School Committee Meeting

Monday, January 22, 2018

6:15 p.m.

Upper Town Hall

Attendance: Nancy Lancellotti, SusanMary Redinger, Jon Green, John Ruark, and Linda Dwight, Absent: Mary Traphagen Maureen Babcock and Peter Rowe.

Nancy Lancellotti called the meeting to order at 6:15 p.m.

SusanMary Redinger read the Vision Statement.

**Public Commentary** – None

**Grant Approvals**

The following gifts from the Harvard Schools Trust were presented for approval:

Challenge Day – Christine Reale - $2,975

Columbia Debate – Michael Poe - $600

History and Geography Team – Andrew Wright - $650

Save A Life Tour - Colleen Nigzus - $1,600

***SusanMary Redinger made the motion and John Ruark seconded to approve the grants from Harvard Schools Trust with the Challenge Day approval subsequent to approval by School Committee for expenses.***

***VOTE 4/0***

The Harvard PTO presented for approval a grant of $440 for Makedo cardboard creation tools. The tool kit that allows students to do some interesting things with cardboard.

***SusanMary Redinger made the motion and Jon Green seconded to approve the PTO gift as presented.***

***VOTE 4/0***

**Student Update – None**

**Elementary ELA Presentation**

Ms. Margaret Bragg, Director of Reading, presented an overview of the reading and writing program at HES. The presentation included curriculum used, literacy basics, instructional context, and assessment used in the balanced literacy approach at HES. Ms. Bragg also shared how reading intervention is used to support students in grades K-5 who are at risk for not meeting grade level standards by the end of the year.

**School Improvement Plan Updates – Josh Myler, Scott Hoffman and Robin Benoit**

Principal Joshua Myler presented an update to the 2017-2018 School Improvement Plan for Hildreth Elementary School. Mr. Myler explained each of the goals for Student Achievement, Personal Growth, Partnership and Climate by strategies used, time-line, resources used and measurement.

Principal Scott Hoffman and Associate Principal Robin Benoit presented an update on the 2017-2018 School Improvement Plan for The Bromfield School. They explained the activity, responsibility, time-line, measurement and impact on budget for each of the goals for Student Achievement, Personal Growth, Partnership and Climate.

**Pre-School Program Consideration**

Mr. Josh Myler, HES Principal, presented a proposal change to the structure of the PreK program at HES. In consideration would be a full day PreK model that would be staffed by a full-time PreK teacher and aide. There would be 8 full-day general education slots at a cost of $8,600 per child, per year. Special education slots could be full-day or half day, with parents paying tuition for the afternoon if their child qualifies only for a half day special education program. The cost to the district for the full day model is estimated at $21,528 which is $115 less than the current model. After discussion.

***SusanMary Redinger made a motion and Jon Green seconded to accept the proposal as presented and outlined, capping typically developing student at 8 students and adding a provision that HES Administration will come back with comparables to see where we fall in that regard and revisiting the program next year prior to budget season.***

**Superintendent Update**

**Hildreth Elementary building project update**

\*Mr. Myler and Dr. Dwight started to write the required special education sections of the MSBA submission. We will have a draft for the School Committee completed for our February 12th meeting.

\*A second tea and conversation is scheduled for January 26th. I am expecting between 9-12 women to attend. We are planning other small group meetings.

\*The working group met on January 11th to consider material choices that impact the final estimates due next week.

\*We continued to share the video with the public.

**Guidance Department Request**

The Guidance Department is hopeful that the School Committee will provide the money needed to cover the travel expenses of the Challenge Day presenters. The Harvard Schools Trust generously agreed to fund the cost of the program minus the travel costs. Christine Reale asked the PTO, but they considered this request outside of their budget. The travel costs would be a maximum of $3,500, although we will look to share the costs with another district if possible. After discussion:

**The Committee decided that it would be best if the Budget Subcommittee met to discuss funding options and come back with suggestions for the Committee to approve.**

**Youth Risk Survey Results Shared**

\*The Bromfield guidance counselors, wellness staff, teachers, and administrators met with parents on January 18th to share the data. They had planned to break into small groups to discuss sections in more detail, but instead the group stayed together as only 10 community members attended. Part of the discussion included how to improve student safety, reduce risky behaviors, and how to ensure that more parents participate in the data review.

