

Cohasset Public Schools
143 Pond Street
Cohasset, MA 02025
Empower Students to Improve Communities
Cohasset School Committee Regular Meeting

School Committee Minutes

Wednesday, June 21, 2023

6:00 PM

Learning Commons

Cohasset Middle/High School

Virtual Meeting-143TV/Zoom/Facebook

In Attendance:

Ted Carr, Secretary

Lance Dial, Chairman

Paul Kearney

Jennifer Lesky

Craig MacLellan, Vice Chairman

Susan Owen, Director of Finance & Operations

Dr. Leslie Scollins, Assistant Superintendent

Dr. Patrick Sullivan, Superintendent

AGENDA

Vice Chairman, Craig MacLellan called to order the June 21, 2023 meeting of the Cohasset School Committee at 6:00 P.M. Chairman Lance Dial will be arriving momentarily. Mr. Ted Carr is not yet present. This meeting is being held at the Learning Commons at the Cohasset Middle High School. Folks may also attend virtually via Zoom and Facebook. The Zoom feature allows live chats for comments and Facebook is watch and listen only. Members of the Cohasset School Committee who are present indicate so in roll call. **Roll Call: Mr. Kearney-Present; Ms. Lesky-Present; Vice Chair MacLellan-Present. Mr. Carr arrives at 6:02 PM and Present.** Members of the Cohasset school committee can now proceed with a full quorum.

Public Comment - None

School Updates

• School News (Dr. Patrick Sullivan) –We had some amazing open houses at every grade level with our theme from last year, “Find Your Compass.” This is always a great highlight to talk about for the year ahead and everything that this school district has to offer.

As we moved into Fall, we held great block parties with our METCO students that happened at each of the bus stops, one in Mattapan, and the other at Franklin Park.

School Updates

• School News (Dr. Patrick Sullivan) We're very proud of our community relations and our connections with Holly Hill Farm that happen throughout the year that are reflected in what we do at all of our schools. Students harvest fresh food that is served fresh daily at all our cafeterias and sold at the farmer's markets. This has been a huge part of real hands-on learning for students. The same relationships we have with CSCR and Safe Harbors with our green team doing environmental work as we look forward to the next 3 years of our strategic plan. These authentic learning experiences are going to play a huge role in everything we're doing, and we'll see them reflected in our strategic initiatives next year, most certainly the next 4 years. We have great relationships with two amazing groups, our PSO and CEF, who've provided so much for us. We're also very proud of the partnerships we have with the Cohasset Police and Fire Department.

This year we were able to complete a new track and turf field. Kudos to Sue Owen, Michelle Leary, and everyone who played a role, particularly this school committee quite frankly for their support throughout the whole process. We have a beautiful, and most importantly a safe track and turf field that can be enjoyed for many, many years.

We started the school year with the Girls' soccer team winning the State Championship! The work they did with the "Littles" and contributions they provided is really in concert with our district vision which is to *empower students to improve communities*. They turned it around and won the state championship and a lot of it had to do with that unity that they showed for each other. That was a great celebration, particularly after the year before they lost a heart breaker in the finals. All our sports teams did wonderful throughout the year, most certainly a triumph at the beginning of our Fall sports season.

As a school district we do many altruistic enterprises that combine with our community here. We had a superb "Credit for Life" which is really building towards financial literacy. With the support from this school committee, we were able to add a teacher position who is going to help build those courses at the high school level. Kudos to the school committee for doing a lot of work with our Food Service Department for a better nutritional situation for all students. We hired a new instructor to help with culinary arts and we're looking forward to sharing that action plan with our new hire later this summer with the school committee when the time is appropriate.

We're very proud of the first meeting we ever held at the METCO headquarters and hopefully that becomes something we can do every year, or at least look to do every year, which was fantastic. We had a METCO Advocacy Day and Vice Chairman MacLellan was there along with Senator O'Connor and a whole contingent from the high schools involved. Next year we'll bring more students to that event because they're an important part of it. The Inaugural Multi-Cultural Night was a tremendous success and very much ties in with our strategic plan. Many families in our community who are very proud of their cultures, showing their cultures histories with foods and dance was very well attended for a first event of this type. Dr. Sullivan is looking forward to more of this moving forward.

