School Committee Meeting

Tuesday, May 29, 2018

6:15 p.m.

Upper Town Hall

Attendance: Mary Traphagen, Shannon Molloy, Jon Green, John Ruark, SusanMary Redinger, Linda Dwight. Absent: Maureen Babcock and Peter Rowe.

Mary Traphagen called the meeting to order at 6:15 p.m.

Jon Green read the Vision Statement.

**Student Update** – Scott Hoffman shared the following:

* The Memorial Day Ceremony was held on Friday morning. The entire 6th-12th grade Chorus and Band performed.
* Upcoming events: Senior Finals, Senior BBQ, Reality Fair, Firefly Dance, Athletic Awards, Scholarship Awards and Graduation. Underclassman finals will start June 14 and go thru June 19th. The last day of School is June 20th. An assembly will be held on the last day to honor all students.

The Bromfield Girl’s Track team won the Central MA Western Division 2 Championship for the fourth year in a row.

**Club Consideration**

The formation of the Bromfield Mirror Club was approved at the last School Committee meeting, but the stipend piece was not approved at that time. There is a request to fund the stipend for the Bromfield Mirror Advisor position for the 2017/2018 school year for work that had already been done. Dr. Dwight identified the Personnel Spreadsheet which has a $34,390 balance as an option for funding the stipend. The recommended stipend for the club for 2018/2019 is $2,300. Recognizing the fact that the Bromfield Mirror had been a club in previous year, SusanMary Redinger calculated what the stipend would have been had the club continued and recommended paying half of that stipend ($750) for the current year. After discussion the Committee decided to fund the 2017/2018 stipend at half of the amount requested for next year.

Shannon Molloy made the motion to approve the Newspaper club stipend to be set at $2,300 for next year as well as pay half of the stipend for the work done this year ($1,150) recognizing this that this is a unique situation.

VOTE 4/1

**Field Trip Approval**

The Committee received a request for the Sixth Grade to take an Out of State Field trip to Canobie Lake Park in Salem New Hampshire on June 14th with a rain date of June 18th.

SusanMary Redinger made the motion and John Ruark seconded to approve the sixth-grade trip to Canobie Lake Park as presented.

VOTE 5/0

**Review of the School Improvement Plan**

Principal Joshua Myler and Associate Principal Scott Mulcahy reported on the 2017-2018 School Improvement Plan for Hildreth Elementary School. They explained each of the goals for Student Achievement, Personal Growth, Partnership and Climate by strategies used, time-line, resources used and measurement.

**Superintendent Update**

**Hildreth Elementary building project update**

A list of the actions completed in the past two weeks:

\*Met with the School Building Committee (SBC) on 5/16 to discuss the building design and provide feedback.

\*Contacted MSBA about contract fees and SBC additions.

\*Submitted an ad to the Press for volunteers with construction background to participate on the SBC.

\*Josh Myler scheduled and held meetings with the teachers and architects for further design and furniture discussions.

**Inclusion Committee Work**

Teachers organized a public event for the “Building Bridges” photo display. There was a guest speaker who shared her experience as a survivor of the Rwandan Genocide in the 1990s. Students and parents were encouraged to attend with extra credit given to students by several teachers.

**Professional Development**

On the early release day Rob Evans spoke with the staff about our district initiatives. He wrote the book, The Human Side of School Change, that we have used as a study text this year. This was his second visit to the district this year, and the response from teachers was overwhelmingly positive.

**HEAC Project Coordination**

Our new facilities director, Jon Snyer, has already attended one of the HEAC meetings. The Committee members are planning to work closely with him on the lighting project and weatherization project.

**Prom and Celebration**

The 2018 Prom was a successful event for students and families. We value the partnership with the Celebration Committee that provided a safe and fun filled after-Prom experience for the students. What an amazing tradition of a community coming together to value our students.

**HAA Partnership Event**

The HAA brought the Positive Coaching Alliance to our parents for an evening event. They asked the athletic director, volunteer coaches and me to participate in a panel discussion afterwards. Although the attendance was lower than they hoped for, the message of encouragement and team building resonated with those in the audience. We plan to offer the program again and are collaborating on the best way to reach more families including student athletes.

In Other Good News

Our spring sports teams continue to do well in all areas.

**School Committee Self-Evaluation**

Mary Traphagen presented the results of the School Committee Self Evaluation. The overall score of 3.3 falls within the Proficient range. The Committee discussed the evaluation and reviewed questions where scores were not consistent or lower than in previous years.

To accommodate HEAC on the agenda:

SusanMary Redinger made a motion and John Ruark seconded to continue the School Committee self -evaluation review until later in the meeting.

VOTE 5/0

The Committee returned to the Self Evaluation discussion. The Committee agreed to review the content and make-up of the questions so they are more reliable and current with language used. In addition, it is recommended that the evaluation include a rubric to make scoring more equitable.

**HEAC Presentation**

Brian Smith and David Fay from the Harvard Energy Advisory Committee attended the meeting to share information regarding Energy Usage, Energy Costs, Emissions, Green Community Projects, Future Projects, Energy Initiatives, and the school building project.

**Review the Recommendation about Good Friday**

Dr. Dwight discussed the day of low attendance on Good Friday for both students and faculty. The current HTA contract allows for teachers to use 2 religious holidays per year. Most teachers use Good Friday as one of their two religious holidays. The Superintendent would like to work on other options to accommodate religious days in the next HTA negotiations. Unless we address this problem through the contract we will not be able to impact the problem. As it currently stands it is not efficient or safe to hold school on Good Friday.

SusanMary Redinger made the motion and John Ruark seconded to move that we declare Good Friday moving forward as a day of low attendance.

VOTE 5/0

**Review Liaison and Subcommittee Assignments**

SusanMary Redinger made the motion and Jon Green seconded to continue the review of Liaison and Subcommittee Assignments until another meeting.

VOTE 5/0

**Agenda Items**

Review Liaison and Subcommittee Assignments

Student Achievement Report

Summer Professional Development

Summer Schedule

Retreat Topics

Superintendent Evaluation Tool

**Approval of Meeting Minutes**

SusanMary Redinger made the motion and John Ruark seconded to approve the minutes of the May 14, 2018 meeting as amended.

VOTE 5/0

**SusanMary Redinger submitted signed vendor warrants for review:**

Warrant 18-24 – Date: 5/8/2018 – Amount: $143,532.23

Warrant 18-23 – Date: 4/27/2108 – Amount: $295,233.58

Warrant: 18-22 – Date: 4/13/2018 – Amount: $148,043.73

Warrant: 18-21 – Date: 3/31/2018 – Amount: $371,502.67

The Committee will add “Vendor Warrant Signing” to the Liaison list.

**Liaison/Sub-Committee Reports**

SusanMary Redinger reported that CPIC will meet on Monday to review the year end process letters that will be going out to departments with the approved projects based on town meeting approval and to set the schedule for the fall.

Mary Traphagen reported that at the last SBC meeting the group went over design feedback/input which were very good. It was a very productive meeting.

John Ruark reported that DEAC is working on getting their surveys out, and Athletic Advisory is working on moving forward with the turf field project. Cost estimates, fund raising ideas and timelines are forthcoming.

Jon Green – no report.

**Interested Citizens’ and School Committee Commentary**

None

**Adjournment**

SusanMary Redinger made the motion and John Ruark seconded to adjourn the meeting at 9:50 p.m.

VOTE 5/0

Respectfully submitted:

Mary Zadroga