

# Harvard Public Schools

14 Massachusetts Avenue, Harvard, Massachusetts 01451

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## **School Committee Meeting**

**May 11, 2020**

**6:15 PM**

**Harvard Public Schools is inviting you to a scheduled Zoom meeting.**

**Topic: School Committee Meeting**

**Time: Apr 27, 2020 06:15 PM Eastern Time (US and Canada)**

**Harvard Public Schools is inviting you to a scheduled Zoom meeting.**

**Topic: School Committee Meeting**

**Time: May 11, 2020 06:30 PM Eastern Time (US and Canada)**

### **Join Zoom Meeting**

**<https://us02web.zoom.us/j/84420804190?pwd=NzJKTlhnWDhqMW5nWkJOZ2dxbFNrdz09>**

**Meeting ID: 844 2080 4190**

**Password: 8AzZYX**

**One tap mobile**

**+16465588656,,84420804190#,,1#,772202# US (New York)**

**+13017158592,,84420804190#,,1#,772202# US (Germantown)**

### **Dial by your location**

**+1 646 558 8656 US (New York)**

**+1 301 715 8592 US (Germantown)**

**+1 312 626 6799 US (Chicago)**

**+1 669 900 9128 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**Meeting ID: 844 2080 4190**

**Password: 772202**

**Find your local number: <https://us02web.zoom.us/j/84420804190?pwd=NzJKTlhnWDhqMW5nWkJOZ2dxbFNrdz09>**

1. Call to Order and Read the Vision Statement (6:15)
2. Student Report (6:20)
3. Senior Class Activities (6:25)
4. Title IX Review Planning (6:35)
5. Booster Policy Update (6:55)
6. Superintendent Update (7:10)
7. Grant Approval; Vote (7:25)
8. Budget Update (7:30)

**Vision Statement:** The Harvard Public Schools Community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national, and global communities.

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9. School Building Update (7:45)
10. SPED Classroom at HES; Vote (7:50)
11. Kindergarten Tuition Refund; Vote (8:05)
12. Contract Ratification; Vote (8:20)
13. Review/Set Summer Meeting Dates (8:35)
14. Agenda Items (8:40)
15. Approval of Meeting Minutes (8:45)
16. Liaison/Sub-committee Reports (8:50)
17. School Committee Commentary (9:00)

Materials: Title IX Materials, Budget Update, Contract, Grants, Superintendent Report, Minutes

**Vision Statement:** The Harvard Public Schools Community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national, and global communities.



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

May 8, 2020

Dear Class of 2020 Community:

I hope this letter finds you and your family healthy and safe.

We have given a tremendous amount of thought about the best and safest ways to celebrate the achievements of our seniors. Personalized graduation signs were delivered to every senior's house last week and we again thank the PTO and Harvard Schools Trust for funding those signs.

In addition, input was solicited via Zoom meetings with Parents, Senior Class Officers and Advisors, and a Class of 2020 Class meeting. Thank you for the tremendous outpouring of support and influx of ideas. Faculty and staff were also encouraged to provide ideas. We have also met with Police Chief Ed Denmark and Fire Chief Rick Sicard for their guidance. After collaborating with all parties, I am happy to announce that we have a plan moving forward with regards to graduation. We are going to delay graduation until Friday, July 31 at 5:30pm with a rain date of Sunday, August 2 at 1:00pm. Delaying graduation until this time gives us the best chance at a full traditional graduation or a graduation with appropriate social distancing. We plan to rehearse for graduation on Wednesday, July 29 and Thursday, July 30 at times to be determined. More specifics will be forthcoming but we ask that you reserve those days.

Friday, June 5th was supposed to be the crown jewel of Senior Week for the Class of 2020 so we want to honor that day as well. On that day, we plan to have a parade of Seniors through Harvard led by members of the police and fire departments. We are still working on the logistics and parade route but we anticipate and hope that the parade will start at 5:30pm and conclude at Bromfield with a brief acknowledgement and photo opportunity for each member of the Class of 2020. Please plan on having a designated driver so the Seniors can safely wave and acknowledge those cheering along the route! We encourage you to have your immediate family in the car so you can also participate in the final photo opportunity. The community will be invited to cheer on the seniors from their driveways and we plan to find spaces at Bromfield so the faculty and staff can also celebrate the Class of 2020.

Finally, local resident and Harvard Cable TV member Robert Curran and Harvard Cable TV are going to produce a video yearbook for the Class of 2020. They plan to film the events of June 5th. Each member of the Class of 2020 will also have the opportunity to film an individual segment. More details about this exciting way to honor our Seniors will be forthcoming.

