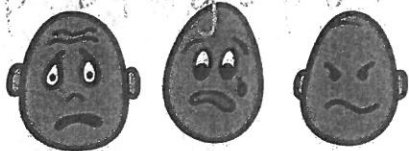
If You Plant a Seed
Do Unto Otters
One
Nerdy Birdy Tweets
Each Kindness
Don't Touch My Hair
How Full Is Your Bucket
Howard B. Wigglebottom
Learns to Listen
No, David!
Those Shoes
The Book of Mistakes



Developing Common Language

UNEXPECTED Behaviors

Things people do or say that make other people feel stressed, upset, uncomfortable or weird.



When people feel unhappy they...

- Don't want to hang out with me.
- Might not like me.
- Don't want to keep talking to me.
- Take things away.
- Don't want to help me.
- Don't bring me to cool places.
- Don't trust me.
- Don't want to be my friend.
- Don't think I'm cool.

Ella is screaming in the bathroom. Is this behavior expected or unexpected?

Michael is raising his hand because he knows the answer. Is this behavior expected or unexpected?

Cameron is pulling all the items off of the shelf at the grocery store. Is this behavior expected or unexpected?

Grace is sitting in her seat when working on class work. Is this behavior expected or unexpected?

Georgia is raising her hand to talk at recess. Is this behavior expected or unexpected?

Mason is using a quiet voice when at his locker. Is this behavior expected or unexpected?

SEL Committee Members 2019-2020

Barbi Kelley - PE

Emily Sterber - Speech

Karen Hurley - 4th

Erin Sintros - Health

Pam Chapman - 1st

Gretchen Gibbs - SPED

Dawn Hall - Guidance

Sangita Marya - 5th

Allie White - 1st

Marisa Khurana - SPED

Cindy Steeves - 2nd

Carrie McLaughlin - 2nd

Josh Myler

Dori Pulizzi

SEL PLC 2019-2020

Identify themes for SEL work grade by grade

- Use our list of stated priorities to inform the work.
- Examine current practices.
- Identify overlaps and conflate, weeding out lessons as needed.
- Identify gaps, and add lessons as needed.

Hold grade level meetings facilitated by SEL committee members. (Encourage buy-in.)

Determine what more might be done to engage families. (How might we look to them as partners in our SEL work?)

Top Priorities (as identified by the committee)

Self Management - Self-control

Self Awareness - Relating feelings to thoughts and behaviors

Social Awareness Empathy and perspective taking

Relationship Skills - Working cooperatively

Responsible Decision Making - Making constructive, safe choices for self, relationships, and school

DESSA Screener - Grades Pre-K to 2

DESSA^{mini}

Devereux Student Strengths Assessment

K-8TH Grade

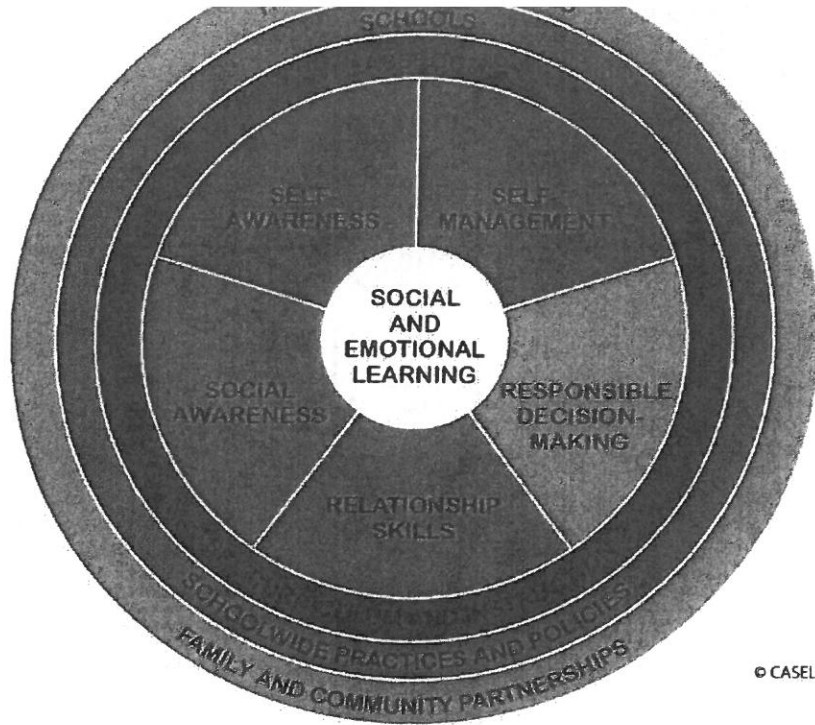
Brief yet powerful universal screeners that allow educators to rate a student in under 60 seconds

The assessments provide a highly reliable estimate of a student's social-emotional competence. Sensitive to change and offering reliable data.

Questions?

Social Thinking Responses






	<ul style="list-style-type: none">• Rule Breaker• Makes other people angry• You will get into trouble• You lose privileges
4 Behaviors that make others feel annoyed	<ul style="list-style-type: none">• Annoy people• Make others not want to play/work with you
3 Behaviors that make others have weird thoughts	<ul style="list-style-type: none">• Weird Thoughts• Makes people feel uncomfortable
2 Behaviors that are friendly	<ul style="list-style-type: none">• Makes people feel calm• People want to play/work with you
1 Behaviors that make others feel good	<ul style="list-style-type: none">• Makes other people feel good• Think about other people



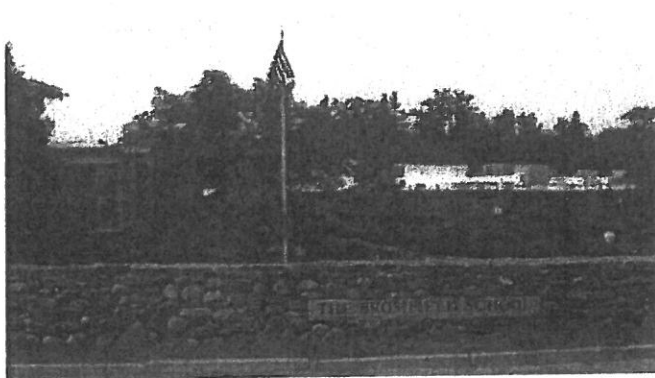
© CASEL 2017

Feelings Check-in (Self-awareness)

A tool used by our guidance
counselor

	explode. I want to hit someone, something, or throw something. I need an adult to help me go to a safe place so I can calm down.	
4	I am getting too angry. My brain isn't working clearly. I might say or do something I will be sorry for later. I need to go to my safe place to calm down.	
3	I am getting really irritated. I need to walk away from what's bothering me. I will tell my teacher that I need a break.	
	I am doing OK. I'm not pleased, but I'm not upset. I can stay where I am and keep working. I can control my anger by myself.	
1	I am doing great. I feel good about myself and about what is going on around me.	

