School Committee Minutes

 Upstairs of the Town Hall

Monday, April 24, 2017

 6:15 p.m.

Members attending: SusanMary Redinger, Mary Traphagen, Jon Green, Nancy Lancellotti, John Ruark, Maureen Babcock, Linda Dwight and Peter Rowe

Mary Traphagen called the meeting to order at 6:17 p.m.

Nancy Lancellotti read the Core Value Statement.

**Open to Interested Citizens’ Commentary**

None

**Warrant Signature Update with Vote Consideration**

David Nalchajian, Town Finance Director and Peter Rowe, School Business Manager explained a change based on the Municipal Modernization Act that would modify the procedure for signing bill and payroll warrant by allowing the School Committee to designate one member to sign and approve warrants. If the School Committee chooses to adopt this new procedure, the committee must vote at an open meeting to designate one member to sign warrants, and the designated member is required to report his or her actions on the warrants to the full board at the next meeting following the action. The School Committee may vote, at an open meeting, to designate one of its members as a substitute in the event of the absence or other inability of the designated member to act. The board can only designate one substitute member at a time.

Nancy Lancellotti made the motion and SusanMary Redinger seconded to move that we approve the proposal set out in the memorandum to change the procedure for signing the payment of bills as described in the memo.

VOTE 5/0

SusanMary Redinger made the motion and Jon Green seconded to move that SusanMary Redinger be approved as the signer of the vendor warrant with John Ruark serving as the alternate.

VOTE 5/0

**Grant Approval**

The Committee reviewed a request to approve a gift from Fanfare to fully fund drum set equipment for a total amount not to exceed $350.

Nancy Lancellotti made the motion and SusanMary Redinger seconded to accept the Fanfare donation of $350 to fund drum set equipment for the Bromfield School

VOTE 5/0

**Superintendent Report**

Dr. Dwight reported on the following building project updates:

* Tom Murphy became our new Owners Project Manager from NV5 after the School Building Committee approved the personnel change.
* The School Building Committee met and approved four schematic designs to submit to MSBA as a part of the documents required in the next step of the process.
* The working sub-committee met to iron out the schedule and assess our progress towards the benchmarks laid out by MSBA.
* Sue Frederick and Dr. Dwight met with parents at the Village Nursery School. Josh and Dr. Dwight met with senior citizens at the Hildreth House.
* The Education Plan is nearly complete and requires an endorsement vote from the School Committee.

**Principal Search Update:**

Members of the Search Committee read over the 33+ applications over the April vacation week. They took notes on the potential candidates and prioritized a list for interviews. We will meet on April 25th to narrow down the interview list to approximately 7. Interviews will be scheduled for Friday, April 28 and Thursday, May 4th.

**Technology Planning:**

Dr. Dwight spoke with students in grades 9 – 11 about the 1:World roll out for next year. Dr. Dwight asked the students to complete a short survey. The Technology Committee will be reviewing the results and using the information to inform planning.

**Gender Revolution Movie Event:**

The Gender and Sexuality Alliance (GSA) hosted the National Geographic movie narrated by Katie Couric. Katie explored the evolving complexities of gender identity in the two hour documentary. She infused humor and held frank conversations with people across the country and across the globe. Afterwards the parents, students, faculty and others posed for a picture that Dr. Dwight posted to our Twitter account.

**Building Project Public Forums are scheduled for:**

Wednesday, April 26th at 7:30 a.m. – Upper Town Hall Meeting Room

May 3rd 5:30 p.m. at HES

May 9th 5:30 p.m. at HES

**Educational Plan Vote**

Dr. Dwight reviewed the Education Plan which will be submitted to the Massachusetts School Building Authority (MSBA). This plan details our goal to ensure that the Hildreth Elementary School building project is focused on the education needs of our students and their teachers. The document will be one of the key aspects of our continuing discussion with MSBA officials as we move toward next steps in this upcoming project.

SusanMary Redinger made a motion and John Ruark seconded to move that we approve the Educational Plan as submitted with a minor amendment to the transportation section and to allow the School Building Committee to make changes as necessary and to have the superintendent report back any changes to the School Committee.

VOTE 5/0

**School Committee Self-Evaluation results**

SusanMary Redinger presented the results of the School Committee Self Evaluation Instrument and compared the numeric score to previous years. The overall score for 2016 is 3.3 out of a possible 4.

The Committee discussed how to get more input from the public while still making the meetings transparent. There was a question as to how the Committee is informed about student achievement and continued improvement in student learning. The Committee looks forward to having Dr. Dwight put together information that will provide the variety of assessments and rubrics used by teachers. The assessment is a useful tool in identifying areas that need more attention. The Committee would like to use the data from the self-evaluation to create an action plan for improvement.

