

MINUTES OF THE HINGHAM SCHOOL COMMITTEE
December 18, 2017 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 7:34 p.m. Ms. O'Reilly noted the passing of Bill Lawton, a long-time employee, and expressed sympathy on behalf of the Committee.

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: Emma Quilty, Kevin Quilty, June MK Gustafson, Aisha Oppong

2. Approval of Minutes.

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

It was

Voted: To approve the minutes of the joint School Committee and Advisory Committee Education Subcommittee meeting held on December 12, 2017.

3. Questions and Comments. None.

4. Superintendent's Report.

Dr. Galo shared an update on the kindergarten enrollment discussion and noted an informational forum scheduled for January 9, 2018 at 7:00 p.m. in the Town Hall. Dr. Galo also shared with the Committee that seven of our middle school students were honored for their essay writing as a part of the VFW Patriots Pen Essay Content, and HHS senior Dylan Davis will be honored for his work on the Normandy Institute - Sacrifice for Freedom Silent Hero Project.

Dr. Galo shared that she has received a request from HHS Principal Rick Swanson and the HHS School council to make a slight change to the district's discipline code to better align consequences between HHS and HMS. Discussion ensued and HHS will notify all parents of this revision.

Dr. Galo shared the December enrollment report with the Committee. Discussion ensued and Dr. Galo will review the report to determine if there is a discrepancy relative to October's enrollment (there looks to be a reduction of 5 students from October).

The Committee discussed the Discovery process with Stackr to determine website/communication needs from the community. Dr. Galo noted that the district could absorb this cost due to changes in personnel. Dr. LaBillois will reach out to Stackr to begin the proposal review process.

5. Communications

5.1 Communications Received by the Superintendent. Dr. Galo notified the Committee of a notification received from the DESE regarding the Tiered Focused Monitoring Review (was previously referred to as the CPR – Coordinated Program Review). District staff will receive training on beginning the self-assessment process.

5.2 Student Communications: HHS Student Council Representative Emma Quilty was in attendance and updated the Committee on a number of student activities including college acceptances, winter sports,

the continuing work of the Mentor group and the upcoming Chinese exchange and holiday sweater event.

- 5.3 Other Communications: Dr. Galo shared an updated report from the HHS and HMS Transition Room and noted that an Administrative Intern would be conducting an analysis of concussion trends over time for Committee review. Dr. Galo also shared the most recent Facilities report for the district, noting that the heat at Foster remains a concern and HHS has had another boiler issue.

6. New Business

- 6.1 The Committee discusses fees for FY19 (KIA, HPS Integrated Pre-K, FDK, and Athletics). Director of Business and Support Services, John Ferris, proposed a 4% increase for the Kids in Action Program and further explained that rates are still below market for comparable services in the community. Director Ferris further proposed a 2.5% increase for the PreKindergarten tuition.

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

It was

Voted: To approve the fees for Kids in Action for FY19.

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

It was

Voted: To approve the fees for Pre-kindergarten for FY19.

Discussion relative to the prekindergarten tuition ensued. A request was made for more information relative to PK enrollment over the years. Discussion relative to the recommendation for an increase to the kindergarten tuition ensued. Dr. Galo noted that the full-day kindergarten presentation from a number of years ago was provided in the packet and explained that it would give more insight into how the initial tuition rate was set. The Committee requested a proposal for a tuition increase based on costs for the next meeting, and briefly discussed the idea of funding Full-Day Kindergarten.

Director Ferris explained that the expended costs of athletic has been increasing and he will be ready to provide a recommendation at the next Committee meeting.

- 6.2 The Committee continued review of materials that support the HPS 5 Year Vision. Chair Liza O'Reilly noted that when the Committee met with ACES some basic information about HPS and some historic budget information was shared. Liza O'Reilly will also reexamine historic trends in Special Education spending. She encouraged any other Committee member to provide comments or feedback at the upcoming Budget Workshop sessions. Carlos DaSilva requested that Solar Power be added to the Innovate / Looking Forward section of the vision.

7. Unfinished Business

- 7.1 The Committee discussed the Foster School SOI update from MSBA. Chair Liza O'Reilly informed the Committee that the district has been notified that the Statement of Interest relative to the Foster School Building Project was not selected for funding this year through the MSBA. Discussion relative to re-applying to the MSBA to fund the Foster School Building Project ensued.

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

It was

Voted: To resubmit an SOI for Foster School to MSBA in the Spring of 2018.

