School Committee Meeting

Monday, May 14, 2018

6:15 p.m.

Upper Town Hall

Attendance: Mary Traphagen, Shannon Molloy, Jon Green, John Ruark, SusanMary Redinger (left meeting at 6:50 p.m.), Maureen Babcock, Peter Rowe and Linda Dwight.

Superintendent Dr. Linda Dwight called the meeting to order at 6:15 p.m.

Mary Traphagen read the Vision Statement.

Dr. Dwight welcomed new Committee member Shannon Molloy.

**Elect New Officers**

John Ruark made a motion and SusanMary Redinger seconded to nominate Mary Traphagen as Chair of the School Committee.

VOTE 5/0

Mary Traphagen made a motion and Jon Green seconded to nominate SusanMary Redinger as Vice Chair of the School Committee.

VOTE 5/0

Mary Traphagen made a motion and SusanMary Redinger seconded to nominate John Ruark as Clerk of the School Committee.

VOTE 5/0

**Public Commentary** – None

**Student Update –** None

SusanMary Redinger made the motion and John Ruark seconded to move Agenda Item VIII (Review Operating Norms) to Agenda Item VI.

VOTE 5/0

**Review Operating Norms**

The Committee reviewed the Harvard School Committee Operating Norms and it was recommended that the Norms be updated to make all pronouns gender neutral to be consistent with other policies.

SusanMary Redinger made the motion and John Ruark seconded to move that we affirm and adopt our operating Norms as amended.

VOTE 5/0

**Club Consideration**

Ivy Wang and Kate Selig spoke to the Committee seeking Club approval for the Bromfield Mirror Club. The Club produced their first newspaper in April and is in the process of producing a second edition before the end of the school year. Principal Scott Hoffman requested that the club advisor receive a stipend for the current year. The requested stipend for this year would be approximately half of the full year recommended stipend of $2,300. Although the Committee was in support of the Club they felt they needed more time to decide on the stipend request and will take it up at their next meeting. The Committee asked for a more concrete timeline of the advisor’s responsibilities and a recommendation for funding.

SusanMary Redinger made the motion and Jon Green seconded to move to approve the Bromfield Mirror Journalism Club.

VOTE 5/0

**Bromfield School Survey Results**

Scott Hoffman, Robin Benoit and Julie Horton presented the results of the 2017 Parent and Senior Students Climate Survey. The key take-aways from the survey were to continue to provide a safe environment, support engaged teaching and learning, promote interpersonal connections, offer trip and extra-curricular activities. Also, to work to improve school spirit, add new electives, support balance, investigate amount, pace and purpose of homework, enforce rules more consistently, consider more freedom for older students and upgrade facilities.

John Ruark made the motion and Jon Green seconded to move Agenda Item XII (Senior Class Activities) to Item IX.

**Senior Class Activities**

Scott Hoffman reviewed the Senior schedule and activities for 2018. Upcoming events include Friday, May 18th Prom and Celebration, May 23rd through June 1st Senior Finals, June 5th, 6th and 7th – Graduation practice, June 5th Senior Athletic Awards, June 6th Scholarships and Awards Night, June 7th Distribution of Caps and Gowns, June 7th Class Day and June 8 Graduation.

**Superintendent Update**

\*List of actions completed in the past two weeks regarding the Hildreth building project.

* Held public forums on 4/24 and 5/1.
* Met with the Working Group and the School Building Committee (SBC) to discuss the meetings and encouraging voter participation.
* Met with presenters to plan for ATM.
* Met with the SBC following the votes to plan next steps.
* Interviewed with the Press.

\*The Inclusion Committee met on 4/24 to look at the student survey results. The information collected was the first part of the District Improvement goal.

\* On the early release day added for the election, teachers at Bromfield heard our school attorney, Liz Valerio, who shared information on sensitivity training. The topics she covered included dress code, bullying, cyber communications, and mandated reporting. She used case studies to encourage dialogue and reflection. At HES teachers focused on using literature to increase knowledge and understanding of diverse perspectives and cultures. Teachers used a rubric to evaluate their current materials and materials brought in by the presenter.

\*Science Lab Update – A meeting is planned for Monday, May 14th at 2:30 p.m. to review the modified drawings prepared by Longo after they took input from teachers and school leaders. We will create the paperwork to advertise the project work so that construction may begin soon after school is out.

\*David Gilfix held a series of concerts for grades 3, 4, and 5. Fifth grade had the addition of band led by Craig Robinson and a volunteer choir that met with David Gilfix before school. The students and families seemed to enjoy the performances.

\*WBZs Eye on Education visited this week to feature the work done by our students and counselors in the area of student wellness. The SWAT club will be featured in the highlight. We will let you know when it will be aired. The Press wrote an article about the Building Bridges exhibit on display at the elementary school. This display, which seeks to challenge damaging myths and stereotypes, is paired with a guest speaker who survived the Rwandan genocide and will speak in the Bromfield Library on May 23rd at 7 PM. These events were planned by teachers Kathleen Doherty and Bryce Mattie-Brown and funded by a Harvard Schools Trust Grant.

