School Committee Minutes

Hapgood Room, Old Library

Monday, April 25, 2016

6:00

Members attending: SusanMary Redinger, Jennifer Bedford, Mary Traphagen, Nancy Lancellotti (arrived 6:05), Jon Green, Linda Dwight. Absent: Lorraine Leonard and Maureen Babcock.

Dr. Dwight called the meeting to order at 6:00 p.m.

Mary Traphagen read the vision statement.

Dr. Dwight called for nomination to elect officers.

Mary Traphagen made the motion and Jennifer Bedford seconded to nominate SusanMary Redinger as Chair of the School Committee.

VOTE 4/0

Jennifer Bedford made the motion and Jon Green seconded to nominate Mary Traphagen as Vice Chair of the School Committee.

VOTE 4/0

SusanMary Redinger made the motion and Nancy Lancellotti seconded to nominate Jennifer Bedford as Secretary of the School Committee.

VOTE 5/0

**Public Commentary –** None

**Student Report**

Kenneth Lin reported that students were back from break and everyone seems well rested. Senior projects will be held on Wednesday May 11th and the community is welcome to attend the evening presentations to see what the senior class has done. The students who attended the trip to Spain are returning to school tomorrow.

**Student Presentation** – Kate Toll and Charlotte Durham of the Bromfield Green Team presented on things the club has been up to. The Green Team’s vision is to create a more sustainable Bromfield community by raising awareness of environmental issues and promoting eco-friendly practices. With funding provided by the Harvard School’s Trust, The Green Team was able get the Alliance for Climate Education to do a whole school assembly. The presentation was well received by students. The Green Team shared some activities that students are participating in that bring awareness to environmental issues.

**Superintendent Report**

Dr. Dwight reported the following:

* The science vertical team leaders at HES requested $300 for a STEAM cart to be used by students in grades preK-5. The students will use the materials to complete various science projects. We appreciate the Harvard Schools Trust approval of this grant.
* Hildreth Elementary building project Update:

\*Contacted 3 superintendents for advice about their budget break down for a form requested by MSBA. The budget form requests estimates on how the $500,000 will be split between the costs of the three areas: Owners Project Manager (OPM), designer, and environmental and site testing.

\*Updated the HES Building Committee members following the change on the Finance Committee and Board of Selectman.

\*Continued work on the remaining documents for the preliminary phase.

* Two candidates will visit the district for a second round of interviews on Wednesday, April 27th. During the visits they will meet with the finance leaders for the schools and the town. Both candidates will then proceed to the Board of Selectmen’s meeting on Tuesday, May 3rd. The School Committee members will be invited to attend.
* Two families in Harvard have requested permission to host exchange students from other countries. As part of the process, we have added a skype interview with the prospective students that included our English Language Learner (ELL) teacher and the principal. These interviews have been conducted and we plan to welcome one student from Germany and another one from Japan.
* The furniture vendor, Longo, has our order for the physics room and the chemistry room. Our contact person is moving the process forward and we expect specific drawings in the following weeks. Mark Force has contacted vendors about the plumbing, electrical, construction and flooring work.
* BLW has the signed contract for the air handling improvements and they will be moving our project forward.

**Accepting a HST Grant**

Mary Traphagen made a motion and Nancy Lancellotti seconded to approve the Steam cart grant awarded to the elementary school (Melissa Niland and Karen Hurley) for $300 as presented.

VOTE 5/0

**Update on the Principal search**

Dr. Dwight reported that as of April 22nd, 27 candidates had submitted applications for the principal position at Bromfield. On Tuesday, Dr. Dwight plans to send the application packets out to the committee members’ with1 week to review the applications and submit a list of 8 recommended candidates to interview. Then, we will conduct interviews and begin narrowing down the list to two or three finalists.

**Discussion on Attendance; Including Good Friday**

The Committee discussed the implementation of some new policies put into place at the beginning of the year regarding student attendance. Proactive approaches were carefully thought out. Some improvements have been seen. Administration will be looking into the areas that have not seen any improvement and peel that down a little deeper. There is still a lot of room for improvement. Based on a report that absences had increased on Good Friday, it was requested that we take a look at Good Friday as a day with high absences and if attendance was such that school should be cancelled on that day. Dr. Dwight reviewed the numbers and reported approximately 27% students were absent. At this point the numbers do not meet the threshold to cancel school as a day of low attendance.

**Review of Liaison Assignments and Sub-Committee**

The Committee reassigned Kirsten Wright’s Liaison Assignments

DEAC will be Jennifer Bedford.

SEPAC will be Jon Green.

Wellness Committee will be Mary Traphagen and Nancy Lancellotti.

Superintendent Review will be Mary Traphagen.

**Review School committee Times and Days**

The School Committee agreed to keep their meeting times the second and fourth Monday of the month from 6 to 9 p.m.

**Review meeting minutes**

SusanMary Redinger with no objectionapproved the minutes of the April 11th meeting as amended.

VOTE 5/0

**Report Out from Liaison**

Nancy Lancellotti - There was discussion regarding the need for a new policy for students to be evaluated by an outside evaluator when their behavior reaches a certain level. Dr. Dwight responded that there is always a risk assessment with the possibility of an outside evaluation for these situations. It was suggested that this information be in the emergency response handbook. Nancy Lancellotti also reported that the topic came up that the 7th Grade Health and Wellness Day was not held this year and they wanted to look at a plan to have it returned next year.

SusanMary Redinger reported that Emerson Hospital will sponsor a free public forum, titled “Rising OpioidEpidemic in our Community at Concord/Carlisle high school on May 16th from 6 to 9. SusanMary Redinger reported that she will be attending Day on the Hill on April 26th. SusanMary reminded members that the Committee is scheduled to meet with the Student Advisory on May 13th from 7 to 7:30 a.m.

**Suggested Future Agenda Items**

Superintendent Evaluation

Bus Fees

Policy

Student Presentation

Senior Class Activities

Finance Report

Kindergarten Enrollment

Summer Meeting Schedule

Technology Information night

6th Grade iPad survey results

8th grade roll out of Macbooks

**Interested Citizen** – None

**Commentary**

Jennifer Bedford – Welcome to Jon Green.

Nancy Lancellotti – Welcome – look forward to working together.

Mary Traphagen –Welcome to Jon Green. Last year Nancy and I were new and we have learned a lot. We can all help each other out.

SusanMary Redinger – MS Dramafest Saturday at The Bromfield School. Welcome to Jon and if she can be a resource to him in any way do not hesitate to ask.

Linda Dwight – met with Jon before the meeting to catch him up to speed.

**Adjournment**

SusanMary Redinger with no objections adjourned the meeting at 7:24 p.m.

VOTE 5/0