

**MINUTES OF THE HINGHAM SCHOOL COMMITTEE**  
**May 7, 2018 at 7:30PM**  
**SCHOOL COMMITTEE CONFERENCE ROOM**

The Town Clerk, Eileen McCracken, administered the oath of office to the new members of the School Committee, Libby Lewiecki and Kerry Ni.

**1. Call to order.**

The meeting was called to order by Ed Schreier at 7.30 p.m. As senior member of the Committee, he presided over the beginning of the meeting. Dr. Schreier recognized the recent passing of a HHS student, Andrew Warhaftig, and expressed the committee's sincerest condolences and asked for a moment of silence. Dr. Schreier thanked both Aylene Calnan and Cynthia Galko for their service and welcomed both Kerry Ni and Libby Lewiecki to the Committee.

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

Central Office Present: Dorothy Galo and John Ferris

Visitors Present: Aisha Oppong, Katie McBrine, Courtney Orwig, Joshua Ross, Emma Quilty, Kevin Quilty, George Danis, Donna Smallwood, Dan Coughlin, Susan Rizzo, Bob Curley, Jaime Kenney, Lucy Hancock, Todd Eikinas.

The Committee conducted its annual election of officers pursuant to ballots previously prepared and submitted. As the Committee's senior member, Dr. Schreier conducted the election for Chair.

1.1. On a nomination by Liza O'Reilly and seconded by Edward Schreier,

It was

Voted: To elect Michelle Ayer as Chair of the School Committee.

Michelle Ayer - yea  
Carlos Da Silva - yea  
Libby Lewiecki - yea  
Kerry Ni - yea  
Liza O'Reilly - yea  
Kay Praschma - yea  
Edward Schreier - yea

Michelle Ayer than continued to conduct the election for Vice-Chair and Secretary.

1.2. On a nomination by Kay Praschma and seconded by Edward Schreier,

It was

Voted: To elect Liza O'Reilly as Vice-Chair of the School Committee.

Michelle Ayer - yea  
Carlos Da Silva - yea  
Libby Lewiecki - yea  
Kerry Ni - yea  
Liza O'Reilly - yea  
Kay Praschma - yea  
Edward Schreier - yea

1.3. On a nomination by Edward Schreier and seconded by Kerry Ni

It was

Voted: To elect Kay Praschma as Secretary of the School Committee.

Michelle Ayer - yea

Carlos Da Silva - yea

Libby Lewiecki - yea

Kerry Ni - yea

Liza O'Reilly - yea

Kay Praschma - yea

Edward Schreier - yea

Comment: Kerry Ni noted that there were single nominations for each leadership position. Ed Schreier explained that it is a self-nomination process. Liza O'Reilly also explained that she nominated herself based on her experience and institutional knowledge in order to better act as a resource for the new chair. The process has existed for many years and has been vetted by many different Boards. Michelle Ayer commented that there will be plenty of opportunities for each member to lead and that each member is here to support our teachers and our students.

**2. Approval of Minutes.**

2.1 On a motion by Liza O'Reilly and seconded by Kay Praschma,

It was

Voted: To approve the minutes of the School Committee meeting held on April 23, 2018.

**3. Questions and Comments.** None

**4. Superintendent's Report.**

- Dr. Galo noted an email from Katie Roberts (Science Department Director) included in the packet, which announced that Gary Forrester (physics teacher at HHS) was nominated as one of the PhysTech teachers of the year for 2018.
- Dr. Galo introduced the new Foster School Principal, Dr. Elizabeth Wilcox, to the Committee. Dr. Wilcox will commence employment on July 1, 2018 at which time Dr. Debbie Stellar will begin to transition out. Dr. Wilcox expressed her pleasure and excitement to be a part of the Hingham Community and looks forward to working with the families and students of Hingham.
- Dr. Galo commented on the MA Leads the Nation initiative. HPS plans are included in the packet. The celebration is to recognize the 25th year of MA education reform and the academic progress of MA students, who are "leading the nation." There will be announcements (by the Superintendent, building principals, All-Town PTO) highlighting our values and the HPS mission since the administration believes that Hingham does lead the nation beyond just academics and test scores.
- The March, April and May facilities report is included in the packet.

Comment: Vice-Chair Liza O'Reilly mentioned that there is a new working relationship between the school department and the DPW for large scale tree-work. This work will no longer be out-sourced and should help save costs. Speaking of synergies, Michelle Ayer also mentioned that the DPW helped out on Senior Service day by providing a big trailer for cleaning out the senior night storage area and the seniors were very thankful.