School Updates

- School News (Dr. Patrick Sullivan) - The CEF sponsored efforts renovating all our court yards for lovely learning spaces that the students were able to use throughout the entire school year. We had many fabulous trips including a trip to the Galapagos Islands, Quebec City, and the Grand Canyon, great quality opportunities for our students.

As we moved towards the end of the school year, this one event stole the cake for Dr. Sullivan where we talked to Astronaut Steve Bowen from the International Space Station as he floated around was quite the highlight. Our students who presented did a fabulous job, and the fact that the whole district and community could watch this was very special and inspiring!

The 2023 graduation ceremony and awards night was wonderful. To bookend our triumphant moments, Dr. Sullivan would like to congratulate Coach Steve Rontondi and all the coaches, and of course our student athletes who were part of the State Champions Cohasset Boy's Lacrosse Team. They were successful and clearly an amazing team for our division with a lot of sportsmanship and a great effort by this team, Congratulations to all of them! Hopefully, we can celebrate them further in future meetings.

It was a pleasure to celebrate Ms. Diane Barbieri who is a fabulous 2nd grade teacher who taught for 29 years of service here for Cohasset Public Schools and one of the best that Dr. Sullivan has seen at any level, who was just super positive, and wonderful. All the wonderful teachers who have retired at various times throughout last year were *Kathy Jordan* at Deer Hill School, and *Maria Spadia* our long-time cafeteria worker at the Deer Hill School. *Susie Corcum* was a long-time teacher at Deer Hill as is *Deb Henry*, and *Mallory Dwyer*, *Denise Leon* who was an ESP at the high school.

Within all that culture, we're still building and moving onto our strategic plan. We're going into our 3rd year, and this will be of importance for us as a leadership team and as a school community because this will be reflected in what we've done over the last 2 years. Narrowing down in our 3rd year as we look to build our next strategic plan, and we've already set a plan in motion for the spring of next year.

Teaching and Learning

- Academic Initiatives / Updates (Dr. Leslie Scollins) - Some of the big items we've accomplished this year was completing the Curriculum Review Phase 1 Self-Study in Math and Visual and Performing Arts which was a wonderful experience and gave us a good sense of where we need to go. This will be shared with the school committee in the Fall with an action plan based on what comes out of the self-study.

Implemented Year 1: Elementary Comprehensive Literacy Approach introducing Heggerty Phonemic Awareness Program for Grades K-2. Implemented Year 1 the Reader's Workshop for Grades 3-5, piloted Grades K-2. Provided Embedded Professional Development with Teaching and Learning Alliance Inc. and hopefully we'll receive some funding to help us with that.

Teaching and Learning

• Academic Initiatives / Updates (Dr. Leslie Scollins) - We implemented Year 1 at the Middle School an OpenSciEd Science Curriculum. We're in Year 2 implementing the i-Ready Diagnostic in Math and Reading for Grades K-8. Piloted the i-Ready Personalized Learning in Math for Grades 3-5 where we were able to get a grant for that also. We integrated Learning Walks into Math and Reading Specialists Meetings with department chairs.

At Cohasset High School we implemented a NEASC Self-Study which gave them a course of action and a plan moving forward.

The Cohasset Middle School spent a lot of time looking at how to support culturally responsive and inclusive practices and resources we have.

We also did a lot of work with MTSS development and Dr. Leslie Scollins would like to thank Mrs. Barbara Cerwonka and give her all the credit for this. She has pulled together a steering committee to revitalize that.

Looking Forward

Curriculum Review Phase 1 Self-Study in Health and Wellness

Curriculum Review Phase 2 Implementation in Math, Visual, and Performing Arts

Implement New Math Program Illustrative Math Grades 6-8

→ Provide Professional Development and Coaching for Teachers

Implement Year 2: Elementary Comprehensive Literacy Approach

→ Provide Embedded Professional Development with Teaching and Learning Alliance, Inc.

→ Create Literacy Learning Walks – Look Fors

Implement Year 2: Middle School Science – OpenSciEd

Implement Year 3: i-Ready Diagnostic in Math and Reading Grades K-8

Implement New History Curriculum Investigating History Grades 5, 6,7

Implement more consistent data dialogue process across the district with the Director of Data Curriculum, and Evaluation

Join the Massachusetts Partnership for Diversity in Education (MPDE)

Join the Massachusetts Partnership for Youth, Inc.

