School Committee Meeting

Monday, September 25, 2017

6:15 p.m.

Upper Town Hall

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

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

SusanMary Redinger read the Vision Statement.

**Public Commentary** – Keith Cheveralls, 761 Saddada Road, Whitington, VT – retiree GIC health insurance changes.

**Trip Approval**

Julie Horton, Dean of Students at The Bromfield School attended the meeting seeking approval for the 9th grade trip to Washington, DC. The students will leave on Wednesday, March 14, 2018 and return on Saturday, March 17, 2018.

SusanMary Redinger made the motion and Nancy Lancellotti seconded to approve the 9th grade DC as presented.

VOTE 5/0

**Grant Approval**

Dr. Dwight presented the following grants from Harvard Schools Trust:

Aquatic Insect Investigations program - $1,447.06

3D printer for HES - $3,244

Music ensemble risers - $6,345\*

Speech and Debate Club - $1,000

Building Bridges: Portraits of Immigrants and Refugees - $1,900

The following grants from the PTO:

New recess cart - $487.09

2 Listening Centers for 1st grade - $378.98

\*Terry Symula and Tim Clark from the Trust met with Scott Hoffman, Craig Robbins, and Rebecca Ufema to explain that the Trust is able to partially fund the music riser request. HST will reserve this funding for this fiscal year, which ends September 30, 2018 in hopes that they can secure funding from another source.

SusanMary Redinger made the motion and Nancy Lancellotti seconded to approve the Harvard Schools Trust and PTO gifts as presented.

VOTE 5/0

**Discuss the BOS Retiree Health Care Decision**

Mary Traphgen led the discussion into what the School Committee could or should do in light of the Board of Selectmans’ decision to move the retired teachers out of the GIC health insurance program and into the town’s Minuteman health insurance program. The Committee agreed that they were disappointed in the process and are interested in working together with the Board of Selectman to help mitigate the impact on retirees. The Committee agreed to pursue the issue in some manner and for starters Mary Traphagen will reach out to the Board of Selectman Chair, Lucy Wallace.

**School Improvement Plans (HES and Bromfield)**

Principal Joshua Myler and Associate Principal Scott Mulcahy reported on the 2017-2018 School Improvement Plan for Hildreth Elementary School. They 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 report 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.

**Superintendent Report**

***Hildreth Elementary building project update***

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

\*Met with the working group to further develop the traffic, site plan and building masses

\*Met with Chief Sicard and Bill Scanlan regarding site issues

\*Attended the Hildreth Elementary School faculty meeting led by Josh Myler; teachers discussed adjacencies, site plan drafts, and building massing

\*Held a School Building Committee meeting; topics included finalizing site plan schematics, massing, and sustainability; sub committees were formed for publicity, longevity, tax relief, and education of the future

\*Contracted the organizers of the Flea Market to reserve a table for HES building project updates

\*Advertised for a public meeting being hosted by Josh Myler tomorrow at 8 a.m. and 6 p.m.

**Curriculum Night**

Hildreth Elementary School hosted a Curriculum Night event on September 14th. Josh spoke about the power of allowing students to struggle the right amount while providing a supportive environment at school and home. The message was supported afterwards by teachers who shared curriculum information and shared how they would challenge students to take risks and learn to grow throughout the upcoming school year.

**Bus Ridership Information**

Interestingly, Harvard continues to provide bussing for nearly the same number of students for the last four years. The current year’s ridership is 600 students ranging from the high of 54 at the elementary and 63 at the middle/high school and the low of 17 at both schools.

**Science Lab Update**

We received an acceptable bid of approximately $73,000 on September 20th for the plumbing services. This bid was awarded and coordination has begun between the plumbing and concrete construction companies. We remain hopeful for a December occupancy of both classrooms.

**Arm in Arm Continues**

The steering group met on September 19th to update our progress over the summer and plan the direction for the year ahead. The educational speakers group is planning for a panel about religions. This panel will hold both a community event and a school event. There is also a new series of movies with a multi-cultural theme planned for the public library. Scott Hoffman and Dr. Dwight are meeting with another organizer to forward a multi-cultural speaker that was supported by a Schools Trust grant. More details to follow.

**CASE Meeting and DEAC Meeting**

CASE held their first meeting of the year on September 15th. Topics we discussed included the annual budget, the Colebrook building project, and school opening with a new director.

**DEAC**

The DEAC met on September 20th. We discussed the upcoming MassDevelopment Board meeting and Maureen’s update to them, the building timeline for new hours, goals for the year, and the status of the survey to be conducted again this year.

**Shared School Committee/Superintendent Goals**

Dr. Dwight shared the School Committee/Superintendent Goals for the 2017-2018 by title, goal, measure conditions and interface.

***Goal 1 – Student Achievement*** – provide the SC with data that will allow them to measure, assess and address student achievement in the district.

**Go*al 2 – HES Building Project*** – to design and implement a new building that is educationally exciting, safe, attractive, and environmentally efficient that is consistent with the district Vision and within the financial capacity of the town.

G***oal 3 – Communication Plan*** – to have a communication plan for the Harvard Public School District.

John Ruark made the motion and SusanMary Redinger seconded to remove the word draft from the document presented and make these our 3 goals for the 2017/2018 school year.