**5. Communications**

- 5.1 Communications Received by the Superintendent: Dr. Galo noted that a communication from Nicole Piantes (special education teacher and advisor of the Student Council) was forwarded to all members of the committee, which made suggestions regarding the resolution on school safety.

Dr. Galo mentioned that there was a workshop put on by the town's council on the topic of ethics. A summary of the presentation is included in the packet.

- 5.2 Student Communications: Emma Quilty was in attendance and recognized the passing of High School Student, Andrew Warhaftig. She mentioned that there was a moment of silence at the HS and additional support was provided to both staff and students in the counseling office. Furthermore, a school bus is to be provided to staff and students who want to attend the ceremony at the Temple Sha'aray Shalom on Friday, May 11th at 11 a.m. Emma also informed the committee that Junior Prom is this Friday, May 11th at the South Shore Country Club at 7 p.m. There is a play being shown May 8th entitled "Mr. Joy" at the Scituate HS at 7 pm. On May 16th the Global Citizenship Certificate program will hold their symposium at the HS. Lastly, she noted that the new Student Council Executive Board was elected last week and she congratulated the new members of the SC.
- 5.3 Other Communications: The packet included a list of current School Committee Subcommittee memberships. Chairperson Michelle Ayer asked the Committee to let her know by Friday, May 11 of individual subcommittee and liaison interests so she can compile the revised list in time for the next meeting on May 21, 2018.

Michelle Ayer mentioned an invitation to all SC members to attend the Century Club Dinner at the HHS, which is put on by the Hingham Rotary Club. It recognizes the top 25 students in each grade by their unweighted GPAs. It will be held on May 24th at 6 pm and RSVPs are expected.

## **6. Unfinished Business**

- 6.1 The School Committee received a revised draft of a resolution on school safety and security. Michelle Ayer gave a brief summary on background of the resolution. Liza O'Reilly asked about a letter shared in our packet. Edward Schreier explained that the open letter, which was published in the Globe, captured his feelings. Carlos Da Silva did state that the goal is to forward this resolution to the Town Administrator, Superintendent, Student Council, and Board of Selectmen to see if this can be a "joint resolution". A press release should also be issued. Carlos DaSilva read the proposed resolution that was included in the packet.

On a motion by Carlos Da Silva and seconded by Kerry Ni,

It was

**Voted:** To approve a Resolution of the School Committee on School Safety and Security (6 yea, 1 nay by Kay Praschma)

Discussion: Kay Praschma stated that she did have some concerns with the current proposed resolution. She mentioned that the resolution was too broad and should be kept local. Secondly, Kay Praschma suggested that the SC review whether a policy on resolutions needs to be created so that the Committee has some guidance in the future on what resolutions it should or should not be passing since she felt that this specific resolution was out of the purview of the SC. It was suggested that this be reviewed in the policy subcommittee. In addition, the resolution seemed to be too vague and was missing concrete suggestions on improving school safety. By keeping it local, she felt we could then ask our local legislators to push having current state programs (i.e., Chapter 70 and Circuit Breaker) as well as mandates fully funded. Lastly, it was suggested that a subcommittee continue to look into the safety and security of the Hingham Public schools in order to possibly pursue ideas and suggest improvements. Edward Schreier asked the new colleagues if they felt they were up to speed on the topic and both confirmed their readiness to vote. Michelle Ayer noted that the resolutions purpose is not to stop school shootings but to keep the conversation going. This is just a first step and there is more work to be done. Ed Schreier

did ask if point 3 (i.e, arming teachers in schools) could be removed and dealt with separately. The general consensus was to leave it in the proposed resolution as is.

## **7. New Business**

7.1 The School Committee heard a presentation from the Advisory Committee about the town's Financial Policy. Dan Coughlin gave the presentation. It is important to note that the town reviews its policy every three years, but it is just a policy review and not a procedural review. Dan highlighted the suggested changes made to the policy, which came from members of Advisory Committee and Board of Selectmen as well as the Town Administrator. He also asked the committee to feel free to make suggestions and edits they deemed appropriate.

In general, our financial policy works well for Hingham. However, the proposed changes had a focus on the following three items:

- Long-term perspective
- Long-term capital planning
- Non-excluded debt

The Advisory Committee wants to ensure that Hingham residents from varied economic means can remain in this town. Secondly, the revenue forecast should predict reasonably anticipated changes in revenue. Fund balance amounts and OPEB were also items looked at (especially long-term) by Advisory Committee. A major capital plan should be developed as well as long-term limits on the amount of debt we have. The ratio of short-term to long-term debt should be aligned with the guidelines of the rating agencies. A non-excluded debt provision would track savings and put it into fund balances as well as be reported to the Town.