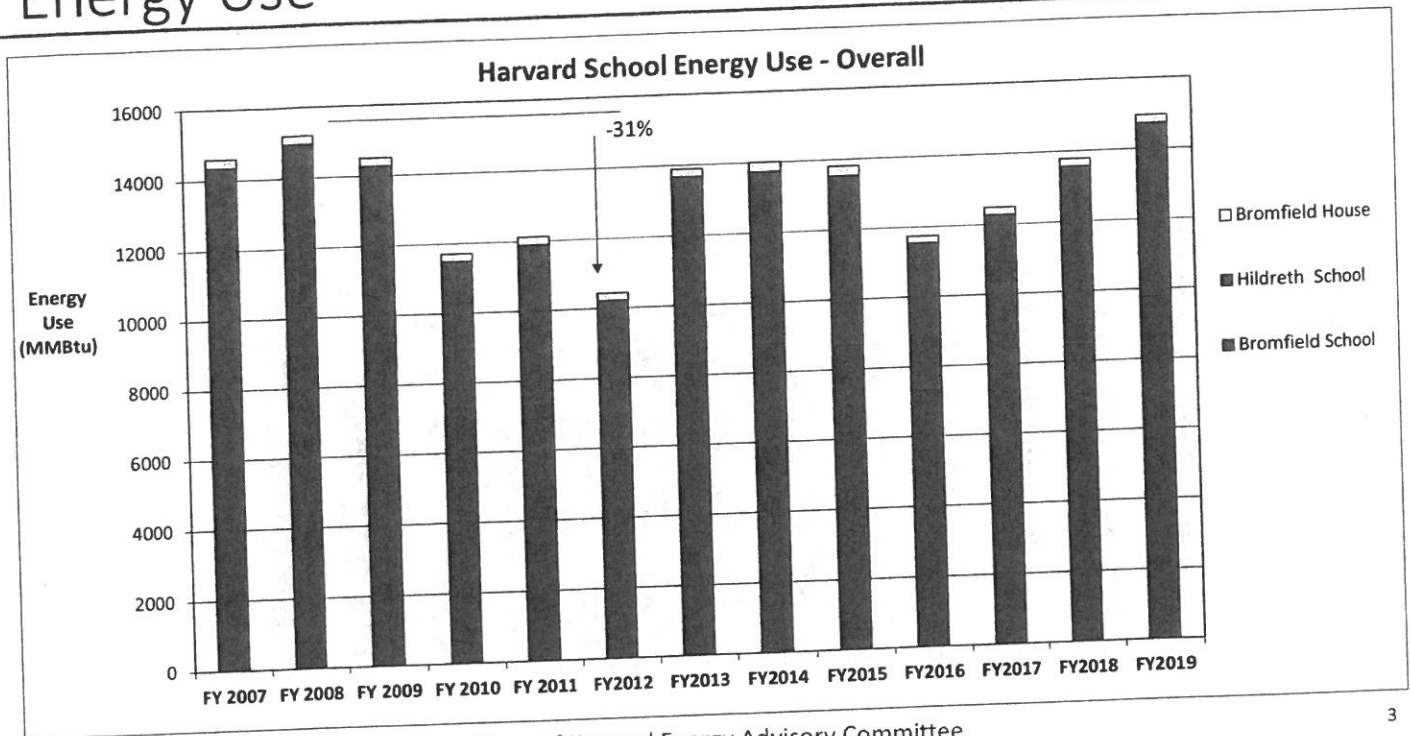
Town of Harvard Schools Energy Report



Agenda

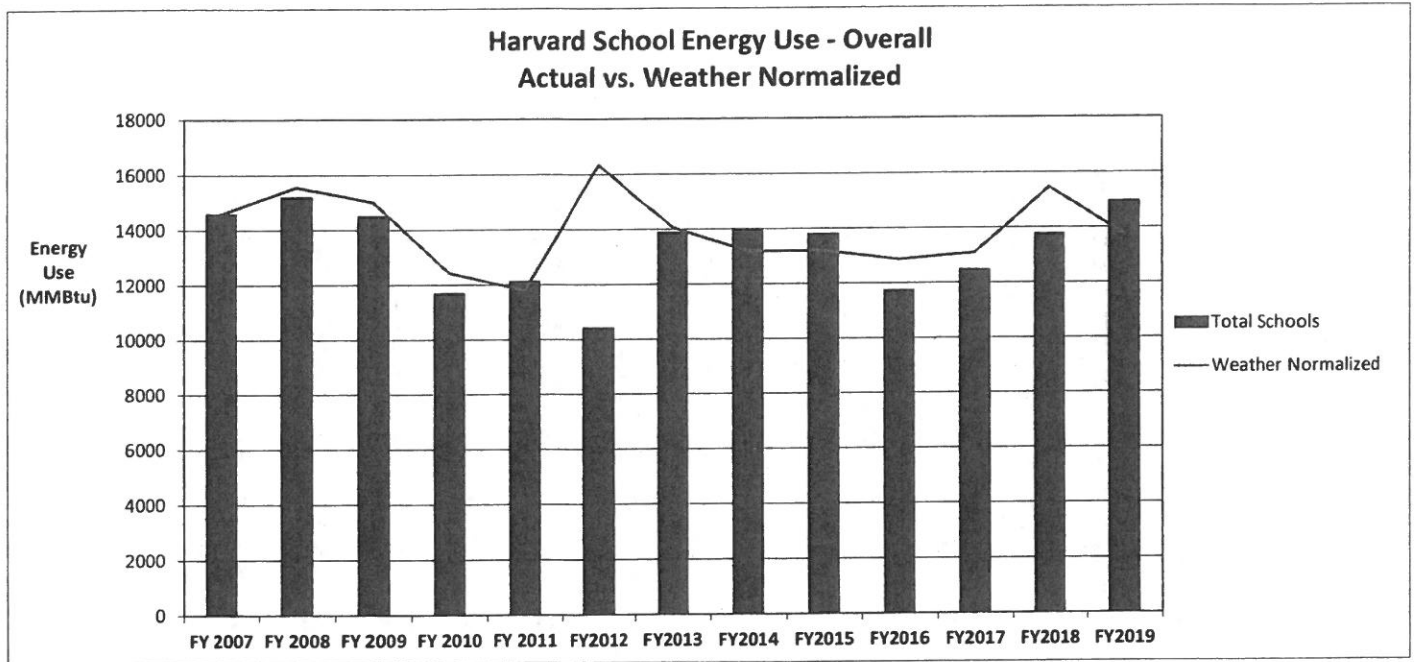
- Energy Use FY07-FY19
- Energy Costs FY08-FY18
- Emissions FY07-FY19
- Energy Reduction Projects – History and Current
- Energy Reduction Projects - Future
- Energy Initiatives / Concerns

