I. Call to Order and Read the Vision Statement (6:15)
II. Public Commentary (6:17)
III. HES School Improvement Plan; Vote (6:20)
IV. Field Trip Approval; Vote (6:35)
V. Teacher Evaluation Process Review (6:40)
VI. Superintendent Report (7:10)
VII. School Building Update (7:20)
VIII. Approve Easement for New Electrical Hook Up; Vote (7:25)
IX. Grant/Donation Approval; Vote (7:35)
X. Existing Capital Plan Review (7:37)
XI. Curriculum Presentation Calendar Discussion (7:42)
XII. Policy Review; Vote (8:00)
XIII. Agenda Items (8:45)
XIV. Student Advisory Committee Topics (8:50)
XV. Committee Meeting Date Changes; Vote (8:55)
XVI. Approval of Meeting Minutes; Vote (9:00)
XVII. Liaison/Sub-committee Reports (9:05)
XVIII. Public and School Committee Comments (9:10)
XIX. Adjournment (9:15)

Agenda Items: Superintendent report, HES School Improvement Plan, Calendar, Policies, Capital Plan, Field Trip Form, Teacher Evaluation Document

Vision Statement: The Harvard Public Schools Community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national, and global communities.
Field Trip Step 1B

Out of State/Overnight Field Trip Request Form

Advisor(s): Bryce Mattie-Brown & Lisa Temio
Grade Level(s) of Students Attending Trip: 9-12
Trip Destination: UMass Amherst
Date of Departure: TBD  Time of Departure: TBD
Date of Return: TBD  Time of Return: TBD
(either March 6-8 or March 13-15 2020)
Travel Company (if applicable): N/A
Name of Contact Person:
Address:
Phone:
Cost of Trip: approx $200
Plan to address overnight stipend for professional staff:
Fundraising
Deposit Method and Due Dates:
Checks due 2/2020
Date of Parent Meeting(s):
TBD

Please fill in the information on the back side of this sheet. Please remember to fill out the regular Field Trip Information Form as well prior to departure.
**FSCHEDULE**

Registration/Check In: 3:00 to 6:00

Computer Center Concourse

Model United Nations 101 Session (Optional): 5:00 - 6:00

Computer Center 165

Opening Ceremonies: 6:30 - 7:30

Computer Center Auditorium

Committee Session 1:

Group A: 8:00 - 9:20 PM

Group B: 8:30 - 9:30 PM

Advisor Reception: 8:15 - 9:00

Medical Center 150 East Campus Center

**Saturday**

Committee Session 2:

Group A: 9:00 - 10:30 AM

Group B: 9:30 - 11:00 AM

Lunch Break: 12:00 - 1:00 PM

During all times, tours of campus will be offered to those interested

Committee Session 3:

Group A: 1:30 - 2:40 PM

Group B: 1:45 - 2:45 PM

Advisor Meeting: 3:00 - 4:00 PM

Lunch Break: 5:00 - 5:15 PM

Committee Session 4:
Out of State/Overnight Field Trip Request Form

Advisor(s): Bryce Mattie-Brown & Lisa Tenio

Grade Level(s) of Students Attending Trip: 9-12

Trip Destination: Boston (charter) for HMUN

Date of Departure: 1/30/19  Time of Departure: noon

Date of Return: 2/2/19   Time of Return: noon

Travel Company (if applicable): N/A

Name of Contact Person: ####

Address:

Phone:

Cost of Trip: approx $250

Plan to address overnight stipend for professional staff: fundraising

Deposit Method and Due Dates: checks due 1/15

Date of Parent Meeting(s): TBD

Please fill in the information on the back side of this sheet. Please remember to fill out the regular Field Trip Information Form as well prior to departure.
What is HMUN?

Harvard Model United Nations is a four-day international relations simulation for high school students held annually in downtown Boston. At HMUN, delegates gain insight into the workings of the United Nations and the dynamics of international relations by assuming the roles of world leaders and international decision makers. HMUN is an exciting opportunity for young leaders to debate the most pressing issues of the day and to draft innovative, creative solutions. Participants will develop several skills throughout this process, including but not limited to: public speaking, negotiation, teamwork, leadership, and policy crafting.

True to the spirit of the United Nations, HMUN aims to foster
Out of State/Overnight Field Trip Request Form

Advisor(s): Bryce Mattie-Brown & Lisa Temio

Grade Level(s) of Students Attending Trip: 9-12

Trip Destination: Washington, DC for NAIMUN Conference

Date of Departure: 2/13/20 Time of Departure: TBD (flying to DC)

Date of Return: 2/11/20 Time of Return: TBD

Travel Company (if applicable): N/A

Name of Contact Person:

Address:

Phone:

Cost of Trip: approx $100

Plan to address overnight stipend for professional staff:

fundraising

Deposit Method and Due Dates:

checks due 1/15

Date of Parent Meeting(s):

TBD

Please fill in the information on the back side of this sheet. Please remember to fill out the regular Field Trip Information Form as well prior to departure.
ABOUT NAIMUN

The North American Invitational Model United Nations (NAIMUN) conference is one of the oldest UN simulations for high school students in the world. Since 1963, the conference has been a forum where young students come from around the world. Three thousand high schools students convene for four days to explore various problems of the world and seek solutions through discussion, negotiation, and debate. Students simulate roles as delegates to the United Nations from a particular nation and serve as representatives of that country's policies. Students at NAIMUN are pushed to heighten their understanding of the international system through 40 mini-simulations, ranging from standard committees like the UN General Assembly and the Security Council to crisis simulations of various regional organizations, national cabinets, corporate boards, and political organizations.

