

**MINUTES OF THE HINGHAM SCHOOL COMMITTEE****October 3, 2016****1. Call to order.**

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

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

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

Visitors Present: Aisha Oppong, Alec Porter, Tony Keady, D.M. Tafe, Brad Patterson. Mark McNulty, Ted Hirsch.

**2. Approval of Minutes.**

2.1 On a motion by Aylene Calnan and seconded by Carlos DaSilva,

It was

Voted: To approve the minutes of the School Committee Planning Meeting held on September 17, 2016.

2.2 On a motion by Aylene Calnan and seconded by Kay Praschma,

It was

Voted: To approve the minutes of the School Committee Meeting held on September 19, 2016.

**3. Questions and Comments. None.****4. Superintendent's Report.**

- Dr. Galo announced that Phaedre Sassano was nominated to be a candidate for the Music Teacher of the Year award and shared the recommendation letter written by a parent/colleague.
- Dr. Galo noted that the MCAS scores from spring 2016 have been posted to the DESE website and that both the Plymouth River Elementary School and South Elementary School have been named 2016 Commendation Schools by the Massachusetts Department of Elementary and Secondary Education, both schools being recognized for high achievement. Dr. Galo further noted that MSN conducts its own annual ranking of schools. All four elementary schools and the high school were rated 9/10, with the middle school being ranked with an 8/10 on metrics such as test performance, school environment, and discipline. Plymouth River Elementary School was noted to be the outstanding elementary school in the state.

The Committee congratulated the students, faculty, staff, and administration for the hard work that has resulted in these accolades.

- Dr. Galo distributed the annual report outlining the number of secondary classes of 25 students or more in the core academic classes. Discussion ensued relative to the document and Dr. Galo noted that at the High School approximately 15% of classes in core academic subjects have enrollments of 25 or more, with 22.4% of core academic classes at 25 or more at the Middle School.
- Dr. Galo updated the Committee on the status of vacancies in the district. She noted that a candidate has been recommended for the elementary math specialist position and the maintenance vacancy has

also been filled. Dr. Galo noted that the third candidate for the Central Office Receptionist position has declined, but the search for a candidate continues.

**5. Communications.**

- 5.1 Communications Received by the Superintendent: None.
- 5.2 Student Communications: Hingham High School Senior Brad Patterson reported to the School Committee that last week about 100 senior leaders attended a leadership training thanks to HEF funding. He also updated the committee on upcoming events and reviewed the activities of spirit week and homecoming athletic competition and the Homecoming Dance.
- 5.3 Other Communications: None

**6. New Business.**

- 6.1 The Committee heard a report from East School, including the School Council Improvement Plan Update for 2015-2016 and Proposed Goals for 2016-2017. Anthony Keady, Principal of East School, presented the update to the School Committee. Mr. Keady noted that he is starting his eighth year at East School and noted that the school will revisit, review and update the school's mission and core values as is done every ten years. Mr. Keady then reviewed the goals outlined on the School Improvement Plan from 2015-2016. He noted that goals one and two have been met, while goals three and four are still ongoing. Relative to the 2016-2017 School Improvement Plan, Mr. Keady noted that the new goals have been designed to focus on academic achievement, the needs of the high-needs subgroup, a stronger home-school connection, and exploration of alternative ways to address enrichment activities in the school. The School Committee thanked Mr. Keady for his presentation and commented, in particular, on the plan to focus on critical thinking lessons with students in grade 5. The Committee also encouraged Mr. Keady to share his school's success with co-teaching with the Hingham SEPAC to celebrate successes relative to programming for students with disabilities.
- 6.2 The Committee acted on a proposed fee structure for Hingham Public Schools services that are related to the facilities pricing grid, as recommended by the School Administration and the Policy Subcommittee. Dr. Galo distributed an updated fee structure that is charged to individuals who use the district's services and/or facilities. Dr. Galo noted that the grid reflected a 2% increase on all personnel related costs, in keeping with the increase outlined in collective bargaining agreements (rounded to the nearest quarter). John Ferris, Director of Business and Support Services, noted that these increases keep up with existing contractual increases.

On a motion by Aylene Calnan and seconded by Carlos DaSilva,

It was

Voted: To approve the proposed fee structure for HPS Facilities Pricing Grid.