- 7.2 The Committee received proposed revisions to SC Policy Handbook Section 4 (Fiscal Management). Policy Subcommittee Chair Cynthia Galko noted that the subcommittee has been working to revise Section 4: Fiscal Management. Director of Business and Support Services John Ferris reviewed the draft and made some edits. There were also revisions to the Student Activity Account Procedures, although these do not require a vote of the Committee. Discussion ensued and revisions were suggested in sections 4.2.3, 4.2.6, 4.3 and 4.3.2
- 7.3 The Committee received proposed revisions to SC Policy Handbook Section 6.2 (Age Requirements). Policy Subcommittee Chair Cynthia Galko revised the revised language to Policy 6.2. Discussion ensued and several suggestions were made.
- 7.4 The Committee received proposed revisions to SC Policy Handbook Section 1.7 (Acceptance of Gifts and Major Fundraising). Policy Subcommittee Chair Cynthia Galko reviewed the proposed language relative to permanent signage and the revision to replace the third paragraph of the policy. School Committee Chair Liza O'Reilly requested that the Procedures for section 1.7 be included in the packet for the next meeting.
- 7.5 The Committee reviewed the FY19 Budget Calendar and upcoming School Committee dates and responsibilities. Dr. Galo requested to revise the date that the administration submitted to preliminary budget to the Committee to January 2, 2018. The Committee acquiesced to the request and School Committee Chair Liza O'Reilly reviewed the dates of the upcoming budget meetings.
- 7.6 The Committee received notification of the overnight field trip of High School students to the Dominican Republic on February 15 to 22, 2019 (or February 16 to 23, 2019, depending on flights).

8. Other items as may not reasonably be known 48 hours in advance of the meeting. Dr. Galo updated the Committee on the implementation of the SBRIT verbal screening that is mandated by Massachusetts Regulations and the Department of Public Health.

9. Subcommittee and Project Reports

Special Education: Next meeting to be held on December 21, 2017. The Committee will be reviewing the preliminary budget when it is received and will be attending the January SEPAC meeting to hear Dr. Galo's review of the proposed budget.

Long-Range Planning: Next meeting scheduled for December 20, 2017 and an upcoming Foster School Budgeting Committee meeting, also on December 20, 2017.

Policy: Next meeting TBA

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

Salary & Negotiations: Nothing to report.

10. Adjournment


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


It was


Voted: To adjourn at 10:14 p.m.


Respectfully Submitted by:
Cynthia Galko

Documents Included in Meeting Packet


[12-18-17 Agenda.pdf](#) 

[12-18-17 Annotated Agenda.pdf](#) 


[Item 2.1 12-12-17 SC-ACES minutes.pdf](#) 

[Item 4 Code of Discipline.pdf](#) 


[Item 4 December Enrollment.pdf](#) 


[Item 4 VFW Essay Contest.pdf](#) 


[Item 5.1 Parent Email.pdf](#) 

[Item 5.1 Superintendent Communications.pdf](#) 

[Item 5.1 Tiered Focused Monitoring Review.pdf](#) 

[Item 5.3 HHS Transition Monthly Report Nov2017.pdf](#) 

[Item 5.3 HHS TRCharts November 2017.pdf](#) 


[Item 5.3 HMS Transition Room Graphs Nov. 2017.pdf](#) 

[Item 5.3 HMS Transition Room Report Nov. 2017.pdf](#) 


[Item 5.3 November 2017 Facilities Report.pdf](#) 

[Item 6.1 Athletic Receipts Trend 2017.pdf](#) 


[Item 6.1 Athletics Receipts Trend 2017-Liza's notes.pdf](#) 


[Item 6.1 FY19 Proposed KIA Fees.pdf](#) 


[Item 6.1 Proposed Integrated Pre-K Rates 18-19.pdf](#) 

[Item 6.2 Basic HPS Info 17-18. 5yr vision.pdf](#) 


[Item 6.2 Budget Info.5yr vision.pdf](#) 


[Item 6.2 HPS 5 Year Financial Vision - draft 12.14.17.pdf](#) 

[Item 6.2 HPS 5 Year Vision Grid 12.14.17.pdf](#) 


[Item 7.1 MSBA Letter and Agenda.pdf](#) 

[Item 7.2 4.3. 4 A Updated Student Activity Agency Accounts Procedures.pdf](#) 

[Item 7.2 SC Policy Manual Section 4 changes 12-12-17.pdf](#) 

[Item 7.3 Policy 6.2 Revision 12-12-17.pdf](#) 

[Item 7.4 Policy 1.7 Revision 12-12-17.pdf](#) 

[Item 7.5 FY 19 Budget Calendar.pdf](#) 

[Item 7.6 Field Trip.pdf](#) 

[SCFYI AdCom calendar as of 12-9-2017.pdf](#) 