School Committee Minutes

Upper Town Hall

Monday, January 28, 2019

6:15 p.m.

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

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

Jon Green read the vision statement.

***Public Commentary:*** None

***Student Report:*** None

***Trip Approval:*** None

***Policy Review:***

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| ***Policy*** | ***Action*** | ***Summary*** |
| ***EA – Operations Support Services Goal*** | ***Amend*** | ***Replace system with district*** |
| ***EB – School Safety Policy*** | ***Amend*** | ***Adopt some MASC while keeping some of ours*** |
| ***EBAB – Pest Management Policy*** | ***Amend*** | ***Include MASC details in numbered sections*** |
| ***EBB – First Aid*** | ***Adopt*** |  |
| ***EBC – Emergency Plan*** | ***Amend*** | ***Taking MASC version*** |
| ***EBCD – Emergency Closings*** | ***Amend*** | ***Taking MASC version*** |
| ***EC – Building and Grounds Management*** | ***Amend*** | ***Taking MASC version with minor modifications*** |
| ***ECA – Buildings and Grounds Security*** | ***Amend*** | ***Minor wording changes*** |
| ***ECAF – Security Camera System Policy*** | ***Amend*** | ***Minor wording changes and formatting*** |
| ***EDC – Authorized Use of School-Owned Materials*** | ***Amend*** | ***Taking some MASC changes, improving grammar*** |
| ***EEA – Student Transportation Services*** | ***Amend*** | ***Taking MASC Version*** |
| ***EEAE – School Bus Safety Program*** | ***Reviewed*** |  |
| ***EEAEC/JICC – Student Conduct on School Buses*** | ***Amend*** | ***Minor changes, amend JICC as well*** |
| ***EFC – Free and Reduced-Price Food Service*** | ***Amend*** | ***Taking MASC Version*** |
| ***EFCA – School Meals Charge Policy*** | ***Eliminate*** | ***Replaced by EFD*** |
| ***EFD – Meal Charge Policy*** | ***Adopt*** | ***Taking MASC version with minor changes*** |
| ***EFI – Operation of Food Services*** | ***Eliminate*** | ***Redundant with other policies and superintendent responsibilities*** |
| ***EK – Inventories*** | ***Eliminate*** | ***Redundant with fiscal policy objectives expressed in other policies*** |

SusanMary Redinger made a motion and Shannon Molloy seconded to amend policies EA, EB EBAB, EBC, EBCD, EC ECA, ECAF, EDC, EEA, EEAEC, JICC, and EFC as presented and modified and to eliminate policy EFI and EK.

Policy EBB and EFD will be brought back to a future meeting to be reviewed for adoption. Policy EFCA will be eliminated after the second read of Policy EFD that will replace it.

***Annual Report Submission: Vote***

The Committee reviewed and approved their submission to the Town’s Annual Report.

John Rurak made the motion and SusanMary Redinger seconded to approve the School Committee’s Annual Report to the Town as amended.

VOTE 5/0

***Superintendent’s Report***

\*Every month the small leadership team combines with teacher leaders for learning, problem solving, data analysis, and more. This past month’s topic exploration included adjusting start times at Bromfield. Many of our neighboring districts are considering or raking action on this wellness focused adjustment. The initial pros and cons were discussed and barriers to change were identified. Early steps to consider are language changes to the contract, bus contract changes, and the formation of a study committee. Under “couldn’t we at least” there seems to be growing interest in reorganizing early release days into late start days for next year’s calendar.

\*The CASE Collaborative held an additional meeting this past week to interview the finalist for their business manager position. After interviewing the candidates, the board voted to offer the position to John Foley, and he accepted. John’s recent experience was working for the fire department of Boston in their finance department.

\*Jon Snyer and Dr. Dwight met with Tim Kilhart and Tim Bragen to review the snow removal issues from the last storm. Jon Snyer had issues with trying to keep the roadways and driveways clear with his equipment. We had the added issues of a broken tire on the front-end loader. The outcome of the meeting was an agreement for the DPW to again resume the plowing of the road that goes from Pond Rd. around the Bromfield School.

\*Josh Myler and Dr. Dwight met with the Chair of the Library Board, Davida Bagatelle, and Mary Wilson to better define the request for HES students to use the field in front of the library for recess during construction. We have produced a draft memo that we will share at their upcoming meeting on February 4th.

