

MINUTES OF THE HINGHAM SCHOOL COMMITTEE

September 6, 2016

1. Call to order.

The meeting was called to order by Liza O'Reilly at 7:31 p.m.

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

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

Visitors Present: Kathleen Jordan, June Gustafson

2. Approval of Minutes.

2.1 Aylene Calnan moved to approve the minutes of the August 25, 2016 School Committee meeting; Carol M. Falvey seconded the motion.

School Committee Questions and Comments: Carol M. Falvey noted the following:

- Item 5.3: In her recollection the School Committee's practice was to "disregard" anonymous letters, as opposed to offering "no comment." The Committee confirmed that the policy language referred to "disregarding" anonymous correspondence. The minutes will be amended to reflect this language.
- Item 6.3: Regarding the Hingham High School Memorandum of Understanding, the minutes should also reflect that clarification was sought regarding some of the language.

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

It was

Voted: To approve the minutes of the School Committee Meeting held on August 25, 2016 with the above revisions.

3. Questions and Comments. None.

4. Superintendent's Report.

- Good News: Dr. Galo noted that the district's Orientation and Induction program was successful and the new teachers' evaluations relative to the program were positive. Special thanks was provided to Jennifer Driscoll of HMS and Courtney Stevenson of Foster Elementary, the Mentoring and Induction Co-Chairs, for their work in revising and improving upon a strong Induction program.
- Dr. Galo provided a large print copy of the Boston Magazine rankings of local High Schools. Hingham High School is ranked thirteenth (13th) out of the top 50 high schools ranked – the highest rating Hingham High School has received. Further, Dr. Galo noted that a few weeks ago the Newsweek rankings of top high schools in the nation was released and out of the 500 nationally ranked high schools, Massachusetts had 18 schools on the rankings. Hingham High School was ranked seventh (7th) out of the MA schools, and ranked 104th nationally.
- Dr. Galo noted that the opening of schools for students in grades 1-12 went well. John Ferris noted that, overall, the busses ended up running about 5 minutes late and that there were no unusual, significant first-day issues.
- Dr. Galo provided the Committee an updated and hand-annotated enrollment projection, noting that firmer numbers will be collected on Monday, September 12 once kindergarten is in session. Overall, elementary, middle, and high school enrollment is down slightly. Discussion ensued relative to the reasons that, in particular, elementary enrollment may be down.

- Hiring/Vacancy Update: Dr. Galo noted that two unanticipated resignations were received last week and, in both cases, the individuals will be staying on for a while to ensure a consistent transition. Two vacancies remain in the maintenance department and a number of paraeducator positions were filled in late August. Interviews for the Central Office Assistant position have been conducted and finalists are being selected (a total of 152 people applied for the position). Dr. Galo also distributed an overview of the coaching staff, noting that all vacancies have been filled.

5. Communications.

5.1 Communications Received by the Superintendent: Dr. Galo noted:

- A letter from State Senator Patrick O'Connor regarding the receipt of a security grant for Hingham that had been included (thanks to the initiative of former Rep. Garret Bradley) as part of the FY 2017 State Budget.
- Additional facilities updates provided by Doug Foley.

5.2 Student Communications: Liza O'Reilly noted that Brad Patterson was at soccer practice and therefore not in attendance. She plans to invite him (as a student representative) to sit in on departmental presentations and share his thoughts throughout the year.

5.3 Other Communications:

- There will be an Ethics Training on September 13th. Members new to the School Committee are encouraged to attend.
- The School Committee received another anonymous letter. Following School Committee Policy it must be disregarded.