\*This past week parents treated teachers to a wide variety of treats including a popcorn bar, deli sandwiches, milk and cookie and cupcake trays. While only a few parents coordinated the efforts on site many parents contributed to the festivities by signing up to contribute. The teachers really felt appreciated and looked forward to the surprises.

\*Mr. Reynolds, our prior band director, successfully defended his dissertation this week at UMass Amherst and became Dr. Reynolds.

**Student Achievement Committee Update**

John Ruark will be collecting material from Nancy Lancellotti in the next week and will have a full report ready for an upcoming meeting.

**School Committee Self-Evaluation**

John Ruark made the motion and Jon Green seconded to table Agenda item XI (School Committee Self-Evaluation results) to a future meeting.

VOTE 4/0

**Brainstorm Questions for Student Advisory Committee Meeting on May 25th**

The Committee came up with the following topics to discuss with the Student Advisory Committee on May 25th.

1. What are the social trends at Bromfield. What was the reaction to the word cloud created from the Student Climate Survey. What are the issues around safety, bullying and inclusion at Bromfield.
2. Do you feel like the SAC is representative of a wide range of student opinions?
3. How was Prom and Celebration?

**Personnel Updates**

Jonathan Snyer was hired as the Facilities Director for the Harvard Public Schools.

Dawn French will become the full-time school nurse at Hildreth Elementary School, replacing Jenny Eklund.

**Review Kindergarten and Preschool Enrollment**

Kindergarten enrollment is currently at 48 students.

Pre-K is fully enrolled at full day.

**Review Time/Day of the Week for Future Meetings**

The School Committee will continue to meet on the second and fourth Monday of the month at 6:15 p.m.

**Review Liaison and Sub Committee Assignments**

The Committee will revisit the Liaison and Subcommittee Assignments at the next meeting. In the meantime, John Ruark agreed to serve as Middle School Ramp Liaison and Shannon Molloy agreed to serve as the Science Lab Liaison.

**Agenda Items**

Student Achievement

Survey Results

Good Friday issue

Summer PD Review

District Improvement plans

School Improvement plans

Superintendent review

SC Self Evaluation

Compensation for the Newspaper Club

HEAC

**Approval of Meeting Minutes**

John Ruark made the motion, and Jon Green seconded to approve the minutes of the April 24th 2018 meeting as amended.

VOTE 5/0

**Liaison/Sub-committee Reports**

**Mary Traphagen –** Happy to report the good news about the School Building Project. The Committee will continue to meet weekly and keep you informed of next steps. HES SchoolCouncil meets next Tuesday. They have been working on the School Improvement Plan.

**Jon Green –** No update

**John Ruark – Athletic Advisory –** the MIAA recognized Tom Hill by giving him a Coach of the Year Award. Sixth graders will be offered participation in Cross Country, Track and Field Hockey next year. The Advisory group would like feedback on the van usage for the past year. Would it be feasible to purchase a second van? Turf field efforts are continuing.

**John Ruark – HEAC -** receive 4 bids for the classroom lighting project. Will look to award the project soon. HEAC will be attending an upcoming School Committee meeting to share information.

**Maureen Babcock DEAC –** working to finalize the survey and hoping to get it out soon. Second phase of the Grant Road housing development project has been approved. Phase 1 was 17 homes, Phase 2 is 81 units of housing comprising of 41 single family duplexes and 40 apartments. Infrastructure work will begin soon. Will keep you updated. Maureen shared information about the Devens Eco Efficiency Center and the “Great Exchange” program that facilities reuse and redistribution of excess materials. We may want to consider this option if we are getting rid of school furniture etc.

**Reminder to Sign Diplomas**

**Interested Citizens Commentary –** Jennifer Finch – Codman Hill Road – questions about the survey.

Mary Traphagen read a letter from a family sharing their thanks and excitement about the building project.

John Ruark – thank you and congratulations to everyone involved in the School Building Project. There was lots of energy in the community and I am hopeful that the expressed interest for finding ways to support people who will have a hard time paying for the additional taxes will continue. Senior projects were awesome. It is great to sit in on the presentations. It is great to see what they do and also how they present. It fills me with pride that we have this project in our community. The upcoming Prom and Celebration activities are very exciting as well. Welcome to Shannon!

Mary Traphagen welcomed Shannon. Mary Traphagen offered a great big thank you to HES Ballot Committee for their efforts and really making a difference. The stepped up and filled a gap. They were motivated and motivating!

**Adjournment**

John Ruark made the motion and Jon Green seconded to adjourn the meeting at 9:08 p.m.

VOTE 4/0

Respectfully submitted:

Mary Zadroga