



Cohasset School Committee Meeting

School Committee Minutes

Wednesday, September 19, 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
Dr. Patrick Sullivan, Assistant Superintendent
Michael MacMillan, Director of Finance & Operations

Chairman Astino called the meeting to order at 6:20 p.m.

School Committee Workshop-Review Draft School Committee Goals-The Committee reviewed and edited their goals.

Chairman Astino called the meeting back to order at 7:11 p.m.

Pledge-Recited.

Public Comment-Maura Sharry-15 Virginia Lane asked where the school stands with the Late to School initiative and if there is any movement. She also stated there was an article in National Geographic about the subject which was great. Chairman Astino suggested Ms. Sharry follow up with Superintendent Demas.

Approval of Warrant-Motion by Mrs. Maher to approve Warrant #19-04S, seconded by Mr. Kearney. Roll Call Vote; Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.

Superintendents Report-Educator Spotlight-High School Mathematics Teacher Kate McAlarney discussed her AP Calculus class. She is in her 6th year of AP Calculus. She was mentored initially and as her numbers grew she decided to approach her teaching differently. She now focuses on mastery. This technique helps students reflect on what they have learned and what they need to improve on. They

learn to struggle through and be reflective learners. She received her degree in Instructional Technology and spoke about how she uses it in her classroom.

Special Education Update-Director of Student Services Mary Buchanan reviewed the district wide positions this year. The Osgood School has 37 students on Individual Education Plans and 6 students that receive walk in services. The Deer Hill School has 52 students on IEP's and the Cohasset Middle High School has a total of 114 students on IEP's. Ms. Buchanan discussed the related services and the areas they will focus on this year. The Committee had a brief discussion.

Technology Update-Chief Information Officer Ron Menard and Deputy CIO Bart Riley were present. Mr. Menard distributed a list of help desk requests. He stated the information indicates that the infrastructure is working well. They received a Community Compact Grant and did a security audit which included a phishing scheme for personnel. They purchased robust training for security and Human Resources. The leadership team has completed the training. Mr. Menard has been working with Superintendent Demas and Mr. MacMillan on Capital Planning. They are applying for another Community Compact Grant for a Master Technology Plan and are hoping to get it. They have been reviewing new student information systems to replace IPass. They are looking at multiple vendors and will narrow it down over the next couple weeks and bring to Capital Budget Committee. Mr. Riley stated they had a very short productive summer. They went through all laptops and Chromebooks and updated them. The Wi-Fi access points were reviewed for performance. They distributed 66 new document cameras. The school safety discipline report was done on time. They installed a new recordkeeping SNAP database for the nurses. Mr. Menard added that they had 450 help desk requests over the past 3 weeks and have closed out approximately 350. They are now focusing on MCAS testing for this year as it is all digital for the first time. Mr. Riley stated none of the work could have been completed without the hard work of the IT team. They are an excellent asset.

AP Update-Dr. Sullivan reported the AP testing results were great for 2017-18. He reviewed the results. Out of the 136 students that were tested 128 received a 3 or above on the test which is 86%. He reviewed the subject tests that were taken. He stated Principal Connolly and her team have created a Professional Learning Community for the AP teachers. They will continue to work collaboratively to analyze AP data.

Finance-Gifts-Superintendent Demas stated the Cohasset Education Foundation made an error with their 2018 Spring donation. The correct amount is \$33,263, not \$33,237, a difference of \$26.00. She needs the Committee to vote on the \$26. **Motion by Mrs. Maher to accept the check for \$26.00 to correct the funding amount for the Spring grants, seconded by Mr. Kearney. Roll Call Vote; Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.**

Superintendent Demas stated they received a check in the amount of \$5883.00 from the Cohasset Lacrosse Boosters. **Motion by Mrs. Maher to accept the gift of \$5883 from the Cohasset Lacrosse Boosters for 2 half-time Assistant Coach salaries, seconded by Mr. Kearney. Roll Call Vote; Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.**

Superintendent Demas stated they have surplus books that need to be disposed of. There are books that are no longer being used and are at least 19 years old. **Motion by Mrs. Maher to approve the disposal of surplus textbooks, seconded by Mrs. Stefan. Roll Call Vote; Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.**

Monthly Update-Mr. MacMillan stated it is very early in the year. So far everything is good. At this point he is just making sure everything is being paid from the correct account. The revolving grants deficits have been received and all deficits have been resolved.

Vehicle Maintenance Update-Mr. MacMillan stated they have been hiring drivers and enrolling students. The bus leases are up so maintenance costs are up a little bit. They had to do some maintenance to get ready for inspections. He provided a new format for the vehicles so that they can see historical data. He reported he is still working on the disposal of surplus vehicles.

FY20 Budget Calendar-Mr. MacMillan briefly reviewed the calendar. It is mostly the same as last year. The Committee had a brief discussion.

Update on FY20 Capital Budget Items-Mr. MacMillan stated they are very early in the process. They have reached out to the school principals and met with CIO Ron Menard and Facilities Director Mark Kelly. The list is in draft form and they are still working on details and adding items in.

School Committee Comments & Communications-SC Meeting Agenda Items-The Committee reviewed the agenda items and made changes to upcoming items.

School Committee Meeting Dates-Chairman Astino stated she just included the schedule as a reminder to the Committee.

Reports from Sub-Committee and Liaisons-Mrs. Maher stated she is unable to attend the MASC conference this year due to work commitments. She offered to attend the Start School Later presentation on Saturday. Mrs. Stefan attended the SEPAC coffee today and attended two PTO meetings this week. Mrs. Madden attended the Book Fair and it was lovely.

Approval of Minutes-Motion by Mrs. Stefan to approve the minutes of 7/25/18 as written, seconded by Mr. Kearney and the vote was unanimous (5-0). Motion by Mrs. Stefan to approve the minutes of 8/22/18 as written, seconded by Mr. Kearney and the vote was unanimous (5-0).

Chairman Astino asked for a motion to go into Executive Session for Exemption #3 to discuss strategy with respect to collective bargaining for teachers and Exemption #1 to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

Motion moved by Mrs. Maher and seconded by Mr. Kearney. Roll Call Vote; Paul Kearney-Aye, Barbara Stefan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Jennifer Madden-Aye.

The Committee went into Executive Session at 9:35 p.m.

The Committee Exited Executive Session at 10:16 p.m. (Motion by Mrs. Maher, seconded by Mr. Kearney)

The Committee Exited Regular Session at 10:17 p.m. on a motion by Mrs. Maher, seconded by Mr. Kearney. The vote was 4-0, Mrs. Astino-Aye, Mrs. Stefan-Aye, Mrs. Maher, Mr. Kearney-Aye.

Documents used at the Meeting

AP Update	F-1
Gifts	G-1
Disposal of Surplus Materials	G-2
Monthly Financial Update	G-3

Vehicle Maintenance Update	G-4
FY20 Budget Calendar	G-5
FY20 Capital Budget Items	G-6
SC Meeting Agenda Items	H-1
SC Meeting Calendar	H-2
Minutes 7/25/18 & 8/22/18	I-1