

## MINUTES OF THE HINGHAM SCHOOL COMMITTEE

January 7, 2019 at 7:00PM

School Department Conference Room, 220 Central Street, Hingham, MA 02043

### 1. Call to order

The meeting was called to order by Chair Michelle Ayer at 7:00 p.m. Chair Ayer announced that the meeting is being recorded and televised by Harbor Media.

Members Present: Michelle Ayer, Carlos Da Silva, Libby Lewiecki, Kerry Ni, Liza O'Reilly, Kay Praschma, and Ed Schreier

Central Office Present: John Ferris

Visitors Present: Kathleen Jordan, Elizabeth Wilcox, Sara Abbott, George Danis, Joshua Ross, Jen Benham, Evan Sheehan, Carol Falvey, Aisha Oppong, June MK Gustafson, Linda Hill, Raymond Estes, Adrian Duncan.

### 2. Approval of Minutes

2.1 On a motion by Liza O'Reilly and seconded by Ed Schreier,

It was

Voted: To approve the minutes of the School Committee Meeting held on October 15, 2018 with one edit – change the spelling of NEFCure to NEPHCure.

2.2 On a motion by Liza O'Reilly and seconded by Ed Schreier,

It was

Voted: To approve the minutes of the School Committee Meeting held on November 5, 2018

2.3 On a motion by Liza O'Reilly and seconded by Ed Schreier,

It was

Voted: To approve the minutes of the School Committee and Long Range Planning Subcommittee meeting held on December 1, 2018

2.4 On a motion by Liza O'Reilly and seconded by Ed Schreier,

It was

Voted: To approve the minutes of the School Committee Meeting held on December 18, 2018

2.5 On a motion by Liza O'Reilly and seconded by Ed Schreier,

It was

Voted: To approve the minutes of the School Committee Meeting held on December 20, 2018 with edits to sections 2 and 3.

### 3. Questions and Comments None.

#### **4. Superintendent's Report**

- January 1, 2019 Enrollment. John Ferris gave the superintendent's report. Kindergarten enrollment as of 1/2/2019 is up by 14 students since the Oct. 1 figures.
- Kids in Action Report for 2018. John Ferris noted that Kathy Jordan and Jacquelyn Sansone were attending and would be available for any questions. He noted the report shows the financials and that Kids in Action had a good year. FY18 came in positive by \$47,000. Enrollment started out around the same number as the previous year. John Ferris then explained that it does slightly fluctuate on a monthly basis. He expects KIA to continue to make revenue and pay back the operating budget. It is to note that KIA does not subsidize the operating budget since certain items are provided (i.e., transportation, space, heat, etc.) It is the only program that pays for its employee's health insurance. The rates charged are below market rates and a great program for Hingham residents.

#### **5. Communications**

- 5.1 Communications Received by the Superintendent: South Shore Educational Collaborative's December 7, 2018 financial report is in the packet.
- 5.2 Student Communications: Student Emma Quilty had nothing to report but did want people to know if the School Committee had any specific questions, to please let her know.
- 5.3 Other Communications. Michelle Ayer commented that two students from East School are looking to start an all 5th grade read. A student plans to come to our next meeting to update us on this project.

#### **6. New Business**

- 6.1 The Committee received a draft of the proposed Superintendent Goals for November 2018 through July 2019. A draft has been proposed for Dr. Galo for the rest of the year. These are mainly transitional goals, but will not be discussed tonight as Dr. Galo is not present.
- 6.2 The Committee discussed a possible Warrant Article for a feasibility study for Foster Elementary School. John Ferris (on behalf of the School Administration) proposed a few draft warrant articles for the Committee to consider as warrant articles for the April 2019 Town Meeting. As a timeframe, these should be submitted by January 18, 2019 to meet the January 22, 2019 deadline. The School Committee submitted an article in 2017, where the town appropriated \$750,000 to cover the costs for a feasibility study of Foster School (John Ferris read the article). This article stays good forever until the voters act on it. However, in the new language, one option would be to remove the restriction (i.e., subject to MSBA acceptance). John Ferris questions whether it is advisable to change or edit the old article. A second option would be to place a "trigger" in the article. The trigger would be to submit the Statement of Interest (SOI) again. And regardless of whether we are accepted or not, the feasibility money would still be available to the School Building Committee (SBC) at the end of December 2019. This would allow us to move forward with the Foster project. Discussion ensued. Carlos Da Silva commented that the recommendation from the Long Range Planning Committee (LRPC) is to apply for the SOI again and check legal language whether we could place a "trigger" on the new article. Ray Estes from the SBC commented on the process and gave an example of what has happened in other towns when they begin the process on their own. He cautioned the School Committee when pursuing any next steps on its own. Libby Lewiecki questioned what LRPC is recommending based on the discussion she heard tonight. It was explained that tonight is only a discussion and no vote will take place. Libby Lewiecki is worried that we may eliminate ourselves from the process all together. Michelle Ayer expressed general thoughts that we should apply for the SOI for a third time and if we were not accepted, we would have the option of having this feasibility money available. This would be with the understanding that if this money is used, we should expect to

