

MINUTES OF THE HINGHAM SCHOOL COMMITTEE

August 25, 2016

1. Call to order.

The meeting was called to order by Liza O'Reilly at 7:02 p.m.

Members Present: Aylene Calnan, Carlos Da Silva, Carol M. Falvey, Cynthia Galko, Liza O'Reilly, and Ed Schreier

Central Office Present: Dorothy Galo, James LaBillois, John Ferris

Visitors Present: Carol B. Meyer, Margaret Conaty, Dawn Diedricksen, James Watson, Kimberly Smyth, Isabelle Gay, Peyton Belsher, Lila Belsher, Kelley Doyle, Frederick Hirsch, Aisha Oppong

Liza O'Reilly welcomed James M. LaBillois, our new Assistant Superintendent.

2. Approval of Minutes.

2.1 On a motion by Aylene Calnan and seconded by Carol M. Falvey,

It was

Voted: To approve the minutes of the School Committee Meeting held on July 21, 2016.

2.2 On a motion by Aylene Calnan and seconded by Carol M. Falvey,

It was

Voted: To approve the minutes of the Executive Session of the School Committee Meeting held on July 21, 2016.

2.3 On a motion by Aylene Calnan and seconded by Carol M. Falvey,

It was

Voted: To approve the minutes of the School Committee Meeting held on August 4, 2016.

2.4 On a motion by Aylene Calnan and seconded by Carol M. Falvey,

It was

Voted: To approve the minutes of the Executive Session of the School Committee Meeting held on August 4, 2016.

3. Questions and Comments - none.

4. Superintendent's Report.

- Dr. Galo noted that upgrades to the website are now done and live. Each subject area on both the district and HS page are listed in alpha order and all have similar format. Each has a statement from program of studies as well as links that were there previously. Program reviews will also be posted as well as links to the Superintendent's Spotlight videos. Thanks to Kate Doyle (central office) and Gabby Parker (summer intern) who worked to get this done.

Dr. Galo noted that she has been by all school buildings and is pleased with their physical appearance. In particular, the new landscaping and redesigned signage at Foster school looks great. She thanked the Foster School PTO for their efforts.

- Enrollment Update. Dr. Galo reviewed the enrollment charts provided to the Committee and noted that projections are based on known variables. There may be some variation in the accuracy due to a variety of reasons but these are projected numbers and a firmer enrollment report will be available following the opening of school. There was a discussion of various grade levels and variations in enrollment. Overall, projections place the total enrollment at 4,256 in grades K-12 (not including PK). The projection is suggesting 11 fewer students than last May.
- Hiring/Vacancy Update. Dr. Galo noted that following the last two new teacher meetings scheduled for tomorrow, all previously-known teaching vacancies will have been filled. There was, however, a last minute resignation and finding candidates for that position may be a challenge. Dr. Galo noted that the district made an offer today to a candidate for the METCO Coordinator position. There are still a number of paraprofessional openings and two vacancies in maintenance staff that will be posted soon.

5. Communications.

- 5.1 Communications Received by the Superintendent. None.
- 5.2 Student Communications. None
- 5.3 Other Communications: Liza O'Reilly, Aylene Calnan and Cynthia Galko received an anonymous communication from rowing families. Per school committee policy, the School Committee does not act on anonymous comments. Dr. Galo reminded the Committee about the annual ethics training on September 13 at 4:30 or 7:00PM in Hingham Town Hall.

6. New Business.

- 6.1 The Committee reviewed School Committee Policy 5.6 – 5.20. Liza O'Reilly noted that the first reading of Policy 5.21 – 5.26 will occur at the next meeting.

On a motion by Aylene Calnan and seconded by Cynthia Galko,

It was

Voted: To approve Policy Sections 5.6 -5.20 as amended.

School Committee Questions and Comments: There was a question raised relative to the use of computers for statewide assessment and Committee policy regarding privacy. Dr. Galo is researching the issue and will provide information to the policy subcommittee. Dr. Galo noted that the state has just contracted with a test vendor who will be updating the test with the questions. Given that the firm has just been appointed, it may be too early to get answers.

School Committee Chair Liza O'Reilly noted that the Committee needed to address policy 5.27 as it must be in place before the start of school. Policy 5.27 pertains to Alcohol, Tobacco and Drug Prevention.

