

Harvard Public Schools
39 Massachusetts Avenue, Harvard, Massachusetts 01451

School Committee Meeting
Monday, April 24, 2017
6:15 p.m.
Upstairs at Town Hall

- I. Call to Order (6:15)**
- II. Read the Core Value Statement (6:20)**
- III. Open to Interested Citizens' Commentary (6:22)**
- IV. Student Report (6:27)**
- V. Warrant Signature Update with Vote Consideration (6:35)**
- VI. Grant Approval (6:45)**
- VII. Superintendent Report (6:50)**
- VIII. Update on the Building Project (7:00)**
- IX. Educational Plan Vote (7:05)**
- X. School Committee Self-Evaluation results (7:30)**
- XI. Final Day of School Vote (7:50)**
- XII. Reorganizing Sub-Committees and Liaisons (7:53)**
- XIII. Review meeting minutes (8:15)**
- XIV. Liaison/Sub-committee reports (8:20)**
- XV. Suggest future agenda items (8:30)**
- XVI. Open to Interested Citizens' and School Committee Commentary (8:35)**
- XVII. Adjournment (8:40)**

Documents: Superintendent's report, Sub-Committee/Liaison list, meeting minutes, grant documentation, SC Self-Evaluation, Educational Plan, Warrant Signature explanation

Core Value Statement: School Climate– We believe that the Harvard public schools strive to create a safe and inclusive environment for students, faculty, and staff that values diversity and fosters respect for learning, self, and others.



39 Massachusetts Avenue • Harvard, Massachusetts • 01451
(978) 456-4140 • FAX (978) 456-8592

Peter C. Rowe
Finance Director

April 20, 2017

Memorandum

TO: Dr. Linda Dwight, Superintendent
FROM: Peter C. Rowe, Finance Director
RE: Request to modify Signature procedure for Bill and Payroll Warrants

Based on modifications to MGL c. 41, sec. 52 included in the Municipal Modernization Act, effective November 7, 2016, the procedures for signing warrants for payment of bills and payrolls allows for the School Committee to designate any one member to approve warrants. Prior to this act, a majority of members of the School Committee were required to approve warrants at an open meeting, as has been the practice of the School Committee.

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 actions.

Additionally 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.

David Nalchajian, Town Finance Director, is supportive of this procedural change and is prepared to answer any questions of School Committee members at the April 24th School Committee meeting.

Thank you for your consideration of this request.

Cc David Nalchajian

April 13, 2017

Fanfare
P.O. Box 428
Harvard MA, 01451

To Dr. Linda Dwight
Scott Hoffman
Becky Ufema
Craig Robbins

Fanfare would also like to announce that on our meeting of April 12, 2017 we fully funded one grant for drum set equipment for a total amount not to exceed \$350 requested by Craig Robbins of the Music Department at the Bromfield School.

Grant 2017-03 Drum Set Equipment – In working to update and complete the inventory of the instruments in the music department, a new hi-hat stand, drum throne, kick-drum pedal, and drum set snare drum stand are needed to make a complete second drum set to use in both the classes and performances for The Bromfield School performing ensembles. Currently, pieces of each drum set have to be moved about for classes and during performances to appropriately cover the written parts in the music.

We hope that the Administration and School Committee will accept these grants at your next scheduled meeting so that the equipment and funds maybe utilized by the Music Department.

Sincerely,

Tim Clark
President - Fanfare

Superintendent's Update

April 24, 2017

I. Hildreth Elementary building project update

Here is a list of the actions completed in past weeks:

- 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 and I met with parents at the Village Nursery School. Josh and I met with senior citizens at the Hildreth House.
- The Education Plan is nearly complete and requires an endorsement vote from the School Committee.

II. 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.

III. Technology Planning

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

Students were also asked to consider supporting students and faculty through a technology based service learning project for the graduation requirement. At least one student has already expressed interest in this opportunity.