***Mid-Year District Improvement Plan Update and Goal Update***

Dr. Dwight reviewed the goals of the District Improvement Plan and updated the Committee on the percentage completed to date based on the measurement criteria. The goals on the District Improvement Plan are: Technology Integration, Data Informed Instruction, Differentiated Instruction, Health/Wellness Focus, Attendance, College and Universities, Local Connections, Elementary Building Project, Bromfield renovations, Inclusion, and Digital Citizenship.

In addition, Dr. Dwight reviewed the joint School Committee/Superintendent goals for the 2018/2019 school year. The joint goals are: HES Building Project and The Bromfield House disposition.

***DEAC Survey Results***

Maureen Babcock reviewed the results of the DEAC Survey. The overall results of the survey were positive. Maureen Babcock suggested that anyone with concerns about the survey should contact her and she can have their concerns added to a DEAC agenda.

Maureen provided an update to the real estate marketing of the new homes at Devens. Phase 2 of the Grant Road development is not expected to be occupied until October or November of 2019.

***Grant Approval***

The Committee approved a grant awarded by the PTO to provide half of the amount of the “Focus your Locus” project. Specifically, the PTO paid a total of $800 for the deposit as well as $75 for the rental of the fellowship building of the Unitarian Church for a total of $875.

The Committee approved a grant from Fanfare for the purchase of a keyboard and guitar amplifiers in the amount of $651.53 for daily use with the jazz band as well as a dedicated guitar amplified to replace an aging and malfunctioning amplifier.

SusanMary Redinger made the motion and John Ruark seconded to move to approve the acceptance of the two grants as presented.

VOTE 5/0

***Agenda Items***

School Improvement Plan

Superintendent Goals

Harvard Devens jurisdiction questions

Policy

Radar presentation

***Approval of Meeting Minutes***

SusanMary Redinger made the motion and John Ruark seconded to approve the minutes as amended.

VOTE 4/0/1

***Liaison and Subcommittee Reports***

SusanMary Redinger reported that CIPIC met this morning and reviewed and approved to add to the capital requests the purchase of a piece of land on Willard Lane. The Committee changed the funding of the bleacher project from debt funded to capital funded.

SusanMary Redinger reported that the building project is moving along. The project is currently on time and on budget with ground breaking expected in April. A public ground-breaking ceremony date will be announced soon.

SusanMary Redinger reported that the Harvard Devens Jurisdiction Committee keeps meeting to figure out where to go with that and also trying to find money in order to hire a consultant to help with the planning going forward.

Shannon Molloy reported that the HES School Council met on the 15th of January. The Council discussed updates to the building project. The Council got good feedback on the HES school newspaper that just came out. Members asked to have the linked shared so that they could also have a chance to read the HES newspaper.

John Ruark reported that HEAC met last Wednesday. The building project’s OPM and consultants presented the HVAC plan to the Energy Advisory Committee. It was a productive meeting and HEAC members were generally pleased. HEAC received the proposal for the TBS lighting project.

John Ruark reported that DEAC met last week and reviewed the survey results.

John Ruark reported that a group met this morning regarding the Middle School ramp project and hope to reinvigorate that project.

Mary Traphagen reported that she met with 5 members of the Student Advisory Council. The students were interested in knowing what their rights were relevant to searching backpacks and lockers during a hold in place exercise. In regard to capital projects at Bromfield the students were curious about adding solar panels and regular maintenance issues. They did not notice lighting and temperature improvements. Temperature is still an issue and students would like the rooms to be as bright as possible.

Bromfield School Council meets next month.

Mary Traphagen reported that the School Committee met on Saturday with members of the Finance Committee and Board of Selectman to present and answer question regarding the FY20 school budget. It remains unclear if the Committee will be asked to make changes to the proposed budget.

Mary Traphagen asked members if they would be interested in participating as judges for the Bromfield Science Fair on March 10th. SusanMary Redinger and Mary Traphagen are able to do it.

***Public Commentary***

Sharlene Cronin – 220 Bolton Road - Explore supplies and material updates in the inclusion plan.

Mary Traphagen –announced that she will be resigning from School Committee. It is a hard decision but she is doing it for personal reasons. She will serve until the end of February and be as involved as possible. She expressed that it has been an honor to serve on the School Committee.

Jon Green – thanked Mary Traphagen for her service. Wished her well and recognized her for her impact and great work on the Committee. She will be missed.

***Adjournment***

SusanMary Redinger made the motion and John Ruark seconded to adjourn the meeting at 8:50 p.m.

VOTE 5/0

Attachments:

Superintendent Report

Grant information

DEAC Survey results