

School Committee Minutes
Town Hall Meeting Room
Monday, June 11, 2012
6:00 pm.

Members attending: Keith Cheveralls, Kirsten Wright, Bob Sullebarger, SusanMary Redinger, Patty Wenger, Joseph Connelly Absent: Lorraine Leonard, Maureen Babcock

SusanMary Redinger called the meeting to order at 6:03 p.m.

Patty Wenger made a motion and Kirsten Wright seconded to accept the minutes of the May 29, 2012 meeting as presented.

VOTE (4/0) Keith Cheveralls abstained due to his absence at the meeting.

Student Report

Nick George reported that The Bromfield School held graduation last Friday, the event was very festive and the weather was perfect. The year is winding down and things are different in school with the seniors gone. Student government and Student Council elections were held this past week. Nick, Lucas Hickok, Sammy Swindells and Katie Chambers are assigned to cover the School Committee meetings next year.

Superintendent Report

Dr. Connelly updated the committee on the personnel vacancies and filled positions for the 2012/2013 school year. Four teaching positions remain unfilled. Dr. Connelly had the privilege of meeting the reporters of the HES Press. The paper is written by the students with the help of Andrea Long. Dr. Connelly shared a copy of newspaper with the committee

Liaison and Subcommittee Reports

The Committee assigned Liaison and Subcommittee assignments for the 2012/2013 school year. Keith Cheveralls reported that the Cable Access TV committee's interest in moving to Bromfield is quietly moving forward. Robert Fernandez will be presenting the idea to his committee to get a read on their interest. Mark Force and his staff are cleaning out a space in a storage area at TBS for use as the cable studio. If the space does work for the Cable Access TV Committee the School Committee will see what help they can provide in moving this forward. Keith Cheveralls acknowledged the cooperative efforts between town departments when the DPW and the School Department were able to swap out equipment therefore delaying the purchase of a new truck for the school and keeping it off the Capital List. Keith Cheveralls discussed "Gasby 45" a post-employment benefit which is an unfunded liability. Keith recommended the School Committee get involved in the analysis work of this unfunded liability to determine the costs associated with its implementation. The Committee will incorporate into agenda item.

Kirsten Wright reported that DEAC met last Tuesday and talked about results of the DEAC Survey and what MassDevelopment expects from DEAC in terms of renewing the contract with Harvard Public Schools. The Bromfield School Council will announce the two new parent representative at its final meeting.

Bob Sullebarger is looking forward to participating in the "Charting the Course" workshop on July 26th.

SusanMary Redinger reported that the HES School Council elections are open until June 15th there is four nominees for the open position. SusanMary reported that Selectman Tim Clarke is

checking the status of a grant that would help fund the replacement of the flashing light on Mass Ave.

Kindergarten Enrollment Update

Kindergarten enrollment for next fall stands at 52, although it is possible that additional students could enroll over the summer. No decision was made on having four sections or three section of kindergarten yet. Dr. Connelly emphasized that we are 5 or 6 enrollments away from recommending four sections.

Personnel Update

Dr. Connelly reported that Cricket Smith has been hired as the Library Aide at HES, George Kendall has been hired as the Theatre Arts/English teacher at TBS, Heather Montalto has been hired as the Occupational Therapist, Chris Boyle has been hired as the IT Manager, and Kellie Carlucci will be teaching an add'l section of Math at TBS. Remaining positions to be filled are the Middle School Special Education Teacher, 1.4 FTE Technology Teachers, .6 FTE Wellness Teacher and a possible Kindergarten Teacher depending on the number of sections needed. There is not a need for an additional fourth grade teacher with enrollment currently at 87 students.

Superintendent Search Discussion

Dr. Connelly submitted a schedule for the Superintendent hiring process. The proposed schedule suggests advertising and posting the superintendent's position in mid-September, with the expectation that applications will come in during September and October. A search committee, formed in mid-October, would screen the applications and conduct initial interview during November. By early December, the search committee should have identified several semifinalists for interviews with the School Committee. The School Committee would decide on one to three finalists before winter vacation. The School Committee could expect to vote on the finalist in late January 2013. The position would be posted as a full-time position. Dr. Connelly suggested the search committee be composed of three teachers, three school administrators, three parents, two community representatives and one or two School Committee members. One of the first decisions the committee would make is whether to conduct the entire search itself or use a search firm. SusanMary Redinger reported that MASC would charge a fee of \$8,500 for the search with an additional \$3,500 to \$4,000 for advertising, travel, administration and other expenses. Keith Cheveralls suggested the committee conduct the search on its own. Keith volunteered to work on a subcommittee with Joe and another member to be named later to come back with suggestion on how to proceed. One of the major considerations in selecting a Superintendent is determining the major focus of the district for the next three year contract based on the Strategic plan. The big things we will be dealing with will define the job and hiring the right person to do it.

DEAC 2012 Parent Survey

Kirsten Wright presented and highlighted the results of the annual DEAC survey. The survey indicates a very high overall approval of the Harvard Public Schools by the Devens Community. Results of the survey have been shared with Linda Dwight, Jim O'Shea and Pam DeGregorio. To initiate better participation, it was suggested that a letter be sent home next year in the April to May time period encouraging participation in the survey. Kirsten Wright agreed to draft a letter in response to the survey to send to all Devens residents.

2011/2012 Year End Budget Projection Report

A review of the FY12 project year-end balance indicates we will end the year with an unspent balance of approximately \$54,000. At the June 25th meeting the committee will determine a final year-end balance and decide how best to utilize these funds.

2012/2013 School Improvement Plans

Linda Dwight and Jim O'Shea reviewed School Improvement goals that were accomplished during the past school year and presented their new goals and initiative for the 2012/2013 school year.

Technology Phase III Purchases

The Committee reviewed the Phase 3 Technology requests and approved the expenditure.

Keith Cheveralls made a motion and Patty Wenger seconded to move that we release \$49,245 from the approved Technology Plan to facilitate the June purchases as identified in Phase 3 of the Technology plan dated June 7, 2012.

VOTE (5/0)

Policy Amendments/Adoptions

The committee reviewed policies ADF – Harvard School District Wellness Policy and Policy JEB Entrance Age Policy. After changes are made both policies will be submitted for approval at the next meeting.

School Committee Goals

The committee reviewed the draft 2012/2013 Outcomes for the Harvard School District Leadership Team and plan to finalize the goals by the June 25th meeting.

Keith Cheveralls was appointed to the Capital Plan and Investment Committee.

Patty Wenger made a motion and Bob Sullebarger seconded to move that Keith Cheveralls continue his appointment as School Committee Liaison to the Capital Plan and Investment Committee.

VOTE (5/0)

Commentary

Bob Sullebarger – would like to see all teachers use webpages.

Keith Cheveralls – exceptional School Improvement Plan presentation. Linda & Jim are working well together and that send a powerful message. Happy about the implementation of extending the opportunity for former School Committee members to present their child with their diploma. Graduation was fabulous.

SusanMary Redinger – will not be at the next meeting.

Patty Wenger made a motion and Kirsten Wright seconded to adjourn at 9:35 p.m.

VOTE 5//0

Future Agenda Items

Dependency on School Choice

Global Child

K and Pre-K user fees

Policy

School Committee goals

Superintendent search

FY12 close out

K-update

Personnel

Respectfully submitted,

Mary Zadroga

Recording Secretary