School Committee Minutes

Upper Town Hall

Tuesday, November 13, 2018

6:15 p.m.

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

Mary Traphagen called the meeting to order at 6:00 p.m.

Chloe Cushing read the Vision Statement.

**Public Commentary** - None

**Student Report**

Chloe Cushing reported that the Bromfield Boys Soccer Team won the district championship and will be competing in the State semi-final game this week. The school held a pep rally, which received mixed reviews. Some students were disappointed that the pep rally was held in the auditorium instead of the gymnasium. First quarter grades went out this week. Students are getting started on their Science Fair projects.

**Field Trip Approval**

Mike Poe – The Speech and Debate team received an invitation to attend the Princeton Classic Tournament from November 30th – December 2nd at Princeton University in Princeton, NJ. This will allow our students to bring back their successes to TBS and continue teaching our younger students best practices for public speaking and thinking about world politics.

Jon Green made the motion and John Ruark seconded to approve the overnight field trip to Princeton University as presented.

VOTE 4/0

A request was made to change the date for the Natures Classroom overnight field. Grade 5 students would depart from HES on September 24th and return on September 28th.

John Ruark made the motion and Shannon Molloy seconded to approve the Natures Classroom change of date from September 24, 2018 to September 28, 2018 as presented.

VOTE 4/0

**Therapy Dog Proposal**

Christine Reale from the Bromfield Guidance Department presented a proposal to create a Therapy Dog Policy for the Harvard Public Schools. Ms. Reale presented the benefits of having a therapy dog in the school, the other districts that use therapy dogs, and considerations and logistics of having a therapy dog. The Committee was interested in endorsing the proposal after parents have time to hear about it. The program is slated to begin in September 2019.

**Health and Wellness Increase at HES**

Dr. Dwight presented a recommendation to adjust the .05 FTE Elementary Health position to a .08 FTE position offsetting the increased time with a promotional decrease in Global Child. The shift in structure would allow students to have health every week from the beginning of the school year until April and then Global Child from April until June. The impact on the budget would be a net increase of $8,315.

**Superintendent Update**

***Finance Director Interviews:***

SusanMary Redinger and Dr. Dwight joined Tim Bragan, Amy Haley and Alice VonLoesecke to interview four candidates for the Finance Director position. There is one more interview scheduled before final candidates will meet with the Select Board members for their final selection.

***Athletic Advisory Meeting Update***

They discussed their yearly goals and members volunteered to conduct research or create materials to share on several topics.

***Budget Process Started***

The Budget Subcommittee met with Chris Boyle and Josh Myler about their cost center budgets. Chris shared the needs for his department and an initial analysis of changing our lease program over to a buy program. He will bring recommendations that he will share with the Committee.

***Physical Education/Wellness Conference***

Barbi Kelley, as National President, led the conference for the professional organization on Monday, November 5th in Worcester, MA. Her theme of Refresh, Recharge, Renew resonated with attendees as they chose their sessions from a full option of presentations on a variety of topics. The Commissioner of Education, Jeff Riley started the event by confirming the importance of physical education and a health/wellness focus for the well-being of our students and staff.

***Shared Professional Development Day***

Teachers from Ayer-Shirley and Littleton joined with our teachers to spend the day learning from Alan November and each other. The day was divided into an opening program, choice sessions, department time, and an un-conference session.

***Upcoming Events***

November 14th - 7 P.M. at the Bromfield School – Dr. Hill’s Presentation on the Dangers of Vaping and Marijuana

November 15th - 5:30 P.M. – OML Training in the Cronin Auditorium

**Review Enrollment Numbers and Discuss School Choice Budget**

The Committee discussed the current enrollment numbers at HES and TBS for the 2018-2019 school year. They also discussed that with 14 School Choice students leaving the district as Seniors at the end of the school year, the Committee would need to decide to add the same number of school choice slots in the 2019/2020 School year, reduce the $310,000 School Choice offset or use the School Choice reserve. The Committee agreed for budgeting purposes to leave the School Choice Offset at $310,000 for the 2019/2020 school year and determine how many School Choice slots to fill at a later date.

**Review the Budget Timeline**

The Budget Subcommittee is reviewing budgets with Cost Center Mangers over the next few weeks. A date has not been set for the School Committee to present their budget to the Board of Selectman.

**Review the Professional Development Plan**

The Committee reviewed the 2018-2019 Professional Development Schedule for Hildreth and Bromfield for 4 full days, 6 half days, and 9 early release days.

**Review a Calendar Change**

The Committee voted to switch the May 1st early release day to May 7th in order to accommodate voting.

Shannon Molloy made the motion and John Ruark seconded to switch May 1st early release to May 7th early release due to voting.

VOTE 4/0

Jon Green made the motion and Shannon Molloy seconded to move Item Agenda XIV to Item Agenda XII.

VOTE 4/0

**Brainstorm Question for Student Advisory Meeting**

The Committee will have the following topics on the December 14th Student Advisory Council Agenda:

\*Therapy Dog Program

\*Current Events/Mock Election results

\*Stress

\*Hold in Place Drill

\*Security Cameras

**Policy Review**

John Ruark made the motion and Shannon Molloy seconded to approve Policy BBBA/BBBB – School Committee Qualifications as presented.

VOTE 4/0

John Ruark made the motion and Shannon Molloy seconded to approve Policy BDB – School Committee Officers as presented.

VOTE 4/0

John Ruark made the motion and Shannon Molloy seconded to approve Policy BDC – Appointed Committee Officials as amended.

VOTE 4/0

John Ruark made the motion and Shannon Molloy seconded to adopt Policy CL – Administrative as presented.

VOTE 4/0

Shannon Molloy read Policy KLJ -Relations with Planning Authorities as presented.

VOTE 4/0

John Ruark made the motion and Shannon Molloy seconded to approved Policy KE – Public Complaints as amended.

VOTE 4/0

John Ruark made the motion and Shannon Molloy seconded to eliminate Policy KEB – Public Complaints about School Personnel and Policy KER-R KEB procedures.

VOTE 4/0

John Ruark made the motion and Jon Green seconded to approve Policy KF – Community Use of School Facilities as amended.

VOTE 4/0

Shannon Molloy read Policy KF-R as a first read to be adopted at a future meeting.

**Grant Approval**

None

**Agenda Items**

Enrollment Projections

Fee Structure – Building Use

Update on Assessments

Policy

Budget

Student Presentation

Student Advisory Council Topics

**Approval of Meeting Minutes**

John Ruark made the motion and Jon Green seconded to approve the minutes of October 29th as amended.

VOTE 4/0

**Liaison/Sub-Committee Reports**

Jon Green – no report.

Shannon Molloy – HES School Council is scheduled to meet after Thanksgiving.

John Ruark – no report.

Mary Traphagen – School Building Committee met for a design summary. Project is on track.

**Public and School Committee Commentary**

John Ruark shared the MASSS/MASC conference was very helpful. Appreciates that the district support School Committee attendance. Many topics of interest discussed including changing school start times and one winter vacation.

Mary Traphagen shared that the MASS/MASC conference sessions can be confusing but you learn a lot and she appreciates going.

Linda Dwight shared that Challenge Day is tomorrow. She is looking forward to sharing a wonderful experience with 8th graders.

**Adjourn**

John Ruark made the motion and Jon Green seconded to adjourn the meeting at 9:00 p.m.

VOTE 4/0

Respectfully Submitted

Mary Zadroga

List of Documents:

Superintendent Report

Policies

Enrollment Numbers

Field Trip Form

Professional Development Plan

Calendar Draft

Memo about Health/Wellness Position