While there may be opportunities for other celebrations, we feel this is a great start and I know that June 5th and July 31st will be memorable and celebratory experiences for our Class of 2020. They deserve their time to shine and get all of the accolades coming their way.

Please feel free to reach out with any questions and/or concerns.

All my best,

Scott Hoffman  
Principal

# **GOOD SPORTS, INC.**

## **Title IX and Gender Equity Specialists**

May 6, 2020

Dr. Linda G. Dwight  
Superintendent  
Harvard Public Schools  
39 Massachusetts Avenue  
Harvard, MA 01451

Dear Dr. Dwight:

Thank you for requesting this proposal for services for the Harvard Public Schools. A description of our basic services, resumés for Mary von Euler and myself, a list of the Title IX program components covered by our reviews, and some quick facts for Title IX are on our website at [www.TitleIXSpecialists.com](http://www.TitleIXSpecialists.com).

Good Sports, Inc., specializes in gender equity in athletics programs, an issue with which we have extensive experience. Mary von Euler is an attorney and former manager in the headquarters office of the Office for Civil Rights, U.S. Department of Education, which has nationwide enforcement authority for Title IX. I co-authored OCR's Title IX Athletics Investigator's Manual, conducted federal investigations of institution's athletics programs, trained OCR attorneys and staff, and provided technical assistance to institutions. I wrote "Title IX and Interscholastic Athletics: How It All Works – In Plain English," a self-evaluation manual and desk reference published in 2012. I also wrote "Title IX Basics," a section of the NCAA's guide "Achieving Gender Equity," and have given presentations at many of the NCAA Title IX seminars.

Our most comprehensive service is a full program review, which is the equivalent of a federal government investigation in scope and detail. A full review involves detailed data collection and analysis for all 13 Title IX athletics program components. The written report explains the Title IX requirements, summarizes the pertinent information in the program, identifies any compliance concerns and the range of options for resolving any concerns identified. It is also designed to educate staff and provide a blueprint for institution officials' future self-evaluations. Our clients have termed our written reports "excellent," "superb," and "very user-friendly."

Costs for reviews are based on the anticipated number of hours for professional time, in consideration of the number of teams and competitive level, plus expenses incurred. Good Sports, Inc., would set the maximum cost for professional time at \$19,000.00 for a full review of the interscholastic athletics program at The Bromfield School, based on an estimated 76 hours of professional time at \$250.00 per hour. A more economical review would forego student questionnaires and rely more upon the information provided by coaches. We have conducted full program reviews with and without input from student-athletes and have been satisfied with the level of accuracy of both reviews. Good Sports, Inc., would set the maximum cost for professional time at \$17,500.00 for a full review



excluding student questionnaires. As with all reviews, if fewer hours than estimated are required for professional time, then the costs would be less than the maximum amounts listed. As I mentioned, a campus visit is not anticipated, as facilities are reviewed via skype. Should travel be scheduled, the expenses incurred usually range from \$1,800.00 to \$2,500.00, with the major expenses involving air fare, hotel, and rental car costs for the one to two day on-site visit. Good Sports, Inc., would cap expenses at \$2,500.00 as assurance that charges not exceed that amount.

We advise clients that because full program reviews are so thorough, they need not be conducted more often than every five years unless there are significant changes in sports offerings or coaching assignments. Additionally, there are no charges for oral advice and guidance subsequent to the review for those clients for whom we have conducted full program reviews.

Advisory consultations for all 13 program components are similar to full program reviews but involve less detailed analyses than is a normal part of our full program reviews. Advisory consultations rely more upon the accuracy of the information provided by school staff. The written report for an advisory consultation is also less detailed, outlining basic facts and compliance conclusions and options. Costs for an advisory review are at the hourly rate and are likely to be two-thirds to three-fourths of the cost for full reviews, plus any expenses incurred.

Good Sports, Inc., also conducts reviews of single issues, such as the accommodation of interests and abilities (participation opportunities – this component includes the three-part test), coaching, and facilities. The accommodation of interests and abilities has been the major issue in the highly publicized Title IX athletics court cases. A thorough review of the three-part test may require approximately 20 hours at \$250.00 per hour. There would be no expenses for this review. Costs for an analysis and written report for other single issues vary depending on the issues selected. Full program reviews are more economical per Title IX program component because there is no duplication in data collection, analysis, and written reports.

Thank you for your interest and consideration. I would be happy to discuss the details of any of these services with you and others. We would be pleased to assist the Harvard Public Schools in its Title IX compliance efforts. Please do not hesitate to contact me with any questions you may have.

Sincerely,



Valerie M. Bonnette  
President

# Class of 2020



THE BROMFIELD SCHOOL  
Harvard, MA 01451

## John C. Smith

# BROMFIELD PTO CURRICULUM ENRICHMENT REQUEST FORM

The PTO asks to be recognized on all permission slips & email communications sent to parents regarding the enrichment programs we support.