The conference is organized by the Georgetown International Relations Association, Inc. (GIRA), a non-profit organization that seeks to design meaningful exchanges that inspire, educate, and empower the next generation of leaders in government, business, and international affairs. NAIMUN is staffed and managed by over 250 undergraduate students from Georgetown University, all of whom have keen interest and substantial understanding of international relations.

The NAIMUN conference has been the defacto national championship conference over the past three years, drawing top schools from across the country. No other competitive US conference has a higher ratio of top tier teams attending, edging out other major conferences...

— Frank Pobutkiewicz, All-American Model UN Program

Our Mission

For a conference of its size in a Model UN world now increasingly dominated by for-profit companies and large, hierarchical organizations, NAIMUN is unique in that all aspects of the conference – from the committee experience to the programming – are run by students for the benefit of their peers. We endeavor to provide competitive simulations and rigorous substance without losing sight of the educational and bridge-building value of Model UN as an activity. Ultimately NAIMUN belongs not only to the conference executives and GIRA, but also to the 3,200+ delegates, 200+ general staffers, and 300+ advisors who continue to make it the finest Model UN conference in the world. It is this collective spirit that has guided NAIMUN over the past 50 years and will continue to drive it in the future.
Carpe Diem (Seizing the Day)

NAIMUN is situated in the heart of Washington D.C., which means that all students are provided the chance to explore firsthand the greatness of our nation’s capital. As in years past, NAIMUN LVII will seize this opportunity and offer unparalleled out-of-committee programming experiences to all delegates. This includes and certainly is not limited to visits to foreign embassies, monuments on the National Mall, museums across the city, or even high-profile buildings like the White House or Pentagon. This prime location, if not used to the best of its potential, would be wasteful. NAIMUN recognizes this and thus provides—in the spirit of carpe diem—all delegates an unforgettable opportunity to experience all that the District of Columbia has to offer.
Out of State/Overnight Field Trip Request Form

Advisor(s): Ken Atwell

Grade Level(s) of Students Attending Trip: 11th and 12th grade

Trip Destination: Yale University

Date of Departure: September 13th  Time of Departure: 12:00

Date of Return: September 15th  Time of Return: Depending on success of teams. It would be from 12-8

Travel Company (if applicable): None

Name of Contact Person: Ken Atwell

Address: 35 Lancaster Country Road Unit 5B

Phone: 508-244-9447

Cost of Trip: $800 (hotel and tournament cost)

Plan to address overnight stipend for professional staff: Not Applicable

Deposit Method and Due Dates: Mr. Atwell’s credit card

Date of Parent Meeting(s): N/A

Please fill in the information on the back side of this sheet. Please remember to fill out the regular Field Trip Information Form as well prior to departure.
Directions: Complete the information requested below. Please include information about the history of the proposed field trip (if relevant) and travel documents (if necessary). You may attach additional sheets.

All faculty chaperones must fill out the two disclosure forms (1b and 14d) required by Massachusetts General Law. These two disclosure forms must be submitted with this sheet, and are available in the Main Office.

Purpose of Field Trip:

The purpose of the trip is to attend the Yale Invitational Debate Tournament. Last year, Bromfield attended this tournament and performed well, as the best speaker of the tournament came from Bromfield.

Trip Itinerary:
Noon 13th: Departure
5:00 13th: First two rounds
9:00 14th: More rounds
5:00 14th: Elimination rounds start
9:00 15th: More elimination rounds
Departure: When Bromfield is eliminated from the tournament
I. **School Opening**  
*Standard I: Management and Operations*

Both schools opened smoothly after two days of professional development. The professional development included special education updates, goal setting for the upcoming year, and teacher collaboration.

Several younger grades used the early evening on the PD days to host popsicle parties on the playground. These events provided families with the chance to meet the teacher in a relaxed setting before the first day of school. HES has since held their Curriculum Night with the intent to build an early relationship between the teachers and parents. The Bromfield Curriculum Night will occur next week.

II. **Special Education Needs**  
*Standard I: Instructional Leadership*

Please see the attached memos detailing our special education needs and our recommendations/plan.

III. **Stipend to Dave Woodsum**  
*Standard II: Management and Operations*

Upon my recommendation, the budget sub-committee approved the award of an $800 stipend for Dave Woodsum based on his exemplary work and problem solving over the past several months. This stipend was paid out of the $20,000 approved by the School Committee for this purpose.

I. **Middle School Ramp Options**  
*Standard II: Management and Operations*

The architects at Abacus met with an advisory group to discuss the current condition of the middle school ramp early last year. They were then tasked to develop options for consideration (see
attached). Image A includes bathrooms for the community under the ramp. Image B includes storage in that space instead. Both images increase storage underneath the bridge towards the roadway. Image B offers a stairway on the left side for quick access to the fields.