IV. 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 this pictures that I later posted to our Twitter account.

Superintendent's Update
April 24, 2017



Liaison Assignments	
Board of Selectman	SusanMary Redinger
FinCom	SusanMary Redinger
DEAC	Mary Traphagen
SEPAC	Jon Green
TBS School Council	Nancy Lancellotti
HES School Council	Mary Traphagen
CPIC	SusanMary Redinger
HEAC	SusanMary Redinger
Park and Recreation Representative	Mary Traphagen
State Representative	Mary Traphagen
CASE	Linda Dwight
HCTV	Jon Green
Subcommittee Assignments	
Bromfield House	SusanMary Redinger
Budget	SusanMary Redinger/Mary Traphagen
Policy	Mary Traphagen/Nancy Lancellotti
Science Labs	Nancy Lancellotti/SusanMary Redinger
User Fees/Athletic Advisory	Mary Traphagen/Patty Wenger
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

School Committee Minutes
Upstairs of the Town Hall
Monday, April 10, 2017
6:00 p.m.

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

Dr. Dwight called the reorganization meeting to order at 6:00 p.m.
Mary Traphagen read the Core Value Statement.

Reorganization of Officers

SusanMary Redinger nominated Mary Traphagen as Chair of the School Committee, Nancy Lancellotti seconded.
VOTE 5/0

Mary Traphagen nominated Nancy Lancellotti as Vice Chair of the School Committee, SusanMary Redinger seconded.
VOTE 5/0

SusanMary Redinger nominated John Ruark as Secretary of the School Committee, Jon Green seconded.
VOTE 5/0

Review of School Committee Norms

The Committee reviewed their meeting norms.

SusanMary Redinger made a motion and Nancy Lancellotti seconded to approve the meeting norms as presented.
VOTE 5/0

The Committee discussed adjusting their meeting time to a later time to accommodate schedules. The Committee agreed to have meetings start at 6:15 p.m. on the second and fourth Monday of each month.

Open to Interested Citizens' Commentary

None

Student Report

Chloe Cushing reported that spring sports have started and everyone loves the warmer weather. Sophmores are getting ready for the MCAS test. Everyone is looking forward to April break.

Service Trip Approval

Patricia Nilan presented a request for a service field trip to New Orleans from February 16th through February 24th, 2018 for grades 10 through 12. The trip is organized through United Saints Recovery Project. This trip will provide students with an opportunity for doing community service, including the Senior Community Service Project. The trip will expose students to other cultures, social issues and provide opportunities for students to work together. The cost of the trip is approximately \$1,800 and the group will have the opportunity to fund raise.

SusanMary Redinger made the motion and Nancy Lancellotti seconded to approve the trip to New Orleans as presented.

VOTE 5/0

Grant Approval

Dr. Dwight asked the Committee for approval of a donation totaling \$3,300 from Anthem Instrument. The donation was in the form of instrument repairs and cases.

SusanMary Redinger made the motion and John Ruark seconded to approve the \$3,300 donation from Anthem Instruments as presented.

VOTE 5/0

Share the Bromfield parent survey and Hildreth Elementary student survey

Sue Frederick reported out the results of the Hildreth Elementary student survey. The survey was given to students in Grades 2 through 5. The Committee would like to know if the 2 to 4 percent of the students that reported feeling unsafe were the same students who felt they could not find help from an adult if they had a problem. Ms. Frederick will pull that data from the survey. The full survey results will be posted on the elementary school website.

Scott Hoffman reported on the 2016 Bromfield Parent Survey. The parents responded that they would like their children to experience more electives, less homework, increased consistency with assessment, review retake policy, grading discipline, less anxiety and later start time/different schedule.

Youth Risk Survey

Drew Skrocki presented the 2016 Youth Risk Behavior Survey for students in Grades 6, 8, 9, 10, 11 and 12. The survey covered safety; violence related behaviors, stress, sexual activity as well as tobacco, alcohol and drug use. The report compared Harvard to an aggregate and to Harvard results from 2012 and 2014. The report will be put on the website. Parents will be invited to attend discussion groups that will focus on specific questions and concerns.

Superintendent Report

Dr. Dwight reported the following list of actions completed on the building project in past weeks;

- We received disappointing news that our OPM lead, Stephanie Gilman, resigned from NV5. She is planning to help with the transition to a new member of the NV5 team. We will meet the new potential lead, Tom Murphy on Tuesday, April 11th.
- The Visioning Committee and the School Building Committee both met during the week of March 27th to consider schematic designs and reviewed estimated costs.
- We also had two workshops to refine the schematic designs. Members of the School Building Committee met with Arrowstreet and NV5 to review the adjacencies, parking lots, and building orientations.
- SusanMary presented an update to the community at the Annual Town Meeting.
- The Education Plan is mostly complete and requires an endorsement from the School Committee. Please send edits to SusanMary Redinger by April 17th so that changes can be made and the Education Plan can be voted on at our next meeting.

