

School Committee Minutes
Town Hall Meeting Room
April 13, 2015

Members attending: SusanMary Redinger, Jennifer Bedford, Kirsten Wright, Mary Traphagen, Nancy Lancellotti, Maureen Babcock, Linda Dwight, and Lorraine Leonard.

Reorganize the Committee

Dr. Dwight called the meeting to order at 6:02 p.m. and asked for nominations for the selection of officers.

Jennifer Bedford made a motion and Nancy Lancellotti seconded to nominate SusanMary Redinger as Chair.

VOTE 4/0 (Kirsten Wright arrived after election of officers)

SusanMary Redinger made a motion and Mary Traphagen seconded to nominate Jennifer Bedford as Vice Chair.

VOTE 4/0 (Kirsten Wright arrived after election of officers)

SusanMary Redinger made a motion and Jennifer Bedford seconded to nominate Mary Traphagen as Secretary.

VOTE 5/0

Share the Youth Risk Survey results

Bromfield Principal, Jim O'Shea and Bromfield Guidance Counselor, Drew Skrocki presented the results of the 2014 Youth Risk Behavior Survey taken in March 2014 by students in grades 6, 8, 9, 10, 11 and 12. They highlighted important and relevant information found in the analysis of the survey and shared the response plan. The information will be presented to the community at a date to be determined.

Student Report

Alyson Codner reported that MCAS testing was held at TBS last week, the Student Council held the Senior Citizen luncheon on April 1st, spring sports games have started and Bromfield will be hosting the State Drama Festival May 2nd. Dr. Dwight asked Alyson to let students know that the Athletic Advisory Committee is looking for a student representative.

Superintendent Report

Dr. Dwight reported that teachers from both TBS and HES finished a three day training series on reading and writing strategies endorsed by the Keys to Literacy training. Dr. Dwight shared that she is keeping an eye on the Good Friday attendance which is showing a significant increase in absences for both staff and students at TBS over the last five years.

Dr. Dwight explained that in order to ensure a smooth transition from Rediker to Power School it would be best to begin to work with the company now. This may be done by agreeing to a 10% payment of \$2,100.

Kirsten Wright made a motion and Nancy Lancellotti seconded to expend \$2,100 early for Power School implementation prior to July 1st to be funded by the Devens account.

VOTE 5/0

Dr. Dwight explained that a vendor that services our ventilation system at the Bromfield School discovered that they had never billed us for the 2013/2014 service contract. Dr. Dwight asked for approval to pay the \$15,400 bill from a revolving account.

Nancy Lancellotti made a motion and Kirsten Wright seconded to expend \$15,400 from the Devens fund to pay the maintenance cost for the 2013/2014 fiscal year.

VOTE 5/0

Lorraine Leonard reviewed the FY15 budget to actual through March. The current budget deficit of \$74,180 due in large part to the overages in maintenance more specifically snow/roof shoveling. Lorraine explained that in May she will request a reserve fund transfer of \$75,000 from the town for these unexpected costs.

Share the Technology Systems Overview

Dr. Dwight shared with the Committee a diagram of the technology software and website links in use by the Harvard Public Schools and how each relates and connects to the entire technology system.

Update on MSBA process

SusanMary Redinger reported that the MSBA application for the renovation of the Kindergarten Wing at HES has been completed and submitted to MSBA before the April 10th deadline. The MSBA will have until next fall to notify us if the project has been approved for reimbursement at a rate of 40 cents on the dollar. The School Committee will work on building awareness in the community for support of the project.

Discuss Entry Plan Finding

Dr. Dwight proposed that her Entry Plan findings be moved forward into additional goals to be added to the District Improvement Plan during the upcoming yearly evaluation and assessment of the plan. Dr. Dwight has shared her finding with the administration and leadership team and plans to make School Councils aware of her findings as well. Additionally, the finding which include attendance, technology buy-in and gender issues will help to inform next year's School Committee goals.