Energy Use



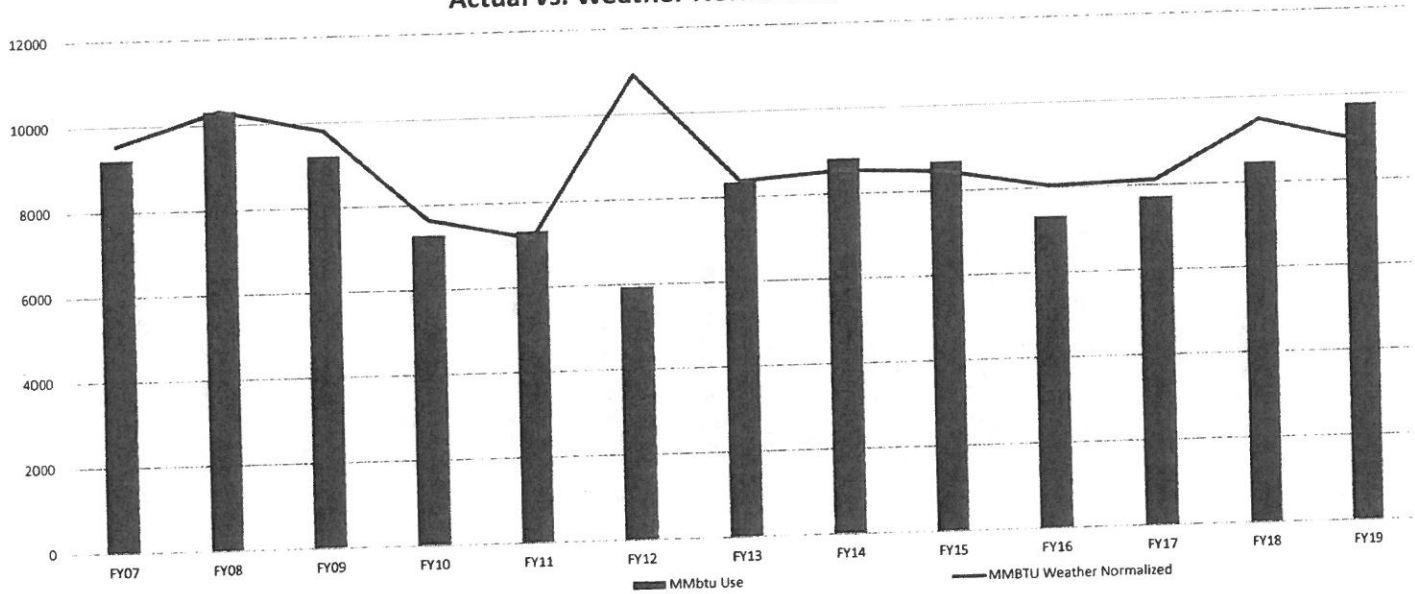
10/29/19

Energy Use



Energy Use – Bromfield School

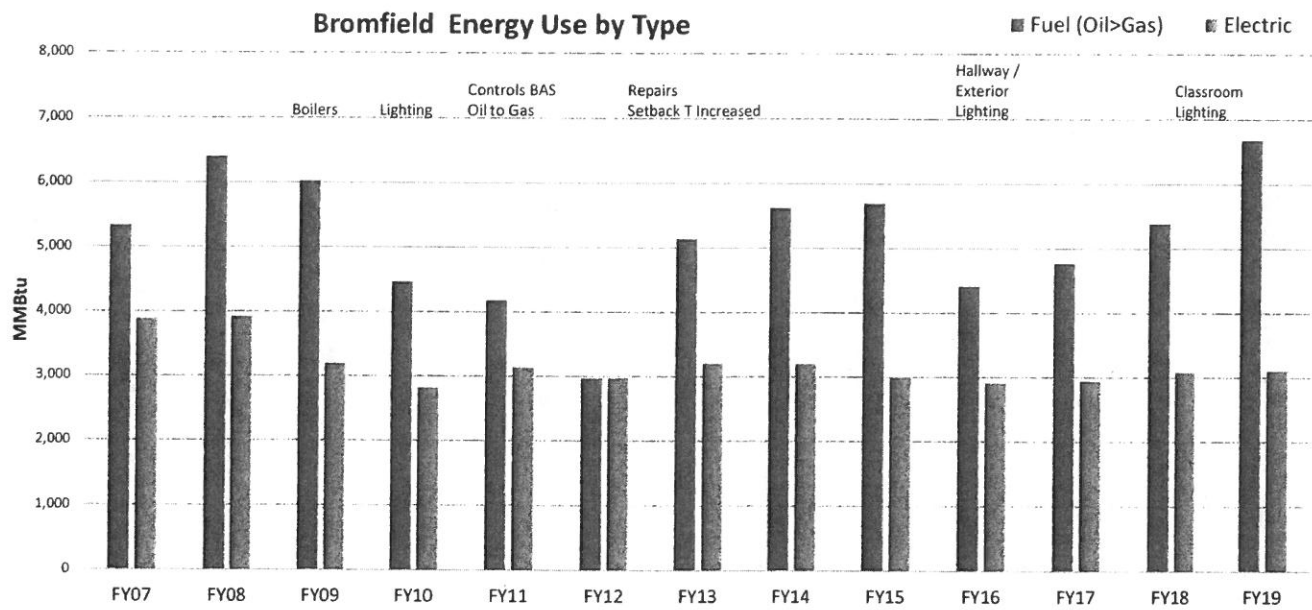
**Bromfield School Energy Use
Actual vs. Weather Normalized**



10/29/19

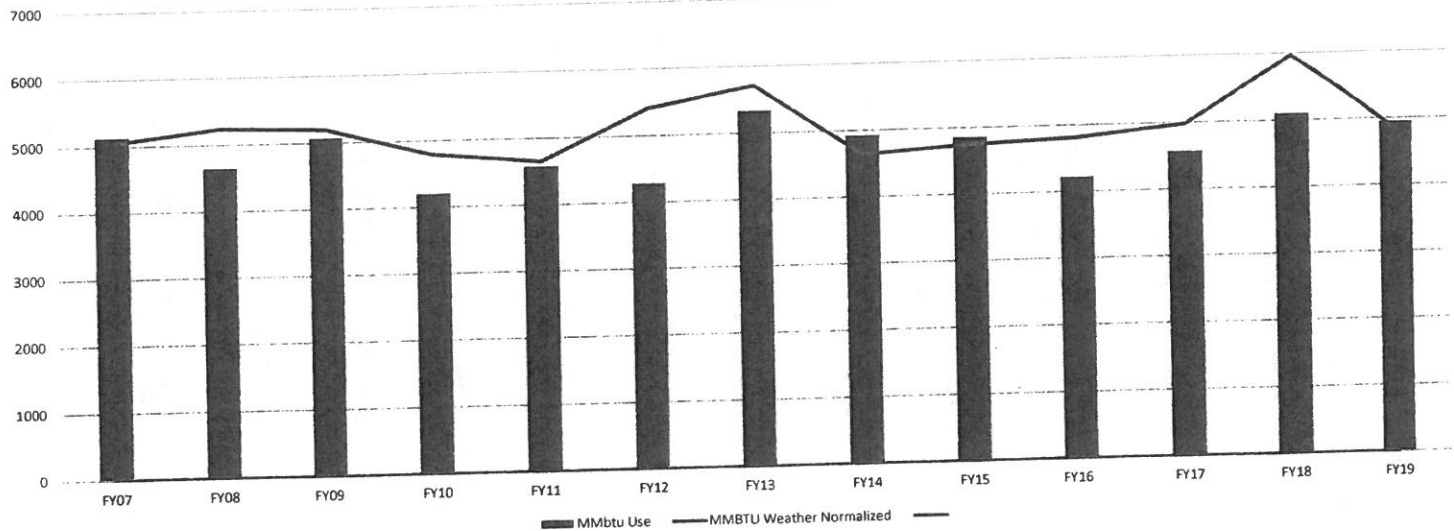
Town of Harvard Energy Advisory Committee

Energy Use – Bromfield School



Energy Use – Hildreth School

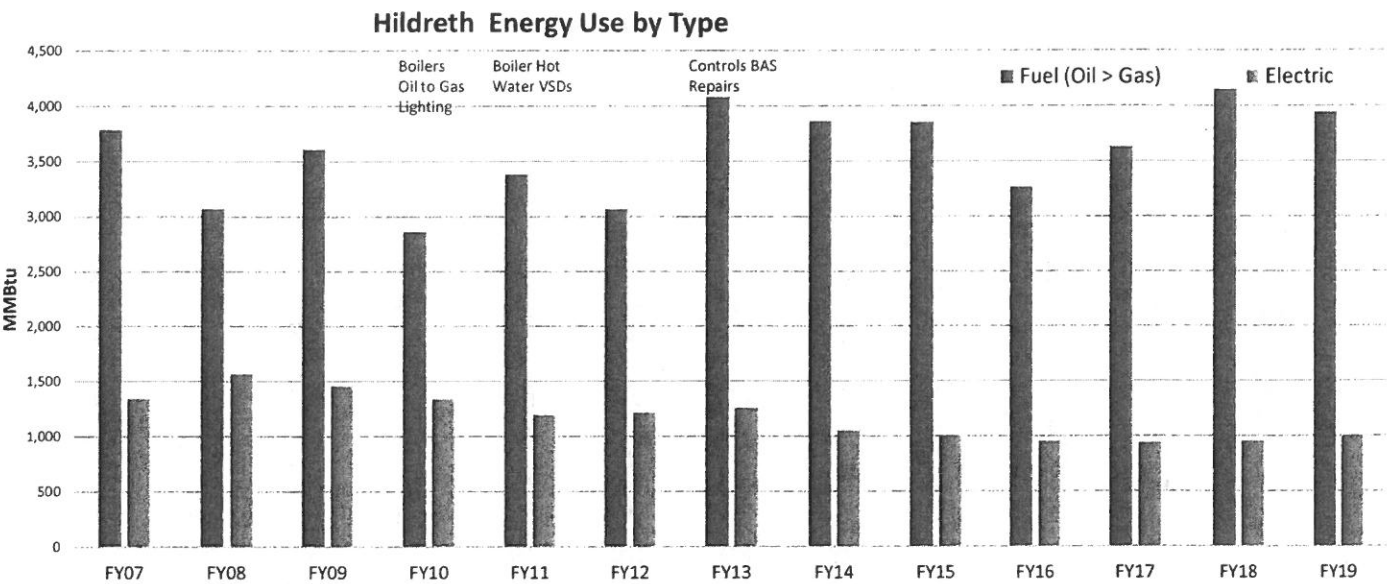
Hildreth School Energy Use
Actual vs. Weather Normalized