Dr. Dwight reported that the search committee to find a replacement for Principal, Sue Frederick has been formed and consists of three classroom teachers, one special educator, one specialist teacher, and several parents. All of these volunteers have agreed to the schedule that finalist candidates will be announced by the middle of May.

Dr. Dwight reported that the teachers used professional development time to meet as curriculum departments across the grades PreK – 12. They focused on diversity as it related to their area of teaching and then continued the cross-grade curriculum coordination started in the fall. The elementary vertical team leaders and department chairs led the sessions.

Dr. Dwight reported that Arm in Arm will hold their first event on April 29th at 8 p.m. at Fruitlands when Charles Dew shares his story with the Harvard Community. His book, *The Raising of a Racist*, will be on sale at this free event.

Dr. Dwight reported that the Bromfield students preformed their choral and instrumental concerts on Tuesday and Thursday of last week. The student in grades 3 and 4 shared their concert performances with parents on March 31st and April 7th.

School Committee Self-Evaluation results

SusanMary Redinger made a motion and John Ruark seconded to table School Committee self-evaluation results until the next meeting.

VOTE 5/0

School Choice Recommendations

Dr. Dwight reported that \$310,000 or 62 School Choice students is the budgeted offset for School Choice in the FY18 budget. Due to School Choice students moving into the district and three students graduating the Committee would need to add 8 School Choice students to meet the targeted off-set. There could be an option to off-set the difference with Devens fund and add no School Choice students in the coming year. Due to the current second grade class having 62 students and slated for three third grade classes next year, Dr. Dwight suggested to add 5 students to next year's grade 3 and allow for a fourth third grade class for next year. Some members felt that there were risks to that type of action. After much discussion, SusanMary Redinger made a motion.

SusanMary Redinger made the motion and John Ruark seconded to accept five Choice students for next year's 3rd grade and 3 students for next year's 10th grade

VOTE 3/

Update of Charter Commission Letter Draft

The Committee reviewed a revised letter that will be sent to the Charter Commission expressing concern about some of the commission's proposed changes to Harvard's governmental structure. In particular, committee members were worried by the idea that their full board should come up for re-election every two years. Two years is a very short term, given the complexity of the committee's job. It takes a year to get your feet wet. The Committee agreed it was important to have overlapping terms for continuity.

Nancy Lancellotti made a motion and Jon Green seconded to approve the revised letter to the Charter Commission as presented.

VOTE 5/0

Review meeting minutes

SusanMary Redinger made the motion and Nancy Lancellotti seconded to approve the minutes of the March 27th meeting as amended.

VOTE 5/0

Liaison/Sub-committee reports

SusanMary Redinger – reported that she represented Patty Wenger at the CIPC meeting this morning. Dr. Dwight attended the meeting and gave CIPC members an update on the HES Building project. There is a bylaw that requires building projects to be run by Capital and they also will need to sign off on the project. Continuing loose ends for the year end. A new DPW Director was hired and may need some new equipment that is being evaluated.

Nancy Lancellotti - Bromfield School Council met and discussed student leadership and the opportunities that are available for students. In addition, how are we evaluating students for leadership roles and what qualification are we looking for. What do we think a leader is and what does the community value in leaders

Mary Traphagen – No report.

Jon Green – No report.

The Committee will be reviewing and Liaison and Subcommittee assignments at their next meeting.

Suggested Future Agenda Items

School Committee Evaluation

Vote Final Day of School

Building Project Update

Policy Flow Chart

Policy Sections

School Committee Commentary

SusanMary Redinger – reminded everyone that the film Gender Revolution: A Journey with Katie Couric – National Geographic will be shown this Thursday. The Middle School Drama Club is going to festival in 2 weeks.

John Ruark – reminded everyone that the Harvard School Trust is hosting a Hootenanny on May 6th at the top of the Town Hall. It will be great to see everyone there.

Jon Green – thanked the Negotiating Team for their successful negotiation with the Teacher Union.

SusanMary Redinger made a motion and Nancy Lancellotti seconded to go into Executive Session to discuss strategy with respect to collective bargaining with the Harvard Teacher's Association.

Roll call vote

Green (Aye), Lancellotti (Aye) Redinger (Aye), Ruark (Aye) and Traphagen (Aye)

VOTE 5/0

Respectfully Submitted:

Mary Zadroga