- 6.2 The Committee reviewed School Committee Policy 6.14 and 6.15 and 5.27.

School Committee Questions and Comments: These policies are in response to the new opioid law and ensuring that Committee policy is aligned with the intent of the law. It was noted that the existing policy has been updated to align with the language of the law and is focused on students, rather than staff. The new language preserves principal's discretion in dealing with opioid-related questions that may not be covered in the policy.

On a motion by Aylene Calnan and seconded by Cynthia Galko,

It was

Voted: To approve Policy Sections 6.14, 6.15 and 5.27 as amended.

- 6.3 The Committee reviewed revisions to the Hingham Public Schools and Hingham Police Department Memorandum of Understanding. Clarifications were sought regarding some of the language.

School Committee Questions and Comments: The Policy Subcommittee met on July 12 with representatives of the Hingham Police Department. A positive and productive discussion ensued regarding the challenges relative to the implementation of the Memorandum of Understanding. It was noted that it has been about 10 years since the MOU has been updated and that an update was needed. Specific revisions were designed to align with current best practice and the regulations of the MIAA. Following discussion of the specifics, the Committee recommended consultation with the High School community regarding the revisions.

- 6.4 The Committee heard a Food Services Financial Update. Kim Smyth, Food Services Manager, provided an overview presentation of the Food Services Department and highlighted some key points throughout. All schools are operating in the black and overall participation is up. No change in fees is recommended. Some coming year activities include: Middle School special events and both specialty salads and a chef pilot program at the High School.

The Committee thanked Kim for her presentation and continued good work.

- 6.5 The Committee heard a report on back to school activities and events. Dr. Galo mentioned that, in a change from past practice, the August newsletter went out electronically this year. Principals sent out a reminder to the staff to be sure to check either the website or their school emails for the August newsletter. Included with the newsletter was the Opening Activities announcement that provided information about the dates and times of all opening activities. New Teacher Orientation will begin on Monday and, given the success of last year's Kindergarten registration PSA, HCAM will be using new teachers to develop a PSA about the opening of school. Dr. Galo noted that School Committee meetings will now be televised live on the HCAM Education Channels (Comcast 22 and Verizon 29), and potentially rebroadcast on other HCAM channels. Dr. Galo provided some logistical information to those members of the Committee who will be attending the New Teacher Orientation and the Opening convocation. Dr. Galo also noted that the new phone system is up and running in all school buildings and the Central Office.
- 6.6 The Committee heard an update on summer projects. A number of documents with summary information about recent maintenance and capital projects were provided. Dr. Galo noted her appreciation for what has been accomplished and what an organized and well-planned effort such progress represents! She thanked Doug Foley, Katie Hartman, Paul Field, and the rest of the maintenance and custodial staff.
- 6.7 The Committee discussed a Culture of Respect Statement. Liza O'Reilly reminded the committee members that she had introduced this concept at the June 20, 2016 meeting with the GPA discussion, sharing her own personal thoughts on how we could work together to create a culture of respect beyond student and staff but with all community. She stated that a few situations arose over the summer in which it was appropriate for her to share the statement again.

School Committee Questions and Comments: Liza O'Reilly would like the Committee as a whole to create a statement regarding expectations for behavior in the community that leverages The Rules of the Road and parts of the district's mission statement. She suggested that the committee members discuss this further at the School Committee Planning Meeting. Discussion ensued relative to the challenges of social media, public perception of the statement, and the interconnectedness of the statement and school culture.

6.8 The Committee heard a Preliminary Assessment Update. Dr. Galo shared a PowerPoint presentation including "Where are the Challenges and Areas of Need?", "What Must We Address/What Do We Want Also to Accomplish/What Can We Accomplish (Capacity?," "Facilities," "Programs, Curriculum, Assessments, Technology," "Program and Student Support Services," "Personnel, Staffing and Related Needs," "Planning for the FY18 Budget," Impact of Recent News," and "Planning Considerations." Some issues discussed were: Technology, FDK funding, HS accreditation visit, MCAS 2.0, nursing plan and issues, new and challenging issues with playgrounds, MS field and HHS tennis courts. Dr. Galo noted that the Title I grant has been approved, and that we are waiting to hear back about potential increases in Circuit Breaker funding. Dr. Galo also noted that the bus schedule has been released on the website and is available for public review in today's *Hingham Journal*.

