School Committee Minutes

Upper Town Hall

Monday, August 27, 2018

6:15 p.m.

Members attending: Mary Traphagen, SusanMary Redinger, John Ruark, Shannon Molloy, Jon Green Maureen Babcock, Peter Rowe, and Linda Dwight. Absent: Maureen Babcock.

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

John Ruark read the Vision Statement.

**Public Commentary –** Charlene Cronin, 220 Bolton Road, Harvard, MA – attendance policy.

**Vote to Approve Debate Trip**

SusanMary Redinger made the motion and John Ruark seconded to move that we approve the Debate trip from September 14th to September 17th as presented in the packet.

VOTE 5/0

**Attendance Policy Recommendations**

Dr. Dwight led the discussion on the current Attendance policy that allows students to be absent for up to 5 days to attend family vacations during the school year. The administrative leadership team would like to see the allowance of 5 vacation days removed from the policy due to the increase in student absences since the policy was invoked. The Committee discussed that they would like more data, collaboration and discussion before a decision is made to change the policy. Suggestions were made to hold a public hearing to get input from the community. Dr. Dwight will give attendance data from prior years to the Committee and is happy to hear people’s thoughts. She will also share all of the efforts to date that have been implemented to help improve attendance. The item will be tabled.

**Vote to Approve Handbooks**

Josh Myler, Principal of Hildreth Elementary School, presented changes to the 2018/2019 Student Handbook.

SusanMary Redinger made the motion and Jon Green seconded to approve the Hildreth Elementary School Handbook as amended, and directed Mr. Myler to make no changes to the current absence policy.

VOTE 5/0

Scott Hoffman, Principal of the Bromfield School presented changed to the 2018/2019 Student Handbook.

John Ruark made the motion and SusanMary Redinger seconded to approve the 2018/2019 Bromfield Student Handbook as presented and amended during the discussion.

VOTE 5/0

**Superintendent Report**

\*Dr. Dwight updated the Committee on the Hildreth School Building Project.

\*Sixth grade classroom wall replacement is completed.

\*Roof drain repair is completed and came in a at a lower than expected price.

\*Science Lab and Science Prep room are not finished. Asbestos remediation and furniture delay slowed down the project. September is the expected date of completion.

\*Over 700 computers were handed out to students over the past few weeks.

\*The Readiness Meeting was held last week. We learned that there is a road closure in Stow that will impact 5 students who live on Eldridge Road.

\*Convocation was held this morning and all went very well. The topics at Convocation were “finding joy in teaching” and “expecting the unexpected”.

**Vote to Appoint the Part Time School Business Manager**

Dr. Dwight has some qualified candidates and as soon as the reference checks have been completed she will be bringing forth a candidate.

**Financial Close-Out**

Peter Rowe, School Business Manager, presented an overview of the FY18 Omnibus Budget Year End Summary, which ended with a surplus of $7,447. Mr. Rowe reviewed the amount of funds used to supplement the general fund and showed the ending balances of all revolving accounts.

SusanMary Redinger made the motion and John Ruark seconded to move to approve the transfer of $7,447 back to the town as unexpended funds.

VOTE 5/0

**Policy Review – Section K**

SusanMary Redinger made the motion and John Ruark seconded to move that we accept

the policy recommendation to eliminate Policy KCDA and KCDA-R.

VOTE 5/0

SusanMary Redinger made the motion and John Rurak seconded to move that we approve policy KCD-E with capital letter for both Principal and Superintendent.

VOTE 5/0

SusanMary Redinger made the motion and John Ruark seconded to table the remaining policy for review.

VOTE 5/0

**Superintendent Evaluation**

SusanMary Redinger presented the Superintendent Evaluation for Dr. Dwight for the 2017/2018 school year. Dr. Dwight was recognized for being a good communicator, visionary and team player. Her successful management of the school building project at the same time as running a high perform district merits excellence.

Goal #1- Networking - Rating – Met

Goal #2 - To develop a program analysis tool – Rating – Significant progress

Goal #3 – Leadership support and guidance to new leaders at both schools Rating – Exceeded

For the Performance Standards Dr. Dwight received the following ratings:

Instructional leadership – Proficient

Management and Operation- Proficient

Professional Culture – Proficient

Family and Community Engagement – Proficient

Dr. Dwight’s overall summative performance rating is exemplary.

**Vote to Approve on School Committee/Superintendent Goals for 2018-19**

The Committee reviewed the Joint School Committee/Superintendent Goals for the School Year 2018-2019.

After discussion the Committee decided it will take back the goals and work on the wording for goal one.

**Approval of Minutes**

John Ruark made the motion and Jon Green seconded to approve the minutes for meetings on June 25, 2018, July 9, 2018 and August 13, 2018 as presented.

VOTE 5/0

**Liaison/Sub-Committee Reports**

SusanMary Redinger reported that department capital plans are due October 5th. SusanMary recommended that Dr. Dwight and Jon Snyer get the ball rolling. CPIC received a request to fund $405,000 for a roof on the old library and $38,000 for a trash compactor. If approved by CPIC and the Board of Selectman the funding request will go to the town for a vote at a special town meeting in October.

**Open to Interested Citizens and School Committee Commentary** - None

**Adjournment**

SusanMary Redinger made the motion and Jon Green seconded to adjourn the meeting at 9:15 p.m.

VOTE 5/0

Respectfully submitted:

Mary Zadroga