School Committee Minutes

Hapgood Room, Old Library

Monday, February 22, 2016

6:00 p.m.

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

Jennifer Bedford called the meeting to order at 6:04 p.m.

Mary Traphagen read the vision statement

**Open to Interested Citizen’s Commentary:** None

**Student Report**: Kenneth Lin was absent but reported through Dr. Dwight the following:

* Model UN students returned from their trip to Greece. Students were very happy with the trip. Some students were chosen as distinguished delegates. Students are well rested after just coming off of February vacation. Winter sports are finishing up.

**Superintendent Report:** Dr. Dwight reported the following

* Last year’s calendar committee added a half day for professional development while reducing the number of early release (ER) days. The plan was to gain cross district time by increasing the overlapping time to 2+ hours. February 10th was the date of the half day PD. A presenter on the topic of diversity met with the entire staff of both schools for a two hour workshop. The interactive workshop provided opportunities to learn and discuss more important information with colleagues who rarely have time together. These joint PD opportunities have the potential to move our district forward in collaborative ways. We are excited to know that next year’s calendar added another half day totaling two for this same purpose.
* On February 16th Dr. Dwight was fortunate enough to be invited to the Fenn School in Concord to participate in a day log Multicultural Educators’ Forum. The keynote speaker, Debby Irving wrote the book, Waking Up White. The author grew up in Winchester MA to a family of privilege. She later became a teacher in the Cambridge District and struggled with connecting to students and families of color. She considered herself a “good person” and served on diversity committees, volunteered at city organizations, and raised money for charities. It wasn’t until she took a graduate course that she began to understand that her outlook on life was filtered through a white lens. Her book is a journey towards a deeper understanding of the issues of our multicultural world.
* Rich Nota advertised the Bromfield parking lot project and bids are due March 24th. We appreciate Rich’s expertise and help.
* In compliance with School Committee policy, we are sending out a listing of known professional vacancies, and providing the faculty with 15 days to express interest in transferring into open positions that match their qualifications. If teachers express interest, the principal will interview them and then decide whether the transfers will be granted.
* Mark Force has been working with the Energy Advisory Committee on replacing the lights in Bromfield with LED bulbs. These energy efficient bulbs will reduce electricity consumption.

**Approve Harvard Schools Trust Grants**

The committee reviewed for approval four grants being given by the Harvard Schools Trust

* The Youth and Government Club - $2,800
* The Business Professional of America Club - $2,475
* Guest Artist for Bromfield Spanish classes - $575
* Alex Burnett, Hollywood screenwriter for the day - $150

Mary Traphagen and Kirsten Wright seconded to approve 4 grants as presented by the Harvard Schools Trust

VOTE 3/0

**Review the plan for the upcoming Science Fair award**

The committee discussed the plan for judging and awarding at the upcoming Science Fair. Kirsten Wright and Mary Traphagen will represent the School Committee. Awards will be given to one middle school and one high school project.

**Review the School Building Committee members**

* Dr. Dwight reviewed the membership of the School Building Committee for the Hildreth Elementary School. The Committee was formed in accordance with the provision of all applicable statues, local charters, by-laws and agreements of the Town of Harvard. Committee Members include the following:
* SBC member who is MCPPO certified – Lorraine Leonard, Business Manager
* Local Chief Executive Officer – Ron Ricci, Chair of the Board of Selectman
* Administrator or Manager – Tim Bragan, Town Administrator
* School Committee Member – SusanMary Redinger, School Committee Chair
* Superintendent of Schools – Linda Dwight, Superintendent
* Local Official responsible for Building Maintenance – Mark Force, Maintenance Director
* Representative of Office authorized by law to construct school buildings – Ron Ricci, Chair of the Board of Selectman
* School Prinicpal – Sue Frederick, Principal
* Member knowledgeable in education mission and function of facility – Josh Myler, Associate Principal
* Local budget official or member of local Finance Committee – Alice Von Loesecke, Chair of the Finance Committee
* Member of community with architecture, engineering and/or construction experience – Ron Ostberg, Community member who is an architect by profession
* Other: Jennifer Bedford, School Committee member, Jim O’Shea, Bromfield Principal, Rick Maiori, Community member with construction background, David Fay, Energy Advisory member, John Lackner, Community member with project manager background.

