

MINUTES OF THE HINGHAM SCHOOL COMMITTEE

September 25, 2017

1. Call to order.

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

Members Present: Michelle Ayer, Carlos Da Silva, Cynthia Galko, Liza O'Reilly, Kay Praschma and Ed Schreier.

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

Visitors Present: David Riordan, Alison Janulewicz, Derek Smith, June MK Gustafson, Emma Quilty, Kevin Quilty, Carol Falvey, Kerry Ni, Rick Swanson, Aisha Oppong, Courtney Orwig, Jennifer Doan, Jaime Kenney, Mary Power, Sharon Bennett

2. Approval of Minutes. None

3. Questions and Comments. None

4. Superintendent's Report.

Dr. Galo began by acknowledging the writing of 7th grade ELA teacher at HMS, Ms. Rea Cassidy. Ms. Cassidy's letter, regarding writing in ELA classes, appeared in the September 17, 2017 edition of the *Globe South*. Further, another letter from a community member complimenting Ms. Cassidy's letter was also included in the packet.

Dr. Galo directed the Committee's attention to a letter in the packet that was received from a parent in another community complementing our cross country team relative to their assistance of an athlete from the other team at the meet.

Dr. Galo shared the district enrollment as of 9/11/17. Dr. Galo also shared the enrollment as of last May to provide comparisons for the Committee.

Dr. Galo shared a brief review of the proposed timeline for the Foster School Principal Search. Discussion ensued. A final version of the search timeline will be provided to the Committee as soon as possible.

5. Communications

5.1 Communications Received by the Superintendent: Dr. Galo noted that Hingham CARES will be hosting a showing of "If They Had Known" on 9/27/17 at Hingham Middle School. The showing will begin at 4:30 p.m. and will be followed by a panel discussion.

5.2 Student communications Hingham High School Student Council Representative Emma Quilty introduced herself to the Committee and noted that she is a sophomore at HHS and involved in a number of clubs and activities. Emma shared an update on the performance of our students during fall sports and on the fall musical, *Chicago*. Emma also updated the Committee relative to the on-site visit of the NEASC Accreditation team, student fundraising efforts, and the results of the freshmen student council elections.

- 5.3 Other Communications: Dr. Galo reminded the Committee of the Annual Ethics Training to be held in Town Hall on the evening of September 26, 2017.

School Committee Chair Liza O'Reilly noted that the School Committee received a letter on Friday regarding the status of the outside evaluation of the middle school Special Education program. She noted that the Special Education Subcommittee would be holding a meeting to discuss the letter, and that the Committee was not prepared to discuss the letter at this meeting due to the Administration's and School Committee's commitments this weekend relative to the NEASC visiting team.

6. New Business

- 6.1 The Committee acted on the ratification of the proposed Memorandum of Agreement with the HEA, Unit A. School Committee Chair Liza O'Reilly noted that the School Committee has reached a collective bargaining agreement with the HEA Unit A. The compensation package contains an across the board increase of 2% in year 1, a new salary scale in year 2 that includes 2% to the top of the scale with a smoothing out of the step increases across the matrix, and another 2% across the board increase in year 3, along with incremental longevity payments beginning in year 2 for teachers after year 15. All stipends were also increased by 2%. In addition to compensation there is a new paid parental leave benefit, as well as adjustments made to the sick leave bank procedures.

The School Committee thanked all parties involved, as well as those members of the Central Office who are a part of the Committee's negotiations team.

Board of Selectman Chair Mary Power thanked the School Committee for their hard work in establishing a more sustainable package. She went on to comment on the good outcome of the process and noted her pleasure at being present for the vote.

On a motion by Carlos DaSilva and seconded by Kay Praschma,
It was

Voted: To ratify the HEA Unit A Memorandum of Agreement for 2017-2020.

