

September 14, 2014

Planning Meeting**1. Call to Order.**

The meeting was called to order by Ray Estes at 8:10 a.m. at the School Department Conference Room.

Members Present: Ray Estes, Carol M. Falvey, Caryl Falvey, Dennis Friedman, Liza O'Reilly, Ed Schreier, and Andy Shafter

Central Office Present: Dorothy Galo, Ellen Keane, Elizabeth Flynn, and John Ferris

Visitors Present: None

**2. Review of Day's Agenda.**

Ray and Dr. Galo reviewed the agenda, meeting protocols, and content of packet.

**3. Special Projects and Priorities.**

Dr. Galo reviewed the Full Day Kindergarten (FDK) Exploration Report, including the goals and composition of the FDK Working Group, the focus (FDK for All), and the charts; "What Does HPS K Look Like for 2014-15?", "What Might HPS K Look Like if All K Classes Were Full Day for 2015-16?", "What Additional Resources Would be needed for a "Full Day for All" Model?", "Estimated Gross Costs for "Full Day for All" Model," and "What Funding Sources Exist Beyond Annual HPS Budget?"

SC Questions and Comments: FDK not necessary for a high social economic status community. FDK not #1 priority, research on long term impact of FDK on academic results, research on impact of FDK on social emotional learning, FDK academic learning integrated with teaching social/emotional skills, possibility of reducing paraeducator hours for FDK classes, FDK provides best educational program for K students, DESE Transition to FDK and FDK Quality grants and Chapter 70 offset, possibility of adding specialist FTEs and then FDK, possibility of override for FDK, FDK needed to fill gap in a superior school system, discussion on funding and/or fees, do we consider FDK a basic educational program in 2015?, what are program challenges if FDK is fee-based and we must provide both FDK and HDK?

Dr. Galo reviewed other possible HPS priorities for goal setting and FY 16 Budget, including the TRACES building, secondary class sizes, and maintenance position. Additional possible priorities suggested by SC and Central Office (CO) staff include the following: Facility/Maintenance director position, (including procurement responsibilities), part time communication position, additional school based administrative assistants with technology skills, Instructional Technology director, planning for organizational leadership transitions 2-5 years, additional art, physical education, Spanish, and music elementary specialist FTEs, additional HS counselors.

**4. Budget Process and Calendar.**

Carol led the Committee in a discussion about using a "Needs Based" vs "Level Services" budget approach. Consensus of the Committee was to continue using a "Needs Based" budget process for FY

'16. The Committee discussed key points for administrative development of draft Budget Guidelines and Assumptions for FY '16. Ray reviewed the budget calendar and suggested possible revisions. Consensus of the Committee was to revise the FY 16 Budget calendar as proposed. There was a discussion of providing a prioritized list within the ultimate needs based budget proposal.

5. **Capital Planning Budget.**

Ray led the Committee in a discussion on Capital Budget priorities and processes for FY '16 and the 5 year plan. Committee members discussed the following Capital Budget possible priorities: Technology funding, HMS Chromebook initiative funded through School Building Committee (SBC) budget for grades 6 and 7 (and possibly grade 8?), plan for Technology transition from grade 8 to grade 9, Funding for grade 6 Chromebooks in future, possibly filing Statement of Interest(s) (SOIs) with the MSBA for repair/replacement of Foster School and PRS and concern on timing and Town appetite for such projects, how does school master planning fit into Town building projects, need to begin new Facilities Master Plan for next 10-20 years, proposed Facilities/Maintenance position would be part of Facilities/Maintenance/Fields Master Plan, need for renovation or replacement of Foster Shed and remaining work on Foster and PRS windows, need to enlarge and renovate HHS weight room and need to address East School playing fields. It was noted that because of the two most recent construction projects, we will be getting a replacement schedule for all major systems. This may be a good starting point for developing a replacement schedule for all HPS buildings and fields.

6. **Wrap Up and Adjournment.**

The Committee discussed next steps for FDK proposal, Consensus of the Committee was to proceed with applying for the DESE Transition to FDK grant. Dr. Galo indicated that she would make the required Letter of Assurances available to the Committee via the Dropbox. The Committee consensus was to continue discussion of FDK at September 22<sup>nd</sup> SC meeting to give the public an opportunity to listen to and participate in the discussion and act on any next steps, as appropriate.

On a motion by Carol and Dennis, the members voted to adjourn the meeting at 12:15 p.m.

Respectfully Submitted by:  
Ed Schreier, Secretary