

MINUTES OF THE HINGHAM SCHOOL COMMITTEE

July 29, 2019, 7:00 p.m.

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

1. Call to Order

The meeting was called to order by Michelle Ayer at 7:00 PM. Michelle recognized the passing of Allison Clark, a beloved teacher at Hingham Middle School. The Committee sends thoughts and prayers to Allison's family, students and her Hingham Public Schools family. Michelle Ayer welcomed Dr. Austin to his first School Committee meeting as Superintendent of Hingham Public Schools. Ed Schreier thanked the committee who planned the Gala in Dr. Galo's honor: Barbara Cook, Ray Estes, Carol Falvey, Caryl Falvey, Christine Falvey, Amy Farrell, Esther Healy, Linda Hill, Karen Johnson, Linda Kutch, Jamie LaBillois, Mary Larry, Maryjane O'Meara, Mary Power, Christine Smith, Judy Sneath, Melissa Tully and Judy Varney.

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

Central Office Present: Paul Austin, James LaBillois, John Ferris and Suzanne Vinnes.

Visitors Present: Maureen LaCroix, George Danis, June MK Gustafson.

2. Approval of Minutes

2.1. On a motion by Carlos Da Silva and seconded by Libby Lewiecki

It was

Voted: To approve the minutes of the School Committee meeting held on June 17, 2019 with the following edits: Change the number of years Dr. Galo served as Superintendent to 18 instead of 17 and change the person who submitted them to Carlos DaSilva instead of Kerry Ni.

3. Questions and Comments None.

4. Superintendent's Report

- Dr. Austin reported on NSIP (New Superintendent Induction Program) Review. Maureen LaCroix, Dr. Austin's New Superintendent Induction Program Mentor, gave an overview of the three-year program. The first year of the program will focus on gathering and analyzing information about the district. Dr. Austin will report on his findings to the School Committee mid-year and will focus on equity: is every child getting what he or she needs?
- Superintendent's Entry Plan Update: Dr. Austin thanked Maureen LaCroix and informed the Committee that his entry plan will focus on listening and learning. He will meet with Maureen and develop questions to ask the community.

- Enrollment Update: Projected enrollment for September is 4,227 students district-wide. This is an increase of 46 students, or 1% over the prediction in June. The administration predicts and increase of 23 new students at East, 22 at Foster, 9 at PRS, 11 at South, 18 at HMS and 21 at HHS. Dr. Austin will update the Committee again in August.
- Summer Hiring Update: Hiring is going well. Most positions have been filled.
- June and July Facilities Report/Update: The report from Doug Foley is in the packet. In addition, Dr. Austin toured Foster and Hingham High School. The maintenance staff is making good progress, particularly on the wing of HHS that was damaged by fire in the Spring. HHS teachers will be able to return to that wing by August 22. Foster renovations are going well so the building will be ready for the start of school. Carlos DaSilva inquired about whether the quickconnect had been installed at Foster. Dr. Austin and Mr. Ferris confirmed that the quickconnect and the breakers have been installed. Liza O'Reilly inquired about progress on the windows at HHS. Dr. Austin confirmed that the window project will be completed one week early and thanked the staff for all they are doing to prepare the buildings for the start of school.

5. Communications

- 5.1 Communications Received by the Superintendent: Hingham received a safety grant of \$56,900 from the Commonwealth of Massachusetts. The grant money will be used to purchase and install door locking mechanisms at South, Hingham Middle School and Hingham High School. Mr. Ferris continues to research the possibility of installing a vestibule at the entrance of PRS.
- 5.2 Other Communications: Michelle Ayer received a communication from SEPAC requesting that the School Committee consider joining South Shore Regional Vocational Technical High School.

6. New Business

- 6.1 The Committee heard a proposed revision of HPS Policy 1.3.2 that would revise the date of the superintendent's annual evaluation. Kerry Ni explained that the Policy Subcommittee is recommending a change to HPS Policy 1.3.2 that would require the School Committee to evaluate the Superintendent by June 30th of each school year. The current policy requires the Committee to evaluate the Superintendent by October 15th of each school year. The change will align the policy with Dr. Austin's contract, which states that his evaluation will take place by June 30th of each school year.
- 6.2 The Committee discussed parameters to guide the development of a calendar of 2019-2020 School Committee meeting dates. The Committee decided to continue meeting every other Monday and discussed the possibility of moving meetings earlier in the day, but ultimately decided to continue meeting at 7:00 p.m. The School Department leadership team will have their annual retreat on August 26, 2019 from 11-4:00 p.m., location to be determined. The School Committee will have a Planning meeting on a Saturday morning in September. Michelle Ayer will work with the Committee to choose a date. The Committee is invited to attend New

Teacher Orientation on August 26, 2019 in the HMS cafeteria and convocation on August 28, 2019.

