

School Committee Minutes
Hagood Room, Old Library
May 26, 2015
6:00 p.m.

Members attending: SusanMary Redinger, Nancy Lancellotti, Kirsten Wright (6:30), Linda Dwight, Maureen Babcock and Lorraine Leonard. Absent: Jennifer Bedford and Mary Traphagen.

SusanMary Redinger called the meeting to order at 6:11 p.m.

Student Report

Alyson Codner reported that Prom and Celebration were held last week. Both events were well attended and beautiful. The Drama Club will be performing Shakespeare's Winter Tales this weekend at the outside theatre. The Jessie 5K is schedule for June 13th. Seniors are finished with classes and are taking finals this week. The Girls Track team won the league championship and both the Girls' Softball and Lacrosse teams are doing well. A Memorial Day assembly was held on Friday.

Review of School Improvement Plans

Principals' Jim O'Shea and Sue Frederick presented their School Improvement Plan. They identified each goal by Title as it pertained to a specific Core Value and then explained the strategies used to achieve completion of the goal.

Review of the District Improvement Plan

Dr. Dwight presented the District Improvement Plan. She identified the goals by Title and described the developments made on each goal and what percentage was completed. The District Improvement Plan will be reviewed in the fall to decide if the focus of future initiatives will stay the same or change.

Introduce the Superintendent Evaluation Process and forms

SusanMary Redinger reviewed the End of Cycle Evaluation Report that was in the packet and described the process used to evaluate the Superintendent. SusanMary Redinger will send out the form electronically to be completed and submitted to SusanMary and Kirsten Wright. The Evidence Binder provided by Dr. Dwight will be used show that specific goals were met. SusanMary will invite former School Committee members Patty Wenger and Bob Sullebarger for their input as well. Dr. Dwight explained that the binder was set up with a tab for each goal and standard followed by evidence to support the goal

Finalize the School Committee Operating Norms

This agenda item was tabled until the full committee was in attendance.

SusanMary Redinger made the motion seconded by Nancy Lancellotti to table the operating norms until all committee members were present.

VOTE 3/0

Approval of 2015-2016 International Trips

Ms. Olyan Rosal, Bromfield Spanish teacher and trip advisor presented for approval an International trip to Spain for up to 25 students. The trip would be during the April vacation 2016. The cost of the trip is approximately \$3,490 and will be facilitated by EF Educational Tours.

Kirsten Wright made the motion and Nancy Lancellotti seconded to approve the trip to Spain as presented.

VOTE 3/0

SusanMary Redinger asked that the upper grade, higher level Spanish students be considered first for the trip. SusanMary Redinger requested that future travel requests be batched and presented in November and May for approval for the following year.

Financial Report

Lorraine Leonard presented the FY15 Budget as of May 22, 2015. She reported shortages in the Maintenance budget due to fuel costs, snow removal and HVAC overages. She expects that approximately \$50K will be paid by FEMA for roof shoveling and overtime that will reduce the shortage. She reported that the Special Education - Out of District budget is over spent but that the CASE adjustment and Circuit Breaker offset could be adjusted to wipe out that deficit. The Committee will review the need for a reserve fund transfer at their June 8th meeting. The FY15 Budget close out meeting will need to be scheduled prior to July 15th. Possible dates mentioned were July 8th, July 9th or July 13th.

Superintendent Report

Dr. Dwight shared that students in Martha Brook's design classes helped to produce picture of the sidewalk project. Dr. Dwight will be meeting with Rich Nota and the contractor to go over the plans and timeline for the sidewalk project to be completed over the summer. Dr. Dwight shared that the kindergarten number are growing slight with 54 register students. If the numbers continue to increase we will need to decide whether to add another teacher and aide. It was decided to wait for the full committee to discuss further. Dr. Dwight explained that the College Board had decided to change their administration of the PSAT and the changes impact our students in several ways. The test will be administered on a Wednesday forcing districts to take academic time and resources to administer the test. The counselors feel it is important for students to have exposure to the new test format and are recommending that we offer the test on October 28th which is an early release day. Dr. Dwight reported that the US News Report ranked The Bromfield School 14th this year, which is down from 6th place last year. The data used for their report includes teacher to student ratios, MCAS test score from 10th grade, and AP participation and scores. The Leadership Teams discussed whether our recent focus on a more balance student experience caused the movement. The AP participation data and scores will be brought back as a future School Committee agenda item. Dr. Dwight explained the state mandate regarding ELL endorsement on teacher licenses. The two ways to receive the endorsement include a 40 hours course or a 4 hour test. We are offering a 3 day course this summer to help prepare teachers to take the test.

Subcommittee and Liaison Report

Nancy Lancellotti reported that Bromfield School met on May 20th and discussed the expansion of our STEM curriculum to include engineering opportunities such as engineering or technology courses, bringing students offsite to visit companies or having a career day event which could include engineers visiting the school for the day. The Bromfield School elections were held and Sharon Cronin and Karen Strickland were elected to serve on the Council. Jodi Specht will be leaving.

Kirsten Wright reported that HCTV is scheduled to meet tomorrow, but may have a posting issue.

Maureen Babcock reported that the DEAC is collecting articles for their newsletter. Articles will be submitted by Sue Frederick, Maureen Babcock and a Bromfield student.

Update on warrant articles

Bromfield sidewalks – will be meeting with contractor to determine timeline for summer completion.

Phones – Chris is diligently working with the contractor on upgrading the phone system.

Science labs – GRLA is producing the bid documents for the project. The timeline for the bidding process and ordering of equipment will not allow for work to start this summer. Work on the project could be done during school breaks and on nights and weekends or wait until next summer. The money approved for the project needs to be spent by June 2017. The Committee discussed that this would delay the Science furniture purchase as well.

Bromfield House – No update – work is being done to maintain the building such as gutter repair, bulk head repair, and furnace replacement.

Update on staffing

Dr. Dwight shared with the Committee that teacher vacancies still need to be filled in Grade 3, Grade 2 (long term sub) and the Board Certified Behavior Analyst.

Review of Minutes

SusanMary Redinger made a motion seconded by Kirsten Wright to approve the minutes of the May 11, 2015 meeting as amended.

VOTE 3/0

Future Agenda Items

AP Data

Superintendent Evaluation

Science Lab Update

Handbook approval

School Committee Goals – Close-Out

FY15 Budget Close-Out

Kindergarten Status

Closing Commentary

Nancy Lancellotti attended the Memorial Day Assembly and it was a very well done, meaningful Memorial Day observance.

Kirsten Wright – The Bromfield Theatre group is practicing for their weekend Shakespeare performance. It will be a great show. Chef Paul will be cooking a swordfish Barbeque Saturday night. Dinner starts at 6 and the show starts at 7.

SusanMary Redinger made a motion and Mary Traphagen seconded to adjourn the meeting at 7:57 p.m.

VOTE 4/0

Respectfully Submitted: Mary Zadroga, Recording Secretary