

School Committee Minutes
Hapgood Room, Old Library
Monday, December 14, 2015
6:00 p.m.

Members attending: SusanMary Redinger, Nancy Lancellotti, Mary Traphagen, Kirsten Wright (6:25 p.m.), Jennifer Bedford (6:46) Linda Dwight and Lorraine Leonard. Absent: Maureen Babcock,

SusanMary Redinger called the meeting to order at 6:00 p.m.
SusanMary Redinger read the Vision Statement.

Open to Interested Citizens' Commentary

None

Student Report

None

Trip Approval

Bryce Mattie along with students Isabelle Quinn and Sarah Doben presented a proposal for students to travel to the Dominican Republic during February break 2017. The trip was inspired by the Ecuador service trip held two years ago. The trip will be opened to students in grades 9-12 and will be capped at 30.

Mary Traphagen made the motion and Nancy Lancellotti seconded to move that we approve the Dominican Republic trip for 2017 as presented by Bryce Mattie, Isabelle Doben and Sarah Quinn
VOTE 3/0

Kristen McManus, Deidre Kennedy and Lily Isenberg presented a proposal for students to travel to the State Conference of Youth in Government. The Conference will be held at the MA state house from March 10 through March 12 and students who attend will be staying at the Omni Parker House.

Mary Traphagen made the motion and Nancy Lancellotti seconded to move that we accept the proposal for students to attend the State Conference of Youth in Government at the State House and overnight at the Omni Parker House as presented by Kristen McManus, Deidre Kennedy and Heather Moore-Isenberg.
VOTE 3/0

Superintendent Report

Dr. Dwight shared the following:

Student Advisory Meeting Update: Five Bromfield students met on Friday morning to share their thoughts on several questions generated by the School Committee. The first topic centered on whether they felt that they had access to electives or courses that they wanted. The students shared how they have missed opportunities due to the smaller number of class offerings and their difficulty fitting everything into their schedule. Students shared about the class petition process and budget needs from their perspective. Students noted that if teachers were available to help the petitioned students by offering time after school or by providing the textbook ahead of time, the students were often successful. They also thought a limited grace period would be helpful in case the extra measures did not provide the petitioned students with enough success.

Tim Bragan, Lorraine Leonard and Dr. Dwight met to review the Finance Director's job description and to discuss the hiring process moving forward. Lorraine is already networking in her professional associations for qualified candidates. Lorraine is working to update the MOU that defines the shared position. Tim has agreed for the newly hired Director to spend half of his/her time in an office at the Bromfield House. We will be reviewing the job description and bringing the draft to the School Committee for review.

The Calendar Committee met again and finalized their recommendations for the 2016-17 school year. The draft is now being shared with the faculty for any further input. We will bring the final recommended calendar to the January meeting for your input, review and approval.

A small group of representatives continues to work on the Educator Evaluation Committee. The work of this year is to review the original HTA and School Committee agreement around the evaluation process. After we finish with revisions, we will work on the language for the District Determined Measures and Student Feedback requirements. The agreement will be shared with this Committee when we are finished.

The Bromfield cast received rave reviews following the performance of Les Miserable. This 6-12 performance involved over 50 students. Martha took on a challenging show and demonstrated her talent for her new position. Congratulations to all!

Approval of HST Grants

Dr. Dwight presented for approval the following gifts from the Harvard Schools Trust:
Sphero SPRK robotic balls submitted by fifth grade teacher Rob Cullinane for \$3,839
iPad microphones and cables, submitted by HES associate principal Josh Myler for \$239.52

Kirsten Wright mad the motion and Mary Traphagen seconded to move that we accept the generous gift from the HST for Sphero robotic balls for \$3,839 and iPad microphones and cables for \$239.52.
VOTE 5/0

Update of Science Labs

Dr. Dwight reported that the contract with GRLA for the Science Lab HVAC upgrades will be terminated. Lorraine Leonard sought advice from counsel and found that the contract allows for termination. The subcommittee plans to move forward to find another HVAC vendor and move forward with the project.

Policy first readings

Mary Traphagen read through a first reading of Policy ECAF-Security Camera System Policy. The Committee discussed edits and corrections to the policy and will bring back to the next meeting for a second read.

IMD – amended for typo (aspect to aspects).

IMD-E – amended religious guidelines under Part C to include field trips. Amended language relative to holding school on days of low attendance as follows: the following dates based on attendance data have been declared as days of low attendance and will not be scheduled as school days.

- December 24th

Kirsten Wright made a motion and Jennifer Bedford seconded to move that we approve School Ceremonies Policy IMD as amended as well as the Guidelines for Religious Holidays IMD-E as amended.