3 points of push-back from Board of Selectmen: targeted capital amount and expense projections, which are set at 2%. Board of Selectmen wants to keep it and the Advisory Committee would rather use historical data and take a trend-line estimate. Board of Selectmen also wants to identify the cost impact of collective bargaining agreements before entering those agreements. It was also suggested to look at targeted tax relief to certain constituencies using the unused tax levy instead of relief across the board. Lastly, there is a need to socialize this policy.

Liza O'Reilly had numerous edits and questions. Dot Galo also commented that some changes were positive like the target tax relief. However, she also expressed her concern about the revenue stream and fears the available funds for the town budget will be restricted even more.

7.2 The Committee considered approval of the proposed school calendar for 2018-2019. which was included in the packet. Dr. Galo noted that there were no comments given by the HEA and that Good Friday falls within the April vacation period.

On a motion by Liza O'Reilly and seconded by Carlos da Silva,

It was

Voted: To approve the 2018-2019 calendar as proposed by the administration.

7.3 The Committee reviewed the appointment of the district's representative to the South Shore Educational Collaborative's Board for 2018-2019. Background information was included in the packet. Dr. Galo noted that it is necessary for the representatives to be voted on by a certain date. It was also noted that according to the by-laws, financial and enrollment data will be provided periodically.

On a motion by Carlos da Silva and seconded by Kerry Ni,

It was

Voted: To appoint Dorothy Galo to the board of South Shore Educational Collaborative for 2018-2019.

- 7.4 The Committee discussed the appointment of Aylene Calnan as a temporary advisor to Salary and Negotiations Subcommittee since the negotiations with both the Bus Driver and Custodian contracts have not yet concluded.

On a motion made by Liza O'Reilly and seconded by Carlos Da Silva.

It was

Voted: To appoint Aylene Calnan as a temporary advisor to the Salary and Negotiations Subcommittee.

- 7.5 The School Committee heard an update on the superintendent search from Liza O'Reilly. A memo with more detailed information was included in the packet. Currently six search firms have been contacted and proposals are to be sent no later than May 11th. She informed the committee that the MASC provides background information to all School Committees regardless of whether they do a search with them or not. Glen Koocher offered to provide a general overview of the search process as well as post a job notice on the MASC site. The search process involves forming a selection committee to review the proposals, conduct interviews, measure the proposals against specific criteria and deliberate a recommendation. The question put forth to the committee is should the Salary and Negotiations subcommittee serve as the selection committee or should the full school committee serve as the selection committee. If it is decided that the selection committee is the full committee, then it is recommended that the meetings be conducted by the Salary & Negotiations subcommittee with full school committee participation. Discussions ensued.

On a motion by Liza O'Reilly and seconded by Carlos da Silva,

It was

Voted: That the selection committee is to be conducted by the Salary & Negotiations subcommittee with full school committee participation

Comment from the audience: Joshua Ross suggested that the committee deliver a timeline as well as a list of community members the SC wants to involve.

Liza O'Reilly requested that Joshua Ross provide contact information for all new PTO representatives. She also mentioned that a rough timeline already exists on the SC website page. Once the consultant is chosen, we will refine the list of those members who will be involved.

- 7.6 The Committee received a request from John Ferris to declare van 127 as a surplus and dispose of it accordingly.

On a motion made by Liza O'Reilly and seconded by Ed Schreier.

It was

Voted: To declare as surplus van 127, a 2007 Ford E350 Wheelchair Van with mileage of 169,645, in fair condition, VIN # 1FTSS34L97DB10816 and authorized the Director of Business and Support Services to dispose of the van to the highest bidder and deposit any funds received to the general fund.

- 7.7 The Committee received notification of the appointment of Alberta DePesa as Van Monitor, effective April 9, 2018; Erik Silva as Custodian at HMS and PRS, effective April 9, 2018 and Andrea Atkins, Administrative Assistant at Central Office, effective May 14, 2018.
- 7.8 The Committee received notification of the resignation of Andrew Nyamekye, METCO Director, effective July 30, 2018.
- 7.9 The Committee received notification of the resignation for purpose of retirement of Judith Wilson, Health Teacher at Hingham Middle School, effective June 30, 2018.
- 7.10 The Committee received notification of the resignation of Kristin Buckley, Special Education teacher at PRS, effective June 30, 2018; Michelle Garrity, paraprofessional at South School, effective April 9, 2018; and Elizabeth Melcher, paraprofessional at HHS, effective March 27, 2018.