10/29/19

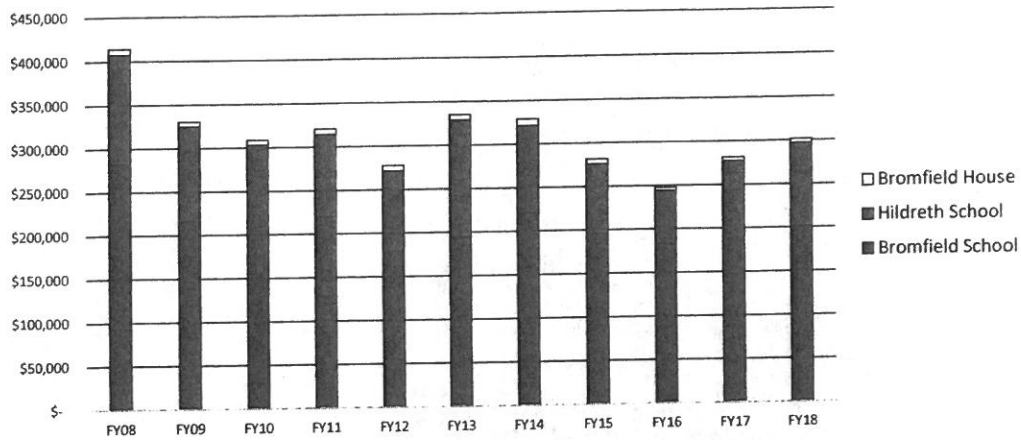
Town of Harvard Energy Advisory Committee