**Preview the HES Building project public forum**

Dr. Dwight presented the history, timeline, impact and outcomes she will be presenting at the public forum to be held on Thursday, February 25th. Members made suggestions to add information to the presentation to let people know that the renovation will make the school ADA compliant and during the presentation show photos of the interior of a modular classroom. Dr. Dwight will create a link on the school website so parents and community members will be kept up to date on information regarding the Hildreth Renovation project.

**Review the self-evaluation forms and set a date for input**

The Committee reviewed the School Committee self-evaluation form that will be completed by each School Committee member and sent to SusanMary Redinger by March 4 so that SusanMary can compile the results to be reviewed at a future meeting. The Committee asked that the form be sent out via email so that people can make their entries on the fillable form.

**Approve selected policies from section J and K**

The committee reviewed the changes that were made to policy JKAA – Restraint of Students in the Harvard Public Schools as requested at the last meeting.

The committee reviewed Policy KCD-E – Grant Application and Approval Process for adoption.

Kirsten Wright made the motion and Mary Traphagen seconded to approve the adopted policy File KCD-E -Grant Application and Approval Process as well as amend policy File JKAA– Restraint of Students in the Harvard Public Schools as presented.

VOTE 3/0

**Newsletter update –** Tabled

**Update on the science lab project**

Dr. Dwight shared with the Committee the brochure from Longolabs that showed the Axis Lab Tables that are being considered to replace the furniture in two science classrooms at The Bromfield School. It is being recommended that the Biology and Chemistry Science room use this design which does not move from place to place, but can be adjusted up and down. The Physics Science room would be equipped with moveable furniture. One other furniture vendor will bring in ideas on March 14th. The Committee will need to vote to approve the purchase at their March 28th meeting in order to get the furniture installed over the summer. The estimated cost for the furniture is as follows:

Physics Room - $52,000 (furniture) + $7,500 (installation) + floor and demo = approximately $60,000.

Chemistry and Biology Rooms - $108,000 (furniture) + $9,500 (installation) + $15,000 (plumbing) + $7,000 (floor + demo) = approximately $139,500.

The cost to replace furniture in all the classrooms is approximately $139,500. ($108,000 for furniture, $9,500 for installation, $15,000 for plumbing and $7,000 to replace flooring). The Committee is waiting for an estimate from BLW on the HVAC renovations to the Science rooms.

**Review meeting minutes**

Mary Traphagen made a motion and Kirsten Wright seconded to move that we accept the meeting minutes from February 8th as amended.

VOTE 3/0

**Liaisons report:**

Mary Traphagen reported that the Athletic advisory meeting is tomorrow. The Parks and Recreation Committee are getting bids to replace the swings and climbing structure at the town beach.

Kirsten Wright reported that – Linda Dwight and Kirsten will be meeting with Ron Ricci and Stu Sklar to talk about the Harvard Cable Television Memorandum of Understanding.

Maureen Babcock reported that the DEAC meeting is postponed to March 8th.

Jennifer Bedford reported that the HES School Council will be meeting in March.

**Future Agenda Items**

Student Presentation

Review School Committee Self Evaluation

Science lab furniture

Climate Survey (March 28th)

Senior Projects – Trish Nilan

Public Hearing on Budget March 14th

Newsletter

**School Committee commentary**

Kirsten Wright would like to solicit people looking to be on School Committee. She suggested that School Committee a great place to be and great group to work with and she can’t think of a better board to serve on. If you are looking for a great opportunity to make a difference the School Committee is a great place to be.

Linda Dwight – The Committee has big shoes to fill with Kirsten’s departure from the Committee.

Mary Traphagen is looking forward to the Science Fair on Friday and is excited to be judging.

Jennifer Bedford made a motion with no objection to adjourn the meeting at 7:26 p.m.