



Cohasset Public Schools
143 Pond Street
Cohasset, MA 02025
Continuing the Commitment to Excellence
Cohasset School Committee Meeting

School Committee Minutes

Wednesday, 8/19/2020

Zoom Video Call

Virtual Meeting – 143TV/Zoom/Facebook

In Attendance:

Craig MacLellan, Chairman
Ashley Colleary
Paul Kearney
Ellen Maher
Lydia St. Onge

Also, in Attendance:

Dr. Patrick Sullivan, Superintendent
Dr. Leslie Scollings, Assistant Superintendent
Susan Owen, Director of Finance & Operations

Chairman MacLellan called the meeting to order at 6:03pm. He stated the meeting is being held remotely under the Town's Declaration of Emergency. All votes will be taken by roll call vote. This meeting is being live streamed on Cohasset 143TV and Facebook. **Roll Call: Ashley Colleary - Present, Paul Kearney - Present, Ellen Maher - Present, Lydia St. Onge - Present Craig MacLellan - Present.**

Chairman MacLellan stated that tonight is not the final vote on the School Re-Entry Plan. The Final Vote is anticipated to occur during next week's Special School Committee Meeting being held on Wednesday, August 26, 2020.

Public Comment- none

Superintendent's Report-Fall School Re-Entry Road Map Update- Superintendent Dr. Sullivan thanked the Committee and Community for the continued discourse throughout this process. He updated the Committee on the information and feedback that has been given by parents and the community. Superintendent Sullivan reviewed the Middle School Hybrid Model, High School Hybrid Model, and the Full Remote Learning Model. He stated that Cohort Organization within the Middle School Hybrid Model will consist of the student body being divided alphabetically and assigned to either Cohort A or Cohort B. He stated that these groupings will alternate between in-person and remote learning models and each cohort will have two in-person days and three remote learning days. Dr. Sullivan stated that Wednesdays will be a remote learning day for all students to allow for a deep cleaning. Information regarding which students will be in each cohort (A or B) will be provided to families this Friday. He stated that in-person learning will consist of 44-minute classes, which is easier for remote learning students to maintain attention than the traditional 62-minute periods. He discussed that Utility will now be at the end of the day to allow students to begin homework or seek extra help. Superintendent Sullivan stated that during Remote Learning, students at home are expected to synchronously access the In-Person Learning instruction and participate in their classes via Zoom. This will enhance students' connectedness to the curriculum, teachers, and peers. Superintendent Sullivan reviewed the Full Remote Learning Model stating that the schedule will be maintained, and all students will be required to participate in their scheduled classes via Zoom (or similar digital tool) synchronously. Students will be expected to follow attendance and remote learning behavioral expectations. He stated that the Cohasset High School Hybrid Learning Model mirrors the Middle School Model. The Cohort organization will consist of students being grouped alphabetically with Cohort A consisting of students whose last names fall between A-L and



Cohasset Public Schools

143 Pond Street

Cohasset, MA 02025

Continuing the Commitment to Excellence

Cohasset School Committee Meeting

Group B, M-Z. Each group will attend in a two day in-person/three-day remote schedule. Superintendent Sullivan states that mask breaks are built right into the daily schedule and protocols for arrival and dismissal follow social distancing and safety guidelines. Special education, reading and math specialists, and specialist teachers will work with students in a combination of in person and remote settings according to state guidelines. Superintendent Sullivan stated that the remote learning model will consist of students logging in at their appointed time and attendance will be taken. All lessons will be developed, implemented, and delivered using remote technologies such as Zoom or Google Hangouts. Remote learning expectations will be clear and will run as close to in-person learning as possible. Synchronous lessons will be taught to all students regardless of their physical location and there will be provisions made for asynchronous access to materials. He stated that considerations will be made for simplifying students' routines, accounting for student access at home, adapting screen time to avoid online burnout, and allowing as much student choice as possible. Superintendent Sullivan stated that grading will occur, and assessment practices will be reconsidered in order to equitably assess in-person vs. remote populations. Incorporating as much physical presence in the building as possible seeks to mitigate some of the risks associated with the remote learning model while offering some of the benefits of full, in-person return. Consideration will be given to simplifying routines for families. Superintendent Dr. Sullivan stated that he and the Leadership Team are solidifying that TECCA Learning Academy will be the fully remote learning model. He stated that a memo will be sent out to the families that indicated an interest in this option. They will need to confirm their commitment by this Friday. Assistant Superintendent Dr. Scollins stated that she is very comfortable with TECCA and believes it is a good option. Superintendent Dr. Sullivan stated that he hopes cohort groupings and schedules will be out by Friday. The committee had a lengthy discussion about communications of schedules and cohorts. Chairman MacLellan asked Dr. Sullivan to explain how this information will be communicated to families. Dr. Scollins stated that the information will hopefully be worked out through Aspen and sent out via email for the Elementary students but will be figured out tomorrow. Information for Middle and High School Students will all be done through Aspen. Dr. Sullivan updated the Committee on new information that was sent by DESE regarding changes in sports, he stated that there will be a four-season sport schedule. He stated that during a press conference today, State Secretary of Health and Human Services, Marylou Sudders announced that every student Grades K-12 will be required to get a flu shot by December 31st, 2020. He updated the Committee on a memo that was issued by DESE and the Department of Public Health regarding new guidance on protocols about close contacts and medical waiting rooms. Assistant Superintendent Dr. Scollins updated the committee on several new workshops that will be offered to parents and staff. The Committee had a lengthy discussion.