Energy Use – Hildreth School



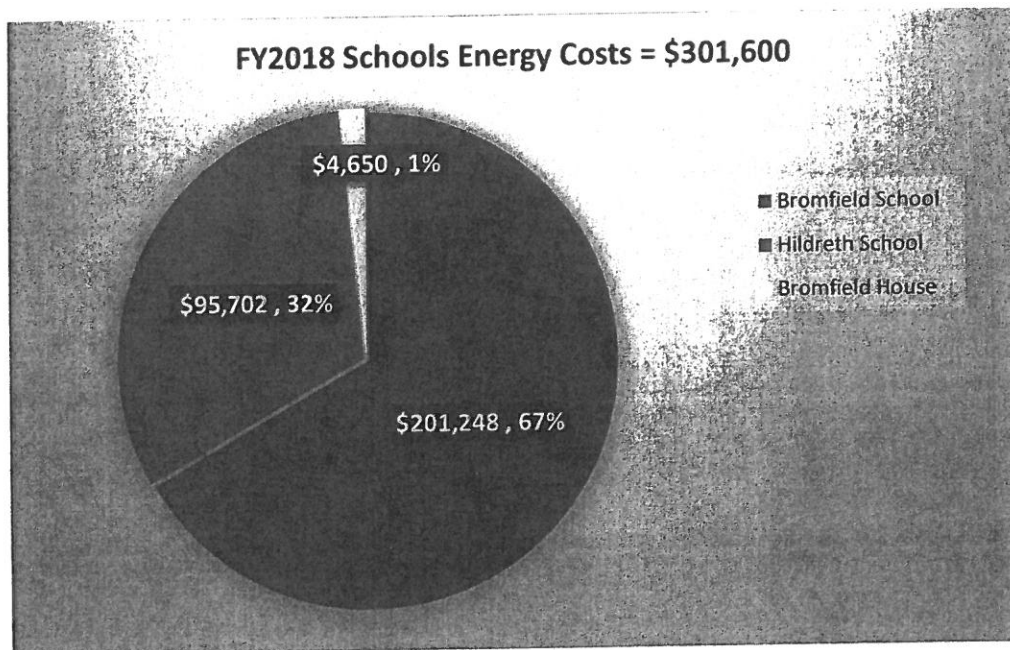
Energy Cost

Harvard Schools Energy Costs

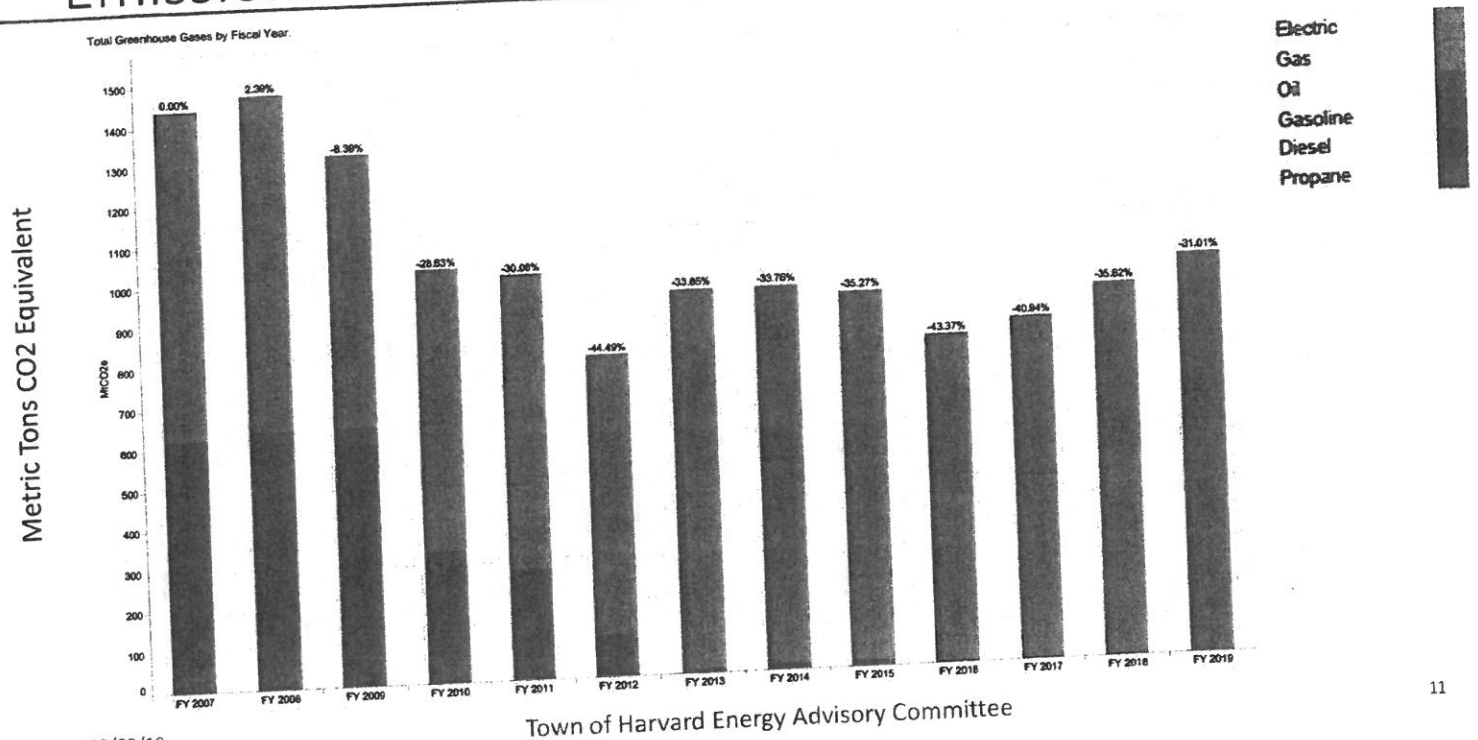


Total Energy Costs	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18
Bromfield School	\$ 282,490	\$ 216,789	\$ 200,943	\$ 220,055	\$ 178,931	\$ 194,049	\$ 221,040	\$ 196,061	\$ 183,314	\$ 188,294	\$ 201,248
Hildreth School	\$ 124,996	\$ 108,189	\$ 102,241	\$ 94,381	\$ 92,665	\$ 134,958	\$ 100,356	\$ 79,801	\$ 60,858	\$ 89,016	\$ 95,702
Bromfield House	\$ 6,549	\$ 5,292	\$ 5,630	\$ 6,387	\$ 6,151	\$ 6,173	\$ 7,374	\$ 5,720	\$ 3,635	\$ 4,370	\$ 4,650
	\$ 414,035	\$ 330,270	\$ 308,814	\$ 320,824	\$ 277,747	\$ 335,180	\$ 328,770	\$ 281,582	\$ 247,807	\$ 281,680	\$ 301,600

Energy Cost



Emissions Down – Schools (TBS, HES, TBH)



10/29/19

Bromfield Projects - History

FY09 Aug 08	Boiler (2)/Burner (2)	Fuels	\$ 100,000
FY10 Aug 09	Lighting Upgrade - Interior	Electric	\$ 114,495
FY11 Dec 10	Building Automation System Upgrade / Retro-comm.	Fuels/Elect	
FY11 Dec 10	Demand Controlled Ventilation Gym	Fuels	
FY11 Dec 10	Pneumatic Controls Conversion		
FY11 Dec 10	Demand Controlled Ventilation - Library, Auditorium, Café	Electric	\$ 140,223
FY11 Dec 10	Roof Top Unit fan & Boiler Hot Water Variable Speed Drives		
FY11	Convert to Gas	Fuels	
FY13 Dec 12	Retro-commissioning Repairs – actuators, sensors, controllers, dampers valves	Fuels/Elect	\$ 45,466
FY13 Dec 12	Library Air Handler Unit Controller Replacement	Electric	
FY16 May 16	Lighting Upgrade - Exterior LED	Electric	\$ 42,285
FY17 Sep 16	Lighting Upgrade - Hallway / Occupancy Sensors	Electric	\$ 67,451
FY17 Dec 16	Monitoring Project – Retro-commissioning/BAS	Fuels/Elect	\$ 52,323

Bromfield Projects - History

FY19	Monitoring Project – Software	Fuels / Electric	\$6,151
FY19	BAS Control Programming	Fuels / Electric	\$6,279
FY19	Weatherization (Air Sealing)	Fuels	\$14,252
FY19 Sep 2018	Lighting Upgrade - Classrooms/Gym/ Auditorium	Electric	\$214,760
FY19	Retrocommissioning /Building Automation System (BAS)	Fuels / Electric	\$5,050
FY20 Dec 2019	Lighting Upgrade – Remaining - Fall 2019	Electric	\$78,847

Hildreth & Bromfield House Projects - History

HES

FY10	Dec 09	Boiler/Burner(2) Convert to Gas	Fuels	\$ 30,000
FY10	Dec 09	Lighting Upgrade	Electric	\$ 32,687
FY11	Apr 11	Boiler Hot Water Variable Speed Drives	Electric	\$ 53,199
FY13	Dec 12	Building Automation System	Electric/ Fuels	\$ 103,659
		Retro-commissioning & Repairs		
		Demand Controlled Ventilation Gym, Cafeteria		
FY13	Dec 12	Solar Array HES Roof 5 kW	Electric	\$ 40,000

Bromfield House

FY16	FY16 Replaced boiler and converted oil to gas.	Fuels
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Total Green Community, National Grid and Clean Energy Center Grants = \$1,047,000

Future Projects – Energy Reduction Opportunities

- Bromfield LED Lighting– remaining misc support areas
 - Green Community Grant Sep '19 - Subcontract Oct '19; Complete by Dec '19

Future

- Bromfield Focus – Work with Jon S - Variable boiler controls; repairs
- Bromfield Setback temperature – address root cause of frozen coils
- Monitoring Recommendations – Fraunhofer extended to all circuits pending final IT network modifications.
- Bromfield Hot Water Tank – consider Solar Electric or Solar Thermal?
- FY22-23 capital projects HVAC/AHU/AC – any eligible for grant funds?

Energy Initiatives / Concerns

- Energy Policy
- Energy Manager
- Car Charging Station
- Student Collaboration; Curriculum Integration
- Solar
 - Bromfield – Limited Rooftop
 - HES - Existing 5kW Solar Array – Re-use?
 - HES - New solar array – how to fund?
- HES - Building Automation System – integrate with Bromfield

Town of Harvard

Environmental/Re-Use/Energy/Resiliency Review Form

Committee/Board/Department: _____

Project/ Decision/Acquisition Name: _____

Date: _____

Contact Name: _____

Phone/Email Contact Information: _____

Background: The Town and its residents are seeking to facilitate consideration of the environment, energy efficiency and renewable content, the re-use/re-cycling of materials, and the enhancement of resiliency in our Town projects, planning and major decisions. Please complete this form before a public meeting and a decision to take action and submit it to _____ for posting on the [create new webpage] on the Town Website.

This information will inform other boards, Town government and the public and facilitate their feedback on choices that your Board/Committee/Department takes into consideration. It will ensure opportunities for environmental protection, re-use, energy conservation and resiliency are considered in decision-making. It will also provide a measure of transparency into what was included in the decision-making.

What does this apply to? [Major policy decisions that could have significant impacts (e.g. pay as you throw at the Transfer Station, a Town or School building project, purchase of a major capital item, or requested by another Town board, official or resident)]

What does this not apply to? Regulatory hearings that are governed by MA law and Town Bylaws (e.g., zoning hearings, Conservation Commission hearings, etc.)

1. Please describe any potential environmental impacts or considerations associated with the Project, Acquisition or Decision. What choices were made about seeking ways to reduce environmental impacts (e.g. alternative designs, locations, sharing resources etc.)

2. What is the expected life of the acquisition or duration of the project? What are the options for the de-commission, disposal, re-use, resale or recycling during and at the end of that life span? What are the pros and cons of these options?

3. Please describe any energy efficiency or green energy options that may be considered associated with the Project or Decision. What are their pros and cons?
4. Please describe any resiliency and/or hazard-mitigation opportunities that may be considered that help fulfill a Town climate-related resiliency plan. Please describe the pros and cons of such measures.
5. Please share any other relevant information.

Superintendent's Update
October 29, 2019

I. Teacher Negotiations for CASE
Standard IV: Professional Culture

We began the negotiation process with the teachers for their new contract. They have chosen traditional bargaining and have a MTA representative at the table. The superintendents from Concord and Lincoln and the executive director joined me at the table. We will be meeting regularly throughout the fall and winter to come to agreements.

II. Bus Driver Breakfast
Standard IV: Professional Culture

We continued a seven year tradition of treating the bus drivers to a special breakfast. The cafeteria staff prepared the food and set the table with tablecloths and dishes. We arranged for a student performance and provided gifts of appreciation. We thanked them for greeting our students each morning and ensuring their safety to and from school. Most of the drivers have driven for the Harvard School District for many years, predating our contract with Dee Busing.



