

School Committee Minutes
Town Hall Meeting Room
Monday, June 9, 2014
6:00 p.m.

Members attending: SusanMary Redinger, Kirsten Wright, Bob Sullebarger, Patty Wenger, Jennifer Bedford, Lorraine Leonard, Joseph Connelly. Maureen Babcock arrived at 7:00 p.m.

SusanMary Redinger called the meeting to order at 6:00 p.m.

Review of Minutes

Kirsten Wright made the motion and Bob Sullebarger seconded to approve the minutes of the May 27, 2014 meeting as amended.

VOTE 5/0

Reports

Student Report

Katya Schwiegershausen reported on the 12th Night Performance, the Girls Lacrosse team becoming District Champions, and Underclassmen Awards Night. Katya was thanked for the great job she has done as the student liaison. Her replacement for next year will be named by Student Council at their next meeting.

Superintendent Report

Dr. Connelly reported that two teacher vacancies have been filled for the 2014/2015 school year. Luke Reynolds for Grade 7 English and Deborah Walker – Grade 5. Dr. Connelly explained how the new state mandated fingerprinting program will be implemented. Dr. Connelly reported on an event to take place on June 12th to honor and acknowledge the many volunteers that helped make the Bromfield School HCTV Studio a reality. Kindergarten enrollment is currently at 48 students and preschool enrollment is fully enrolled with 5 to 7 preschool openings for special needs preschool students as they become eligible or move into Harvard.

Liaison & Subcommittee Reports

Kirsten Wright reported that TBS School Council held their closing meeting for the year.

Patty Wenger reported that the Strategic Planning Committee meets next Thursday and hope to have something to present at the next meeting.

Bob Sullebarger reported that HEAC should have some feedback on the proposal to put solar panels on the Bromfield School.

SusanMary Redinger reported that a meet and greet reception is being planned for Sue Frederick on June 11th. SusanMary Redinger received a letter from the 4th of July Committee inviting School Committee to participate in the 4th of July parade. Thanked the volunteers who worked on the PTO Fun Fair. SusanMary shared a thank you letter from DawnMarie Ayles relevant to the Committee considering her request for a sabbatical leave. The Budget Subcommittee met with Tim Bragan to discuss the possibility of leasing office space with the town hall. This information will be brought back for discussion in the near future.

Acceptance of Gift

Tabled until the next meeting.

2014/2015 School Handbook Review and Approval

Dr. Connelly shared with the Committee the expanded language in the Bromfield School 2014/2015 handbook relevant to school bus conduct. The handbook is still being revised and will be uploaded to the website soon.

Capital Project Update

Dr. Connelly updated the Committee on the progress of several capital projects. Two vendors have responded to the K-Wing Assessment RFP and have toured the building. We should be receiving bids for that project soon. The spalling concrete RFP has been finalized and put into the Central Register. The contract for the Pond Road project has been signed and a preconstruction meeting was held.

Update on Apple Leasing Plan

Lorraine Leonard reported she had received bids from seven vendors for the Apple Technology Products Leasing Options. Presidio, Inc. submitted the lowest bid and Lorraine has begun the paperwork to process the contract to meet the June 20th deadline.

2014/2015 Personnel Update

Dr. Connelly reviewed the final FY14 Personnel Salary Adjustment Report and the first FY15 Personnel Report. Three of the eight vacant personnel positions for the 2014/2015 school year have been filled. The three positions that have been filled have generated an unspent salary balance of \$4,297 for 2014/2015.

Financial Report

Lorraine Leonard reported that the FY14 year-end balance has now been reduced to \$32,109 due in large part to higher fuel and energy costs. Lorraine is asking HEAC to review the gas usage for March and April to make sure the bills are accurate. Lorraine Leonard reviewed the outside funding report and explained the school lunch balance is running a deficit. Dr. Connelly, Lorraine Leonard and Chef Paul have developed an action plan to solve some of the deficit which includes bi-monthly review of revenue and expenses, increase a la carte prices and reduce staffing by 2 hours per day.

Educational Services Contract

Dr. Connelly informed the Committee that George Ramirez, Executive Vice President of Mass Development-Devens Operations notified him that he wished to negotiate a successor Education Services Contract for Devens with Harvard Public Schools. Two meetings were held and a proposed successor contract was developed. After discussion it was decided that more time was needed for feedback before a vote could be taken. SusanMary Redinger asked that a meeting be posted for June 12 at 8:15 a.m. to give people a chance to have questions answered before taking a vote to execute the contract.

Approval of Lunch and Recess Aide Job Description

Dr. Connelly asked the Committee for approval of a Lunch and Recess Aide job description.

Patty Wenger made the motion and Bob Sullebarger seconded to approve the job description for the Recess/Lunch Monitor as amended.

VOTE 5/0

Superintendent Evaluation Report

The Committee including previous member Keith Cheveralls presented the End of Cycle Summative Evaluation Report for Dr. Connelly. SusanMary Redinger congratulated Joe for exceeding progress toward goals with an overall rating of exemplary.

Bob Sullebarger made a motion and Kirsten Wright seconded to move that we accept the Final Summative Evaluation Report of the Superintendent with “Connelly” spelling consistently corrected.

VOTE 5/0

Future Agenda Items

Sabbatical Request

Year End Balance Report

School Handbook Review

Personnel Report

Bromfield House Update

District Determined Measures

Surplus Expenditure Possibilities

Superintendent Transition Plan

Bus Routes Revisions

User Fee Conversation

Commentary

Bob Sullebarger – commented that it struck him at graduation how many hands Joe must have shaken in his lifetime as Superintendent. Good for You!

Patty Wenger made a motion and Bob Sullebarger seconded to adjourn the meeting at 8:00.

Respectfully Submitted:

Mary Zadroga

Recording Secretary