

School Committee Minutes  
Upstairs of the Town Hall  
Tuesday, July 11, 2017  
8:00 a.m.

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

Mary Traphagen called the meeting to order at 8:00 a.m.  
Mary Traphagen read the Core Value Statement.

**Open to Interested Citizens' Commentary**

None

**End of Year Financial Report**

Town Finance Director, David Nalchajian was in attendance to report on the end of year financial close out. The school department's general ledger has a zero balance for all known commitments. The Committee will review the budget to actual line items and send any questions to Dr. Dwight to be reviewed at a later meeting. David Nalchajian reviewed the revolving fund accounts which showed no surprises. When School Business Manager, Peter Rowe gets back from vacation David Nalchajian and Peter Rowe will finalize the numbers and report back to the School Committee at the August 28<sup>th</sup> meeting.

David Nalchajian explained that the School Committee will need to sign off on the P-Card purchases. In the future there will be an additional warrant sign off page for P-Card purchases.

**Grant Approval**

The Committee reviewed for approval a gift from Harvard PTO for \$1,574.75 for Wobble Chairs for Hildreth Elementary School.

SusanMary Redinger made the motion and Jon Green seconded to approve the gift from the Harvard PTO for \$1,574.75 to purchase Wobble Chairs for HES.

VOTE 3/0

**Van Purchase Discussion and Vote**

The Committee discussed the benefits of having a van for school trips in lieu of hiring a bus and driver from Dee or other bus companies. The Committee agreed that it could be a cost savings as well as convenient option. The Committee asked the Superintendent to come up with an acceptable use policy and a usage log. The Committee agreed to approve the purchase of the van from CASE contingent upon maintenance cost being reviewed by the School Committee and reevaluating usage and maintenance costs next year.

SusanMary Redinger made the motion and Jon Green seconded to move that we approve the purchase of the CASE passenger van at a cost of up to \$1,600 and request that maintenance cost be brought to the Committee before approving and that we review the usage in a year.

VOTE 3/0

## **Handbook Approval**

Tabled to the July 31<sup>st</sup> meeting.

## **Superintendent Report**

### **\*Personnel Updates**

Adam Mackie was hired as the sixth grade Science teacher at TBS to replace Glenn Tarullo. Scott Mulcahy started this week as Associate principal at HES. Positions still needing to be filled are .5 Speech at HES, .5 Pre-K teacher at HES and a Learning support teacher.

### **\*Arm & Arm**

The Arm & Arm Group continues to move inclusion topics forward in the town. There was a movie last night, the series and events are tending to be attended by committee members. This Thursday will be the first discussion of the book “Waking up White”; books are available for sale from Dr. Dwight. The event is being held in Volunteers Hall at 7:00 p.m. On July 25<sup>th</sup> there will be a Bystander Training being held in Volunteers Hall- prior registration is required. It is the hope that some Bromfield students will attend and if it is determined to be a success, the program could be brought to the high school next year. Arm & Arm had a nice presence at the 4<sup>th</sup> of July parade. Summer cleaning is on schedule. Hildreth Elementary School is being done first. Durkin is doing a great job.

## **Building Committee Update**

On August 1<sup>st</sup> members of the SBC, Visioning Committee, interested community members and teachers plan to tour four new, local schools.

## **Personnel Spreadsheet**

The Committee reviewed the 2017/2018 Personnel spreadsheet which showed a surplus of \$89,256 with an English teacher, Special Education teacher and .5 Speech/Language Pathologist yet to be filled.

## **Review meeting minutes**

SusanMary Redinger made a motion and Jon Green seconded to table the approval of the June 26<sup>th</sup> minutes to the next meeting.

VOTE 3/0

## **Liaison Subcommittee reports**

SusanMary Redinger reported that the Capital Planning and Investment Committee discussed that there is an amount allocated beginning in the year 2022 as an offset of \$300K for school projects. It is CIPIC’s understanding that the School Committee agreed to funding that amount from the Devens revolving fund each year. SusanMary Redinger explained to CIPIC that funding hasn’t been approved by the School Committee. They would like a number to design and plan around. We will need to discuss if we want to put a number there. SusanMary Redinger with approval of the Committee will reiterate that the number has not been voted on and should not be counted until a vote is taken.

The Green energy funding got approved for the lighting project at TBS but there are still monitors that need to be fixed. Mark Force needs to weigh in on fixing the monitors at a cost of \$70K.

## **Suggested future agenda items**

School Committee/Superintendent Goals

Review Norms

District Outcomes  
Superintendent Evaluation  
CIPIC

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

SusanMary Redinger –nice to have a break!

Jon Green-hoping everyone has a good summer!

Linda Dwight – this weekend Linda will be attending the National Superintendent Conference in Washington, DC, Scott Hoffman will be available. Next Wednesday Linda leaves for the MA Superintendent Conference on Cape Cod. Linda will be attending the MSBA meeting in Boston on July 21<sup>st</sup>.

Mary Traphagen-appreciative of everyone that came today. Thank you!

**Adjournment:**

SusanMary Redinger made a motion and Jon Green seconded to adjourn the meeting at 9:23 a.m.

Respectfully submitted:

Mary Zadroga