This is just a snapshot of where we have come this year and what we're looking at as we move into next year. It's very much in concert with the strategic plan. Next year, it's a lot of getting our front-facing curriculum in order. We have a front-facing district curriculum in order with assessments making sure that we shore that up. We have a new director of data curriculum and evaluation to really help and grab those data dialogues. This is exactly where we want it to be in year 3 coming out of COVID. We have some very innovative teaching we'll be working with to see this happening, but we need to be more intentional with that as we move into the next strategic plan. We look forward to working with this team and being part of those decisions and that dialogue with the school community.

Vice Chair MacLellan notes for the record Chairman Dial arrived at meeting at 6:13 p.m.

Teaching and Learning

• Academic Initiatives / Updates (Dr. Leslie Scollins) – Chairman Dial notes as we’re looking at Dr. Scollins **Looking Forward** Academic Goals, this is the school committee’s goals as well. This will be something on the agenda going forward.

Mr. Carr inquiries about the funding?

Dr. Leslie Scollins says they have the funding but DESE came out with these grants at the end of this school year. Dr. Scollins says she applied to what would work out best.

Mr. MacLellan says in the past with some mishaps when we’re rolling out a new curriculum, he would like the administration to present or focus on a presentation, (e.g., Investigating History Curriculum), not necessarily a form of approval or rejection perspective, but from a collaboration and transparency perspective, so that not only the school committee, but the community is aware of what the changes are, and what the new program entails, and how we’re rolling it out, so we’ll have an opportunity to share any sort of comments, or constructive criticism, feedback, or insight. This would benefit us as we launch the program. This would be helpful at some point in the year or perhaps over the summer if this is being rolled out for the 2023-2024 school year.

Ms. Lesky would like to add to what Mr. MacLellan just said, having or providing parents and families with the rationale for the choice and how these programs then connect to the curricular choices they make. It would be helpful for parents to understand that these are going to be deliberate choices that are made by the district.

Budget, Resources, and Governance

Agenda Item F-1

• Budget and Finance

➤ **Monthly Update (Ms. Susan Owen)** As of May 31, 2023 the School Department has expended \$18,264,571 out of the \$22,345,352 budget awarded (82.72%) and we are 92% through the year. We have encumbered supplies and materials on purchase orders in the amount of \$220,197. There is a remaining balance of \$3,860,584 which will be expended by salary accounts and any other school department needs that cannot be anticipated or have not yet been entered as a purchase order. SPED Tuitions were budgeted at \$1,149,811 and are currently encumbered on purchase orders. Last month’s deficit was reported to be **-\$96,734**. This month’s deficit is **-\$60,875**. A slight decrease from the previous month as we prepare to close out the year and purchase orders are being liquidated.

<u>School</u>	<u>Budget</u>	<u>Expended</u>	<u>Encumbrances</u>	<u>Balance</u>	<u>% Used</u>	<u>FTE</u>
Osgood	\$3,790,549	\$3,000,180	\$22,009	\$ 768,360	79.72%	45.60
Deer Hill	\$4,106,389	\$3,165,923	\$18,135	\$ 922,331	77.53%	43.23
Middle	\$3,851,942	\$2,995,451	\$ 2,509	\$ 853,982	77.82%	46.0
High	\$6,896,082	\$5,629,238	\$76,787	\$1,190,059	82.74%	65.90

Financial reports for item F can be found in F-1 materials on the June 21, 2023 agenda in which all members of the school committee received in their packets.

Budget, Resources, and Governance

➤ **Monthly Update (Ms. Susan Owen)** – The Middle/High School Fitness Center new floor has been installed and the room is painted and ready for delivery of the new equipment which should arrive in the next few weeks. Once the new equipment is installed, the Fitness Center will be open for use with Supervision on Tuesday and Thursday from 3:00 PM – 6:00 PM.

The Learning Commons is now open with Supervision on Tuesday and Thursday 3-6 PM.