Define Norms

Dr. Dwight shared the Leadership Team Meeting Norms with the Committee and suggested that they could reaffirm these norms or develop their own. It was decided that the Committee needed a little more time to think about the norms presented and how they would be useful. SusanMary Redinger and Mary Traphagen agreed to work on a proposal of meeting norms. SusanMary Redinger agreed to send the committee members a link to a template that would help in the development of a communication plan.

Policy Review

The following policies were brought forth for approval

IHAM	Health Education
IHAM-R	Health Education
IHBEA	English as a Second Language
IHBH	Alternative School Programs
IJJ	Textbook and Supplementary Materials Selection and Adoption
IJNDD	Policy on Facebook and Social Networking Web Sites

IJ-R	Consideration of Instructional Resources
IK	Student Progress Reports to Parents/Guardians

Kirsten Wright made a motion and Jennifer Bedford seconded to approve policies presented as amended.

VOTE 5/0

Sidewalk Project Update

Dr. Dwight reported that the sidewalk project bid will be awarded next week, hopefully under budget. She will share the bid results at our next meeting.

Review of Minutes

Jennifer Bedford made a motion and Kirsten Wright seconded to approve the minutes of the March 23rd meeting as amended.

VOTE 5/0

Liaison Subcommittee Reports

Kirsten Wright reported that HCTV met on Wednesday and is hopeful that a course being proposed by Martha Brooks will begin in the fall. The HCTV would like students to access the available resources they offer and are planning to meet with Jim O’Shea so he can get the information out to students.

HES School Council – Jennifer Bedford reported that HES School Council meets tomorrow. SusanMary Redinger reported that the Student Advisory discussed the graduation gown color options, the sidewalk project and the new attendance policy. SusanMary recommended that in order to fulfil the intention of the group, questions could be funneled to the 5 student advisors prior to the meeting and they could come back with answers and information at the meetings.

The Committee agreed to continue to hold meetings at the 6:00 start time on the second and fourth Monday of the month.

The Committee reassigned Sub-Committee and Liaison Assignments as follows:

School Committee Liaison Assignments	2014/2015 Assignments
Board of Selectman	SusanMary Redinger
Fin Com	SusanMary Redinger
DEAC	Kirsten Wright
SEPAC	Kirsten Wright
TBS School Council	Nancy Lancellotti
HES School Council	Jennifer Bedford
CPIC	SusanMary Redinger
HEAC	Mary Traphagen
Park and Rec Representative	Mary Traphagen
State Representative	Jennifer Bedford
Town Master Plan Steering Committee	SusanMary Redinger
Subcommittee Assignments	2014/2015 Assignments
Bromfield House	SusanMary Redinger

Budget	SusanMary Redinger/Jennifer Bedford
Calendar Review	Jennifer Bedford/SusanMary Redinger
Ensuring a variety of student activities	Maureen Babcock/SusanMary Redinger
Policy	Jennifer Bedford/Mary Traphagen
Science Labs	Kirsten Wright/Nancy Lancellotti
User Fees/Athletic Advisory	Mary Traphagen
Website Review	SusanMary Redinger
Wellness Committee	Kirsten Wright
Superintendent Review	SusanMary Redinger/Kristen Wright
Communication Plan	

Closing Commentary

Kirsten Wright welcomed Mary and Nancy and thanked them for stepping up.

Jennifer Bedford welcomed Mary and Nancy.

Nancy Lancellotti thanked everyone for the warm welcome.

Mary Traphagen enjoyed the meeting found it less scary than should thought.

SusanMary Redinger welcomed Mary and Nancy and shared that no question is stupid and we all benefit from questions each of us ask. She recommended that new members take things as slowly as they can.

Linda Dwight attended the fabulous MS drama production of Shakespeare this past week.

SusanMary Redinger motioned with no objection to adjourn the meeting at 9:06 p.m.

VOTE 5/0

Respectfully Submitted: Mary Zadroga, Recording Secretary