III. Diversity, Equity and Inclusion Committee and Arm in Arm Meetings
Standard IV: Professional Culture

The Diversity Equity and Inclusion Committee met and welcomed Chief Denmark to describe information about a grant funded program that he would like to bring to the Harvard Community named the Kingian Nonviolent Principles. Twelve members of the committee, including three students, signed up to participate in the upcoming training session. The program is based on the examples of Martin Luther King Jr.'s life and center on these principles:

SIX PRINCIPLES OF NONVIOLENCE

- **PRINCIPLE ONE:** Nonviolence is a way of life for courageous people.
- **PRINCIPLE TWO:** Nonviolence seeks to win friendship and understanding.
- **PRINCIPLE THREE:** Nonviolence seeks to defeat injustice not people.
- **PRINCIPLE FOUR:** Nonviolence holds that suffering can educate and transform.
- **PRINCIPLE FIVE:** Nonviolence chooses love instead of hate.
- **PRINCIPLE SIX:** Nonviolence believes that the universe is on the side of justice.

Superintendent's Update October 29, 2019

The Arm in Arm leadership group met to debrief about the recent town read event and to plan the next town read. The plan is to focus our next reading on an area of special ability. This might create an intersection between Arm in Arm and the SEPAC members. Future events include the Mosque visit this Sunday at 11:45, an environmental/religion panel, chat bench project, multicultural dance, and more.

IV. **Professional Presentation**

Standard I: Instructional Leadership/Professional Culture

Aziz presented at the international conference of school business managers. Here is the feedback from his experience:

Just wanted to give you an update on what happened during the conference. As you know I had a session on automation of excel workbooks. After I finished the session the organizers approached me and asked if I can present it one more time on the next day. Apparently, my session was the most popular session of the conference. I had very positive feedback and an invitation to present next year with free conference registration :). I did not expect anything like this. Just wanted to share this with you. There are photos from the conference. I will share those as soon as I receive them. I will see you tomorrow.

V. **Superintendent Forum**

Standard I: Instructional Leadership/Professional Culture

I attended a professional development workshop held at the Research for Better Teaching and center in Acton. The learning focused on the supervision and development of principals' instructional leadership skills to push past mediocre school performance, lead with a sense of purpose and urgency, and help those they lead become better at what they do. This course was taught by educational leaders Jon Saphier and Pia Durkin.

This was followed up by our Harvard leadership team meeting where we are using the new DESE on-line tool to calibrate and strengthen our feedback to teachers. The site, <http://www.ma-optic.com/>, provides videos, rubrics, and calibration tools to be used by district teams.



FY21 Budget Development Meetings
Upper Town Hall Meeting Room

October 31, 2019	9:30 a.m.	Facilities	Jon Snyder
October 31, 2019	10:30 a.m.	Central Office	Linda Dwight
November 1, 2019	10:30 a.m.	Hildreth	Josh Myler
November 1, 2019	11:30 a.m.	Pupil Services	Marie Harrington
November 4, 2019	10:00 a.m.	Bromfield	Scott Hoffman
November 4, 2019	11:00 a.m.	Technology	Chris Boyle
November 12, 2019	12:00 p.m.	Revolving Accounts	Paul Correnty
			Dave Boisvert
			Judy Cavanaugh
			Deb Mayo

Harvard Public School Enrollment October 1, 2019

Grade	Harvard Residents	School Choice	Devens	Charter	Private	Voc Tec	HomeSchool	O.O.D	Public
Pre-K	18		1						
K	54		4				2		
1	55		3						
2	67		7		1				
3	59	2	9		1				
4	71		9		1		5		
5	62	4	6		1		1		
6	79	7	9		2		3		
7	62	10	8	4	5		4		
8	69	7	8	6	4	1	1		
9	55	11	8	1	3	1			
10	89	5	5	5	8				
11	90	2	7	1	11				
12	77	7	4	3	7	1			
Totals	907	55	88	20	44	2	16	21	0

PTO Curriculum Requests for School Committee

1 message

Mandy Ostaszewski <mostaszewski@psharvard.org>

Tue, Oct 22, 2019 at 3:48 PM

To: info@harvardpto.org, Kate Guthro <kwebster80@gmail.com>, Josh Myler <jmyler@psharvard.org>, Karen Shuttle <kshuttle@psharvard.org>, Mary Zadroga <mzadroga@psharvard.org>

Hello all,

Attached are the 4 PTO Request forms for the money that we received from the PTO this week in the amount of \$2,680.00.

It is my understanding that one of these programs-Traveling Science Workshop Acton Discovery Museum: Sound, has already been through the School Committee and has been accepted. It is attached separately. The other three programs awaiting School Committee acceptance are grouped together.

Please let me know if we need anything else.

Mandy Ostaszewski
Administrative Assistant
Hildreth Elementary School
27 Massachusetts Avenue
Harvard, MA 01451

CONFIDENTIAL MATERIAL: This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. If received in error, please notify sender by return e-mail and destroy all copies of the original transmission and any attachments. Thank you. If you wish to view information about the Harvard Public Schools, please visit our website at <http://www.psharvard.org>.

2 attachments

 PTOCurriculumRequestAccepted.pdf
387K

 PTORquestNeedAcceptance.pdf
1080K

HES PTO CURRICULUM ENRICHMENT REQUEST FORM

The PTO asks to be recognized on all permission slips & email communications sent to parents regarding the enrichment programs we support.

PLEASE NOTE: All checks will be made payable to the Hildreth Elementary School. Contact the school business office to request your approved funds for vendor payment.

Date of Request: 9/12/19 Amount Requested: \$ 685.00

Submitted By: Jon Accorsi Email: jaccorsi@ps.harvard.org

Program/Project Title: The Magic of Maps

Description: (provide as much detail about your request as possible):

The new Grade 4 Social Studies standards include an increased emphasis on geography and map/globe skills. There is a significant focus of these areas within our units of study U.S. Regions. We would like to have a return of the program, "The Magic of Maps" and "The Map Lady", to both reinforce and enrich student learning. Many thanks for your support of our curriculum and students.

Approximate number of students impacted: 80

Program/Project Start Date & End Date: January 7th 8th 2020

"Magic of Maps" with Map Lady: Susan Pietrantonio

Signature of Applicant: Jon Accorsi Date: 9/12/19

Signature of Principle: [Signature] Date: 9/13/19

Email a copy of the completed grant request form to Kate Guthro at kate@guthro.net
Questions, contact Kate Guthro at kate@guthro.net

HES PTO CURRICULUM ENRICHMENT REQUEST FORM

The PTO asks to be recognized on all permission slips & email communications sent to parents regarding the enrichment programs we support.

PLEASE NOTE: All checks will be made payable to the Hildreth Elementary School. Contact the school business office to request your approved funds for vendor payment.

Date of Request: 10/9/19 Amount Requested: \$ \$955

Submitted By: E.Newbould Email: enewbould@psharvard.org

Program/Project Title: Discovery Museum Traveling Workshop

Description: (provide as much detail about your request as possible):

We are requesting for Discovery Museum to present 2 workshops for our kingergarten students:

Force and Motion and Weather. We have had these 2 programs presented to our students in the
past and have found them to be very enriching and a nice compliment to our Science curriculum.

The cost for Force and Motion is \$470 and Weather is \$485. We could receive a discount if we
book both programs.

Approximate number of students impacted: 60

Program/Project Start Date & End Date: winter and spring of 2020

Signature of Applicant: Erin Newbould Date: 10/9/19

Signature of Principle:  Date: _____

Email a copy of the completed grant request form to Kate Guthro at kate@guthro.net
Questions, contact Kate Guthro at kate@guthro.net

HES PTO CURRICULUM ENRICHMENT REQUEST FORM

The PTO asks to be recognized on all permission slips & email communications sent to parents regarding the enrichment programs we support.

PLEASE NOTE: All checks will be made payable to the Hildreth Elementary School. Contact the school business office to request your approved funds for vendor payment.

