School Committee Meeting

Tuesday, October 10, 2017

6:15 p.m.

Upper Town Hall

Attendance: Mary Traphagen, Nancy Lancellotti, SusanMary Redinger, John Ruark, Linda Dwight, Peter Rowe. Absent: Jon Green, Maureen Babcock.

Mary Traphagen called the meeting to order at 6:20 p.m.

John Ruark read the Vision Statement.

**Public Commentary** – None

**Trip Approval**

Dr. Dwight asked the committee to consider for approval two overnight field trips to Saratoga Springs for the Bromfield Acton-Boxborough Rowing Team. The trips will take place October 28th to October 29th (Head of the Fish Regatta) and April 27th to April 29th (Saratoga Invitational).

SusanMary Redinger made the motion and John Ruark seconded to approve the two field trips for the Bromfield Acton-Boxborough Rowing team as presented with the caveat that the departure time for the April trip is being approved for 1 p.m.

VOTE 4/0

**Grant Approval**

Dr. Dwight presented two gifts from the PTO:

TBS - 2 Science Department refrigerators to store materials - $888.

Wobble Chairs for 3rd grade - $209.

SusanMary Redinger made the motion and Nancy Lancellotti seconded to move to approve the PTO donations of $209 for the Wobble Chairs and $888 for the Science Department refrigerators as presented.

VOTE 4/0

Dr. Dwight presented the following gifts from the Harvard Schools Trust:

OSMOS Camera for Ms. Cregan - $2380

Uno Cards for Ms. Bassage - $90.93

Model UN conference assistance for Ms. Mattie - $4,670

Nature’s Classroom Scholarships - $1,575

SusanMary Redinger made the motion and Nancy Lancellotti seconded to accept the four Harvard Schools Trust grants as presented.

VOTE 4/0

**Superintendent’s Report**

***Hildreth Elementary building project update***

\*Josh held an AM and PM public update meeting on September 26th. Poor attendance prompted Josh to video tape the presentation and then edit the content with the help of the Harvard Cable Company. This will be aired on the cable station soon.

\*Liz Allard met with members of the working group on October 5th to discuss the wetland regulations and permitting requirements.

\*Working group met on October 5th. Discussion points included landscape engineering, adjacencies and massing.

\*Members of the publicity sub-committee, led by SusanMary, created a flyer and posters for use at the Harvard Flea Market. Mary Traphagen, Scott Mulcahy, Don Ludwig, Marie Sobalvarro and Dr. Dwight spent the day answering questions and sharing information with the public.

***Mentor Coordinator Update***

Dr. Dwight met with the Mentor Coordinator, Dawn-Marie Ayles, to discuss the state report required by DESE and to review the program established for this year. Dawn-Marie has set the schedule and topics for on-going meetings with the new teachers and mentors. She is researching the possibility of combining trainings with another district for efficiency and connections with educators beyond our district.

***Athletic Advisory***

The first meeting was well attended on September 28th.

***Screenagers Movie Screening***

Several teachers and leaders met at either HES or Bromfield to preview the movie Screenagers. We held a brief discussion afterwards. Most attendees thought the movie showing would be most beneficial on a Sunday afternoon with parents and students encouraged to attend. The date and time will be announced soon.

***Science Lab Update***

The concrete company believed that electric conduit might be in the area of their planned boring so they recommended a survey of the concrete before beginning. The surveying company came in on the Monday holiday to complete this work. The electrical contractor also worked in the school on that day. The project will continue to proceed with the coordination of all contractors being managed by Peter Rowe and Mark Force.

***Nature’s Classroom Success***

Student’s parent chaperones, and teacher chaperones enjoyed a week of learning in Ivoryton, CT. Almost all of the students participated in the outdoor experience. We appreciate Rob Cullinane’s leadership, the teachers’ participation, the district’s financial support and the Harvard Schools Trust financial support. This is an elementary school tradition in Harvard going back more than 20 years.

***Bromfield Open House***

Parents attended the Open House at Bromfield on September 28th. The event was well attended as usual with teachers presenting curriculum information to parents as they followed their students’ schedules.

**Superintendent Goals**

Dr. Dwight presented her goals for the school year 2017/2018 as follows:

1. Leadership Team - to provide leadership support and guidance to the new leaders at both schools.
2. Innovation - to evaluate our advances in innovative teaching and learning for Harvard teachers and students.
3. Networking – to learn from educators in different districts in order to expand our knowledge and expertise.

