



Cohasset School Committee Meeting

School Committee Minutes

Wednesday, May 23, 2018
Cohasset Middle-High School
Community Use Room
143 Pond Street
Cohasset, MA

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

Also in Attendance: Louise Demas, Superintendent
John Tuffy, Interim Business Manager
Patrick Sullivan, Assistant Superintendent

Call to Order and Roll Call-Chairman Astino called the meeting to order at 7:02 p.m. **Roll Call Vote;** Paul Kearney-Present, Barbara Stefan-Present, Jeanne Astino-Present, Ellen Maher-Present, Jennifer Madden-Present.

Reorganization-Superintendent Demas asked for a motion to open nominations for Chairman. Motion moved by Jeanne Astino, seconded by Barbara Stefan. Motion by Mrs. Maher to nominate Jeanne Astino, seconded by Jennifer Madden. **Roll Call Vote;** Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.

Jeanne Astino nominated Ellen Maher as Vice-Chairman, seconded by Jennifer Madden. **Roll Call Vote;** Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.

Motion by Ellen Maher to nominate Barbara Stefan as Secretary, seconded by Jeanne Astino. **Roll Call Vote;** Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.

Pledge-Recited.

Public Comment-None.

Approval of Warrant-Motion by Mrs. Maher to approve Warrant 18-20S, seconded by Barbara Stefan. **Roll Call Vote;** Jennifer Madden-Aye, Ellen Maher-Aye, Jeanne Astino-Aye, Barbara Stefan-Aye, Paul Kearney-Aye.

AGENDA ITEM: I-1

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Superintendent's Report-Student Services Update-Mary Buchanan reviewed Student Services with the Committee. She reported 45 students on Individual Education Programs (IEPs) and 8 students who receive walk-in related services at the Joseph Osgood School. There are 54 students on IEPs at the Deer Hill School, 42 students at the Middle School and 62 students at the High School. Ms. Buchanan reviewed some of the accomplishments for 2018 including: updating the Student Services Handbook in April; completing the Self-Assessment; completing their first year of Co-teaching at the CMHS; completing the assessment of the Social Emotional needs at CMHS; and completing Professional Development days which included Special Education.

Deer Hill School-School Improvement Plan-Principal Dr. Jennifer deChiara reviewed the School Improvement Plan (SIP) for 2018/19. This year, the School Council also provided the previous year's SIP along with embedded links that connect directly with evidence supporting goal achievement for the 17/18 Plan. She stated the progress made with the goals is tremendous but it is also ongoing. She reviewed the school's Three Goals for the coming (18/19) year: 1. Promote the social & emotional well-being of students, 2. Ensure that all students are able to achieve their potential, 3. Implement district-wide Technology Strategic Plan with a focus on building-level goals. Dr. deChiara reviewed the action steps and timeline for each goal. She thanked the parent and teacher members of the Deer Hill School Council. **Motion by Jennifer Madden to approve the Deer Hill School Improvement Plan for 2018-19, seconded by Barbara Stefan. Roll Call Vote; Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.**

Deer Hill Handbook-Dr. deChiara stated this year's handbook hasn't changed much since so much work was done last year. She just needs to update the staff contact information.

Professional Development Update-Assistant Superintendent Patrick Sullivan gave the Committee an update on Professional Development. The most recent Professional Development days on April 11th and May 16th were related to Social Emotional Learning in the classrooms and buildings. The training was led by the teachers. He discussed how each school chose to learn about SEL. He received great feedback from the teachers. Mr. Sullivan distributed a PD survey to the entire staff and the results were very positive. He discussed some things that will happen over the summer including project based themes and partnerships they are working on with community organizations such as Holly Hill Farm and the Cohasset Center for Student Coastal Research.