Cohasset will be receiving an \$8,000 grant from DESE and Northeast Food for Schools to purchase local unprocessed or minimally processed foods such as meat, dairy, and produce for menu enhancement. Food Service is expanding their relationship with Massachusetts Farms to school organizations to produce meals. Food Service purchased their own indoor growing towers and will start growing their own organic produce while continuing to utilize crops from our school gardens. The Food Service Department now has a newsletter that will be going out on a weekly basis highlighting all the changes and offerings.

Beginning with the 2023-2024 school year, Full-Day Kindergarten will be Tuition Free for all attending students. All deposits for the 2023-2024 school year have been refunded. If families have not received their refund, they are encouraged to reach out to the Business Office.

- Transportation – 8 new school buses will be arriving over the next few weeks, and we will be transitioning the old buses back to the vendor. The new school buses will have 3 cameras installed on them. We are excited to announce our new electric school bus will be arriving in Cohasset over the summer and will be ready for the start of school. Beginning with the 2023-2024 school year our Transfinder GPS system will be available on all our new school buses for parents to utilize.

Ms. Owen notes at this point in the year, there are no areas of concern, and the school budget is on target. This coming school year every school will have something new going on.

For the record, Mr. MacLellan asks Ms. Owen to explain the SPED Tuition deficit and how that is addressed and why it's not a concern at this point. People get nervous when they see deficits and Mr. MacLellan just wants to make it clear that it's something that is unanticipated.

Ms. Owen states at the beginning of the year, we project what our tuition will be for special education based on our special education students. Throughout the year we have new students that come in that sickle through the evaluation process that maybe were in a regular classroom and then pulled out because they have an IEP or an individualized plan. When those kinds of things happen, they're unanticipated that causes us to go into a deficit because we can't project how many children are going to shift in and out versus a classroom or school. Sometimes this can be as high as \$200,000 for a student, depending on the school they go to. The deficit fluctuates all year long, we do have circuit breaker which is a reimbursement, approximately 75% we receive once the base is taken off the special education costs that we could not have foreseen. We also have the SPED tuition stabilization fund if we run into problems with funding.

Budget, Resources, and Governance

- Transportation – Chairman Dial asks about the number of bus routes that we have and what we’re planning to have and when the planning of bus routes will start for the next school year.

Ms. Owen says they have a software program that maps out everything that transports students appropriately based on the number of school buses we have. We have 8 bus routes and 10 school buses, because we obviously need two (2) spares. The Director of Transportation already has students in the system based on registration, incoming students, and already has a preliminary list.

Dr. Sullivan says what we’ve seen at the end of this school year is what we’ll anticipate seeing at the beginning of the next school year in terms of the number of students on buses that should never be overcrowded. Moving forward, if the community wants to add another school bus route, Dr. Sullivan will be glad to have Ray come and talk more in depth about it and explain the difference between adding another bus versus some of the costs that would incur.

Chairman Dial says some of the feedback he’s received and has experienced himself as well is given the later school day, the time for kids to get home, especially the younger grades get compressed to afterschool activities. A lot of the feedback he received from people is that the bus routes should be shorter. Perhaps we can look into adding another bus route to make the ride shorter. When we do meet as a committee in August, we’ll have a discussion more on this.

- Report from School Facilities Committee: *Approval of New School Facilities Membership*

Vice Chairman MacLellan says they have enough names obviously to consider replacing us. Ms. Lesky is differently situated from Mr. Kearney and himself and it’s up to her whether she wants to, but Ms. Lesky was not on the school committee when we made these nominations. Since Mr. Kearney and himself are no longer going to be on the school facilities committee and quorum concerns are completely extinguished. We have enough names to replace everyone, this needs one more school committee meeting cycle to fully make because while everyone, except for one person has indicated that they are willing and excited to serve on the School Facilities Committee would be surprised if we approved this tonight. The good news is there has been headway on it and there are people that are available and interested.

Community Relations / Communication

- Reports from School Committee Sub-Committees and Liaisons - None

School Committee Governance

Agenda Item H-1

- School Committee 2023-2024 Meeting Schedule – **Summer Schedule**: There will be no school committee meetings held for the month of July, but members of the school facilities sub-committee would like a special meeting for updates that would be held virtually for July 19th with only members of the school facilities sub-committee. School Committee members agree with two (2) school committee meetings in August, August 9th, and August 23rd.