Abacus is working on pricing for the project options. We will share these prices once they are available. We will then be seeking a recommendation from the School Committee on the final project to move forward to CPIC.

IV. Project Updates  
Standard II: Management and Operations

The Cronin Auditorium carpet has been replaced and the railings have been painted. School personnel are evaluating curtain materials before placing that order. An architect will review the sound booth plans and consult on the final design.

The Bromfield kitchen team continues to use the external refrigerator because of a delay in the manufactured door to the new refrigerator. The manufacturing company closed for several days because they were in the path of the hurricane in South Carolina. They assure us that the new door will be delivered soon.

The demolition crew removed the bleachers in the Bromfield gymnasium and installation of the new ones is due this coming week. Dave Boisvert created a trophy case for Bromfield by reusing the wood from the old bleachers.
Memo: Need for Additional Occupational Therapist Support
Date: September 9, 2019
From: Linda Dwight, Superintendent

We need to hire a Certified Occupational Therapist Assistant (COTA) to work under the guidance and direction of our current .5 OT/.5 Special Education Coordinator. At the end of last year, we recommended eliminating a .5 OT position as both a cost saving measure and a response to a decrease in service needs. Due to several students moving into the district, we now need the COTA position. The new hire will be part time and paid the researched rate of $22 - $30 per hour.

Throughout the year, we will continue to monitor the individual education plans of our students and ensure that their needs are met.
Memo: Need for an Additional Preschool Classroom
Date: September 9, 2019
From: Linda Dwight, Superintendent

The leadership team recommends opening a second preschool classroom in January 2020 to meet the needs of our preschool aged students on individualized education plans. There are several students and families that will need to enter the program at the mid-year timeframe and our current class is too full to accommodate the additional students. Part of this mid-year need is based on the age of children currently receiving early intervention services who will turn 3 during this school year, and part of the need is based on students returning to in-district program as the least restrictive environment.

Josh has identified a classroom space that may become the second classroom space for the additional section. Since there have been two classrooms in the past, we do not expect to exceed the preschool supply and equipment budget allocated in the current school year.

To provide peer models, we will invite preschool students who are already on our list of interested families to join the class. The cost of a teacher for .5 of the year will be partially offset by the tuition paid into the preschool by these families of the peer models.
Hello,

Below is Mark Lanza's input on the required easement for National Grid. Please have the School Committee take the required vote and I will have the Select Board put in on a special town meeting hopefully for October 28, 2019.

Tim

Timothy P. Bragan
Harvard Town Administrator
13 Ayer Road
Harvard, MA 01451
978-456-4100 ext. 313 (Office)
978-456-4107 (Fax)
tbragan@harvard.ma.us (email)

Town Hall hours are Monday through Thursday, 8:00 am - 4:30 pm. Open until 7:00 pm on the 2nd Tuesday of the month.

----- Original Message ----- 

Message Mon, Aug 26, 2019 6:46 PM
From: <milanza@comcast.net>
To: Tim Bragan View in Browser
Subject: FW: National Grid Easement with HANDLING INSTRUCTIONS/27 Mass Ave
Harvard/WR27
Attachments: Attach0.html Uploaded File 9.2K 27 Mass Ave Harvard.pdf Uploaded File 125K

Tim —

Before the BOS can sign the easement, the School Comm. must declare the area shown on the sketch as surplus and no longer needed for educational purposes, except to provide utility service to the school building. Then the grant of easement must be authorized by a 2/3rds town meeting vote. I understand that an ATM is tentatively scheduled for Oct. 21st.

The language of the easement is acceptable, but rather broad. In my experience, the utility company won’t negotiate the terms of the easement. If you want the utility service, you must sign the easement as drafted by it.

Thanks.
Mark

From: Tim Bragan [mailto:tbragan@harvard.ma.us]
Sent: Monday, August 26, 2019 8:17 AM
To: mjlanza@comcast.net
Subject: Fwd: National Grid Easement with HANDLING INSTRUCTIONS/27 Mass Ave Harvard/WR27

Please review and advise.

Timothy P. Bragan
Harvard Town Administrator
13 Ayer Road
Harvard, MA 01451
978-456-4100 ext. 313 (Office
978-456-4107 (Fax)
tbragan@harvard.ma.us (email)

Town Hall hours are Monday through Thursday, 8:00 am - 4:30 pm.
Open until 7:00 pm on the 2nd Tuesday of the month.

----- Original Message ----- 

  Message Fri, Aug 23, 2019 1:44 PM
  From: "Childress, Carol" <Carol.Childress@nationalgrid.com>
  To:  Tim Bragan  View in Browser
  Subject: National Grid Easement with HANDLING INSTRUCTIONS/27 Mass Ave Harvard/WR27
  Attachments: 27 Mass Ave Harvard.pdf Uploaded File 125K

Dear T. Bragan,

To ensure a smooth process, please read this entire cover email and follow my Easement Handling instructions below.
Please find attached a **Grant of Easement**, including Exhibit A, depicting the location of the electrical equipment to be installed at Hildreth Elementary School at the above address. This easement grants MA Electric the rights to install and maintain its equipment on private property:

**EASEMENT HANDLING INSTRUCTIONS:** *Please be advised that I cannot release the job until the fully executed ORIGINAL Easement is returned to me at my address below.*

- Please print the attached Easement, **single-sided.** If a paper copy is preferred, please write back and request same;

- Please have the majority of Selectpersons execute the Easement in front of a Notary so he/she can witness all signatures;

- Please have the Notary witness all signatures and notarize the Notary Page of the Easement;

**- Please mail the complete ORIGINAL to Carol Childress, National Grid, 939 Southbridge St, Worcester, MA 01610, and I will record it at the Registry of Deeds.**

- If you have any questions about the Easement, please contact me directly using my contact information below.
- If you have any questions about Scheduling, Timeframes, Next Steps, or anything other than Easement questions, please contact your Customer Connections Rep, Donna Langlais, at 781-907-3506 or Donna.Langlais@nationalgrid.com. You may also check the status of your project online at: [https://ngus.force.com/electric/s](https://ngus.force.com/electric/s)
I look forward to hearing from you.

Best regards,

**Carol Childress**
Real Estate Representative
Right of Way and Survey Engineering
nationalgrid | Finance

1-508-860-6460
1-508-502-7241
Carol.Childress@nationalgrid.com

938 Southbridge Street, 2nd Floor, Worcester, MA 01610
nationalgridus.com | Twitter | LinkedIn | Facebook

Please consider the environment before printing this email.

Attach0.html  Attach0.html  27 Mass Ave
Harvard.pdf
GRANT OF EASEMENT

The TOWN OF HARVARD, a municipal corporation with a usual place of business at 13 Ayer Road, Harvard, Massachusetts 01451 (hereinafter referred to as the Grantor), for consideration of One ($1.00) Dollar, grants to MASSACHUSETTS ELECTRIC COMPANY, a Massachusetts corporation with its usual place of business at 40 Sylvan Road, Waltham, Massachusetts 02451 (hereinafter referred to as the Grantee) with quitclaim covenants, the perpetual right and easement to install, construct, reconstruct, repair, replace, add to, maintain and operate for the transmission of high and low voltage electric current and for the transmission of intelligence, an "UNDERGROUND ELECTRIC DISTRIBUTION SYSTEM" (hereinafter referred to as the "UNDERGROUND SYSTEM") located in Harvard, Worcester County, Massachusetts, consisting of lines of buried wires and cables and lines of wires and cables installed in underground conduits, together with all equipment and appurtenances thereto for the transmission of intelligence and the furnishing of electric service to the herein described premises and to service others, and without limiting the generality of the foregoing, but specifically including the following equipment; namely: manholes, manhole openings, bollards, handholes, junction boxes, transformers, transformer vaults, padmounts, padmount transformers and all housings, connectors, switches, conduits, cables and wires all located within the easement area of the hereinafter described property.

Said "UNDERGROUND SYSTEM" is located in, through, under, over, across and upon a parcel of land situated on the easterly side of Massachusetts Avenue f/k/a Bromfield Street and the westerly side of Fairbanks Street, being more particularly described in a deed dated April 29, 1894, recorded with the Worcester South District Registry of Deeds in Book 1782, Page 20.

WR #27462907  
Address of Grantee:  
Mass El. – 40 Sylvan Road, Waltham, Massachusetts 02451  
After recording return to:  
Carol Childress  
National Grid USA  
Service Company, Inc.  
939 Southbridge Street  
Worcester, MA 01610

05 HARVMA GEN
And further, said "UNDERGROUND SYSTEM" (locations of the electrical equipment and other facilities on the hereinbefore referred to premises of the Grantor) is approximately shown on a sketch entitled: "EXHIBIT 'A' NOT TO SCALE; 27 Mass Ave Easement Sketch Harvard Ma; Date: 8/14/2019; Designer: J.Morales; Work Request: 27462907; nationalgrid", a reduced copy of said sketch is attached hereto as "Exhibit A" and recorded herewith, copies of which are in the possession of the Grantor and Grantee herein, but the final definitive locations of said "UNDERGROUND SYSTEM" shall become established by and upon the installation and erection thereof by the Grantee.

Also with the further perpetual right and easement from time to time to pass and repass over, across and upon said land of the Grantor as is reasonable and necessary in order to renew, replace, repair, remove, add to, maintain, operate, patrol and otherwise change said "UNDERGROUND SYSTEM" and each and every part thereof and to make such other excavation or excavations as may be reasonably necessary in the opinion and judgment of the Grantee, its successors and assigns, and to clear and keep cleared the portions and areas of the premises wherein the "UNDERGROUND SYSTEM" is located as shown on the sketch herein referred to, of such trees, shrubs, bushes, above ground and below ground structures, objects and surfaces, as may in the opinion and judgment of the Grantee interfere with the safe and efficient operation and maintenance of the "UNDERGROUND SYSTEM" and other related electrical equipment. However, said Grantee, its successors and assigns, will properly backfill said excavation or excavations and restore the surface of the land to as reasonably good condition as said surface was in immediately prior to the excavation or excavations thereof.