Motion by Mrs. Colleary to take the comments and questions of the community prior to Committee deliberation, seconded by Mrs. St. Onge, Roll Call Vote: Ashley Colleary - Aye, Paul Kearney - Aye, Ellen Maher - Aye, Lydia St. Onge - Aye, Craig MacLellan - Aye.

The Committee and Leadership answered over 80 questions regarding the draft re-entry plan from parents and the community. Questions were in regard to Cohorts, TECCA Remote Learning Academy and the Re-Entry Plan.

Hiring Update- Superintendent Dr. Sullivan stated that there has been movement in the IT Department. The Deputy CIO Bart Riley has retired, and the current Technical Support Specialist Dan Kelly has been promoted into that position. He updated the Committee on the hiring of a .5 Psychologist/ .5 Adjustment Counselor and a Middle School Secretary.



Cohasset Public Schools

143 Pond Street

Cohasset, MA 02025

Continuing the Commitment to Excellence

Cohasset School Committee Meeting

Finance- Monthly Update- Mrs. Owen reviewed the finance update for the month of July. She stated that the voted school budget for FY21 is \$20,960,856. Through the end of July, the district has expended \$325,369 and encumbered purchase orders in the amount of \$142,030. This leaves an available balance of \$20,493,456. Mrs. Owen stated that the district has spent 2.22% of the operating budget to date, this compares to 8.2% in FY20. She stated that the COVID-19 school closures have played a significant role in the current operating budget percentage. Mrs. Owen gave a brief overview of the balances on the Revolving and Donation Accounts. She stated that a more detailed report with all the expenditures and revenue will be presented at a future meeting as she is still reconciling the accounts. Mrs. Owen stated that she is still getting a familiarized will all the accounts and what they are budgeted for. She stated that she has been working with the Town Accountant, but the Town has not yet closed the budget for FY20. The ramification when the year is not closed is that the encumbrances and roll over balances cannot be updated and expenses all run together with the FY21 expenses, making it difficult to report accurate balances. She stated that once the FY20 is closed and rolled over, an accurate accounting of Grants will be reported. Mrs. Owen gave an update on the Circuit Breaker Account, and the amount of PPE that the District currently has on hand. She mentioned that the PPE on hand is based on a three-month supply. Mrs. Owen stated that there are dumpsters at each school to purge some of the old things left in classrooms with help from the Facilities Department. Dr. Sullivan and Mrs. Owen discussed some of the reopening installations that have begun in each of the schools, which include Plexiglas, tents, and signage. They stated that the Facilities Department has been doing a wonderful job. Mrs. Maher commented on the Operating Budget and mentioned that in FY20 the committee encumbered over \$1,000,000 in which \$977,000 of those encumbrances were in Special Ed Tuitions. She stated that if the Special Education tuitions were taken out, the encumbrances are comparable to this year's percentages. Mrs. Maher stated that she is willing to help Mrs. Owen with the Revolving and Donation Accounts by scheduling a Finance and Facilities sub-committee meeting to go through how these accounts are used. Mrs. Maher asked when the next three months supply of PPE will be ordered. Mrs. Owen stated that she is working closely with Glenn Pratt and the School Principals. Mr. Pratt will be sending out a form at the end of the week asking what is needed/wanted at each school. She stated that the PPE is currently being stored at the Emergency Management Center located at the Deer Hill School. She also stated that once Schools open, they will be closely monitoring how fast the supplies last and will replenish, when needed, with the vendor. Mrs. Owen stated that during the Leadership Team Meeting they discussed if they should pay the Bus Drivers and Cafeteria Workers during the first 10 days of School. She mentioned that the Bus Drivers will be learning their routes during that time and the Cafeteria Workers will be cooking for the Senior Center, which they have been doing all summer long. She stated that the recommendation was to pay them for the first 10 days. **Motion by Mr. Kearney to approve payment to Bus Drivers and Cafeteria Workers for the first 10 days of school, Seconded by Mrs. St. Onge. Roll Call Vote: Ashley Colleary - Aye, Paul Kearney - Aye, Ellen Maher - Aye, Lydia St. Onge - Aye, Craig MacLellan - Aye.**

School Committee Comments and Communication-Policy Revisions-

Reading of Policy EBCFA – 1st Read- Chairman MacLellan stated that Policy EBCFA relates to face coverings and anticipates mandating that all students of all ages wear face coverings within all Cohasset Public School Buildings. The Committee had a lengthy discussion and decided to wait to hear back from Council regarding language in the policy. Chairman MacLellan asked the Committee whether or not they objected to the general gist of the policy and noted to parents and families that this is the direction the Committee will be going when they vote on this policy at next week's meeting.