PLEASE NOTE: All checks will be made payable to the Bromfield School. Contact the school business office to request your approved funds for vendor payment.

Date of Request: Amount Requested: \$ 500

Submitted By: Email: shoffman@psharvard.org

Program/Project Title:

Lawn Signs for Class  
of 2020

Description: (provide as much detail about your request as possible):

In an attempt to lift the spirits of the Senior Class at Bromfield, we want to obtain lawn signs to put in each student's yard. The approximate cost is \$1200 and we are hoping to obtain \$500 from the PTO and \$500 from the Harvard Schools Trust to make this possible. We are ordering the signs which are colored and hope to deliver them by next Wednesday as a SURPRISE for the Class of 2020. We so appreciate the continued support and generosity of the Harvard PTO and know this will be a great thing for our students. The check can be made out to The Harvard Public Schools Gift Account. Thank you for your consideration.

Approximate number of students impacted: 100

Program/Project Start Date & End Date:  
April 29, 2020

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Signature of Applicant: Date: Scott Hoffman April 23, 2020

Signature of Principle: Date: Scott Hoffman April 23, 2020

Email a copy of the completed grant request form to Laura Thomas at [thomasl01@hotmail.com](mailto:thomasl01@hotmail.com)  
Questions, contact Laura Thomas at [thomasl01@hotmail.com](mailto:thomasl01@hotmail.com)



# Harvard Schools Trust

## Grant Application

Please address *each* point under the five sections, answering *all* questions. If questions are ignored or not answered clearly, the Trust may need to postpone consideration until clarification is obtained.

### 1. Applicant information

a. Name(s)

Scott Hoffman

b. Title, position, or relationship to the Harvard Public Schools

Principal, The Bromfield School

c. Email address

shoffman@psharvard.org

d. Phone (day and evening)

978-456-4152 x1504, cell: 978-604-4703

e. Application date

April 23, 2020

### 2. Project information

a. Project title

Lawn Signs for Class of 2020

b. Brief description. If applicable, attach additional information.

Lawn signs that recognize each member of the Class of 2020 will be made and then SECRETLY put on the lawns of the seniors. Each sign is color, uses Old Bromfield (public library) as a backdrop, and has the first and last names of the senior student.

c. What is the enrichment value of the project? Are there long-term benefits?

Given Governor Baker's announcement that school buildings are closed for the year and the social distancing that is necessary to fight Covid-19, the seniors are truly missing out on the things that make the Spring of senior year so special. While we cannot replicate all things, these lawn signs will help lift the spirits of all.

d. How many students will benefit from the project?

There are 87 students in the class.

e. Has this grant ever been requested before?

No

f. How does the project address the precepts of the Harvard Ed Plan?

In particular, this trip helps students "develop the confidence and ability to understand diverse perspectives," both on a large scale with respect to our nation's history and government and on a small scale in negotiating relationships with their roommates and classmates. Additionally it is a step towards helping them to "contribute to their local, national and global communities" as they see their role and place in our nation's government and history.

g. If the request is for "seed money," what measures will be put in place to ensure the project's continuity?

This is hopefully a one time request.

h. If the request is for technology, has it been reviewed for compatibility with existing equipment and plans for future equipment?

This request is not for technology.

- i. What is the projected time frame? When will the project begin?

We hope to put the

### 3. Financial information

- a. What is the total amount of the request?

\$500

- b. What are the detailed costs involved? **Please provide an itemized account.**

The cost of the lawn signs are \$12 a sign. We estimate we will need a total of \$1200

- c. Have you requested funds or gifts-in-kind from other sources? If so, please indicate.

We are also receiving \$500 from PTO. The rest will be covered by the schools.

- d. If the request is for equipment or supplies, what other vendors have been considered? Have you checked for competitive pricing?

We liked Alpha Graphics because they are a local company, their cost was lower than others, and they could deliver to us within 3 to 5 days.

- e. Have upkeep and maintenance costs been considered? Please explain.

This is not applicable.

- f. What is the time schedule for disbursement?

We hope to display the lawn signs by next week.

- g. The Trust's check will be written to The Harvard Public Schools Gift Account (managed by personnel in the Superintendent's office). Are there are specific circumstances that require other arrangements

No, that is actually perfect.

#### 4. Evaluation

- a. How will you evaluate the success of this project? What criteria will you use?
- b. What input will students and teachers have in the evaluation?

Students do not know as we want to surprise them with the signs. I honestly believe they will love them. All teachers who I have spoken to believe this is a wonderful way to lift the spirits of the Class of 2020.