If said herein referred to locations as approximately shown on the sketch herein also referred to are unsuitable for the purposes of the Grantee, its successors and assigns, then said locations may be changed to areas mutually satisfactory to both the Grantor and the Grantee herein; and further, said newly agreed to locations shall be indicated and shown on the sketch above referred to by proper amendment or amendments thereto. The Grantor, for itself, its successors and assigns, covenants and agrees with the Grantee, for itself, its successors and assigns, that this Grant of Easement and the location of the "UNDERGROUND SYSTEM" may not be changed or modified without the written consent of the Grantee, its successors and assigns, which consent may be withheld by the Grantee in its sole discretion.

It is the intention of the Grantor to grant to the Grantee, its successors and assigns, all the rights and easements aforesaid and any and all additional and/or incidental rights needed to install, erect, maintain and operate within the Grantor's land an "UNDERGROUND SYSTEM" for the transmission of intelligence and for supplying electric service for the building, buildings or proposed buildings shown on the last herein referred to sketch or amended sketch and the right to service others from said "UNDERGROUND SYSTEM".

It is agreed that said "UNDERGROUND SYSTEM" and all necessary appurtenances thereto, shall remain the property of the Grantee, its successors and assigns, and that the Grantee, its successors and assigns, shall pay all taxes assessed thereon.
For Grantor's title, see deed dated April 29, 1894, recorded with the Worcester South District Registry of Deeds in Book 1782, Page 20.

IN WITNESS WHEREOF, the Town of Harvard, acting by and through its Board of Selectmen, being thereto duly authorized, have executed this easement this ______ day of ____________, 2019.

TOWN OF HARVARD
Acting by and through its Board of Selectmen

By: Alice Von Loesecki
Its: Selectperson

By: Richard D. Maiore
Its: Selectman

By: Kara Minar
Its: Selectperson

By: Stuart Skylar
Its: Selectman

By: Lucy B. Wallace
Its: Selectperson

The provisions of Massachusetts General Laws, Chapter 183, Section 6B, are not applicable.
Commonwealth of Massachusetts

County of ________________________) ss.

On this the __________ day of __________________, 2019, before me, ________________________________________ the undersigned Notary Public,

______________________________ Name of Notary Public

personally appeared Alice Von Loesecke, Richard D. Maiore, Kara Minar, Stuart Skylar, Lucy B. Wallace, proved to me through satisfactory evidence of identity, which were

______________________________ Description of Evidence of Identity

to be the persons whose names are signed on the preceding Grant of Easement and acknowledged to me that they signed it voluntarily for its stated purpose as members of the Board of Selectmen in the Town of Harvard.

______________________________ Signature of Notary Public

______________________________ Printed Name of Notary

Place Notary Seal and/or Any Stamp Above

My Commission Expires __________

The provisions of Massachusetts General Laws, Chapter 183 Section 6B, are not applicable.
Hildreth Elementary School
27 Mass Ave
Harvard, MA

2-4" PVC ENCASED
MH 11-2
2-4" PVC ENCASED

MASS AVE
Filla
Street
Farbrush St. Street

Legend:
- Existing 40 poles
- 2-4" PVC enameled
- Proposed man hole
- Proposed transformer with oil containment and barriers

27 Mass Ave
Easement Sketch

Harvard
Ma

Sketch to Accompany Easement for
"Exhibit A"

nationalgrid
<table>
<thead>
<tr>
<th>School Dept.</th>
<th>Recommended</th>
<th>FY20</th>
<th>FY21</th>
<th>FY22</th>
<th>FY23</th>
<th>FY24</th>
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<tr>
<td>TBS-Renovate Cronin Auditorium (Lights, Carpet, Curtain, Seats &amp; Sound Upgr.</td>
<td>CSF</td>
<td>100,000</td>
<td>50,000</td>
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<tr>
<td>TBS - Design/Repair or Replace ramp to MS</td>
<td>CSF</td>
<td></td>
<td>240,000</td>
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<td>TBS - HEAC Interior Lighting Upgrade (Florescent to LED HEAC)</td>
<td>Grant</td>
<td>100,000</td>
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<td>TBS - Replace gym bleachers</td>
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<tr>
<td>TBS - Replace Refrigeration System in the Cafeteria, Handsinks</td>
<td>Devens</td>
<td>120,000</td>
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<td>TBS - Repair Roof</td>
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<td>80,000</td>
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<tr>
<td>TBS - Add air conditioning to the AHU for Science Wing</td>
<td>CSF</td>
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<tr>
<td>TBS - Replace AHU and add Air Conditioning to the for south fac</td>
<td>CSF</td>
<td>150,000</td>
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<tr>
<td>TBS - Install HVAC units</td>
<td>CSF</td>
<td></td>
<td>150,000</td>
<td>150,000</td>
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<tr>
<td>TBS - Install card access system, external doors</td>
<td>CSF</td>
<td>100,000</td>
<td>100,000</td>
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<tr>
<td>TBS - Replace Damaged Flooring</td>
<td>Devens</td>
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<td>100,000</td>
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<td>TBS - Upgrade Network Backbone (Servers, switch, routers)</td>
<td>CSF</td>
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<td>150,000</td>
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<tr>
<td>TBS-Renovate the Locker Rooms</td>
<td>Devens</td>
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<td>TBS-Replace Locker sections</td>
<td>CSF</td>
<td></td>
<td>100,000</td>
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<tr>
<td>TBS-Resurface the Tennis Courts and Basketball Courts</td>
<td>CSF</td>
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<td>100,000</td>
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<td>TBS-Main Office Renovation</td>
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<td></td>
<td>100,000</td>
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<td>Major Cap</td>
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<tr>
<td>BH-Move and/or Renovate Central Office</td>
<td>Major Cap</td>
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</table>

| CSF/Grants Sub-total, School Submissions:                                 | 340,000     | 540,000 | 500,000| 250,000| 400,000|
| Devens Sub-total, School Submissions:                                    | 200,000     | 150,000 | 150,000| 100,000| 100,000|
GCG – Substitute Staff Employment

