

School Committee Minutes
Haggood Room, Old Library
May 11, 2015

Members attending: SusanMary Redinger, Jennifer Bedford, Mary Traphagen, Kirsten Wright, Nancy Lancellotti (arrived at 6:50), Maureen Babcock and Linda Dwight. Absent: Lorraine Leonard.

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

Approval of 6th grade trip

Dr. Dwight presented a request from Grade 6 to attend an out of state field trip to Canobie Lake Park in Salem, NH. The trip is to celebrate a successful first year at The Bromfield School and is a culminating activity that strengthens the bonds made throughout the year and rewards students for their hard work.

Mary Traphagen made the motion and Kirsten Wright seconded to approve the Canobie Lake field trip as requested.

VOTE 4/0 (Nancy Lancellotti was not in attendance for vote)

Share Technology Implementation

Technology Director, Chris Boyle attended the meeting to update the Committee on the status of several technology projects:

New phone system – Vendor: First Choice, phone system will include speakers in every classroom, horns for outside paging, and the ability to transfer calls between buildings. Training will be provided to administrative and office staff over the summer.

Virtual servers – allows for expandability and hosting of information in house eliminating old equipment.

Fiber project – this fiber will increase internet speed in order to handle more equipment. The town hall will be linked to this fiber as well.

iPads for 6th graders – the 5th graders will take their iPads with them to 6th grade and the incoming 5th graders will get new iPads. The funding for this project is identified in the technology plan.

Website overview – Chris Boyle showed what the website will look like and explained the new features. The new website should be up by mid-May with staff training scheduled for June 3rd.

Superintendent Report

Dr. Dwight reported that upkeep work on The Bromfield House is being done over the next few weeks as part of a prior warrant article. The work to be completed includes replacement of the bulkhead and rotting siding pieces as well as replacement of the boiler and painting the front porch. Dr. Dwight updated the Committee on The Bromfield School Science Labs. The Principals invited participation from staff members K-12 for the initial Diversity Committee meeting to be held on Wednesday, May 13th. The focus and outline of future work is yet to be fully defined but will likely expand to include students and other interested community members.

Dr. Dwight shared that parent volunteers treated the staff in both schools to treats all week long in support of Teacher Appreciation Week.

Share a blank form of the Superintendent evaluation form

The Committee reviewed the blank Superintendent Summative Evaluation forms. Dr. Dwight will populate the form with her individual goals as well as the shared district goals. Committee members will use the rubric to rate the Superintendent based on the evidence provided in a portfolio created by the Superintendent. SusanMary Redigner will offer the opportunity for Bob Sullebarger and Patty Wenger to participate in the evaluation process if they would like. The final composite will be presented one month from now.

Discuss meeting norms

The Committee reviewed the draft of the Harvard School Committee Operating Norms that were put together with input from the DESE suggested norm and the Randolph Public School Norms. The Norms were broken into four sections: Governance, Communication, Roles and Responsibilities, Evaluation and Improvement. Discussion to clarify language resulted in amendments to the draft which will be updated and brought forward for a vote at a future meeting.

Presentation of Summer Professional Development

Dr. Dwight shared the process and rationale used to identify summer curriculum work. Dr. Dwight reviewed each approved project, the teachers who would be working on the project and the number of days funded.

Update on Warrant Articles

Dr. Dwight reported that the Bromfield School sidewalk replacement project will be getting started as soon as school gets out. The phone systems work has started and should be finished over the summer. We are waiting for bid documents from GRLA to get the Science lab project started. We are expecting a timeline from GRLA this week. Dr. Dwight, Nancy Lancellotti and Kirsten Wright will meet before the end of the school year to discuss furniture purchases for the science labs.

Athletic Advisory

Dr. Dwight has been meeting with the Athletic Advisory Committee throughout the school year. The group is very interested in getting part of the Omnibus budget to fund Athletics. There is concern that due to private funding for uniforms, there is no consistency with appearance or logos on uniforms. There was discussion on user fees and how to manage participation and parity. A survey will be going out to students and parents participating in spring sports. Using data from the survey the Athletic Advisory Committee plans to make a recommendation/report to the School Committee. Mary Traphagen will serve as the School Committee liaison to the Athletic Advisory Committee.

Update on staffing

Dr. Dwight shared with the Committee updates to the 2015/2016 teaching assignments list. There are currently 5 vacancies (Grade 1, Grade 4, Wellness, Behaviorist, and Educational Technology Coordinator). The Grade 1 vacancy is currently on hold until the Kindergarten numbers are finalized.

Review of Minutes

Nancy Lancellotti made the motion and Mary Traphagen seconded to approve the minutes of the April 27th meeting as amended.

VOTE 5/0

Future Agenda Items

Superintendent Evaluation
School Improvement Plans
District Improvement Plans
Handbooks
Norms
International Field Trip Approval

Liaison Reports

Nancy Lancellotti reported that TBS School Council met and discussed the concept of allowing participation on a sports team to meet the health and wellness requirement for high school students. The Council discussed the need for clarification to students that the student feedback surveys that are part of the teacher evaluation process are only going back to teachers and not to administrators. School Council elections will be coming up soon. Jodi Specht and Sharon Cronin's positions are up for reelection at TBS. There has been a lot of interest in running for the open positions at both schools.

Mary Traphagen reported she attended the Parks and Recreation meeting. No updates.

Maureen Babcock reported that DEAC met last Wednesday and met Thatcher Keezer, the new Executive Vice President of MassDevelopment attended the meeting. It was great for everyone to meet him and ask questions about the upcoming zoning changes. There is one more approval needed in order for the Grant Road project to get underway. Three seats were filled in November and it has been a slow start getting the Committee going. No survey this year but there will be a newsletter going out.

Kirsten Wright reported that she will be going to the HCTV meeting this Wednesday. There is an issue to clear up with regard to the contract. The utility agreement will need to be revisited as well.

SusanMary Redinger reported that there were no School Committee members at the May 1st meeting with the Student Advisory Committee which concluded the 5 meetings required for this year.

SusanMary has ideas to better use the group to get feedback.

Closing Commentary

Kirsten Wright – Prom- is coming up on Friday followed by Celebration – Hope kids stay safe and have a good time – Thanks to all the work to put Celebration together.

Maureen Babcock – thanked the PTO and parent volunteers for the amazing job in putting together Teacher Appreciation Week.

Nancy Lancellotti – attended the Jungle Book production at HES on Sunday which was fabulous. There will be a presentation on the results of the Risk Behavior survey on Wednesday at 7 p.m. at The Bromfield School.

Linda Dwight – reminder that the mock accident will be held on Friday morning after HES arrival. A notice will be going out to parents notifying them of the event to try and be careful not to alarm anyone.

SusanMary Redinger made a motion and Jennifer Bedford seconded to adjourn the meeting at 8:42 p.m.

VOTE 5/0

Respectfully Submitted: Mary Zadroga, Recording Secretary