Date of Request: 9-22-19 Amount Requested: \$ 500
Submitted By: Amy Bassage Email: abassage@pshavard.org
Program/Project Title: Native American Drumming + Dancing

Description: (provide as much detail about your request as possible):

- Celebration of Native American Peoples and Traditions - 3rd grade
- drumming, dancing, storytelling by Larry Spotted Crow from ~~MA~~ MA Center for Native American Awareness

mcnaa.org/larry-spotted-crow.html

Approximate number of students impacted: about 80 third graders
Program/Project Start Date & End Date: Oct. 18 1:45 - 2:45

Signature of Applicant: Amy Bassage Date: 9-22-19
Signature of Principle: [Signature] Date: 9/22/19

Email a copy of the completed grant request form to Kate Guthro at kate@guthro.net
Questions, contact Kate Guthro at kate@guthro.net

Re: PTO Grant Request, Politics Club

3 messages

Mon, Oct 21, 2019 at 6:03 AM

Thomas <thomasl01@hotmail.com>

To: Kate Keane <kkeane@psharvard.org>

Cc: "lgushue@verizon.net" <lgushue@verizon.net>, "jenslavin@yahoo.com" <jenslavin@yahoo.com>, "ldwight@psharvard.org" <ldwight@psharvard.org>, "shoffman@psharvard.org" <shoffman@psharvard.org>

Good morning,

The Harvard PTO is pleased to announce that we will fund the formation of the Bromfield politics club magazine for the 2019/2020 school year. We will award the full requested amount of \$500.

Please note: we view this money as "seed money" to get the magazine started. It is our hope that going forward, it will be self-sustaining through fundraising efforts or other initiatives of the club.

Congratulations and good luck in the coming year,

Laura Thomas
PTO President

Sent from my iPad

On Sep 26, 2019, at 8:51 AM, Kate Keane <kkeane@psharvard.org> wrote:

Hello,
Please see the attached application. Thank you, Kate Keane

 SBromfield_19092607440.pdf

--
Kate Keane
United States History and Government Instructor
The Bromfield School

CONFIDENTIAL MATERIAL: This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. If received in error, please notify sender by return e-mail and destroy all copies of the original transmission and any attachments. Thank you. If you wish to view information about the Harvard Public Schools, please visit our website at <http://www.psharvard.org>.

Mon, Oct 21, 2019 at 6:52 AM

Scott Hoffman <shoffman@psharvard.org>

To: Thomas <thomasl01@hotmail.com>

Cc: Kate Keane <kkeane@psharvard.org>, "lgushue@verizon.net" <lgushue@verizon.net>, "jenslavin@yahoo.com" <jenslavin@yahoo.com>, "ldwight@psharvard.org" <ldwight@psharvard.org>

Hi Laura:

Once again, I truly appreciate the amazing support of the PTO. I know the kids will truly enjoy putting together the magazine.

Best,

Scott

[Quoted text hidden]

--
Scott Hoffman
Principal
The Bromfield School
[Quoted text hidden]

Kate Keane <kkeane@psharvard.org>
To: Thomas <thomasl01@hotmail.com>

Mon, Oct 21, 2019 at 7:53 AM

Cc: "lgushue@verizon.net" <lgushue@verizon.net>, "jenslavin@yahoo.com" <jenslavin@yahoo.com>,
"ldwight@psharvard.org" <ldwight@psharvard.org>, "shoffman@psharvard.org" <shoffman@psharvard.org>

Hello Ms. Thomas,

Thank you very much for your support of this project. The students in the Politics Club are dedicated to raising their peers' awareness of global and national politics and I believe, with your support, they will produce a magazine that is an asset to the entire school community! Thank you, Kate Keane

On Mon, Oct 21, 2019 at 6:03 AM Thomas <thomasl01@hotmail.com> wrote:

[Quoted text hidden]

[Quoted text hidden]

HARVARD PTO GRANT REQUEST FORM

The Harvard PTO recognizes the challenges facing administrators and teachers in enhancing the educational and extracurricular experience for our students. A portion of the funds raised by the PTO is, therefore dedicated to supporting these educational projects through our grant process.

Date of Request: 9/9/19 Total Amount Requested: \$ 500

Submitted By: _____ Email: 20mramakrishnan@psharvard.org / 1/1/19
psharvard.org

Program/Project Title: Bromfield Political Pulse

Description: (provide as much detail about your request as possible):

The Bromfield Politics Club aims to promote political discussion and analyze news objectively by writing the Bromfield Political Pulse magazine on current events. The magazine has 9 pages with a varying number of articles, with 2 perspectives for each side of a certain issue. We publish one magazine per term talking about different issues, allowing members to analyze certain issues, and talk about their individual opinion for the student body to consume and explore.

Approximate number of students impacted: The Bromfield Student Body

Program/Project Start Date & End Date: Till the end of the school year

Please itemize expenses (include shipping/handling): 115.35 for booklet, 9.37 tax, pick up from the Staples store

Program Sponsor/Payee: _____

Signature of Applicant: _____

Date: 9/16

Signature of Principal: _____

Date: 9/16

Please email a copy of the completed grant request form to Laura Thomas at thomasl01@hotmail.com and place completed grant application with attached estimate in a sealed envelope. Please mark the front of envelope "PTO" and return to the main office. Any questions, please contact Laura Thomas, PTO President, at thomasl01@hotmail.com.

Refer here for policies:

Harvard Public Schools

MASC

Policy	Name	HPS	MASC	Subcommittee recommendation	Notes	Done	Committee
<u>AE</u>	Accomplishment	N	Y	adopt	information	Y	10/29/2019
<u>ADFA</u>	Life-Threatening Allergy Policy	Y	N	eliminate for redundancy and lack of alignment with MASC	HES/TBS handbooks	Y	10/29/2019
ADDA	CORI requirements (MASC): Background Checks)	Y	Y	replace with MASC to update		Y	10/29/2019
ADDA-E	Info Process Correcting CHSB	Y	N	eliminate for redundancy; not current; no reference		Y	10/29/2019
ADDA-R	DCJIS model CORI policy	N	Y	adopt; clarifies MASC ADDA		Y	10/29/2019
<u>JA</u>	Student Policy Goals	Y	N	eliminate		Y	10/29/2019
<u>JB</u>	Opportunities	N	Y	adopt, add handbook to xref		Y	10/29/2019
<u>JB-R</u>	Opportunities	Y	N	handbooks to ensure process is		Y	10/29/2019

School Committee Minutes
Upper Town Hall
Tuesday, October 15, 2019
6:15 p.m.

Members attending: John Ruark, Shannon Molloy, Susan Mary Redinger, Sharlene Cronin, Suzanne Allen, Maureen Babcock, Linda Dwight and Aziz Aghayev.

John Ruark called the meeting to order at 6:16 p.m.

Suzanne Allen read the Vision Statement.

Public Commentary – None

Student Update

Taylor Caroom and Brook Caroom, The Bromfield School student representatives, reported students had questions and concerns on the following topics:

- Showing of the movie Angst - will there be a follow-up.
- Middle School Audience - concern they may be too young to understand the concept.
- Distinguishing the different types of depression and anxiety.
- A shift to reduce homework load on weekends.
- Attendance policy – stressful.
- Boys bathroom vandalized – need more awareness to the problem.

Move Agenda Item 13 after Item 3

Student Advisory Council Agenda

Attendance policy

Capital projects

Anxiety/Angst Movie

Middle School Ramp Estimates

David Pollak and Austin Ludwig from Abacus Architects presented in detail their draft specification and options to address the deteriorated existing elevated walkway at The Bromfield School. The scope of work includes reconstruction of the bridge, with two unconditioned storage rooms for a total of \$544,362. The addition of the stair from the landing to the landscape below adds \$64,550. The fit-out and design modifications required to add the 2 single use bathrooms adds \$101,374. And the improvement to the surrounding landscape as laid out by the landscape architect adds \$162,877. Alice VonLoescke from the Board of Selectmen spoke about the cost of the bathrooms being of value as a portable toilet rental would exceed the cost of the new bathroom in two years. Don Ludwig from Finance Committee asked if the project could be done over the summer? The architect said that it may not be critical to have the work done over the summer as it won't interfere much when school is in session. The project could be done in phases but would not be ideal. Stu Sklar – Board of Selectmen – was told by David Pollak that the steel beams are failing. John Seeley, who chairs CPIC, said his committee would want a rationale for the project from the School Committee, along with its funding request by the end of October. After discussion, the Committee decided to send the entire Abacus report to CPIC for consideration.