VOTE 5/0

**District Improvement Plan Draft**

Dr. Dwight presented the District Improvement Plan as follows:

***Student Achievement Goal***

***Technology Integration*** – Technology use in most classrooms across the district will be at the level of redefinition as defined by the SAMR model.

***Data Informed Instruction*** – to increase the use of data by teachers and staff to inform instruction.

***Differentiated Instruction*** – Improve student learning in the regular education classroom for students typically needing additional support services.

***Personal Growth***

**Health/Wellness Focus** – to provide quality health and wellness classes to our students from grades PreK-12.

**Leadership and Service Opportunities** – to increase the leadership and service participation by students with a focus on local and global connections.

**Attendance** – to increase student attendance and decrease the number of times

students are tardy for school.

***Partnership***

**Colleges and Universities** – to increase the district’s connection to colleges and universities through research opportunities, classes on side and student teacher placement.

**Local Connections** – to increase volunteer participation in our school and take advantage of local resources.

***Resources***

**Elementary Building Project** – to design and implement a new building that is educationally exciting, safe, attractive, and environmentally efficient that is consistent with the district Vision and within the financial capacity of the town.

**Bromfield Renovations** – to provide necessary renovations and upgrades to the Bromfield School to allow for a safe and high-quality educational environment for students in the Harvard Public School District.

***School Climate***

**Inclusion** – to increase students sense of safety and connectedness by impacting the culture of inclusion across the district.

**Digital Citizenship** – Students are making safe and responsible choices regarding the use of technology.

**5 Year Capital Requests Review**

The Hildreth Elementary School Capital expenses have been changed to zero due to the upcoming building project. The following list of FY19 capital projects/requests that will be forwarded to capital for funding:

Design/Repair or Replace ramp to MS - $240,000

HVAC – Equipment/Controls Upgrade and Repairs (HEAC) - $25,000

TBS – Upgrade Science Room and Prep rooms - $240,000

Renovate the Cronin Auditorium, lighting, carpet, curtain seats - $220,000

Replace/remove indirect fired H/W storage tank, boiler room - $28,000

Renovate /upgrade Boy’s-Girls’ bathrooms Science wing and ramp - $25,000

SusanMary Redinger made the motion and John Ruark seconded to move that we accept the Draft Capital Plan as presented and move it forward to the Capital Planning and Investment Committee for review.

VOTE 5/0

**Brainstorm Question for the Students Advisory**

Mary Traphagen will pass on the following topics to the Student Advisory so they will be prepared to discuss at the meeting scheduled for October 13, 2017 at 7 a.m.

1. Student Achievement
2. Reaction to the new dress code policy
3. Cell phone policy
4. How learning is changing with technology in their hands
5. Student Achievement

**Subcommittee/Liaison Assignments**

Mary Traphagen reviewed the Liaison and Subcommittee Assignments as follows:

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| L**iaison Assignments** |  |
| Board of Selectman | Mary Traphagen |
| FinCom | SusanMary Redinger |
| DEAC | John Ruark |
| SEPAC | Jon Green |
| TBS School Council | Nancy Lancellotti |
| HES School Council | Mary Traphagen |
| CPIC | SusanMary Redinger |
| HEAC | John Ruark |
| Park and Recreation Representative | Mary Traphagen |
| State Representative | Mary Traphagen |
| CASE | Linda Dwight |
| HCTV | Jon Green |
| Wellness Committee | Mary Traphagen and Nancy Lancellotti |
| Athletic Advisory | John Ruark |
| **Subcommittee Assignments** |  |
| Budget | Mary Traphagen/SusanMary Redinger |
| Policy | John Ruark/Mary Traphagen |
| Science Labs | Nancy Lancellotti/SusanMary Redinger |
| Website Review | SusanMary Redinger and Jon Green |
| Superintendent Review | Mary Traphagen and Nancy Lancellotti |
| Building Committee | Mary Traphagen and SusanMary Redinger |
| Student Achievement | Nancy Lancellotti and John Ruark |
| Communication Plan | Mary Traphagen and SusanMary Redinger |

The Committee agreed to add a Student Achievement and Communication Subcommittee to meet the Superintendent/School Committee goals.

SusanMary Redinger made the motion and John Ruark seconded to move that we create a Student Achievement and Communication Subcommittee.

VOTE 5/0

**Meeting Minute Approval**

SusanMary Redinger made the motion and John Ruark seconded to approve the minutes of the September 11th meeting as amended.

VOTE 5/0

**Warrant Approval** – Will bring to the next meeting

**October 10th Agenda Items**

Faculty survey

Bus info

Attendance numbers

HES Math

Budget Review

Budget Schedule

Superintendent goals

Student Achievements

**Open to Interested Citizens and School Committee Commentary**

Mary Traphagen – went to the first HES School Council meeting – Josh ran a very good succinct meeting, the MCAS results are delayed in coming out.

Jon Green - No SEPAC or HCTV meetings.

John Ruark – attended the HEAC meeting and they are proceeding with HEAC projects as planned except for the energy storage project which is on hold.

SusanMary Redinger will attend the Finance Committee meeting next Wednesday.

**Adjourned**

SusanMary Redinger made the motion and John Ruark seconded to adjourn the meeting at 9:30 p.m.

Respectfully submitted,

Mary Zadroga