6. New Business.

6.1 The Committee heard a report on the Kids in Action program for 2015-2016: Kids in Action Director Kathy Jordan was in attendance and provided a review of the Kids in Action Program. Ms. Jordan noted that the KIA program is celebrating its 30th year during the 2016-2017 school year and reviewed the programmatic offerings to promote self-esteem and positive social-emotional development, which is at the core of the KIA program. Ms. Jordan gave an overview of the programs offered throughout the district and commented on the enrollment numbers this year as compared to last year. Financially, Ms. Jordan noted a surplus coming into FY17 and discussed the positive experiences the program has had relative to both tuition and collections management. The Committee asked questions in reference to the composition of KIA staff titles and professional development training, and encouraged Ms. Jordan to continue to explore potential Middle School offerings and programming in the coming years. The Committee thanked Ms. Jordan for her presentation and the information she provided.

6.2 The Committee received the PreK-5 curriculum flyers for 2016-2017 with comments on changes from 2015-2016: Dr. LaBillois provided an overview of the memorandum included in the packet outlining the changes to the PK-5 Curriculum Summary documents. No changes were made to PK, with K-5 being updated to include reference to the revised Massachusetts Comprehensive Assessment System (MCAS 2.0) and to include reference to the new Journeys English/Language Arts program. Further, grades 3-5 were updated to include reference to "projected" subtests of the assessment and, in grade 4, reference was made to the potential of online assessment. Discussion ensued relative to the status of online assessment and the Commonwealth's expectation that students in grades 4 and 8 will engage in online assessment. Dr. Galo noted that the district received a memorandum earlier in the day outlining the testing specifications needed. She noted that Dr. LaBillois will prepare a recommendation for School Committee discussion and approval at the next meeting, following discussions with a number of key stakeholders. Dr. LaBillois will also provide classroom teachers, who will be distributing the Curriculum flyers at upcoming open houses, a memorandum outlining the status of online assessment in case there are questions from parents.

- 6.3 The Committee received the proposed School Committee Special Reports Calendar for 2016-2017: Dr. Galo reviewed the provided calendar of reports and presentations for the 2016-2017 school year. Presentations will include the Art Program Review (left over from last year), the Kindergarten Evaluation Report, the Social Studies and Business Program Review, and the Annual Facilities Update. The Committee discussed holding meetings in the school buildings. Dr. Galo outlined the history of this practice and noted that while it may be something to consider for the 2017-2018 school year, it may be too ambitious for this school year. The Committee further requested, when the High School Testing and Placement Report / HHS School Council report is given in December, that there is an update on the GPA issue.
- 6.4 The Committee discussed the agenda for the September 17 School Committee planning session: The Committee discussed the upcoming School Committee Planning Meeting scheduled for September 17, 2016. Liza O'Reilly noted that the Committee's leadership collaborated on the agenda and began by looking at the meeting held last school year. The preliminary agenda was then reviewed and Chairwoman O'Reilly noted that the goal of the planning meeting is to build consensus on key issues facing the district, rather than decision-making, and to focus in on some key objectives for the year. The Committee was asked to use the provided chart to outline their priorities and to send it to Dr. Galo no later than Monday, September 12, 2016. Dr. Galo said that she would distribute the form electronically to all Committee members. Chairwoman O'Reilly noted that any feedback on the draft agenda was welcomed.
- 6.5 The Committee received a final draft of the proposed Strategic Plan for 2016-2021 and discuss the process for School Committee and other constituent feedback and plans for development of the Year One Action Plan: Dr. Galo outlined the process used to devise this five-year strategic plan. The process involved feedback from Senior Leadership, School Councils, School Committee discussion, and then more refined work with the Leadership Team. Dr. Galo noted that the draft contains a vision, the district's mission, and five goal categories with a number of initiatives under each goal. Dr. Galo asked the committee to provide as much feedback as possible regarding the draft document.
- 6.6 The Committee received a planning summary from the Technology Task Force: Dr. Galo presented a PowerPoint presentation that provided an overview of the work completed by the Technology Task Force during the 2015-2016 school year. Dr. Galo provided an overview of the challenges and user concerns, then reviewed the results of a student technology survey. The unique needs, both programmatically and staffing, of each level were reviewed, as well as a discussion of new resources and tools being rolled out during the 2016-2017 school year. Dr. Galo then presented an overview of things to watch for in technology in the coming year. The Committee will be provided with the appendices and funding plan associated with the technology plan. Committee members asked questions about Chromebook insurance, communication of the HHS Technology Plan, the difference in technology expectations at HHS vs. that at HMS, and whether we should consider asking people to donate unused laptops for use at HHS.
- 6.7 The Committee heard a final Preliminary Assessment Update: Dr. Galo handed out two additional slides to add to the previously presented Preliminary Assessment Update. The additional slides summarized the real day-to-day issues and initiatives that competed with Administrator time and energy last year, and provided a preview of the issues that may be impacting Administrator time and energy as we look ahead to 2016-2017.
- 6.8 The Committee received notification of the appointments of Andrew K. Nyamekye, Metco Director; Michelle Barry, Grade 5 teacher at East School; Jamie von Freymann, School Nurse at