6.9 The Committee discussed the inclusion of a pole-vaulting activity as part of the HHS Track and Field program. Margaret Conaty, Director of Athletics, said that they received an anonymous donation of \$30,000 for the development of a pole vault venue. She has looked into pricing for the various components of the venue and has established that with the \$30,000 and an additional donation from the Track Boosters it is possible to fully fund a pole vault venue this fall, with a final top coat on the runway to be completed next spring/summer, weather permitting.

School Committee Questions and Comments: Discussion ensued relative to the specifics of the installation of equipment. The Committee thanked the donor for the \$30,000 donation and shared their general excitement about the potential equipment and its benefit to the students.

Audience comments: Dawn Diedricksen (Girls track Coach) said that the addition of pole vaulting will benefit the overall Track and Field program and support the team, the school and the community.

Ed Schreier moved to accept the donation of \$30,000 and proceed with the development and installation of a pole vault venue. Carol M. Falvey seconded the motion.

Discussion: Liza O'Reilly suggested an amendment to the motion to include the commitment from the Track Boosters of additional funds as discussed.

On an amended motion by Ed Schreier and seconded by Carol M. Falvey,

It was

Voted: To accept the donation of \$30,000 in conjunction with commitments from the Track Boosters as discussed, and proceed with the development and installation of a pole vault venue at Hingham High School.

6.10 The Committee received notification of the appointments of Brian DeMarco, East School teacher; Susanne Hallisey, School Nurse at HMS, Colleen Kelly, Special Education teacher at HMS; Rorie Malerbi, Industrial Technology teacher at HHS; and Scott Semchenko, Social Studies teacher at HMS; all effective August 29, 2016.

- 6.11 The Committee received notification of the appointments of William Mason, PRS/HMS Custodian, effective July 18, 2016; Kathleen Doyle, Central Office Accounting and Administrative Assistant, effective June 15, 2016; Wendy Kirk, Tutor at PRS, Arthur Johnson, custodian at South School and Elizabeth Melcher, paraeducator at HHS, all effective August 29, 2016.
- 6.12 The Committee received notifications of the following lane changes effective September 1, 2016: Suzanne Greene to M60, Step 11; Amy Maescher to M30, Step 13; Melissa McCash to M60, Step 8; Sheila McGrath to M30, Step 13; Heather Murphy to M15, Step 13; Julianne Riley to M30, Step 4; Bradley Santarpia to M, Step 6; Katelyn Sassorossi to M15, Step 4; Melissa Smith to M60, Step 7; Ashley Stedman to M60, Step 6; and Emily Toney to M15, Step 5.
- 6.13 The Committee received notification of the retirement of Paul Field, Supervisor of Buildings and Grounds, effective August 31, 2016.

Liza O'Reilly noted that Paul has been with the HPS for 29 years and has been a part of all major renovation and construction projects during his tenure. She extended the Committee's appreciation for his many years of service and best wishes for a happy and healthy retirement.

- 6.14 The Committee received notification of the resignations of the following paraeducators: Katherine Bagley, Cassandra Pacella and Maura Reilly of Foster School; Emily Snow of PRS; Steven Geddis of HHS; and Emily Kafer and Jenna McCarter of HMS; all effective June 22, 2016.
- 6.15 The Committee received notification of the full year 16-17 LOA of Jessica Sullivan, East School teacher.

7. Other items as may not reasonably be known 48 hours in advance of the meeting. Dr. Galo introduced a new Superintendent intern, Ted Hirsch.

8. Subcommittee and Project Reports

Long Term Planning Subcommittee. Ed Schreier reported the committee did a walk-around of the High School fields. He congratulated the HPS Maintenance department for their work in getting things ready for the new school year. Carlos DaSilva asked when the Middle School fields will be ready for use and John Ferris confirmed that they will be ready in the spring.

9. Executive Session. Not needed

10. Adjournment.

On a motion by Liza O'Reilly and seconded by Cynthia Galko,

It was

Voted: To Adjourn at 9:39 p.m.

Respectfully Submitted by:
Cynthia Galko