- 6.2 The Committee received the Hingham Middle School Improvement Plan for 2017-2018 and an update of the 2016-2017 plan progress. Hingham Middle School Principal Mr. Derek Smith opened the presentation with a review of the 2016-2017 School Improvement Goals. Goal one focused on the exploration and implementation of general education interventions. Some progress was noted relative to supports in grade six, with this coming year to focus on grades 7 and 8. The second goal focused on the implementation of MCAS 2.0 and was noted to have been met. Goal three focused on the expansion of trainings and supports relative to social-emotional supports and services. Mr. Smith noted the work under way relative to the HTSS: Social-Emotional task force and noted that the goal will continue into this year. The fourth and final goal focused on enhanced transition activities for students entering grades 6 and 9.

Mr. Smith opened the presentation to discussion and discussion ensued relative to the metrics employed to measure progress on goal one.

Following the discussion, Mr. Smith presented the goals of Hingham Middle School for the coming year. Looking ahead, the Middle School will focus on the development of a safe and secure physical environment for students and teachers, the mathematics achievement of all students, the social-emotional supports provided to students, and the enhancement of home-school communication and connection for students and families.

Discussion ensued relative to the goals of the coming year. Discussion focused on the action steps involved in goal two (focused on mathematics achievement) and the need for quantifiable metrics of success in their regard. Discussion also touched on patterns and trends coming from the use of the transition room.

HMS Assistant Principal Alison Janulewicz then reviewed the online testing environment for MCAS 2.0 and spoke to the school's implementation of online assessment last year and looking ahead to this year.

The Committee thanked the HMS administration and staff for the presentation and information.

- 6.3 The Committee reviewed discussions from the September 9, 2017 School Committee Planning meeting and discussed a draft of School Committee goals for the 2017-2018 school year. School Committee Chair Liza O'Reilly noted that the Committee held their annual planning meeting on September 9, 2017. Most of the time, it was noted, focused on "big picture" items and financial planning. School Committee goals for this year were also discussed. Ms. O'Reilly noted that the purpose of the discussion this evening was to gain consensus on the goals for the coming year. She reviewed the goals document with the committee and then reviewed each subcommittee goal. Ms. O'Reilly noted that this was the first time the Committee had established annual goals.

A member of the audience inquired whether the public would see more a more detailed plan with target completion dates. Liza O'Reilly responded that exact dates would be variable depending on the nature of the goal and she would like to work on the five-year financial vision at the December 2017 School Committee meeting.

- 6.4 The Committee received the list of Student Activities at Hingham High School to be operational and active for the 2017-2018 school year.

Director of Business and Support Services John Ferris provided an overview of the Student Activities at Hingham High School to be operational and active for the 2017-2018 school year.

Discussion: Michelle Ayer asked whether this list was set for perpetuity; John Ferris responded that the list will be updated annually.

On a motion by Cynthia Galko and seconded by Carlos Da Silva,
It was

Voted: To approve the list of Student Activities at Hingham High School for the 2017-2018 school year.

- 6.5 The Committee received the list of Student Activities at Hingham Middle School to be operational and active for the 2017-2018 school year.

On a motion by Cynthia Galko and seconded by Michelle Ayer,

It was

Voted: To approve the list of Student Activities at Hingham Middle School for the 2017-2018 school year.

- 6.6 The Committee received information about DECA, a new pilot club at Hingham High School for operation to commence during the school year 2017-2018 without a paid advisor.

On a motion by Cynthia Galko and seconded by Kay Praschma,

It was

Voted: To approve the pilot club, DECA, for the 2017-2018 school year.