Reading of Policy EBC Supplemental – 1st Read- The School Committee reviewed and revised the policy. Mrs. Maher stated that the intent of this policy is due to the Public Health Emergency and when



Cohasset Public Schools

143 Pond Street

Cohasset, MA 02025

Continuing the Commitment to Excellence

Cohasset School Committee Meeting

the Public Health Emergency is over, they will revert back to the original EBC Policy. **Motion by Mrs. Maher to approve the revised language of the EBC Supplemental Policy relating to the COVID-19 Public Health Emergency, seconded by Mrs. Colleary. Roll Call Vote: Ashley Colleary - Aye, Paul Kearney - Aye, Ellen Maher - Aye, Lydia St. Onge - Aye, Craig MacLellan - Aye.**

Reading of Policy IHBHE Policy – 1st Read- Chairman MacLellan stated this policy centers around Remote Learning due to the Public Health Emergency. The Committee had a brief discussion and reviewed the policy. **Motion by Mrs. Maher to approve Policy IHBHE relating to Remote Learning due to an emergency, seconded by Mrs. Colleary. Roll Call Vote: Ashley Colleary - Aye, Paul Kearney - Aye, Ellen Maher - Aye, Lydia St. Onge - Aye, Craig MacLellan - Aye.**

Mr. Kearney gave an update about the SEPAC Meeting he attended today at which he met the new Director. He mentioned that the Committee will be meeting once a week. Mr. Kearney also attended the Wellness Committee this week, where they have appointed two new members. He stated that the committee is making great progress and that they discussed the pandemic as well as the wellness of all students. They are pushing hand washing and proper nutrition. He stated the Cohasset U14 Softball Team won the championship. Mrs. Colleary stated that Safe Harbor is hosting their Annual Candlelight Vigil for International Overdose Awareness Day on Monday, August 31st at 6:45pm on the Town Common. Mrs. Maher stated that she and Mrs. St. Onge attended the Alternative Energy Committee Meeting last week. She stated they discussed the draft RFP which will be awarded on October 31st, interest in being on the Evaluation Committee, possibly having a Cohasset High School Student Liaison join the Committee, Electric busses, and the roof replacement schedule.

Approval of Minutes-

Motion by Mr. Kearney to approve the Minutes of June 17, 2020 subject to the revisions, seconded by Mrs. Maher. Roll Call Vote: Ashley Colleary - Aye, Paul Kearney - Aye, Ellen Maher - Aye, Lydia St. Onge - Abstain, Craig MacLellan - Aye.

Motion by Mr. Kearney to approve the minutes of July 8, 2020 subject to the revisions, seconded by Mrs. Maher. Roll Call Vote: Ashley Colleary - Aye, Paul Kearney - Aye, Ellen Maher - Aye, Lydia St. Onge - Aye, Craig MacLellan - Aye.

Follow-up and Updates- Mrs. Maher suggested that this item be removed from the agenda. She does not see the need for this agenda item anymore. Chairman MacLellan asked Superintendent Sullivan to have his office remove that line item from future Agendas.

Topics not reasonably anticipated by the Chairman 48 hours in advance of the meeting-

Superintendent Dr. Sullivan stated that The Kearney Family gifted a 50-inch Flat Screen Television to the Cohasset Middle School. **Motion by Mrs. Colleary to accept the gift of a 50-inch Flat Screen Television, seconded by Mrs. St. Onge. Roll Call Vote: Ashley Colleary - Aye, Paul Kearney - Aye, Ellen Maher - Aye, Lydia St. Onge - Aye, Craig MacLellan - Aye.**

Motion by Mrs. Colleary to adjourn the meeting, seconded by Mr. Kearney. Roll Call Vote: Ashley Colleary - Aye, Paul Kearney - Aye, Ellen Maher - Aye, Lydia St. Onge - Aye, Craig MacLellan - Aye.

The Committee adjourned the meeting at 9:57p.m.



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Cohasset School Committee Meeting

Documents Used at the Meeting

Hiring Update	C-1
Monthly Update	D-1
Policy Revision: EBC Supplemental	E-1
Policy Revision: EBCFA	E-2
Policy Revision: IHBHE	E-3