Disposal of Surplus Property-Superintendent Demas stated that there are books in the library that have been deemed obsolete, inappropriate, damaged and dated that need to be disposed of. Part of the Learning Commons Grant included replacement of books. **Motion by Mrs. Maher to allow the Superintendent to dispose of books that are deemed no longer valuable, seconded by Mrs. Madden. Roll Call Vote; Jennifer Madden-Aye, Ellen Maher-Aye, Jeanne Astino-Aye, Barbara Stefan-Aye, Paul Kearney-Aye.**

Cohasset TREK Middle School Grand Canyon Trip-Superintendent Demas stated Mr. Bob Erlandsen came before the SC a few meetings ago and proposed a field trip to Puerto Rico. They are changing the destination to the Grand Canyon from Puerto Rico. The Committee needs to re-vote for the trip. Mr. Kearney asked for more information on the proposed trip. Superintendent Demas will have Mr. Erlandsen forward to him. **Motion by Mrs. Maher to approve the TREK Middle School Grand Canyon Trip for April Vacation 2019, seconded by Mrs. Stefan. Roll Call Vote; Jennifer Madden-Aye, Ellen Maher-Aye, Jeanne Astino-Aye, Barbara Stefan-Aye. Paul Kearney abstained from the vote.**

Finance-Monthly Update-Mr. Tuffy stated the budget looks good. The revolving grants are showing a deficit of \$55,000 due to a timing issue. The grants have since come in and the next report will reflect that. Next week he will be applying for the remainder of the grants before they close the year out. He expects no issues. The revolving accounts are just about the same as last year. No big deficits or problems.

Bus Maintenance-Mr. Tuffy reviewed the transportation log. They are on target for maintenance costs for the year. The food service van is running great at a minimal cost.

South Shore Educational Collaborative Board Seat-Mrs. Maher nominated Superintendent Demas for the S. S. Educational Collaborative Board seat, seconded by Mrs. Madden and the vote was unanimous (5-0).

Chairman Astino stated the Committee will temporarily suspend the open meeting to go into executive session.

Motion to go into Executive Session Exemption #1-To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The Committee will come back into public session to continue business. Motion moved by Mrs. Maher, seconded by Mrs. Stefan. Roll Call Vote; Jennifer Madden-Aye, Ellen Maher-Aye, Jeanne Astino-Aye, Barbara Stefan-Aye, Paul Kearney-Aye.

The Committee went into executive session at 9:09 p.m.

The Committee came back into open session at 9:56 p.m.

Minutes-Motion by Mrs. Maher to approve the minutes of 4/25/18 as amended, seconded by Mrs. Stefan. The vote was 4-0-1. Mr. Kearney abstained from the vote.

School Committee Comments & Communications-Chairman Astino asked that the Committee bring their calendars to the next meeting in order for the Committee to set the FY19 meeting schedule. Mrs. Maher updated the Committee on the Safe Harbor Coalition meeting of 5/22/18 and the new Coalition team of stakeholders. Mrs. Maher commented that there will be an upcoming Budget & Finance Subcommittee meeting to review Year End Surplus, Budget Transfers and Capital Budget projects. The Superintendent's evaluation will take place at the June 20th meeting, Mrs. Maher will distribute the forms. The School Committee FY18 Goal Review and FY19 Goal workshop is being penciled in for the second meeting in July. Chairman Astino asked if the Committee wanted MASC representative Jim Hardy to attend. She would inquire of him about topics available. Mrs. Maher advised the Committee she is working on FY18 benchmarking and suggested that for next year, the benchmarking is revisited as the same data has been reported over the last 3 years and does need a fresh set of eyes.

Motion by Mrs. Maher to adjourn, seconded by Mrs. Stefan and the vote was unanimous (5-0).

The Committee adjourned at 11:00 p.m.

Documents used at the Meeting

Deer Hill Handbook	F-1
Deer Hill School Improvement Plan	F-2
Disposal of Surplus Property	F-3
TREK Grand Canyon Trip-8 th Grade	F-4
Monthly Finance Update	G-1
Bus Maintenance	G-2
Sub Committee-Liaison Assignments	H-1