HMS; James Conley, Social Studies teacher at HHS; Allyson Flynn, School Psychologist at HMS; and Kaitlin Hall, Special Education teacher at South School.

- 6.9 The Committee received notification of the appointments of paraeducators Jessica Anderson, Elizabeth Boback, and Nicole Devilly at South School, Kathleen Koenen at HMS and Chloe Lemair at Foster; Food Service Technicians SheriLynn Biagini and Joyce License at HHS, and Maria Burke at PRS; all effective August 31, 2016; and Custodian Michael LaFavre at HHS, effective August 15, 2016.
- 6.10 The Committee received notifications of the following lane changes effective September 1, 2016: Mary Andrews to M60, Step 12; Jacqueline Beaupre to M30, Step 4; Allison Clarke to M60, Step 13; Linda Corson to M30, Step 13; Patrick Doerr to M15, Step 4; Eileen Farrell to M30, Step 5; Andrea Feeney to B15, Step 2; Courtney Foley to M, Step 4; Steven George to M30, Step 13; Eric Gill to M30, Step 10; Casey Giordani to M60, Step 13; Gregory Griffin to M15, Step 8; Benjamin Louchheim to M30, Step 9; Tiffany Mahoney to M15, Step 6; Caroline McCormick to M30, Step 4; Erin McGrath to M60, Step 13; Elizabeth Moore to M30, Step 4; Erica Ouellette to M15, Step 5; Heather Perine to M30, Step 8; Elizabeth Perkins to B15, Step 4; Kayla Pravia to B15, Step 3; Laurie Resmini to M30, Step 9; Michelle Shapiro to M15, Step 6; Laura Shepard to M30, Step 9; Joseph Tarantello to M15, Step 7; Alisa Valley to M60, Step 9.

Dr. Galo noted that there are more teachers advancing lanes than usual. Teachers have until September 15th to submit requests for lane changes. A final update will be provided after the September 15th deadline.

- 6.11 The Committee received notification of the resignations of METCO Coordinator Laniesha Gray, paraeducator Kimberly Ruhl of HMS, KIA teacher Michaela Keefe.

7. Other items as may not reasonably be known 48 hours in advance of the meeting: Dr. Galo notified the Committee of a request for a home schooled student to attend selected classes at Hingham High School. Dr. Galo noted that a home school plan for that student is anticipated in time for the next School Committee meeting.

8. Subcommittee and Project Reports.

- The Policy Subcommittee will meet September 8 at 12:30 p.m.
- Community Outreach Subcommittee will meet September 28th at 11:30 a.m.
- Legislative Liaison: Liza O'Reilly noted that she was happy to be able to comment on the MASC list-serve that the Hingham School Committee maintains an ongoing and productive relationship with the Hingham SEPAC.
- Long Range Planning Committee. The company handling the resurfacing of the track has confirmed dates. Stripping of the track is scheduled for 9/12 and resurfacing is scheduled for 9/26.

9. Adjourn to Executive Session. Not needed.

10. Adjournment.

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

It was

Voted: To Adjourn at 10:00 p.m.

Respectfully Submitted by:
Cynthia Galko