VOTE 4/0/1

Review and approve the budget

Dr. Dwight walked through changes to the proposed FY17 budget to reduce it by \$23,411 to bring the total budget to \$12,582,636 a 2.51% increase from last year's budget. The Committee reviewed the budgets for School Lunch, Bridges and Community Education and Athletics. The Committee discussed the results of the bus user fees survey. The majorities of people were parents of students in grades K-5 and lived 2 or more miles from school. Convenience was the main reason students took the bus. The reason given by the majority who did not take the bus was cost. The majority of people who don't take the bus would take the bus all or part of the time if there was no fee. The Committee discussed bus user fees and athletic user fees in depth to decide on a proposal to submit to the Finance Committee. The Athletic budget currently is facing a deficit for this year. Our first item on the prioritized list for additional asks to the Finance Committee would be the \$28,000 to cover the Athletic deficit. This would prevent the user fees from going up. Lorraine Leonard suggested the idea of prioritizing the additional ask to the Finance Committee by picking a category in the athletic budget to fund for example athletic transportation fees for \$57,000 which would stabilize the deficit for a few years. If the coaching salaries of \$124,000 were funded through the omnibus budget that would allow athletic user fees across the board to be set at \$225 per sport that which could be sustain the Athletic budget for about 4 years.

Nancy Lancellotti made a motion and Kirsten Wright seconded to approve the overall School Committee budget for FY17 budget as shown on the 2016/2017 Draft #1 for a budget total of \$12,582,636 representing a 2.51% increase over the FY16 budget.

VOTE 5/0

The Committee continued to discuss user fees to define their above level service ask to the Finance Committee.

Nancy Lancellotti made a motion and Kirsten Wright seconded to request an additional \$124,000 for the coaching salaries for athletics and \$30,000 amount to cover half of the bus fees as an equal priority to be brought to the Finance Committee as above level service request.

VOTE 2/3

Mary Traphagen made a motion and Jennifer Bedford seconded to ask the Finance Committee for \$124,000 to pay the coaches' salaries for athletics at Bromfield.

VOTE 3/1/1

Lorraine Leonard presented the FY16 outside funds report to the Committee. The report shows that the Devens Revolving account currently has \$234,847 remaining after subsidies have been deducted and not including FY16 payments. SusanMary Redinger reported that the CPIC removed the HES roof project from the capital list due to the large request for the feasibility study for the K-Wing (\$500,000) and not knowing if the roof would be a moot point if the building was renovated. In addition, SusanMary Redinger asked the Committee to consider removing the Bromfield parking lot as a capital request and allocating approximately \$275,000 from the Devens revolving account to fund it.

Nancy Lancellotti made the motion and Kirsten Wright seconded to remove the Bromfield parking lot project from the capital list and go forward with the project funding it through the Devens account.

VOTE 5/0

Assign the writing of the annual town meeting

Mary Traphagen and Jennifer Bedford agreed to write the School Committee's report for the Town's Annual Report that is due January 14, 2016.

Report out from Liaisons

Mary Traphagen reported that she will be contacting Brian Smith from HEAC relative to the energy usage for the HCTV offices at The Bromfield School.

Kirsten Wright reported that she will be checking in with Koralia Franklin to see if there are any updates for HCTV. Students are very happy.

SusanMary Redinger reported that CPIC will be rating the capital entries in January and then make recommendations to the Finance Committee for sources of funding. Master Plan Steering Committee is plugging away.

Future Agenda Items

Science Lab

Budget

Policy

MassDevelopment – Thatcher Keezer

Student presentations

Trip Approval

Bromfield House

Harvard Schools Trust application process/policy

User Fees

Student Council/Advisory topics

Open to Interested Citizens' and School Committee Commentary

None

Closing Commentary

Mary Traphagen thanked Linda and all for getting the budget to the 2.51% increase, knowing it was hard to do and very much appreciated.

Jennifer Bedford- thanks to all the work everyone has done and happy to be ending on a happy unanimous vote on the Bromfield parking lot.

Kirsten Wright – thanked Linda and Jim for their leadership and the successful approach to the unexpected challenge to the drama situation this fall. It is amazing how well everything worked out and pulled together.

SusanMary Redinger – Thanks to Mary, Lorraine and Linda for all the support in getting the budget together. Appreciates that it is not easy, but we are all in this together, we are committed to the students and the families and we are partners and have a vision to fulfill. Happy and safe holidays.

Adjournment:

SusanMary Redinger made a motion to adjourn with no objections at 911 p.m.

Respectfully Submitted: Mary Zadroga, Recording Secretary