School Committee Governance

Agenda Item H-1

- School Committee 2023-2024 Meeting Schedule

Motion made by Mr. Carr to approve the Cohasset school committee 2023-2024 meeting dates as discussed at the June 21, 2023 school committee meeting, seconded by Mr. Kearney.

Aye - All

The 2023-2024 School Committee Meeting Schedule changes are indicated in red text and attached to these minutes of the June 21, 2023 School Committee Meeting. *KB*

Motion made by Vice Chair MacLellan to approve the amended calendar that reflects the Joseph Osgood School Open House being moved to September 19, 2023, seconded by Ms. Lesky.

Aye - All

Dr. Sullivan will note the JOS open house change of date in his broadcast along with the ice cream social which will be on Tuesday, August 15th from 5:30-6:30 PM.

- Second Read of Policy JFABD-Homeless Students: Enrollment Rights and Services**

The language that was used and recommended has been updated to Students Enrolling in District Where Sheltered or Temporarily Residing Policy dated 2019.

Mr. Carr asks if unaccompanied minors are a big topic if at some point unaccompanied minors come here to Cohasset that are coming in through the southern border or get relocated, are we comfortable with this? Does that accommodate this situation?

Chairman Dial says this policy just states if a student becomes homeless, they can stay in the district. Also, is interested in Mr. Carr's question if there's a policy that would apply to an unaccompanied minor and think our legal counsel can answer this.

Motion by Vice Chair MacLellan to approve the Policy JFABD-Homeless Students: Enrollment Rights and Services as discussed by the school committee, seconded by Mr. Kearney.

Aye – All

School Committee Governance

- Superintendent's Evaluation – The chair states he has all school committee members evaluations. Unfortunately, Chairman Dial has not had time to synthesize them into a committee evaluation. There is no time boxed on this and we'll defer this to an agenda item for our next meeting which will be on August 9th for the formal delivery of the Superintendent's Evaluation.

School Committee Governance

- Topics Not Reasonably Anticipated by the Chair – None, just one requested Executive Session.
- Approval of Minutes - None
- Future Agenda Items – [1] New curriculum. [2] Bus Routes. [3] School Facilities Nominations. [4] Unaccompanied minors. [5] Mr. MacLellan would like to see the Action Plan at the August 23rd school committee meeting on Food Services with October 18th as a good time to reasonably checkup on the Elementary School Food Service lunches. [6] Mr. Kearney would like to discuss how to increase the Arts for this coming school year. [7] Mr. Carr would like to start the budget planning process early as possible. [8] Some thoughts on Spotlights on Learning.

Motion by Mr. MacLellan to request executive session for reasons #3 - Collective bargaining or litigation; and #4 - Deployment of security personnel and/or devices, seconded by Mr. Carr. Roll Call Vote: Mr. Kearney-Aye; Mr. Carr-Aye; Ms. Lesky-Aye; Mr. MacLellan-Aye; Mr. Dial-Aye.

Meeting Adjourned at 7:40 p.m.

**Requires Committee Vote / Action

¹ Chapter 30A, Section 21(a) mandates that in order to go into Executive Session the Committee must:

1. Do so on a roll call vote
2. State the purpose for executive session.
3. Indicate whether the body will reconvene in public session.

Respectfully Submitted by
Kathy Bock

Changes to the 2023-2024 School Committee Meeting Schedule is attached as a PDF file.



DRAFT
SC Meeting Dates

2023-2024 Cohasset Public Schools Calendar



July 2023						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	[19]	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
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20	21	22	[23]	24	25	26
27	28	29	30	31		

September 2023						
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17	18	*19	[20]	21	22	23
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October 2023						
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29	30	31				

November 2023						
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26	27	28	29	30		

December 2023						
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10	11	12	13	14	15	16
17	18	19	[20]	21	22	23
24	25	26	27	28	29	30
31						

July 2023

4 Independence Day

AGENDA ITEM: H-1

Possible? Special Meeting with School Facilities Sub-Committee
Virtual - July 19th

JUN 21 2023

August 2023

- 22, 23, 24 New Teacher's Orientation - Full Day
 - 28 All Teacher's Opening Day Including Safety Training
 - 29 Professional Development - Full Day
 - 30 Grades 1-12 - First Day of School
 - 31 Kindergarten - First Day of School
- School Committee Meeting
August 9th
August 23rd