**8. Other items as may not reasonably be known 48 hours in advance of the meeting.**

The Committee received a request from John Ferris to declare a 1998 GMC Sierra Pick-Up as a surplus and dispose of it accordingly. The truck is no longer in working condition and needs to be salvaged.

On a motion made by Liza O'Reilly and seconded by Ed Schreier.

It was

Voted: To declare as surplus a 1998 GMC Sierra Pick Up truck with mileage of 115,308, VIN # 1GTGK24RXWE536916 and to authorize the Director of Business and Support Services to dispose of the van to the highest bidder and deposit any funds received to the general fund.

**9. Subcommittee and Project Reports**

Community Outreach - Kay Praschma mentioned that she will visit East School PTO on May 15th as a representative of the SC since such a visit has not yet taken place due to MCAS testing. Secondly, Stackr asked if they could arrange a date for the SC to do a focus group regarding our digital presence survey. The question was do we need all 7 members to be in a focus group or just to have the Community Outreach subcommittee participate. Kay will discuss with Stackr what their exact plans and goals are with this (i.e., timeframe, how many groups, etc.). Kay will provide the presentation given by Stackr to both Kerry Ni and Libby Lewiecki. Also, it is to note that we received 450 responses from the survey, which will cost \$2k extra since the original proposal was only for analyzing 150 responses. Kay Praschma will give Stackr the okay to proceed with analyzing all 450 responses.

Special Education - Liza O'Reilly updated the committee on the recent SEPAC elections and the next meeting is planned for May 16th (moved from the orig. date of May 9th). Carlos da Silva requested an update on the Director of Student Services search. Dr. Galo mentioned that both candidates will be in Hingham on May 17th. Invites were sent to all SC members to partake in a coffee hour and meet the candidates. The candidates will also meet with administrators, tour the 6 schools, meet with the principals, meet with other district-wide administrators, meet with members of SPED staff, followed by dinner with a few interviews at HMS. The administration hopes to have a recommendation to the SC by May 21.

**10. Adjournment**

On a motion by Carlos da Silva and seconded by Liza O'Reilly,

It was


Voted: To Adjourn at 10.27 p.m.

Respectfully Submitted by:  
Kay Praschma


## Documents included in meeting packet:

[5-7-18 Agenda.pdf](#) 

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[5-7-18 Annotated Agenda.pdf](#) 


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[Item 1 Ballot 5-7-18.pdf](#) 


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[Item 2.1 4-23-18 Minutes.pdf](#) 

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[Item 4 Beth Wilcox.pdf](#) 


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[Item 4 Facility Dept Monthly March & April Report.pdf](#) 


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[Item 4 Good News.pdf](#) 

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[Item 4 Leading the Nation.pdf](#) 

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[Item 5.1 Conflict of Interest](#) 

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[Item 5.3 Century Club Invitation 2018.pdf](#) 


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[Item 5.3 Subcommittee Assign. 17-18.pdf](#) 

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[Item 6.1 Boston Globe letter.pdf](#) 

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[Item 6.1 Resolution School Safety - Apr 30 edits.pdf](#) 

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[Item 7.1 FINANCIAL POLICY DRAFT\\_4\\_8\\_2018.pdf](#) 

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[Item 7.1 FINANCIAL POLICY REVIEW FEBRUARY 2015.pdf](#) 

[Item 7.2 School Calendar 18-19 draft.pdf](#) 


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[Item 7.3 SSEC Board.pdf](#) 


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[Item 7.5-1 Memo to SC re. Supt Search Process 5.2.18.docx](#) 

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[Item 7.5-2 Request for proposal email.pdf](#) 

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[Item 7.5-3 Status of request for proposals 5.7.18.pdf](#) 


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[Item 7.5-4 Generic DECISION TREE - Revised January - Consultants Include - General.pdf](#) 


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[Item 7.5-5 Search Begins 4.30.18 press release.pdf](#) 

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[Item 7.5-6 Criteria for Screening Proposals draft.docx](#) 


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[Item 7.5-7 Criteria for Interviewing Search Consultants draft.docx](#) 


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[Item 7.6 Wheelchair Van Surplus](#) 

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[Item 7.8 Nyamekye.pdf](#) 

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[SC FYI MASC Legislative Update.pdf](#) 

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[SC FYI MASC Public Policy .pdf](#) 