School Committee Minutes

Upper Town Hall

Monday, September 26, 2016

6:00 p.m.

Members attending: SusanMary Redinger, Nancy Lancellotti, Jon Green, Patti Wenger, Linda Dwight . Absent: Mary Traphagen, Maureen Babcock, Peter Rowe.

SusanMary Redinger called the meeting to order at 6:14 p.m.

Nancy Lancellotti read the vision statement.

**Public Commentary –** Will wait until the open session portion of the meeting to take public commentary.

SuanMary Redinger introduced Elizabeth Valerio as the School’s legal counsel. SusanMary Redinger made the following statement with regard to executive session

“The School Committee will be meeting in executive session to discuss strategy with respect to collective bargaining with the Harvard Teacher’s Association because an open session may have a detrimental effect on the bargaining position of the committee.  The committee will be reconvening in open session.”

Patty Wenger made a motion and Jon Green seconded to go into Executive Session to discuss strategy with respect to collective bargaining with the Harvard Teachers Association.

Green (Aye), Lancellotti (Aye), Redinger (Aye), and Wenger (Aye).

**The Committee reconvened into open session at 7:13 p.m.**

**Public Commentary** - None

**Superintendent Report**

Dr. Dwight reported on the following:

\*Hildreth Elementary building project update:

Held the first Visioning Committee meeting of the year on September 14th -

Agenda items included information about NV5, the new timeline, and reviewing the draft request for services for the architect/design teams.

Cancelled the School Building Committee meeting after learning that our NV5 lead team member left the company. We had not signed the contract, and now we want to meet the replacement person and be confident in NV5 as our OPM firm before moving forward. In the least, this unforeseen circumstance set our schedule back several weeks.

\*Open House at The Bromfield School

The evening began with a presentation by a woman from the District Attorney’s office on the topic of student safety. Her discussion included the anti-bullying policy requirements, information on cyber traps, and preventative measures to keeping students safer.

Next parents followed their students’ schedules to hear a short presentation from the teachers. Dr. Dwight attended several of the sessions and observed displays of student work, technology supports explained, parents’ engaged with the teachers, and student volunteers showing parents where to find classrooms. The atmosphere was warm and welcoming.

\*Professional Development on the ER day

Teachers at Bromfield met with Rob Jones from Holy Cross in Worcester to resume their dialogue about diversity. This is the 3rd time that Rob has worked with teacher and the focus was on defining action steps. Further PD around this topic is planned for HES in October and the joint staffs in February. Teachers at HES worked with the technology department on the digital report card system in Power School. This format of reporting is new to the HES teachers and will be used for the increased communication between school and home during this school year.

\*District Dashboard Identified

On Friday, September 16th we heard a demonstration from PowerPoint Analytics. This product is similar to Inform, but populates student information directly from our student management system already in place. The features will provide the educators and School Committee with the data needed to measure progress and inform decisions. We are requesting funding approval for the initial set up, the first year of the license and training ($10,075). On-going funding may be added to the Title I grant.

Patty Wenger made the motion and Nancy Lancellotti seconded to move that we fund the Power School Analytics program for the amount of $10,075 taken from the School Choice revolving account for the first year followed up by funding from the Title I account next year.

VOTE 4/0

**Review the Policy Review Cycle**

The Committee reviewed the list of policies which included the number of policies per section, the date last reviewed and next review due date. The Policy Subcommittee agreed to evaluate the list to ensure an even distribution of policies to be reviewed each year and bring back a recommendation to the Committee.

**Policy (ADC), (DB), (DBD) Review**

The committee reviewed changes to policies ADC, DB and DBD. A question came up regarding the content for policy DBD- Budget Planning, the Committee agreed to bring it back to the Policy Subcommittee for clarification.

With no objection SusanMary Redinger made a motion to approved Policy ADC – Tobacco and Related Products Prohibited on School Premises as amended.

VOTE 4/0

With no objection SusanMary Redinger made a motion to approve Policy DB – Annual Budget as amended.

VOTE 4/0

**5 Year Capital Plan Review**

The Committee reviewed the list of capital submission that will be forwarded to the Capital Planning and Investment Committee. Long forms explaining the project in depth will be needed for any new or changing capital requests. Capital items need to be added to FY22. The Committee agreed to add Upgrade Science room and Science prep rooms as a FY19 request. Patty Wenger and Dr. Dwight will meet to finalize the capital submission and bring back to the next meeting for approval.

**Update on Capital Projects**

Dr. Dwight reported that the capital projects are just about complete with just the hood for experiments and a final piece of counter to complete the science rooms. In addition the HVAC units have been installed on the Bromfield School roof and the work is being done to hook the units up to the ventilation system. Dr. Dwight will check with Rich Nota to see when the lights in the Bromfield parking lot will be installed.

**Line Item Transfer Approval for Durkin Contract Expenses**

Dr. Dwight asked the Committee to agree to a line item transfer to fund the Durkin Contract expenses due to the decision to move the school cleaning services from an in-house staff model to a contract cleaning model. As a result the FY17 budget was created with all custodian funds budgeted to salary account. The funds need to be transferred from the custodial salary line item to the custodial services line item.

Patty Wenger made the motion and Nancy Lancellotti seconded to move that we transfer $300,000 from account #03002-51372 to Account #03002-52388.

VOTE 4/0

**Review of Minutes**

Patty Wenger made a motion and Nancy Lancellotti seconded to approve the minutes of the September 12th meeting as amended.

VOTE 4/0

**Liaison/Sub-committee Reports**

Nancy Lancellotti – reported that the TBS School Council is working on their School Improvement Plan to present in October. The Council will meet again this Wednesday.

Jon Greene - was able to meet with Bill Johnson and Anya Kulawnik at the HCTV studio for an orientation about the new capabilities and a discussion of their goals, opportunities and strengths. They have made remarkable progress over the last two years. The studio would like purchase more editing station to increase the capacity for students to edit. They will be holding fundraisers in the future in order to fund that.

Patty Wenger - will meet with Dr. Dwight to follow up on the capital request and will plan to attend the Athletic Advisory tomorrow morning at 8 a.m.

SusanMary Redinger reported that members of HEAC, National Grid and Mark Force will be touring the Bromfield School tomorrow. We will be learning more about the next phase of the SunDial project. At some point there will be a directive for the School Committee to sign in order to move forward with that program.

**Future Agenda Items**

SusanaMary Redinger updated the Committee that the Student Advisory is having elections this week and once that is complete the schedule to meet with the School Committee five times will be determine. It is possible that some meetings may be able to be held on early release days to accommodate schedules/availability. The first meeting will be held at 7 a.m. SusanMary Redinger will need topics to bring to the larger Student Council. Please bring topics to next meeting.

**Future Agenda Items**

TBS School Improvement Plan

Professional Development

Capital Plan

Class size

October #’s

Enrollment by courses/subject/levels

Enrollment Projection report

Grants, field trips and clubs

Nature’s classroom and student presentations

Technology plan

DEAC survey results

Executive Session – contract negotiations

**Open to Interested Citizens Commentary**

Marty Green, Old Littleton Road, Harvard, MA - CASE Collaborative using the old library space.

**Commentary**

Jon Green– Had a great time at Open House despite the lack of parking. Enjoyed the energy and interaction with teachers.

**Adjournment:**

SusanMary Redinger with no objection adjourned the meeting at 8:08 pm.

Respectfully submitted: Mary Zadroga