**Final Day of School Vote**

SusanMary Redinger made a motion and John Ruark seconded to approve June 19, 2017 as the final day of school for the 2016/2017 school year.

VOTE 5/0

**Reorganizing Sub-Committees and Liaisons**

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| --- | --- |
| Assignments |  |
| Board of Selectman | ***Mary Traphagen*** |
| FinCom | SusanMary Redinger |
| DEAC | MaryTraphagen |
| SEPAC | Jon Green |
| TBS School Council | Nancy Lancellotti |
| HES School Council | Mary Traphagen |
| CPIC | SusanMary Redinger |
| HEAC | ***John Ruark*** |
| Park and Recreation Representative | Mary Traphagen |
| State Representative | Mary Traphagen |
| CASE | Linda Dwight |
|  Athletic Advisory |  Mary Traphagen/John Ruark |
|  HCTV |  Jon Green |
| Subcommittee Assignments |  |
| Bromfield House | ***Dissolved*** |
| Budget | SusanMary Redinger/Mary Traphagen |
| Policy | Mary Traphagen/Nancy Lancellotti |
| Science Labs | Nancy Lancellotti/SusanMary Redinger |
| User Fees/Athletic Advisory | ***Dissolved*** |
| Website Review | SusanMary Redinger and Jon Green |
| Wellness Committee | Mary Traphagen and Nancy Lancellotti |
| Superintendent Review | SusanMary Redinger and Mary Traphagen |
| HES Visioning | Mary Traphagen and SusanMary Redinger |
| Building Committee | SusanMary Redinger, Mary Traphagen |

Changes to Liaison Assignments and Subcommittee Assignments are bolded in the chart above. The Committee will review Liaison and Subcommittee assignment in the fall.

John Ruark made a motion and Nancy Lancellotti seconded to dissolve the Bromfield House and User Fee/Athletic Advisory Subcommittees.

VOTE 5/0

**Review meeting minutes**

SusanMary Redinger made a motion and Jon Green seconded to approve the minutes of April 10th  meeting as amended.

VOTE 5/0

**Liaison/Subcommittee reports**

**Maureen Babcock** reported there will be one more meeting before school ends. Maureen Babcock explained that the School Committee liaison to DEAC is a voting member.

**Jon Green** – SEPAC will be having speakers coming in that are part of the response to the surveys. Details to follow.

**SusanMary Redinger** – CIPC met this morning and reviewed their process. SusanMary Redinger cited the breakdown between the schools and HEAC that resulted in the capital requests from HEAC coming in too late to be included for capital funding this year. SusanMary Redinger will meet with Brian Smith and Eric Broadbent from HEAC and go over the process and make plans going forward. Also, the way that CIPC recommended the funding for the science labs was for Capital to pay for one science room and the schools to pay for the other. The way they suggested to fund it is to pay for half of the total cost up to $175,000. The funding has to be done as was worded in the warrant article at town meeting. Peter Rowe will work with David Nalchajian to sort out the funding. The work can begin now but the capital funds are not available until July 3rd. Capital meets again in two weeks.

**Mary Traphagen** reported that the Policy Subcommittee met on Monday and will be meeting again on Friday to work on changes to the harassment policy. HES School Council meets tomorrow. Mary Traphagen attended the Building Committee meeting and saw the roll out of the 4 schematic designs which are very interesting and cool.

**Suggested Future Agenda Items**

Core Components of Curriculum

Review Summer PD Schedule

Superintendent Evaluation

Senior Activities

Personnel Update

Financial Report

Student Achievement

Building Project Update

Policy Flow Chart

Policy Sections

School Committee Self Evaluation – follow up

Good Friday Attendance

**Citizens Commentary** - None

**School Committee Commentary**

**SusanMary Redinger** –thanks for having the minutes proof read prior to the meeting. It really made a difference. Acknowledge Mary Traphagen for stepping in, she is doing a great job.

**Mary Traphagen -** It is daunting to fill SusanMary’s shoes but looking forward to each meeting getting a little easier. Thanked everyone for their support.

**Jon Green** – thanked everyone for the 6:15 p.m. start time.

**Maureen Babcock** – The Building Project Education Plan document gave a great overview to the many angles of the project and the 21 century things that are being considered. The report was very thorough and well thought out. It is very exciting to see the project plans with that detail for the first time.

SusanMary Redinger made the motion and Jon Green seconded to adjourn the meeting at 8:10 p.m.

VOTE 5/0

Respectfully Submitted:

Mary Zadroga