

**MINUTES OF THE HINGHAM SCHOOL COMMITTEE**  
**January 8, 2018 7:30 PM**  
**SCHOOL DEPARTMENT CONFERENCE ROOM**

**1. Call to order.**

The meeting was called to order by School Committee Chair Liza O'Reilly at 7:32 p.m.

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

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

Visitors Present: Derek Smith, June MK Gustafson, Andrew Hoey, Rick Swanson, Dan Coughlin, Tony Keady, Melissa Smith, Debbie Stellar, Erica Pollard, Mary Andrews, Raymond Estes, Aisha Oppong, George Danis, Katie Roberts, David Jewett.

**2. Approval of Minutes.**

2.1 On a motion by Aylene Calnan and seconded by Carlos Da Silva,

It was

Voted: To approve the minutes of the School Committee meeting held on December 4, 2017.

**3. Questions and Comments. None.**

**4. Superintendent's Report. None.**

**5. Communications**

5.1 Communications Received by the Superintendent: Dr. Galo noted that the December Transition Room reports from HHS and HMS are included in the packet. The December into January Facilities report is also included

5.2 Student Communications: None.

5.3 Other Communications: Dr. Galo and School Committee Chair Liza O'Reilly received official notification from representative Meschino that the MSBA SOI window has opened for new submissions. Ms. O'Reilly also noted that a communication was received by Scott Cyr, Chair of the Town Green Committee, regarding some possible upcoming town meeting votes. The Long-Range Planning subcommittee will follow-up on this. The Committee also received an invitation from HHS Special Educator Nicole Piantes regarding the upcoming Impact Ability ceremony and celebration at HHS.

**6. Unfinished Business**

6.1 The Committee heard a proposal for Full Day K fees for FY19. Director of Business and Support Services John Ferris prepared a proposal to increase the kindergarten fee by 2.09% (\$75), for a total fee of \$3650, which would generate an additional \$17,000 of funds. At the meeting Mr. Ferris distributed additional financial information regarding the program. School Committee Chair Liza O'Reilly and Kay Praschma cited concerns regarding the proposed tuition increase, including a lack of methodology for yearly increases, insufficient time to digest the financial information, the fact that the proposed increase does not cover the costs of the program, and that the current School Committee's position on "Free Full Day Kindergarten" has not yet been discussed. Ms. Praschma suggested a greater, unspecified increase in order to minimize the expenditure gap. Ms. O'Reilly then proposed a 2.8% increase (for a rate of \$3675). Discussion ensued.

On a motion by Carlos Da Silva and seconded by Michelle Ayer,

It was

Voted: To accept the HPS-recommended fee increase of \$75 (2.09%), making the FY19 FDK tuition \$3650.

Michelle Ayer, Aylene Calnan, Carlos Da Silva, Cynthia Galko, and Edward Schreier voted “yea,” Liza O’Reilly and Kay Prashma voted “nay.”

Aylene Calnan requested that yearly costs and expenses for FDK be made available in future years in order to assist with the decision-making process.

6.2 The Committee heard a proposal for Athletic fees for FY19 and beyond. School Committee Chair Liza O’Reilly noted that the Athletic Fees have not been increased since the Fall of 2013. Since that time, equity adjustments have been made and stipends have increased. Director of Business and Support Services John Ferris provided an overview of his proposal that included a \$25 a year increase over the next three years and an increase to the family cap. Discussion of the proposal ensued and the Committee determined that a more focused study of the issue is needed. The Committee requested more information on the issue and will re-visit the fee increase later in the spring.

On a motion by Ed Schreier and seconded by Carlos Da Silva,

It was

Voted: To table the discussion of FY19 Athletic Fees until the spring of 2018.

6.3 The Committee discussed revisions to Section 6.2 (Age Requirements) of the School Committee Policy Handbook. Policy Subcommittee Chair Cynthia Galko directed the Committee’s attention to the draft proposed, based on feedback from the first reading, and reviewed these changes. It is hoped that adding this paragraph into the policy will help clarify the expectation of age enrollment into kindergarten.

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

It was

Voted: To approve changes to Section 6.2 of the School Committee Policy Handbook.

6.4 The Committee discussed revisions to Section 4 (Fiscal Management) of the School Committee Policy Handbook. Policy Subcommittee Chair Cynthia Galko noted that no changes were made since first reading. Liza O’Reilly raised the issue of retaining quarterly reporting in sections 4.3 and 4.3.2 Discussion ensued.

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

It was

Voted: To approve changes to Section 4 of the School Committee Policy Handbook as discussed.

6.5 The Committee discussed revisions to Section 1.7 (Acceptance of Gifts and Major Fundraising) of the School Committee Policy Handbook. Policy Subcommittee Chair Cynthia Galko presented the draft of the second reading which incorporated some feedback from the Committee. She then reviewed the revisions.

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

It was

Voted: To approve changes to Section 1.7 of the School Committee Policy Handbook as presented.

**7. New Business**

7.1 The Committee discussed a possible Warrant Article for replacing the glass block windows on the high school gymnasium roof structure. Ed Schreier provided background relative to this issue. The glass block window walls in the Hingham High School gymnasium are damaged and in need of repair. Director of Business and Support Services John Ferris provided an overview of the work that was done to examine and inspect the windows. School Committee Chair Liza O'Reilly noted that this information has been shared with the Board of Selectmen and the ACES chair. The Committee will work with everyone to make people aware of this issue as soon as possible and discussed the best way to fund the project.