- 6.7 The Committee received and reviewed the proposed Budget Calendar for FY19. Further discussion on the calendar was postponed so that Aylene Calnan could take part.
- 6.8 The Committee received and reviewed the proposed Budget Guiding Principles for FY19. Cynthia Galko inquired as to the reasoning behind the removal of the mention of the Department of Public Health (DPH). After some discussion it was decided to leave the reference in the document.
- 6.9 The Committee heard the Administration's plan for MCAS 2.0 online testing for Spring 2018. Assistant Superintendent Dr. LaBillois reviewed the district's intent to administer MCAS 2.0 online in all grades 3-8 in ELA and mathematics during the 2018 spring administration. Dr. LaBillois reviewed the memorandum outlining the district's decision (included in the packet) and answered questions relative to the district's preparedness for online administration.
- 6.10 The Committee heard an overview of the upcoming Superintendent evaluation process. School Committee Chair Liza O'Reilly reviewed the process for the evaluation of the Superintendent of Schools. Each individual Committee member will complete an individual evaluation of the Superintendent of Schools and will use the Superintendent's job description and Self-Directed Growth Plan as the basis of the evaluation. All individual evaluations are then to be submitted to the Chair for compiling. The Chair will then create a summary evaluation document that incorporates the feedback of all members. The Committee will then review and vote on the summary evaluation.

On October 10, 2017 Dr. Galo will provide an update on her goals. October 23, 2017 is the deadline for individual evaluations to be submitted to the Chair, with the summary document being shared, discussed, and voted on during the November 6, 2017 Committee meeting.

- 6.11 The Committee received notification of the overnight field trip of Hingham High School foreign language students to Spain on April 12-20, 2018.
- 6.12 The Committee received notification of the following appointments: HMS Paraeducators Lisa Devine, Ashley Elliott, Colleen Squatrito and Emily Curtin, all effective September 5,

2017; Shantae Smith, METCO Bus Monitor, effective September 12, 2017; and Karen Bausemer, East paraeducator, effective September 20, 2017.

6.13 The Committee received notification of the following advancements on the salary scale, effective September 1, 2017: Timothy Ciolkosz to M30 , Step 7, Eugene Buczynski to M60, Step 13; Justin Minihane to M60 , Step 13; Meryl Vella to M60, Step 13; Tracy Blake to M30, Step 5; Patrick Doerr to M30, Step 5; Jennifer Driscoll to M15, Step 9; Andrea Feeney to M, Step 3; Maureen Fish to M15, Step 9; Lori Lacks to M30, Step 11; Maribeth Lalli to M30, Step 13; Amy Marconi to M15, Step 9; Heather Murphy to M30, Step 13; Erica Ouellette to M30, Step 6; Elizabeth Perkins to M, Step 5; Meghanne Quirk to M15, Step 8; Heather Sullivan to M60, Step 13; and Mark McCulloch to M, Step 7.

7. Other items as may not reasonably be known 48 hours in advance of the meeting. Dr. Galo shared a report from the AASA relative to legislative advocacy.

8. Subcommittee and Project Reports

Special Education: Liza O'Reilly will be scheduling a meeting to follow-up on the middle school evaluation and do an update on the working plan chart and next steps. Michelle Ayer and Liza O'Reilly went to last SEPAC meeting. Two recent SEPAC Board Member resignations were noted, and outreach to school principals was noted to be going well.

Long-Range Planning: The Foster School Building Committee held an organizational meeting and more information will be available for the October 10, 2017 School Committee meeting.

Salary & Negotiations: Will be meeting tomorrow.

Community Outreach: Will be meeting on October 26, 2017 to hear from a potential vendor for website improvements. The meeting will begin at 11:15 a.m. and all members of the Committee were invited to attend.

Policy: The subcommittee is scheduled to meet with John Ferris in early October to review Section 4. The Committee has received a few requests for dedications/memorials, and will be working through an efficient process to deal with those.

Audience members inquired whether the Committee will be discussing an update of the Middle School Special Education Evaluation. School Committee Chair Liza O'Reilly said they would not and that the issue will be addressed by the Special Education Subcommittee.

9. Adjournment

It was decided that an Executive Session was not needed.

On a motion by Cynthia Galko and seconded by Carlos Da Silva,
It was

Voted: To adjourn at 10:03PM.

Respectfully Submitted by:
Cynthia Galko