- 6.3 The Committee acted on a proposed fee for 2016-2017 for legal counsel for personnel matters. Dr. Galo distributed a copy of a letter written from Peter Ebb of Ropes & Gray regarding a fixed fee agreement for the 2016-2017 school year. Liza O'Reilly asked if this amount is consistent with the FY17 budget, and John Ferris responded that it is \$2,500 more than the budgeted amount. Aylene Calnan and Carol M. Falvey made comments of clarification that the fee is not a retainer but a fixed fee, and that there are some exclusions.

On a motion by Carol M. Falvey and seconded by Cynthia Galko,

It was

Voted: To approve the proposed fee for 2016-2017 for legal counsel for personnel matters.

- 6.4 The Committee received a draft of revisions to Policy Sections 5.21-5.26 as proposed by the Policy Subcommittee. This section of the Policy Handbook has been discussed at several prior School Committee meetings, but this is the official "First Reading."

Aylene Calnan, Chair of the Policy Subcommittee, presented a draft of the updated language in sections 5.21-5.26. Additional discussion focused on policy 5.24, Computer and Internet Use, to address questions raised by the Committee relative to privacy issues. The Committee discussed whether or not technology insurance should be included in the policy, and decided that the issue of insurance would be more appropriately addressed in the procedures associated with the policy.

- 6.5 The Committee acted on the proposed budget calendar for 2017-2018. Dr. Galo reviewed the draft budget calendar for the 2017-2018 budget. Discussion ensued relative to specific dates and timing of meetings. The Committee noted that while they will be preparing a level services budget, clarity is still needed relative to the definition of that term. Carol M. Falvey noted that the budget request should be presented with a full picture of the needs of the district. The Committee further discussed the meeting dates and finalized a proposed date for the HPS walk-around of 11/19/16 with an alternate date of 12/3/16. Foster School and the Bus Depot/Gatehouse area are currently on the walk-around agenda. Liza O'Reilly suggested that it might be possible to have the pre-budget hearing meeting with the Advisory Committee Education Subcommittee on the same date as the walk-around, and Dr. Galo suggested that the Capital Outlay committee might also be included in that meeting.

On a motion by Cynthia Galko and seconded by Carol M. Falvey,

It was

Voted: To approve the proposed budget calendar with the modifications as discussed.

- 6.6 The Committee considered the proposed Budget Guiding Principles for 2017-2018. Dr. Galo distributed the proposed Budget Guiding Principles for the 2017-2018 budget development process. She noted that these principles have, generally, served as a starting point for the budget process and this year's principles have been updated to reflect current issues and needs. Discussion ensued relative to the use of the term "needs" in the document. The consensus of the School Committee was to keep the word in the document, while realizing the development of a level services budget that, again, needs clarification on the use of the term "level services." The document was updated to include reference to the Department of Public Health (DPH).

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

It was

Voted: To approve the Budget Guiding Principles for 2017-2018 with one addition, adding reference to the Department of Public Health.

- 6.7 The Committee postponed receipt of the final update on the Superintendent's goals for 2015-2016.

- 6.8 The Committee reviewed a revised draft of a School Committee resolution on Ballot Question 2. Chair Liza O'Reilly presented a draft of the resolution that had been revised based on feedback received from members of the committee. Discussion ensued relative to the function and purpose of the resolution. It was the consensus of a majority of the School Committee that the resolution is seen as a function of the Committee's duty to their constituents. Following this discussion, Chair O'Reilly read the resolution aloud.

Carlos DaSilva made a motion to accept the resolution that was seconded by Ed Schreier. More discussion ensued.

The Committee members again discussed the purpose and function of the resolution. Kay Praschma read a statement in opposition to the resolution.

Liza O'Reilly opened the floor to public comment. Mr. D.M. Tafe, spoke in favor of the resolution and expressed some of his opinions on the issue. The committee thanked Mr. Tafe for his comment. Liza O'Reilly then called the vote.

It was

Voted: To approve the School Committee resolution on Ballot Question 2. Six members were in favor with Kay Praschma opposed.

Alec Porter, President of the Hingham Education Association, thanked the Committee for their support on the issue and stated that he appreciated the time and effort undertaken to pass the resolution.