7.2 The Committee discussed any additional Town Meeting Warrant Articles that the School Committee may want to submit. There are none at this time.

7.3 The Committee heard an overview of the FY'19 Operating Budget. Dr. Galo began her presentation by first reviewing the FY'19 budget process. Dr. Galo then reviewed the FY'19 budget comments and challenges, and then went into a review of Kindergarten and K-12 enrollment across the district. Dr. Galo then reviewed the working draft proposals for the FY'19 budget, reviewing those requests that are in the base budget, those new requests considered to be level services that are in the base budget, those new requests that are relative to new services but are not in the budget, and those new proposals that can be justified but are not recommended at this time. Dr. Galo presented a preliminary FY'19 budget reflecting a 6.1% increase of \$52,800,171.

Dr. Galo then reviewed the specific requests within budget lines Function 1100 School Committee, Function 1120 Administration, Function 2200 Principals, Function 2300 Teaching, Function 2350 Professional Development, Function 2400 Textbooks, Function 2410 Instructional Equipment, Function 2450 Instructional Technology, Function 2500 Library, Function 2700 counselling, Function 2800 Psychological Services, Function 3200 Health Services. Discussion of the specific requests for each function ensued.

7.4 The Committee discussed the scope of proposals from Stackr Discovery Project (Communications Technology). Chair of the Community Outreach Subcommittee, Kay Praschma, explained the Discovery process, whereby the Committee would learn more about the needs of the community relative to the website and the district's digital presence. Stackr has provided three proposals, at the district's request, for review. Discussion ensued. The Committee would like to see a webmaster focus group included in the package, and felt that the proposal could include less phone interviews. Discussion also went into the amount of funds the Committee would like to expend on this initiative.

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

It was

Voted: To approve funding of the Stackr Discovery Project to not exceed \$8,000, with more emphasis on focus groups rather than phone interviews if appropriate, and to include the webmaster focus group.

7.5 The Committee received notification of the appointment of Gayle Shea, Family and Consumer Science teacher at HHS, effective January 29, 2018.

7.6 The Committee received notification of the appointments of Jared Grimm, paraeducator at HMS, effective January 2, 2018 and Kimberly Dacey, evening custodian at HMS, effective December 26, 2017.

7.7 The Committee received notification of the resignations of Sarah McMahon, Kids in Action teacher, effective November 27, 2017 and Laura Davidson-Kennedy, lab technician at HHS and HMS, effective December 20, 2017.

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

**9. Subcommittee and Project Reports**

Carlos DaSilva noted a Hingham Sports Partnership event at The 99 in Hingham and expressed his appreciation for the focus The 99 has put on highlighting local events.

Policy: More information about the Transition Room data will be forthcoming

Special Education: A meeting was held before the winter break. SEPAC is meeting on Wednesday, January 10 to hear Dr. Galo's review of the proposed Special Education budget. An update on the work plan will be rescheduled. Dr. Galo noted that she, Dr. LaBillois, Mr. Ferris and Ms. Kurlan met with a small group of Special Education parents regarding the HPS interface with other service providers.

Community Outreach: The next meeting is scheduled for January 29, 2018 at 11:15 a.m.

**10. Adjournment**

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

It was

Voted: To adjourn to Executive Session at 10:48 p.m.

Michelle Ayer - yea  
Aylene Calnan - yea  
Carlos Da Silva - yea  
Cynthia Galko - yea  
Liza O'Reilly - yea  
Kay Praschma - yea  
Edward Schreier - yea

Respectfully Submitted by:  
Cynthia Galko

## Documents Included in Meeting Packet

1-8-18 Agenda.pdf 

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1-8-18 Annotated Agenda.pdf 

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Item 2.1 12-4-17 Minutes.pdf 

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Item 5 Snow Communication.pdf 

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Item 5.1 MSBA SOI Email.pdf 

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Item 5.3 Facility Dept December 2017 Report.pdf 

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Item 5.3 Facility Utility December 2017 Report.docx 

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Item 5.3 TR HHS Charts 12-2017.pdf 

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Item 5.3 TR HHS Report 12-2017.pdf 

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Item 5.3 TR HMS Charts 12-2017.pdf 

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Item 5.3 TR HMS Report 12-2017.pdf 

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Item 6.1 FDKTuition.pdf 

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Item 6.1 FDKTuitionRates.pdf 

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Item 6.1 FY18 sliding scale.pdf 

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Item 6.1 Letter on Full Day K Fees January 2018.pdf 

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Item 6.2 Letter on Athletic Fees 2018.pdf 

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Item 6.4 SC Policy Manual Section 4 changes 12-12-17.pdf 

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Item 7.1 Inside Gym View 2018.jpg 

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Item 7.1 Roof View 2 2018.jpg 

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Item 7.1 Roof View 3 2018.jpg 

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Item 7.1 Roof View Block Windows 2018.jpg 

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Item 7.3 FY19 Budget Message.pdf 

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Item 7.4 Stackr.pdf 

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Item 8.1 Policy 6.2 Revision 1-8-18.docx 

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Item 8.1 Policy 6.2 Revision 1-8-18.docx 

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Item 8.2 Policy 1.7 DRAFT revision 1-8-18.docx 

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Item 8.3 1.7 Procedures Acceptance of Gifts and Major Fu...

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Item 10.0 Agenda Budget Work Session I .pdf 

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Item 10.1 12-4-17 SC Executive Session Minutes .pdf 

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