September 2023

- 1 Schools Closed
 - 4 Labor Day - Schools Closed
 - 5 PreK - First Day of School
 - 20 JOS Open House
 - 21 DHS Open House
 - 22 Professional Development - Half Day
 - 27 CHS Open House
 - 28 CMS Open House
- *JOS Open House September 19th - Changed from September 20th
School Committee Meeting
September 6th
September 20th

October 2023

- 6 Professional Development - Full Day
 - 9 Indigenous Peoples Day - Schools Closed
 - 25-26 PK-5 Conferences - Half Day of School JOS & DHS. Full Day of School CMS & CHS
- School Committee Meeting
October 4th
October 18th

November 2023

- 1-2 CMS and CHS Conferences-Half Day of School CMS & CHS. Full Day of School JOS & DHS
 - 10 CHS Term 1 Ends
 - 17 CHS Reports Cards Available in Aspen
 - 22 Half Day of School
 - 23 Thanksgiving Day - Schools Closed
 - 24 Schools Closed
- School Committee Meeting
November 1st
November 15th

December 2023

- 1 CMS, DHS, JOS Trimester 1 Ends
 - 8 CMS Reports Cards Available in Aspen
 - 8 DHS & JOS (grades K-5) Progress Reports Available in Aspen
 - 22 Half Day of School
 - 25-29 Winter Break - Schools Closed
- School Committee Meeting
December 6th
December 20th

January 2024						
S	M	T	W	TH	F	S
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February 2024						
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March 2024						
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24	25	26	<u>27</u>	28	29	30
31						

April 2024						
S	M	T	W	TH	F	S
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21	22	23	<u>24</u>	25	26	27
28	29	30				

May 2024						
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26	27	28	29	30	31	

June 2024						
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23	24	25	26	27	28	29
30						

Approved by SC: 3/15/2023

January 2024	
1	New Years Day - Schools Closed
2	School Resumes
12	Professional Development - Half Day
15	Martin Luther King Jr. Day - Schools Closed
19	PreK Semester 1 Ends
24, 25, 26	High School Finals - Half Day for CHS Students
26	CHS Semester 1/Term 2 Ends

School Committee Meeting
January 10th
January 24th

February 2024	
1	PreK Progress Reports Available in Aspen
2	CHS Reports Cards Available in Aspen
19	President's Day
19-23	February Break

School Committee Meeting
February 7th
February 28th

March 2024	
14	CMS, DHS, JOS Trimester 2 Ends
14	Professional Development - Half Day
15	Professional Development - Full Day
22	CMS Reports Cards Available in Aspen
22	DHS & JOS (grades K-5) Progress Reports Available in Aspen
26-27	PK-5 Conferences - Half Day of School JOS & DH. Full Day of School CMS & CHS

School Committee Meeting
March 13th
March 27th

April 2024	
5	CHS Term 3 Ends
12	CHS Reports Cards Available in Aspen
15-19	April Break
24-25	CMS and CHS Conferences-Half Day of School CMS & CHS. Full Day of School JOS & DHS

School Committee Meeting
April 10th
April 24th

May 2024	
23	Seniors Last Day of School
24	Professional Development - Half Day
27	Memorial Day - Schools Closed

School Committee Meeting
May 1st
May 15th

June 2024	
1	Graduation
6	PreK & Kindergarten Last Day of School. Semester 2 Ends. Progress Reports Available in Aspen
6, 7, 10	High School Finals - Half Day for CHS Students
11	High School Finals Make-up Day
11	180th Day - Early Release
11	CHS Semester 2/Term 4 Ends. Reports Cards Available in Aspen
11	CMS Trimester 3 Ends. Reports Cards Available in Aspen
11	DHS & JOS (grades 1 & 2) Trimester 3 Ends. Progress Reports Available in Aspen
19	Juneteenth
18	Last Day with 5 Snow Days
28	Last Allowable Make-up Date

School Committee Meeting
June 5th
June 19th

Bolded, Underlined & Italicized Dates - SC Meetings * **Shaded Date** - Schools Closed * **Half Shaded Dates** - Half Days

Red text indicates date changes for SC Meetings *