School Committee Minutes

The Bromfield School Library

Monday, October 15, 2018

6:15 p.m.

Members attending: Mary Traphagen, SusanMary Redinger, John Ruark, Shannon Molloy, Jon Green, and Linda Dwight. Absent: Maureen Babcock.

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

Mary Traphagen read the Vision Statement.

**Public Commentary –** Nate Finch, Codman Hill Road, Harvard, MA – spoke about his concerns regarding the PTO filing mandatory reports to the state.

**Student Report –** None

**Field Trip Approval**

Ms. Lisa Terrio attended the meeting seeking approval to take students in grades 9-12 to Quebec City over the Memorial Day weekend.

SusanMary Redinger made the motion and Mary Traphagen seconded to move that we approve the trip to Quebec City from May 25th to May 27th as presented.

VOTE 5/0

Dr. Dwight presented a request from Rob Cullinane, Nature’s Classroom Coordinator to approve the Nature’s Classroom trip for next year’s fifth grade from September 30th to October 4th 2019.

SusanMary Redinger made the motion and Jon Green seconded to move to approve the Nature’s Classroom Trip for Grade 5 to Ivoryton, CT from September 30, to October 4, 2019.

VOTE 5/0

**Elementary Special Education Program Presentation**

Special Education Coordinator Heather Montalto and Principal Josh Myler presented a summary of the special education services at Hildreth Elementary.

**HES School Improvement Plan Vote**

Principal, Josh Myler presented the School Improvement plan for Hildreth Elementary School for the 2018/2019 school year.

SusanMary Redinger made the motion and Shannon Molloy seconded to approve the Hildreth Elementary School Improvement Plan as presented.

VOTE 5/0

**Superintendent Report**

Hildreth Building Project Updates

\*Public forum held on September 20th.

\*Met with a potential new member of the SBC with construction experience.

\*Met as a committee on November 4th.

\*Proposed to change the SBC Chairperson to SusanMary Redinger.

Dr. Dwight is recommending that SusanMary Redinger be named Chair of the School Building Committee. The change would allow Dr. Dwight to focus more attention on teaching and learning in the district.

Jon Green made the motion and Shannon Molloy seconded to move to approve the transfer of Chair of the SBC from Dr. Dwight to SusanMary Redinger.

VOTE 5/0

\*Arm in Arm Planning Meeting

The religious panel discussion has been moved to October 25th at 7 p.m.

The teachers will be previewing the Teja video in order to plan the roll out to students and the community.

\* MOU Regarding Shared Finance Director Position

Recommending to dissolve the MOU, the job of Finance Director could be specific to the town’s needs without requiring the employee to gain further certification in school business. This additional certification for School Business Manager is currently held by only one of the applicants who has applied for the position.

\*Under the Lights Events Successful

Students and family members joined together to cheer on our sports’ teams “under the lights” from Wednesday – Saturday this past week. The Athletic Director, Dave Boisvert, had a vision for this event when he began the position last year, and he held the first annual “under the lights” event last October. He improved on the event this year by adding two more lights and adding a field hockey game.

\*Upcoming Events

Religious Panel – October 25th at 7PM in the Harvard Public Library.

Dr. Hill - Presentation on the Danger of Vaping and Marijuana – November 14th at the Bromfield School.

OML Training – November 15th at 5:30 PM in the Cronin Auditorium.

**Additional Custodial Coverage Request**

Dr. Dwight recommended hiring an additional custodian full-time to help maintain the building cleanliness established over the summer. Dr. Dwight presented data that helped analyze the need for additional staffing at Bromfield due to its square footage.

SusanMary Redinger made the motion and Jon Green seconded to move to approve up to $43,000 to fund an additional full-time custodian for the current year.

VOTE 5/0

**Increased Music Tutor Position Request**

Dr. Dwight provided the Committee with information to support increasing the hours of the part-time Music Tutor at Bromfield to full-time for this current school year and in subsequent years.

SusanMary Redinger made the motion and Shannon Molloy seconded to move to approve $17,180.92 to fund a full-time music tutor.

VOTE 5/0

**Nominate a Delegate to MASC Conference - Tabled**

**Review Enrollment Numbers - Tabled**

**Align on Superintendent Evaluation Measures - Tabled**

**Review the 5 Year Capital - Tabled**

**Policy Review – Tabled**

SusanMary Redinger made the motion and Jon Green seconded to move to table Agenda Items X, XI, XII, XIV and IV.

**Review Draft Letter in Response to PTO Request**

The Committee discussed and prepared a letter in response to the PTO’s request to take action against one of its members. Shannon Molloy spoke to clarify the allegations against her regarding the PTO’s Certificate of Solicitation. She requested the School Committee arrange for a training or workshop with MASC to learn how to respond effectively when challenging issues come up at meetings.

Mary Traphagen made the motion and Jon Green seconded to accept the letter that SusanMary Redinger wrote in response to the PTO Boards request.

VOTE 5/0

**Grant Approval**

The following gifts were presented for approval by the School Committee:

PTO – Listening Center - $199

Fanfare – Ukuleles - $2108.92

Fanfare – Digital tuners - $149.90

Fanfare – Keyboard Amplifier - $199

Harvard Schools Trust – Bromfield Speech and Debate Team - $2,000

Harvard Schools Trust – Museum of Science Field Trip - $1,196

Harvard Schools Trust – Model UN - $4,325

Harvard Schools Trust – Louisa Alcott performance - $2392.50

SusanMary Redinger made the motion and Jon Green seconded to accept the gifts from the Harvard Schools Trust, PTO and Fanfare with gratitude.

VOTE 5/0

**Agenda Item**

Assignment of the Delegate

Review MASC resolutions

Enrollment numbers

Policy

Align on performance measure for the Superintendent

Curriculum presentation

**Approval of Meeting Minutes**

SusanMary Redinger made the motion and John Ruark seconded to approve the minutes of the September 24th meeting as presented.

VOTE 5/0

**Liaison/Sub-Committee Reports**

**Mary Traphagen** Bromfield School Council met and discussed Honors, College Prep and AP courses, and the possibility of limiting the number of AP classes. They took a look at how to make homework more meaningful and read an article about life school balance.

**John Ruark** reported that DEAC went over their survey and will be presenting to the Devens Management Board in November. HEAC is following up on payment of invoices from the various lighting projects and reviewed their Capital requests.

**Dr. Dwight** reported that the Athletic Advisory met and discussed the Ann Lee Road field, the “Under the Lights” event, school spirit, communication and changes that need to be considered once construction starts.

**Shannon Molloy** – HES School Council had their first meeting of the year. They reviewed their norms, elected officers, discussed changes to Parent’s Nights, the heat during the first weeks of school and things they plan to tackle this year.

**SusanMary Redinger** reported that CPIC approved the relocation of the softball field to Ann Lee Road, the trash compactor and the old library entrance. These three capital items will be voted on at the Special Town meeting next week. CPIC reviewed all department requests and will be sending out follow-up questions next week. The Harvard/Devens Jurisdiction Committee met with Jennifer Benson today.

**Open to Interested Citizens and School Committee Commentary** –

**Adjournment**

SusanMary Redinger made the motion and Mary Traphagen seconded to adjourn the meeting at

9:25 p.m.

VOTE 5/0

Respectfully submitted:

Mary Zadroga