- 6.3 The Committee received notification of the appointments of the following teachers, all effective August 26, 2019: Brett Bolger, Psychologist/Chair at PRS; Emma Ethier, Science teacher at HMS, Kathleen Scully, Elementary Reading Specialist at Foster School, and Molly DeRocha, Math teacher at HHS.
- 6.4 The Committee received notification of the appointments of Cynthia Callahan, Central Office Financial Assistant and Diane McAllister, Bus Monitor, both effective July 1, 2019.
- 6.5 The Committee received notification of advancements on the salary scale on September 1, 2019 of Zachary Bagan to M, Timothy Ciolkosz to M60, Brianne Elinoff to M, Richard Florence to M60, Timothy Galvin to M, Kathleen Jennings to M30, Carol Marshall to M30, Shayna Miller to B15, Michelle Morrison to M15, Jill Smith to M60, and Emily VanLeuvan to M15.
- 6.6 The Committee received notification of the full year leaves of absence for 2019-2020 of East School teacher Laura Hyman, Foster School teacher Michelle Katnani, and HHS French teacher Maria Zade.
- 6.7 The Committee received notification of the resignations of Megan Corey, Food Services at HPS; Emily Curtin, paraeducator at HMS; Rita Dermody, Custodian at Foster School; Allyson Flynn, Psychologist/Chair at HMS; Allison Ford, Title I Tutor at HMS; Elisabeth Galvin, Special Education teacher at Foster School; Jessica Gillis, Assistant teacher for Kids in Action; Rachel Gough, Spanish teacher at HMS; Kerin Joy, Administrative Assistant at South School; Colleen Kelly, Special Education teacher at HMS; Rene Lepore, Paraeducator at HMS; Maggie Polito, Paraeducator at South School; William Pye, Custodian at East School; Cheryl Twombly, Bus Driver; and Peter Woodward, English teacher at HHS.

7. 48 Hour Items. None

8. Subcommittee and Project Reports

Salary & Negotiations: Liza O'Reilly updated the Committee. Salary & Negotiations will be examining the pay rate for substitute teachers in our benchmark towns to ensure that HPS is paying a competitive rate. The Subcommittee discussed hiring a law firm or firms to replace Peter Ebb, current counsel, who is retiring. Salary & Negotiations is requesting questions for the full School Committee, which will be asked by the administration and Liza O'Reilly as School Committee representative and Chair of Salary & Negotiations.

Community Outreach: Libby Lewiecki updated the Committee. Community Outreach will meet next on September 17, 2019 at 8:30 a.m. As it is the School Committee's responsibility to approve new private schools in Hingham, the Community Outreach subcommittee will walk through the new

proposed Fusion Academy. There is a new residential development proposed in the South Shore Office Park. Libby Lewiecki will attend upcoming meetings with the developer and Farm Hills residents. The Foster School Building Committee will organize a site visit for the MSBA. Community Outreach will work with the Foster Community to keep them informed and involved. The Subcommittee discussed the idea of holding full School Committee meetings at each of the buildings. Logistics will be worked out with Harbor Media. The Subcommittee discussed the goal of developing a new website for the district.

Long Range Planning: Carlos DaSilva informed the Committee that LRP will meet on August 7, 2019 at 4:30 p.m.

Policy: Kerry Ni updated the Committee. The Subcommittee will be taking a fresh look at the HPS Policy Manual and will be looking at ways to make policies and procedures more accessible. The Subcommittee discussed updating the Superintendent Evaluation policy and created a draft for a first reading by the full School Committee. The Subcommittee discussed the Public Participation policy. The School Committee's practice is up to date, but the policy should be updated to bring it into compliance with a recent court ruling. Policy will present a draft for consideration by the full Committee. The Subcommittee discussed a potential single use plastic bottle and straw policy. Everyone was impressed with the student presentation to the full School Committee and agreed that the goal of reducing the use of plastic is important. Dr. Austin will meet with Food Services Director Kim Smyth to hear her input on a potential policy. In the meantime, the Subcommittee discussed ways to further communicate the importance of reducing single use plastics in schools and to support the efforts of our Green Teams. The next meeting will be on August 7, 2019 at 9:30 a.m.

Special Education: Michelle Ayer informed the Committee that the Special Education subcommittee will meet in early September.

9. Adjournment:

On a motion by Carlos Da Silva and seconded by Libby Lewiecki,

It was

Voted: To adjourn at 8:03PM

Respectfully Submitted by:
Kerry Ni

Documents Included in Packet

7/29/19 Agenda

6/17/19 Minutes

Facility Reports – June/July and July/August

Proposed Update to Policy 1.3.2 Superintendent Evaluation

Signed Warrants