- Removed details about part-time teachers, as this policy focuses solely on substitutes
- School committee sets rate of pay for substitute teachers
GCIA – Philosophy of Staff Development

- Trivial word changes
- Removing minimum of one day per teacher for PD
- Superintendent has authority to approve time for external PD and reimbursement of expenses
GCJ – Professional Teacher Status

- Trivial word and gender changes
- Add phrase “subject to satisfactory evaluations” as a condition for continuous employment
- Remove requirement of remaining “in good standing”
GCK – Professional Assignments and Txfrs

1. Trivial word changes
2. Remove last paragraph about posting a teaching design and positions; this is covered in the teachers' contract
GCO – Professional Evaluation

- Trivial word and gender changes
GCQD – Resignation of Professional Staff

- Trivial word and gender changes
- Change wording of notice of "intent to resign" rather than "resignation"
- Remove sentence that superintendent reports resignations during personnel update; this happens on actual resignation in an ad hoc manner during the year
- Remove redundant paragraphs
- Remove sentence that once accepted, resignation may only be rescinded by approval of superintendent
GCQE - Retirement

- Adopt, first reading
GCQF – Suspension and dismissal

- Adopt, first reading.
GCRD – Tutoring for Pay

- Substantial changes to provide more detail on policy for tutoring for pay
- Additional restrictions on teacher's recruitment of students, eligibility of students, use of school resources, etc.
GDA – Support Staff Positions

- Trivial word changes
GDB – Support Contract/Compensation

- Trivial word changes
- Compensation plans to be reviewed annually
- Add section on overtime
AB-People and Their District

- First read through
- Declaration of intent of School Committee and the community
ACA-Nondiscrimination on Basis of Sex

- Trivial word changes
- Changes consistent with MASC version
  - Don’t specifically declare who the Title IX compliance officer is in the policy
ACAB-Sexual Harassment

- Word changes, grammar fixes
- Clarification of who is covered under this to include volunteers and contracted workers
- Does not specifically name grievance officer?
- Complaint procedure is provided in detail
  - We do propose some changes from MASC’s text here
ACD-Education activities and religious holidays

- Remove introductory justification statements, but keep last sentence and move to 2nd paragraph
- Add reference to diversity of world cultures
- Change complaint process to reference policy KF
- Grammar: wording fixes
ACD-R-Guidelines for religious holidays

- Modify slightly the low-attendance day references.
- Remove references to music, plays, symbols, etc. since that shows up in ACD already and also does not specifically concern religious holidays covered in this policy.
ADC-Tobacco

- Fixing up list of related products
- Adding clause that addition support is a valid resolution approach
Summary

- Approve as amended:
  - GCCG, GCCIA, GCI, GCK, GCD, GCQD, GCRD, GDA, GDB
  - ACX, ACAB, ACD, ACD R, ADC

- First reading:
  - GCQD, GCQF, AB
<table>
<thead>
<tr>
<th>Monday, September 9th</th>
<th>Monday, September 23rd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, October 14th - Indigenous People's Day</td>
<td>Monday, October 28th</td>
</tr>
<tr>
<td>Tuesday, November 11th Veteran's Day</td>
<td>Monday, November 25th</td>
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<tr>
<td>Monday, December 9th</td>
<td>Monday, December 23rd</td>
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<tr>
<td>Monday, January 13th</td>
<td>Monday, January 27th</td>
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<td>Monday, February 10th</td>
<td>Monday, February 24th</td>
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<tr>
<td>Monday, March 9th</td>
<td>Monday, March 23th</td>
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<tr>
<td>Monday, April 13th</td>
<td>Monday, April 27th</td>
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<tr>
<td>Monday, May 11th</td>
<td>Monday, May 25th - Memorial Day</td>
</tr>
<tr>
<td>Monday, June 8th</td>
<td>Monday, June 22th</td>
</tr>
</tbody>
</table>
2019/20 School Calendar

Days of Note

Professional Development: Aug. 26, 27; Nov. 5; Jan. 21
First Day of School: Aug. 28
Final Exam: Dec. 4; Feb. 5; Nov. 25-26; May 5
Early Release: Sep. 18; Oct. 9, 31; Mar. 3, 18, 25; Apr. 8, 29; May 8; Jun. 3; Jun. 22 (Last Day including 5 snow days)
Vacation: Sep. 2; Oct. 14; Nov. 11, 27-29; Dec. 23-Jan. 1; Jan. 20; Feb. 17-21; Apr. 10, 20-24; May 25
School Committee Minutes
Upper Town Hall
Monday, August 26, 2019
6:16 p.m.