go it alone. A broader conversation is needed with other groups in town (i.e., Board of Selectmen, Advisory Committee, etc.). Liza O'Reilly stated that she is leaning towards the scenario of the trigger and to apply for the SOI a third time and if we do not get it, then go it alone. She is worried that we are risking the equity of all students if we do not do something. Construction and steel prices are going up, so there is a point that a final decision must be made. If we do the article now with the trigger, it gives us time to socialize the concepts. Kerry Ni is leaning towards removing the restriction all together. She wanted to know if there is a price differential if we go it alone and have more control over the project versus partnering with the Massachusetts School Building Association (MSBA). Ray Estes answered the question and said there may not be that large of a difference, especially when you look at rising construction costs and all the hoops you have to go through with the MSBA. Michelle Ayer asked if there is general consensus tonight? Shall we give the MSBA one more round and lift the restrictions? Ed Schreier said that we should not touch the existing article. It was agreed that a second article needs to be drafted. This article as proposed needs to be socialized and requires a two thirds vote to pass at Town Meeting.

6.3 The Committee discussed a possible Warrant Article for funding Foster School Extraordinary Maintenance Capital Expenses. The MSBA did not accept Foster into its program in December 2018. There was an emergency with heat at Foster recently, a breaker needed to be replaced as well as other work. With all of these big items in mind and possible future emergencies, and in order to buy us time and to make sure we can sustain the building without drawing on our capital, an article is proposed for extraordinary maintenance capital (FEMC) in the amount of \$350,000. This money can then be put aside and be drawn on as needed. The potential language will be reviewed by counsel. John suggested the SBC (School Building Committee) would oversee these funds to help us sustain the building. Discussions ensued. It was noted that these funds would be used for both extraordinary as well as emergency maintenance. It was questioned whether this should be under the direction of the SBC because the School Committee is legally responsible for overseeing funds for regular maintenance of the schools. Michelle Ayer commented that further discussion and drafting of this article is needed.

6.4 The Committee discussed a possible Warrant Article for replacing the clerestory windows in the high school gymnasium. Four bids for windows were received ranging from \$478,000 to \$723,000. John Ferris recommended adding a contingency of approximately 15%. He proposed a warrant article for replacing the clerestory windows in the amount of \$550,160 (low bid plus 15% contingency). He noted that the roof was evaluated and is not damaged so there is no need for roof restoration.

On a motion by Liza O'Reilly and seconded by Ed Schreier,  
It was

Voted: To approve the draft warrant article for the clerestory windows in the High School gymnasium in the amount of up to \$550,160 for the purpose of replacing the clerestory windows and completing other related work as drafted by John Ferris and confirmed by legal counsel.

6.5 The Committee received a bid for replacing clerestory windows at Hingham High School subject to approval at the April 2019 Town Meeting.

On a motion by Ed Schreier and seconded by Libby Lewiecki,

It was

Voted: To award the Clerestory Windows project at Hingham High School to GVW, Inc of East Boston in the amount of \$478,400 subject to approval of such funds at the April 2019 Town Meeting.

- 6.6 The Committee reviewed a request authorizing the Director of Business and Support Services to enter into a contract with GWV, Inc. of up to \$30,000 from the Field Revolving Account for “Shop Drawing” work associated with the High School clerestory window project. It was noted that the \$30,000 is included in the original amount of \$478,000.

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

It was

Voted: To authorize the Director of Business and Supports Services to enter into a contract with GWV, Inc. of up to \$30,000, to be secured with Field Revolving Account funds until Town Meeting article funding becomes available and to commence with “Shop Drawing” work associated with the Hingham High School Clerestory Window project.

- 6.7 The Committee discussed a possible Warrant Article for entering into leases of school buses and vans. A proposed warrant article is asking to enter a lease for a period of five years. The advantage of a five-year lease are that the operating costs are reduced by approximately \$4,000 for a big yellow bus. This is for one bus and small mini vans.

On a motion by Kerry Ni and seconded by Ed Schreier,

It was

Voted: To approve the proposed warrant article: “Will the town authorize the school department to enter into leases of up to five years for the purpose of leasing school buses and special education vans used for regular and special education transportation, or act on anything relating thereto?”