**Science Lab Update**

\*The furniture arrived on Monday, January 15th and installation began. The flooring had only been completed two days beforehand. The contractors will connect the pipes and complete the final tasks within the next two weeks.

**New Van Usage Update**

\*The employees have been. Using the van consistently. Some of the uses would have incurred costs in the past and some of the uses included new opportunities taken because of our van ownership. The van was used for trips to Devens, Sports team travel, Club travel, school visit for the building project and new staff tour of Harvard and Devens.

**Leadership Team Observations**

The Leadership Team visited four elementary classrooms in teams of two or three. The focus was on providing meaning feedback to the teachers to improve instruction using the DESE rubric. Each observer took notes and afterwards we spent time discussing the lesson, student engagement, relevance, any formative assessments given and other aspects of the teaching and learning. We focused on how to best provide meaningful and useful feedback.

**Honoring a Bromfield Senior**

\*Scott Hoffman and Dr. Dwight accompanied senior Rebecca Li to the Worcester County Superintendents’ Scholars Luncheon. Rebecca was selected for the honor because of her academic achievements. Her accomplishments were shared and celebrated.

**Professional Development Day Success**

\*Teachers found Tuesday, January 16th very beneficial to their professional development. Offerings included a full day continuation of the technology coaching with Teachers21, CPR, restraint training, and others.

**Science Lab Update - Tabled**

**Policy Updates**

Dr. Dwight reviewed recommendation by the Diversity Committee for changes to Policy ACABA “Harassment by Students” and the subsequent flow chart.

***SusanMary Redinger made the motion and Jon Green seconded to move that we approve Policy ACABA as amended and the flow chart ACABA-P as amended.***

***VOTE 4/0***

**Annual Town Report Approval**

The Committee reviewed the annual report prepared by SusanMary Redinger for submission to the Harvard’s Annual Town Report. The Committee thanked SusanMary Redinger for her work.

***Jon Green made the motion and John Ruark seconded to approve the Annual Town Report as amended.***

***VOTE 4/0***

**Agenda Items**

HES building project

Science Lab Update

The Challenge project

Pre-K pricing

District improvement goals.

**Approval of Meeting Minutes**

***SusanMary Redinger made the motion and John Ruark seconded to approve the minutes of the January 8th meeting as amended.***

***VOTE 4/0***

**Liaison/Sub-Committee report**

**John Ruark** – attend his first DEAC meeting and DEAC is getting ready to send out their annual education survey to Devens families in March. Ron Ostberg attended the last HEAC meeting and discussed the status of the Hildreth building project and solicited HEAC feedback and how HEAC could be involved in the overall process around the discussion of energy options. Athletic Advisory meets Thursday.

**SusanMary Redinger** – CPIC met this morning and worked on tying up loose ends. No change to the school articles. SusanMary Redinger signed two bill warrants which are present at the meeting for reviews. SusanMary Redinger continues to review the Bromfield website.

**Nancy Lancellotti** reported that the Bromfield School Council Subcommittees have started to meet. Nancy Lancellotti is part of the Balance Subcommittee and they have met to begin the thoughtful discussion of balance. Looks forward to bringing back information to the full Committee after they report out to the School Council. Question to consider is how to apply this balance to all students.

**Open to Interested Citizens’ Commentary**

Sharlene Cronin220 Bolton Road, Harvard, MA - Youth Risk Survey meeting outreach

Jennifer Finch Codman Hill Road, Harvard, MA – Youth Risk Survey meeting outreach, PK questions, Principal coffees, Challenge Day, teacher PD participation.

**School Committee Commentary**

SusanMary Redinger thanked Nancy Lancellotti for chairing the meeting – great job.

Jon Green thanked Dr. Dwight and the Policy Subcommittee for their work on the changes and improvements to the Harassment Policy and flow chart.

Dr. Dwight reported that the Debate team came in 4th out of 400 at the debate in New York over the past weekend.

**Adjourn**

SusanMary Redinger made the motion and Jon Green seconded to adjourn the meeting at 9:35 p.m.

VOTE 4/0

Respectfully submitted:

Mary Zadroga