#### 5. Follow-up with parents

The Harvard Schools Trust is a 501(c)(3) nonprofit organization. In order to fulfill grant requests it relies on membership contributions from parents, school personnel, and community members.

As a grant recipient, what will you do to make parents aware of the Trust's support and to encourage them to become Trust members?

We will advertise the fact that the Trust funded these signs in Twitter, the morning video announcements, and in the principal newsletter to parents. In addition, the genesis of this idea was from a parent.

**Please feel free to provide further narrative information. Also, if there are other relevant materials that might be of interest to the Trust, please include them with this application.**

The image is below. Thank you so much for your consideration.

# Expanding Inclusive Supports at HES

Spring 2020





## Cost Comparison

In District Costs		Out of District (OOD) Costs	
\$70,000	Lead Teacher (Special Education Certified)	\$88,148	Tuition
\$60,000	Learning Assistants*	\$110,000	Tuition
\$42,000	Speech Pathologist to full time	\$88,148	Tuition
\$33,000	0.5 FTE Behavior Specialist* (BCBA)	\$80,233	Tuition
\$10,000	Set up and consultation (1st year only)	\$5,800	OOD Summer (some included in tuition)
\$37,000	Summer Program	TBD	Transportation Savings
\$60,000	Estimated Benefits		
(-\$84,896)	Estimated Circuit Breaker Reimbursement	(-\$139,896)	Estimated Circuit Breaker Reimbursement
<b>\$227,104</b>	<b>Net Cost</b>	<b>\$232,433</b>	<b>Net Cost</b>

## Comparison Scenarios

### 3 students in Program, 1 remains placed OOD

\$70,000 Lead Teacher (Special Education Certified)

\$30,000 Learning Assistant

\$42,000 Speech Pathologist to full time

\$33,000 0.5 FTE Behavior Specialist\* (BCBA)

\$10,000 Set up and consultation (1st year only)

\$37,000 Summer Program

\$40,000 Estimated Benefits

**\$262,000 Estimated In District Cost**

\$74,000 OOD tuition (88K-14K circuit breaker)

**\$336,000 Total**

### 5 students in program

\$70,000 Lead Teacher (Special Education Certified)

\$90,000 Learning Assistants

\$42,000 Speech Pathologist to full time

\$33,000 0.5 FTE Behavior Specialist\* (BCBA)

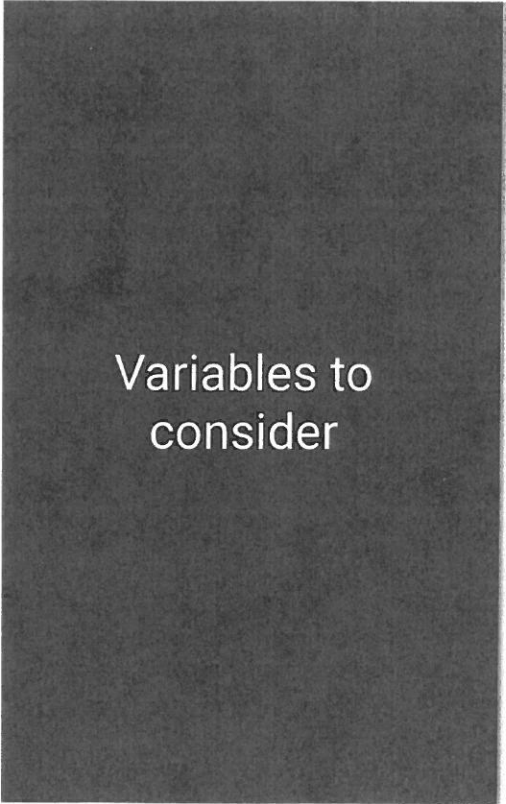
\$10,000 Set up and consultation (1st year only)

\$37,000 Summer Program

\$80,000 Estimated Benefits

**\$362,000 Estimated In District Cost**

**Add approx. 50K per student, compared to 80-110K per tuition**



## Variables to consider

- If we end up needing to increase class sizes at HES, we could potentially move teachers without having to create new benefit-eligible positions.
- Having program in house may help us collaborate and support students earlier, which may help avoid some students either needing to enter in-district program or be placed out of District.
- Unknown increases in OOD tuition costs

## OPEB Liability

As described by Marie S. -

For the OPEB liability, it's tricky to break down into a 'per new employee' --The numbers on our last valuation were \$109k/employee, but that's taking our net liability of \$36.4M. For the present moment in time (so not measuring our future liability nor future insurance rates), it's about \$90k per employee (for the generic employee: one year family plan post-retirement, then 10 years of 2 Medicare supplement plans for employee and spouse).