- 6.8 The Committee received an update on the Superintendent search process. Michelle Ayer explained that there are three finalists and site visits are being conducted this week. After visits and reference checks (which should be done by the end of this week), the next step would be to meet and deliberate. A meeting is scheduled with all 7 members for January 16, 2019 at 7.30 p.m. A deliberation of the finalists will take place and a vote will be made.

Question from the audience: Carol Falvey asked if the community feedback submissions from our December 20, 2019 meeting will be made available to the public. Michelle Ayer answered that they are public record, so they can be reviewed. A time and date should be set up with the chair.

Ed Schreier asked if this will be an open, posted meeting. Michelle Ayer answered yes. She noted that public comment will not be taken. Carlos Da Silva asked if there will be feedback from site-visits. Michelle Ayer said yes, especially from the leadership team and any others that attended. The School Committee cannot provide feedback to each other before the meeting or deliberation due to open-meeting laws.

- 6.9 The Committee received notification of the late night field trip of the Grade 7 and 8 Drama Club and Junior Choral Spectrum to see “King Kong” on Broadway in New York City on May 18, 2019.

- 6.10 The Committee received notification of the appointments of paraeducators Amanda Mendes at Foster School effective December 4, 2018, Frank Patarino at HMS effective November 30, 2018, and Carolyn McDonald at South School effective January 7, 2019; and of Kids in Action teacher Kristina Ziniti effective December 10, 2018.

6.11 The Committee received notification of the resignation of Jerome Ford, paraeducator at Hingham High School, effective December 20, 2018.

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

**8. Subcommittee and Project Reports**

Long Range Planning: Carlos Da Silva noted that they are looking at the Capital budget and going through the line items. They hope to have their Capital budget recommendations to present to the School Committee on the January 17, 2019.

Carlos Da Silva acknowledged and welcomed a new reporter with the *Hingham Journal*, Amy McKeever, who was present.

Michelle Ayer commented that the date that the school budget will be presented to AdCom has not yet been set.

Salary and Negotiations: Comments from legal counsel were received regarding the new superintendent contract about updates needed with regards to current laws and structure. The process has been started to update the Superintendent contract for whomever is selected.

Ed Schreier commented on the warrants that he signed that are in the packet for review.

Special Education: SEPAC meeting is scheduled for January 9, 2019 and Dr. Vinnes will be giving an update re. the Middle School report. Michelle Ayer will put it on the agenda for January 22, 2019 meeting for the School Committee to receive an update.

High School Council: Carlos Da Silva reported that a presentation was given on the bi-annual youth risk survey.

Policy: Nothing to report.

Kay Praschma asked about staggering leadership contracts and whether this is a policy issue. Salary and Negotiations will take this issue up.

Community Outreach: Kay Praschma read a memo, dated January 6, 2019, regarding a suggested social media policy for all School Committee members. Discussion ensued. All seven members commented on this. Jen Benham (South School PTO) from the audience asked whether she could still share School Committee posts and it was confirmed that they could still be shared. Kay Praschma confirmed that this agreement would only apply to School Committee members. Kerry Ni will ask a representative from the Massachusetts Association of School Committees (MASC) to attend a meeting to discuss Social Media. It was noted that the Chair of Community Outreach is also the administrator of the Hingham Public Schools page (which is the official FaceBook page of the School Committee) and posts on behalf of the entire Board.

Until MASC comes, the general consensus is that official communications are to be shared by the chair or designee. Individual members can share to their individual Facebook page or their individual School Committee page. Kay Praschma (with Community Outreach) will come up with a list of which groups we want to share posts. It was also discussed that the Community Outreach chair could send out a "heads-up to all PTO heads" about future communications.

9. **Adjournment**

On a motion by Kerry Ni and seconded by Liza O'Reilly,

It was

Voted: To Adjourn at 10:01PM.

Respectfully Submitted by:  
Kay Praschma

Documents included in meeting packet:

Memo RE: Social Media Agreement for School Committee Members

1-7-19 Agenda.pdf 

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Item 2.1 10-15-18 minutes.pdf 

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Item 2.2 11-5-18 minutes.pdf 

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Item 2.3 12-1-18 Minutes.pdf 

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Item 2.4 12-18-18 minutes.pdf 

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Item 2.5 12-20-18 minutes.pdf 

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Item 4 1-2-19 Enrollment.pdf 

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Item 4 Kids in Action Report.pdf 

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Item 5.1 SSEC 12-7-18 Report.pdf 

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Item 6.1 Proposed Superintendent Goals 18-19.pdf

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Item 6.2 through 6.6.pdf 

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Item 6.7 Warrant Article for 5 year lease.pdf 

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Item 6.9 HMS Field Trip.pdf 

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School Committee Warrant Report.docx 

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