Members attending: SusanMary Redinger, Shannon Molloy, John Ruark, Suzanne Allen, Sharlene Cronin, Maureen Babcock, Aziz Aghayev and Linda Dwight.

John Ruark called the meeting to order at 6:16 p.m.

Shannon Molloy read the Vision Statement.

Public Commentary – Dan Daley, 15 Littleton Road – Athletic Field Funding – donation policies and equity.

Handbook Approval
Scott Hoffman and Robin Benoit presented changes to the 2019-2020 Bromfield Handbook for approval by the School Committee.

SusanMary Redinger made the motion and Sharlene Cronin seconded to approve the Bromfield Handbook as presented.
VOTE 5/0

Josh Myler presented changes to the 2019-2020 Hildreth Elementary Handbook for approval by the School Committee.

Sharlene Cronin made the motion and Suzanne Allen seconded to approve the Hildreth Elementary School Handbook as presented.
VOTE 5/0

Superintendent Evaluation Report Out
SusanMary Redinger lead the Committee in reviewing the Superintendent Evaluation.
Dr. Dwight received an overall evaluation of proficient with many goals being evaluation as proficient or exemplary. School Committee members recognized Dr. Dwight for her commitment to high standards, cultural proficiency, communication and shared vision. The Committee will study the superintendent evaluation rubric options available to determine the evaluation rubric for future use.

Superintendent Report – See attached
Aziz Aghayev presented the 2019/2020 personnel spreadsheet showing staff who left and the resulting savings of $130,520. Dr. Dwight will work with the administrative team to determine how these funds will be used.
School Building Update
SusanMary Redginer reported that concrete is being poured on the building site, the back-retaining wall was completed, and the back-parking lot is able to be used again. MSBA is very active in participating with the building process. The project is on time and on budget. The next SBC committee is September 19th.

Grant/Donation Approval; Vote
Due to their office relocation, Nizhoni Health from Harvard donated desks, chairs, filing cabinets and other furniture for the schools.

The Harvard PTO presented $311.80 for a grant to purchase re-useable straws. The grant was submitted by Wyatt Holt to be used by the seventh grade.

Shannon Molloy made the motion and SusanMary Redginer seconded to approve the gifts as presented.
VOTE 5/0

Joint School Committee/Superintendent Goal Approval: Vote
John Ruark presented the proposed goals for the 2019/2020 school year. The goals are as follows: Contract Negotiation, Dashboard Query Definition, and Continuous Improvement Analysis.

SusanMary Redginer made a motion and Sharlene Cronin seconded to approve the School Committee/Superintendent Goals as presented.
VOTE 5/0

Sub-Committee Assignments; Vote
Currently the budget subcommittee will work on Athletic user fees to see if a more in-depth committee needs to be developed. The Committee discussed changing the composition of the Budget Subcommittee but decided to talk off-line over the coming months to see if it makes sense to implement something different in the future. The Committee reassigned Sub-Committee, Liaison and Advisory assignments as follows:

<table>
<thead>
<tr>
<th>Liaison Assignments</th>
<th>Meeting details</th>
<th>Current Liaison</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Selectmen</td>
<td>Meetings 1st and 3rd Tuesday @ 7 p.m.</td>
<td>John Ruark</td>
</tr>
<tr>
<td>FinCom</td>
<td>Meetings 1st and 3rd Wednesday at 7 p.m.</td>
<td>SusanMary Redginer</td>
</tr>
<tr>
<td>DEAC</td>
<td>Meetings monthly on Wednesday @ 7 p.m.</td>
<td>John Ruark</td>
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<tr>
<td>SEPAC</td>
<td></td>
<td>Suzanne Allen</td>
</tr>
<tr>
<td>TBS School Council</td>
<td>Meetings monthly Wednesday @ 2:30 p.m.</td>
<td>SusanMary Redginer</td>
</tr>
<tr>
<td>HES School Council</td>
<td>Meetings monthly on Tuesday @ 3:30 p.m.</td>
<td>Shannon Molloy</td>
</tr>
<tr>
<td>CPIC</td>
<td>Meetings at least monthly on Monday mornings @ 8:15 a.m. (meetings increase during fall/winter)</td>
<td>SusanMary Redginer</td>
</tr>
<tr>
<td><strong>HEAC</strong></td>
<td>Meetings monthly on Wednesdays @ 8 pm</td>
<td>John Ruark</td>
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<tr>
<td>Park and Recreation</td>
<td>Meetings 1&lt;sup&gt;st&lt;/sup&gt; and 3&lt;sup&gt;rd&lt;/sup&gt; Monday @ 7 pm.</td>
<td>Sharlene Cronin</td>
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<tr>
<td>Representative</td>
<td></td>
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<tr>
<td>State Representative</td>
<td>As needed</td>
<td>Shannon Molloy</td>
</tr>
<tr>
<td>CASE</td>
<td>Meetings monthly @ noon</td>
<td>Linda Dwight</td>
</tr>
<tr>
<td>HCTV</td>
<td>Meetings 3&lt;sup&gt;rd&lt;/sup&gt; Wednesday of the month @ 7p.m.</td>
<td>John Ruark</td>
</tr>
<tr>
<td>Vendor Warrant Signing</td>
<td>Twice per month @ Town Hall</td>
<td>Sharlene Cronin/</td>
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<td></td>
<td></td>
<td>Shannon Molloy</td>
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<tr>
<td><strong>Subcommittee Assignments</strong></td>
<td></td>
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</tr>
<tr>
<td>Teacher Contract Negotiations</td>
<td>Meetings likely at 3:30 – 1 time per week from September to October</td>
<td>John Ruark</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sharlene Cronin</td>
</tr>
<tr>
<td>Budget</td>
<td>Meetings periodically (depending on budget cycle) meetings held during the school day</td>
<td>SusanMary Redinger/</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Shannon Molloy</td>
</tr>
<tr>
<td>Policy</td>
<td>Meeting twice a month 9-11 a.m.</td>
<td>Suzanne Allen/</td>
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<tr>
<td></td>
<td></td>
<td>Shannon Molloy</td>
</tr>
<tr>
<td>Superintendent Review</td>
<td>Meets annually.</td>
<td>SusanMary Redinger</td>
</tr>
<tr>
<td>Building Committee</td>
<td>Meetings twice a month on Thursdays from 3:30 p.m. to 5:30 p.m.</td>
<td>SusanMary Redinger/</td>
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<td></td>
<td></td>
<td>Sharlene Cronin</td>
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<tr>
<td><strong>School Committee Advisor</strong></td>
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<tr>
<td>Athletic Advisor</td>
<td>Meetings monthly@ 8:00 a.m. on Tuesday</td>
<td>Sharlene Cronin</td>
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<tr>
<td>Wellness Committee</td>
<td></td>
<td>Suzanne Allen/</td>
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<td></td>
<td></td>
<td>Shannon Molloy</td>
</tr>
<tr>
<td>Inclusion Committee</td>
<td>Meets monthly at 3:30 p.m.</td>
<td>Sharlene Cronin</td>
</tr>
<tr>
<td>School Start Time Committee</td>
<td>Meets monthly at 3:30 p.m.</td>
<td>Suzie Allen</td>
</tr>
<tr>
<td>Continual Improvement</td>
<td></td>
<td>John Ruark/</td>
</tr>
<tr>
<td>Dashboard Query</td>
<td></td>
<td>Shannon Molloy</td>
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<td></td>
<td></td>
<td>Suzanne Allen/Sharlene Cronin</td>
</tr>
</tbody>
</table>
Policy Review
SusanMary Redinger made the motion and Shannon Molloy seconded to approve the following:

Motion to approve as amended Policy GBA, GBGF, GBI, GBJ, GBK GCA, GCBA, GCBC, GCE, GCF, eliminate Policy GCB and take no action on Policy GCBB.
VOTE 5/0

Agenda
Policy
School Improvement Plan
Part I of the Evaluation Cycle
Goals
Curriculum Presentation
Bargaining Update

Approval of Meeting Minutes
SusanMary Redinger made the motion and Sharlene Cronin seconded to approved the minutes of the July 2, 2019 meeting as amended.
VOTE 5/0

Liaison Subcommittee
Shannon Molloy – no update
Sharlene Cronin reported that the Field Subcommittee is still in fact finding mode. They are gathering information about field users and field inventory and plan to present a summary at a future meeting. The Subcommittee is also looking to understanding current policies and practices and to understand equity on the distribution of funds as a starting point.
Maureen Babcock reported that DEAC hasn’t met since June. A newsletter went out in June that Maureen will pass along.
SusanMary Redinger reported that the CPIC forms should have gone out on August 12th to be returned by October 3rd. The Budget Subcommittee should review capital request so School Committee can approve the submission prior to October 3rd.
Suzanne Allen - SEPAC looking to see what can be done and what has been done. Soon will be able to work with Marie Harrington to collect information to see what people would be willing to do to get things going again. Will connect with the public through presentations, meetings and newsletters.
John Ruark – Contract Negotiation Training session planned for September 3rd. The training is from 3 to 8 p.m.
HEAC would like to present to the School Committee at the second meeting in September. Still waiting to hear if the Green Community projects for lighting at TBS, and training for Jon Snyer, has been approved. The Readiness meeting was interesting and John was thankful to attend. John would like an update on the progress of the Grant Road project.

Public Commentary School Commentary
Suzanne Allen – Does anyone want to do the bed race as a group on September 14th?
Shannon Molloy - loved Convocation – John’s speech gave insight into his education. When will we be able to get Information about a SC student representative. The student representative should give active input into the meeting and agenda items.

John Ruark - Great job this morning. John thanked Linda and acknowledged the crazy amount of stuff that she has been dealing with. John was touched by Linda’s acknowledgement of the custodians and cafeteria crew. They really felt like they were genuinely appreciated. A great kick off to a fantastic year.

Linda Dwight – Thanked John for his speech which made great points and really shared his appreciation for what teachers do. Looking forward to working with everyone.

Adjourn:
SusanMary Redinger made the motion and Sharlene Cronin seconded to adjourn the meeting at 9:30 p.m.
Vote 4/0

Respectfully submitted,

Mary Zadroga