



## Cohasset School Committee Meeting

### School Committee Minutes

Wednesday, February 6, 2019  
Cohasset Middle-High School  
Community Use Room  
143 Pond Street  
Cohasset, MA

**In Attendance:** Jeanne Astino, Chairman  
Ellen Maher  
Barbara Stefan  
Jennifer Madden

**Absent:** Paul Kearney

**Also in Attendance:** Louise Demas, Superintendent  
Dr. Patrick Sullivan, Assistant Superintendent  
Michael MacMillan, Director of Finance & Operations

**Chairman Astino called the meeting to order at 6:05 p.m. Roll Call Vote; Barbara Stefan-Present, Jeanne Astino-Present, Ellen Maher-Present, Jennifer Madden-Present.**

**Discussions with Search Firms Related to Superintendent Search**-The Committee heard presentations from two firms (MASC and NESDEC) for the Superintendent Search.

**Pledge**-Recited.

**Public Comment**-None.

**Approval of Warrant**-Motion by Mrs. Maher to approved Warrant 19-13S, seconded by Mrs. Stefan. Roll Call Vote; Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.

**Superintendent's Report-Social Emotional Initiatives Update**-Superintendent Demas advised the Committee they will be showing the movie Angst on Friday to staff to get feedback and see if it is appropriate to show to students on March 28<sup>th</sup>. Dr. Sullivan stated they got a strong positive response in support of it from other communities. It is movie that shows students how to cope with anxiety. The staff can also learn techniques to help students with anxiety. They are working with Safe Harbor for the presentation. Dr. Sullivan stated the Safe School Committee has added a new sub-committee. The Bully Policy Review Committee. It is a great group and they have started meeting.

**Superintendent Goals Update**-Superintendent Demas reviewed her four goals with the Committee. She reviewed the action steps that have been completed and the things that she will continue to work on.

**Middle High School-Principal Positions**-Superintendent Demas stated that William Downey was in the district the previous Friday to review the progress that has been made a result of the NELMS Whole School Assessment. He also joined the staff for their recent visit to Norton Middle School.

Superintendent Demas had a presentation for the SC on the Creation of a Separate Middle School and what would be involved. Mrs. Maher stated she did not realize they would be asking to vote on this tonight. Superintendent Demas said she is not necessarily looking for a vote of the SC tonight but, she would like an idea if this is something they would consider. She doesn't want to have work done if the Committee is not willing to consider. She would like to go back to the staff and let them know this is going forward. Chairman Astino stated they have discussed this for a while. The Middle School needs their own identity and the NELMS study showed that. It was a loud and clear message and it is included in the action plan. The School Committee had a lengthy discussion. Mrs. Stefan added that she sees this as part of the progression that they knew was going on. The Middle School Study Update is on the next meeting agenda on 2/27/19 and the Committee is looking forward to that presentation.

**Finance-Monthly Update**-Mr. MacMillan stated everything looks good so far with the budget. They are halfway through the year. The encumbrances make things look a little different, but it shows a more accurate picture. He is keeping an eye on utilities. The heating bills at the High School and Deer Hill School are up. The revolving funds and grants are on target. Chairman Astino reminded the Committee that the State Representative and Senator will be at the next meeting and may have more updates on grants since the Governor's budget is done. Committee members should pass along any questions for the senator and representative to the Chair and she will forward to them before the meeting.

**Vehicle Maintenance Update**-Mr. MacMillan stated he added more historic information from the past three years to the update. He is waiting on the delivery of the new buses. They should be here before the end of the year.

**FY20 Budget Update**-Mr. MacMillan stated there a couple of changes to the budget. He was informed that Title I Fund will be significantly less than last year. It is based on the poverty level from the 2017 Census. The heating budget will need to be increased. They are currently working on identifying savings.

**Custodial & Maintenance Operations Review**-Mr. MacMillan stated he commissioned the District Resources Group for the review. They assessed existing conditions, compared existing conditions to operational best practices, provided recommendations for opportunities to enhance efficiency and the effectiveness of custodial & maintenance operations. He reviewed their findings and recommendations. Mrs. Maher stated they should defer moving custodians to the town side until issues are straightened out for a year. There are things they can do to collaborate better without giving up control of custodians and funding.

**Gift-PSO-Motion by Mrs. Maher to accept the gift of \$10,794.80 for Grants for the Cohasset Public Schools, seconded by Mrs. Stefan. Roll Call Vote; Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.**

**SC Comments and Communications-Reading of Policy JICH-Alcohol, Tobacco, and Drug use by Students Prohibited-1<sup>st</sup> Read**-Mrs. Stefan stated they reviewed the policy which it has been updated to include vaping/E-cigarettes. The Committee reviewed and agreed to put on the next agenda for a second read. **Policy ECAF-Security Cameras in Schools-1<sup>st</sup> Read**-Mrs. Stefan stated she believes this policy replaces ECA-2 but she will double check. The Committee discussed briefly. **Policy EFD-Meal Charge Policy-2<sup>nd</sup> Read**-The Committee reviewed the policy. **Motion by Mrs. Stefan to approve Policy EFD-Meal Charge Policy, seconded by Mrs. Madden and the vote was unanimous (4-0).**

**School Committee Goals Update**-Chairman Astino stated this is a rolling agenda item so that everyone can update the Committee. She added that she and Mrs. Stefan have been working on Coffee & Communication. Chairman Astino said she will be attending the Cohasset Democratic Town Committee Prospective Candidates Info Session on February 13<sup>th</sup> @ 4:45 p.m.

**Reports from Sub-Committee & Liaisons**-Mrs. Maher stated Budget & Finance met today. PEB Committee met last night and they are close to their recommendation to the Board of Selectmen. Superintendent Demas stated they have Food Service Personnel Union negotiations coming up. This is the only contract up for renewal this year. Chairman Astino stated she attended the Safe Harbor event along with Jennifer Madden and Paul Kearney. There was a great turnout. Mrs. Maher stated the agenda for the 2/27/19 meeting seems full and asked if they can start earlier. After a short discussion the Committee agreed to start the meeting of 2/27/19 at 6 p.m.

**Chairman Astino asked for a motion to go into Executive Session Exemption #2-Strategy related to non-union personnel contracts.** The Committee will come of Executive Session into public session to adjourn. **The motion was moved by Mrs. Maher and seconded by Mrs. Madden. Roll Call Vote; Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.**

The Committee went into Executive Session at 9:48 p.m.

The Committee come out of Executive Session at 10:15 p.m.

**Motion by Mrs. Maher to adjourn, seconded by Mrs. Stefan and the vote was unanimous (4-0).**

The meeting adjourned at 10:16 p.m.

**Documents Used at the Meeting**

MHS Principal Positions	F-1
Monthly Finance Update	G-1
Vehicle Maintenance	G-2
Custodian Review	G-3
Gift-PSO	G-4
Policy JICH	H-1
Policy ECAF	H-2
Policy EFD	H-3