- 6.9 The Committee discussed MASC resolutions and acted on the appointment of a voting delegate to the MASC/MASS conference in November. School Committee Chair Liza O'Reilly explained that the Committee has the opportunity to send an official delegate to the meeting to enter a vote on the four resolutions proposed. She noted that the Committee will discuss the resolutions in more detail at a future meeting, but that a vote on a delegate is needed now in order to meet the MASC-imposed deadline. The MASC conference is being held from November 2-5, 2016. Carlos Da Silva and Liza O'Reilly will be attending.

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

It was

Voted: To appoint Carlos Da Silva as voting delegate to the MASC/MASS conference, with Liza O'Reilly as alternate delegate.

- 6.10 The Committee considered the home school application for Lavinia Claydon (Grade 4), Christian Claydon (Grade 2) and Eloise Claydon (Grade K). Dr. Galo recommend approval of these plans.

On a motion by Aylene Calnan and seconded by Kay Praschma,

It was

Voted: To accept the home school application of the three Claydon students.

- 6.11 The Committee received notification of the appointments of paraeducators Christine Lotano at Plymouth River School, effective September 14, 2016; Theresa Lux, Caitlyn Mann, Karen McGourty, and Lori Salamone at Foster School, effective August 31, 2016; and Colleen Roy at East School, effective September 12, 2016; Maintenance worker Mark McGahan, effective September

26, 2106; and Jessica Gillis and Judy Cheney as Assistant Teachers at Kids in Action, effective October 3, 2016.

6.12 The Committee received notification of the resignation of paraeducator Tanya Ames of Hingham Middle School, effective September 12, 2016.

6.13 The Committee received notification of the following lane changes:

Penelope Allen-Baltera to M15, Step 13; Monica Barry to M60, Step 10; Joann Bellis to M, Step 5; Emma Davey to M15, Step 6; Jennifer Driscoll to M, Step 8; Jean Dugan to M30, Step 13; Jennifer Gonzalez to M, Step 6; Lauren LaPointe to M15, Step 12; Madeline Martin to M30, Step 12; Justin Minihane to M30, Step 13; Karen Shaw to M60, Step 13; Ron Urbinati to M30, Step 13; and Jennifer Walsh to M15, Step 13.

**7. Other items as may not reasonably be known 48 hours in advance of the meeting:** None.

**8. Subcommittee and Project Reports.**

- Policy Subcommittee: Aylene Calnan reported that the subcommittee is working on an MOU between HPS and HPD and the next meeting will be held on October 12 at noon.
- Community Outreach: Cynthia Galko reported that the next meeting will be held on October 31 at 11:30am. She noted that the subcommittee will be scheduling visits to all PTO Meetings in November and will be seeking feedback from the PTOs on any issues they wish to share.
- Salary & Negotiations: Carol M. Falvey reported that the first meeting will be held on October 14 at noon to begin preparations for the upcoming bargaining with all six unions. She also noted that the Hingham Education Foundation Spelling Bee will be held on November 6 and reminded the committee that the HEF Phonation will be happening over two weekends (October 16 and 23).
- Long-Range Planning: Ed Schreier reported that the subcommittee met last week and discussed the HS roof, initial FY18 capital budget, and a request from the Hingham Little League purchase a movable set-up for the HMS baseball field. There will be more to come on all of these issues as the year progresses. He also noted that all four elementary schools have been cited by the Architectural Access Board for issues of non-compliance relative to the accessibility of the schools' playgrounds.
- Hingham Substance Abuse Prevention Group: Ed Schreier attended the meeting and noted that Dr. Galo is the official representative of the school department on the coalition. He reported that the meeting was interesting and informative and encouraged others to attend.
- Dr. Galo reminded the committee of the scheduled time for them to get HPS IDs.
- Kay Praschma reminded the Committee that the Homework Survival Guide for Parents workshop, sponsored by SEPAC under a grant from HEF, will occur on Thursday, October 6 in the HHS auditorium at 7:00PM.
- Dr. Galo reminded the Committee of Dr. Michael Thompson's talk (sponsored by HEF) on October 19 at HHS. She noted that the date for this event was incorrect in her recent communication with parents.

**9. Adjournment.**

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

It was

Voted: To Adjourn at 9:35 p.m.

Respectfully Submitted by:  
Cynthia Galko