

School Committee Minutes  
The Town Hall Meeting Room  
Monday, November 14, 2011  
6:00 p.m.

Members attending: Kirsten Wright, Piali De, Patty Wenger, SusanMary Redinger, Maureen Babcock and Joseph Connelly. Absent: Keith Cheveralls

Kirsten Wright called the meeting to order at 6:02 p.m.

Patty Wenger made a motion and SusanMary Redinger seconded to accept the minutes of the October 24, 2011 meeting.

VOTE (4/0) to accept the motion

SusanMary Redinger made a motion and Piali De seconded to accept the minutes of the October 28, 2011 meeting.

VOTE (3/0) to accept the motion (Kirsten Wright abstained due absence from meeting)

### **Student Report**

Nick George reported that the the X-Country team has qualified for the states. All other fall sports teams have finished their seasons. Students have been notified through the bulletin that the technology survey is available on line so hopefully most students will take the time to complete the survey. Report cards are being issued tomorrow.

### **Superintendent Report**

Dr. Connelly gave an update on the administrative leadership models status. He informed the committee that Boxborough will not be ready to make a decision on their administrative model until after May of 2012 which would mean the school union/job share option will not be available until July 2013. Joe informed the committee that Margaret McDoom is resigning from her position as a Foreign Language teacher at The Bromfield School. Her resignation will be effective November 30, 2011. The hope is that a replacement will be hired soon and will be able to overlap with Margaret for the last few days in November.

### **School Committee Reports**

SusanMary Redinger reported that the MASC/MASS Conference was a great. She was able to get some great information regarding technology, regionalization and Superintendent self evaluations. SusanMary reported that the Master Plan Steering Committee has hired a consultant and will be holding a meeting November 19, 2012 for the town to get together and develop a vision.

Piali De reported that the Policy Subcommittee will be meeting next Friday. Piali also reminded the committee that there were some follow up action items with regard to the Trinity Financial proposal and follow up with Mass Development regarding the funding source for the project.

Maureen Babcock reported that she attended the Board of Directors meeting and shared the School Committee goals, highlighted enrollment, agreed to continue with the Devens survey and general continued support of DEAC. Trinity Financial will be holding a public hearing in Harvard on November 21<sup>st</sup>.

Kirsten Wright reported that the School Council met on the 13<sup>th</sup> and discussed the "Get Real" health program and implementation of that. The next DEAC meeting will be December 6<sup>th</sup> at 7:00.

### **ELNA Leadership Conference Report**

Jackie Duckett, Deidre Kennedy and James O'Shea from The Bromfield School along with Principal Jim O'Shea shared with the committee the experiences of attending the ELNA (Education and Leadership in a Non-Violent Age) which is a conference for middle school students that focuses on tolerance, problem solving and the seriousness of stereo typing.

### **Bromfield Library Heat Recovery Unit Repair/Replacement and Related Retro Commissioning work.**

Mark Force and Brian Smith attended the meeting to explain two HVAC repair projects at TBS. The project to replace controllers for the TBS Library rooftop and heat recovery units is estimated to cost \$23,500. The second project is based on a list of items that require replacement or repair based on a retro commissioning project done last year. The cost of that project is \$35,900. The committee decided to move ahead right away with the library project and add the other project to the capital list.

SusanMary Redinger made a motion and Piali De seconded to move that the School Committee authorize the repair of the library controller units and contract for both projects to get the benefit of the 11%. Funding for the repair to come from unexpended FY12 funds or seek as capital request.

### **FY12 School Budget Year to Date Report Community Education/Bridges FY12 Budget School Lunch Program FY12 Budget**

Dr. Connelly and Lorraine Leonard presented budget documents that have been created to help track and manage two of the largest revolving funds namely the School Lunch Program and the Community Ed/Child Care Programs. It is hoped these budget management systems will help us monitor revenue and expenditure trends for both programs. Currently the School Lunch program is running a deficit of \$58,350 due to two big projects (swipe card system and gas range at HES). It is recommended that the School Committee consider spending FY12 unused funds to cover some of the deficit. Joe and Chef Paul will strategize a plan to absorb some of the deficit and will report back next month and let you know the strategies. The Community Education budget will be reviewed quarterly and the balance in the Bridges after School program will be used as an offset.

### **FY13 School Budget Development Update**

Joe Connelly reported that he has met with all budget holders and come up with their budget figures for FY13. The next task is to put all the pieces together to make a Draft #1 FY13 budget and have it ready for the November 28<sup>th</sup> meeting.

### **Discuss the makeup of School Closure Days**

In an attempt to respond to our use of 3 of our 5 "school cancellation" days during the month of October, Dr. Connelly explored the possibility of recovering 1 or 2 of these days by scheduling student half days on two upcoming "no school" days. November 23<sup>rd</sup> was determined to be too short of notice to implement, but Friday, January 13, which is a scheduled Profession Development day for Teacher is still a possibility should we discover that an excess of five closures is imminent. Looking at the last day of school currently being June 15<sup>th</sup>, we would still be in good shape with 5 more snow days bring us to June 22<sup>nd</sup>. That said it may not be necessary unless we are in excess of a total of 8 snow days.

**Future Agenda Items**

MCAS-SAT-AP data presentations

Draft #1 Budget

MASS Award

School Improvement plan updates

Policy reviews

**Commentary**

Piali De – Great meeting!

Patty Wenger – Thanks to SusanMary for recommending having students attend the meeting.

Patty Wenger made a motion and SusanMary Redinger seconded to adjourn the meeting at 7:36 p.m.

VOTE (4/0) to accept the motion

Respectfully submitted:

Mary Zadroga