School Improvement Plan

Principal Scott Hoffman and Associated Principal Robin Benoit presented the TBS School Improvement Plan. They explained strategy used, time-line, resources used and measurement for each goal.

The overreaching goals include: to provide a safe, secure and inclusive learning environment for all, and to support engaged teaching and learning and to activate community pride. Their main focus is reducing absenteeism, vaping and lessening disrespectful behavior. Mr. Hoffman also updated the Committee by recognizing several other ongoing efforts in progress. The Committee will vote on the approval of the School Improvement Plan at a future meeting.

Club Approval

Politics Club – Mrs. Keane – Grade 9-12 - create a student driven publication on current world and US politics - \$500 stipend.

Global Health Society – Kate Russell - Grades 9-12 – implement projects within the school community related to public health, raise money to fund such projects, raise money to donate materials essential for public health to communities in need locally and globally - \$800 stipend.

The Bromfield Garden Club – Erin DeCoste – Grade 6-12 – to manage the garden behind the middle school wing and provide fresh produce for the community - \$800 stipend.

Bromfield Wrestling Club – Amanda Welch - Grade 6-12 – to teach youth who want to learn how to wrestle - \$500 stipend.

American Sign Language Club – Mike Poe - Grades 6-12 – support students interested to learning the basics of ASL grammar and every day signs to use at home and school - \$800 stipend.

SusanMary Redinger made the motion and Sharlene Cronin seconded to approve the clubs as presented.
VOTE 5/0

Establishing an Interim SEPAC

Shannon Molloy introduced Jenny Gillard and Aspen Ference, two parents who have come forward to co-chair SEPAC on an interim basis. Jenny and Aspen introduced themselves and shared their goals for SEPAC and its commitment to advocacy, inclusion and community building in order to promote an environment in our schools that helps all students reach their individual potential. All community members are invited to a meeting on Tuesday, October 22nd, to explore what SEPAC can do to benefit all young people and their families in our community. The first official event will likely be a basic rights presentation. A letter has been prepared to go out in The Harvard Press. The letter will be signed by the full Committee and the Co-Chairs.

Suzanne Allen made the motion and Sharlene Cronin seconded to establish an interim SEPAC appointing Jenny Gillard and Aspen Ference as co-chairs. Signaling our approval by submitting this letter with our signatures to The Harvard Press. Recognizing Jenny Gillard and Aspen Ference as Interim Co-Chairs of the SEPAC asking that they report back on their interim status before the end for the 2019-2020 school year.
VOTE 5/0

Budget Timeline and Process

School Business Manager, Aziz Aghayev presented the time line for budget development and presentations. The dates of October 31 as well as November 1, 4 and 12 will be set aside for the budget, to be presented to the Budget Subcommittee. On November 12 and 25, the budget will be presented to the full School Committee and on November 26th the budget will be presented to the town.

Dr. Dwight presented a list of priorities for the upcoming budget. Items listed in no particular order include:

- Wellness teacher
- Full time Athletic Director
- Tuition Free Kindergarten
- Move athletic cost or other costs into the budget
- Move the food service director's salary into the budget
- Music teacher
- Busing considerations

Shannon Molloy asked if a Curriculum Coordinator should be considered and if we should reconsider our choice of technology platform being used. Sharlene Cronin suggested adding a district data analyst position. Suzanne Allen would like Wellness to be a priority. John Ruark would like to see something done to reduce user fees.

The direction from the Finance Committee is to present a level service budget. SusanMary Redinger recommended that the technology department prepare a presentation as to why Apple has been selected as the technology platform.

Superintendent Update

See attached

Enrollment Numbers – Tabled to the next meeting

Grant Approval; Vote

The following gifts were presented for approval:

PTO Curriculum enrichment

Traveling Science Workshop – Acton Discovery Museum - Marie Phillips - \$540.

Harvard Schools Trust

Bromfield Model UN (BMUN) – Bryce Mattie & Lisa Terrio - \$4555.

Bromfield Political Pulse – Meena Ramakrishnan & Kate Keane - \$500.

Math Club Experience Kit – Mike Morton, Sarah Salch, Kate Guthro, Margaret Murphy - \$276.

An additional \$590 was allocated for the Nature's Classroom grant at the request of Rob Cullinane.

Sharlene Cronin made the motion and SusanMary Redinger seconded to approve the grants as presented.

VOTE 5/0

School Building Update

SusanMary Redinger reported that the new building foundation is completely installed and the steel is going up. The next School Building Committee meeting is Thursday, October 17th. The Committee will be doing a walk-through of the site. School Committee members are invited to join at 3:30 p.m. At the next School Building Committee meeting the Committee will be looking to select colors for the stone and brick. Steel is still on target to be finished in November. A time lapse video and live cam of the work site are available to watch on the HES website.

Agenda Items

Enrollment Numbers

HEAC

Negotiation Update

Population of the sections

Enrollment projections

Title IX follow up

Policy

Executive Session

Dashboard subcommittee report

Approval of Meeting Minutes

With no objection, the Chair approved the minutes of the September 23rd meeting as amended.

VOTE 5/0

Liaison/Subcommittee Reports

Shannon Molloy – thanked everyone for being excited about SEPAC.

Shannon Molloy reported that the Policy will be presenting some updates soon.

Shannon Molloy reported that HES School Council met earlier this afternoon

Shannon Molloy reported that HES Council met earlier today and worked on how to formulate the parent survey.

Sharlene Cronin reported that the Field Subcommittee will present their interim report to the Select Board next week. Parks and Recreation approved Baseball funds for field maintenance. Member will be going to Devens on Thursday to assess the fields available and get some information on the cost of renting fields.

Sharlene Cronin reported that the Dashboard Query Committee met – the subcommittee will be seeking School Committee input as to what information should be on our dash board. A full report on what we want to query will follow.

Maureen Babcock reported to the Mass Development Board of Directors in her role DEAC Chair. Her report included student numbers, the US News and World reported stats on Bromfield, contract information, the Vision statement and pictures. Maureen thanked Mass Development for their support of DEAC for 17 years. DEAC has no meeting planned.

SusanMary Redinger reported that CPIC met and the one item they are rating for Special Town meeting is the repair to the library roof. There is hope that if the larger roof needs repair it may qualify for a grant. TBS School Council meets tomorrow and will wait for final approval on the School Improvement plan and then form Subcommittees.

Suzanne Allen reported that School Start Time Committee is focusing on gathering information. The main focus is what could go well, exploring all ideas, engaging community members and collecting information.

John Ruark reported that HEAC is looking at charging station options around town which could be HES and or TBS. The lighting project paperwork is underway with the hope to have it done by the end of the year this project would change over the remaining lights at Bromfield to LED. Aiming for a "Silver Lead" rating at the new school.

John Ruark reported that the Negotiation Subcommittee met with teachers - will update at the next meeting.

Dr. Dwight reminded members to communicate their attendance and plans for the upcoming MASC/MASS conference in Cape Cod.

Public and School Committee Commentary

Maureen Babcock was happy to see student representatives at the meeting tonight. They are a great addition and their contribution to the meeting is wonderful.

Linda Dwight was happy to see members from other town boards present tonight to hear the architect's presentation on the middle school ramp.

Adjourn

With no objection, John Ruark moved to adjourn the meeting at 9:30 p.m.

VOTE 5/0