**Enrollment Numbers and School Choice Discussion**

Dr. Dwight reviewed the enrollment numbers for October 1, 2017. The total enrollment for PK-12 is 1098 which is 19 students less that the 2016/2017 school year. The Committee discussed School Choice relative to the impact on the budget. The School Choice offset for the current school year was set for 62 students for a total offset of $310,000. We are running short by 5 students with only 57 School Choice student enrolled this year creating a deficit of $25,000 in the FY18 budget. In order to stay with a similar offset for FY19 Dr. Dwight is recommending that for budget planning purposes, 7 School Choice students be slotted, creating an offset of $300,000. The discussion of which grades will have openings will happen at a later date.

**Course Enrollment Numbers**

The Committee reviewed the Bromfield enrollment numbers by course section for the 2017/2018 school year.

**Bus Ridership Discussion**

The Committee reviewed bus ridership and ride times for the 2017/2018 school year. Although bus 6 has low ridership, Sandra Martin from Dee bus company indicated that combining those riders with another bus would be problematic in terms of timing and length of ride. The Committee is not in favor of creating group bus stops or reducing a bus route at this time but it is something they will keep an eye on.

**Professional Development Plan Review**

Dr. Dwight presented the 2017-2018 Professional Development Schedule that defines how each of the early release, half day and full PD days will be utilized for teacher’s professional learning opportunity.

**Budget Process Timeline**

Dr. Dwight reviewed the FY19 Budget Memorandum which showed the completed school budget is due to the town administrator by November 20, 2017 with the date reserved for the BOS to meet with departments set for November 28th. All budgets will be finalized and delivered to the Finance Committee by December 29th.

**Meeting Minute Approval**

SusanMary Redinger made the motion and John Ruark seconded to approve the minutes of the September 25, 2017 meeting as amended.

VOTE 4/0

**Agenda Items**

HES, Math Curriculum

Youth Risk Survey

School Building Project

Policy Review

L**iaison and Subcommittee Report**

**Mary Traphagen** reported that the Policy Subcommittee is scheduled to meet on Friday, October 13th at 12:30.

**SusanMary Redinger** reported that the Capital Planning and Investment Committee met last Monday. Susan Mary Redinger will service as Co-Chair along with John Seeley. Nate Finch was named to the board. CPIC reviewed articles for the Special Town meeting on November 6th which include old library access, Dean’s Hill purchase, and truck lift for DPW. The Capital Planning and Investment Committee reviewed submitted FY19 project requests and developed an action plan to prioritize/rate projects and develop questions.

**SusanMary Redinger** reported that the Finance Committee meeting was cancelled.

**Nancy Lancellotti reported** that the School Council has not met.

**Nancy Lancellotti** reported that the Student Achievement Subcommittee met and they are in process of defining what the commissions of this subcommittee is and finding resources that define student achievement. The subcommittee will bring ideas back to the committee for review.

**John Ruark** reported that HEAC met and they are working to hire a consultant to help develop RFP for the Bromfield School light project. There is $5,000 available to hire a consultant. HEAC also discussed the purchase of a town electronic car charger and possibly housing it at one of the schools.

**Open to Interested** – None

**School Committee Commentary**

**SusanMary Redinger** reminded people that there is a Special Town meeting scheduled for November 6th. There will be a presentation and update on the HES Building Project as well as a vote on three capital projects. Encouraging everyone to attend.

**SusanMary Redinger** thanked Linda and Mary for manning the HES building project booth at the flea market. Really appreciate it.

**Mary Traphagen** thanked SusanMary Redinger for getting the material ready for the flea market booth. It was great to be there and a great thing to do. It was an opportunity to help people understand the project and get input from the community.

**John Ruark** – Happy that the HES – fifth graders had another successful trip to Natures Classroom. It is a great thing to do and I appreciate that the tradition continues.

Superstar production will be performing “Frog and Toad” on November 10, 11 and 12 at the HES cafeteria.

SusanMary Redinger made the motion and John Ruark seconded to adjourn at 8:30 p.m.

VOTE 4/0

Respectfully Submitted:

Mary Zadroga