



**Cohasset Public Schools  
143 Pond Street  
Cohasset, MA 02025**

*Empower Students to Improve Communities*

**REGULAR MEETING OF THE COHASSET SCHOOL COMMITTEE**

All School Committee Meetings Are Recorded

**In-Person**

**Wednesday, December 21, 2022**

**6:00 PM**

Learning Commons

Cohasset Middle and High School

143 Pond Street

Cohasset, MA 02025

**Virtual**

Streamed Live on Cohasset 143TV

Zoom (*chat enabled*)

<https://zoom.us/j/93210720844>

ID: 932 1072 0844 / Password: 461964

Dial In: +1 929 205 6099

Facebook (*watch/listen only*)

Cohasset Live Streaming

**In Attendance:**

Ted Carr, Secretary

Lance Dial, Chairman

Paul Kearney

Craig MacLellan, Vice Chairman

Lydia St. Onge

**Also In Attendance:**

Susan Owen, Director of Finance & Operations

Leslie Scollins, Assistant Superintendent

Patrick Sullivan, Superintendent

**AGENDA**

**Call to Order, Roll Call, Pledge of Allegiance**

Chairman Dial called the regular meeting of the Cohasset school committee for Wednesday, December 21, 2022, to order at 6:00 PM. **Roll Call: Paul Kearney-Present; Ted Carr-Present; Lydia St. Onge-Present; Craig MacLellan-Present; Lance Dial-Present.**

**Opening Remarks**

Chairman Dial is happy to see a packed room for tonight's school committee meeting with The Cohasset Girls' Soccer Team who won the State Championship as invited guests to share all their accomplishments with us.

## **Public Comment**

Jack Buckley from 272 North Main Street would like to publicly address on behalf of the Cohasset Center for Student Coastal Research, (CCSCR) to acknowledge the great relationship and express his gratitude that CSCR has with the Cohasset Public Schools and the leadership of Dr. Sullivan, and his team. Also, would like to thank Principal Scott, Ed Savage, and *Dr. Duncan* and their team at Cohasset High School. Mr. Buckley also wanted to request sometime in the early months of 2023, CSCR would like to have an opportunity to present to the school committee some details about the “*Noah B. Wright*” grant that CSCR has and funding that’s available to teachers and to the Cohasset Public Schools of the great work that students have done and continue to do.

Superintendent Patrick Sullivan would like to reciprocate the relationship that Cohasset Public Schools has with CSCR. It’s a nice way to get into that innovative learning that we talk about on that authentic learning experience that so many of our students enjoy through the Cohasset Public Schools, but also separate with the summer program that CSCR has. The grant that Mr. Buckley talked about is very exciting and we’d love to have Mr. Buckley back to talk more on the fruits of that and the continued collaboration we have with CSCR. Thank you, Mr. Buckley, for coming here to talk about that.

Chairman Dial echoes Dr. Sullivan’s appreciation for CSCR and the work that the school administration is doing in that relationship, it’s great that Mr. Buckley came here in-person to make a public comment, it means a lot, thank you very much.

## **Invited Guests**

- **Honoring Girls State Championship Soccer Team**

Mr. Dial announces it’s a pleasure that we’re here tonight to honor the girls State championship soccer team. They’ve already received their sweatshirts, that’s fantastic!

Dr. Sullivan states it’s a tremendous pleasure to have the girls’ soccer team with us tonight, they’re all such a tribute, not only to Cohasset, but to all high schools, middle schools, but especially, Cohasset! Dr. Sullivan was so impressed with this team and their resilience throughout the whole entire season.

Coach Beal would like to say one thing first, this is a community effort from the bottom to the top and from everybody here and would like to thank Dr. Sullivan, Dr. Scollins, Principal Scott, Principal Mills and Steve Rotondi for always being so supportive of the Girls Soccer Team. This is something that Coach Beal will never forget and sure the same goes for the girls that are here with us tonight. Thank you.

## **Invited Guests (cont'd)**

- **Honoring Girls State Championship Soccer Team**

Steve Rotondi, Athletic Director thanks the school committee for having him and the Girls Soccer Team here tonight. Mr. Rotondi says it's fitting because we just had our opening meeting with the captains for this Summer along with faculty members. They talked about the work they've done for the community and things they do outside of the community for soccer all year. It speaks volume to them for winning the State Championship, it's years in the making. with a lot of other factors that go into it. They appreciate the school committee for taking the time for having them here. The Girls Soccer Team will be heading to the State House in Boston, and we'll make it a fun day for them all.

Coach Beal states the Girls Soccer Team did a great job all season trying not to get ahead of themselves. They opened their season game with two (2) big wins and finished the season with a record of 17-1-3.

Dr. Sullivan says this is a tribute to Coach Beal and her staff as well for keeping them focused throughout the year, they're a great team!

Mr. Kearney says its time to update the banners in the gymnasium with State Champions on their awesome accomplishment that will stay with them for the rest of their lives.

Mrs. St. Onge congratulates them all and how exciting, especially for the younger kids to see this because they're superstars in their eyes. It's so cool to have them as role models for this town for the little ones to look up to.

Mr. Dial would like to add his congratulations on top of the pile for their fantastic achievement! The only perspective Mr. Dial has to say from what was just mentioned about teamwork and putting these together, these are all great life skills and sports bring out people and their life skills. Not only do they have this great memory to take with them forever, but they also build up skills that will lead them well in life. Congratulations on the win and being part of a great team. Congratulations to Coach Beal and her team and the other accolades that go with it.

- **School Committee Student Liaison Report (Noah McDowall)**

Noah is a junior at Cohasset high school and thanks the school committee for having him here tonight. Noah is involved with several activities in Cohasset. One of them for example, is with CSCR and coordinating a few projects there. Noah is also involved with Cohasset's Safe Harbor and quite involved in leading the youth ambassadors program doing a lot of work and initiatives, coalitions, and use of data analytics. Noah is also on the committee for advocacy for mental health on the state level called the WACO stigma which was founded two (2) years ago.

Mr. Carr thanks Noah for joining us this year and suggests Noah can bring other students voices this year and give us some advance on discussions that might be raised.

## **Invited Guests (cont'd)**

- **School Committee Student Liaison Report (Noah McDowall)**

Mr. Kearney is impressed by all the things Noah is doing with the community regarding Safe Harbor and youth ambassadors. It's such a blessing to have Safe Harbor and anybody can take advantage of joining that program and happy that Noah is a leader there.

Mrs. St. Onge is so impressed by Noah's resume so far and appreciates the feedback on what he's bringing to the school committee. Mrs. St. Onge asks Noah on what solutions would be best for a better pace for students leading up to the holiday break?

Noah says it comes down to the faculty and the school. The coordination of an assignment and workload distribution as well as better communication between generally the faculty and student body will allow preparation for students in relation to an assignment to reduce stress and greater coordination amongst the faculty.

Mr. MacLellan asks Noah if this is recurring, or something new he sees with his upper classmates at the high school?

Noah talked with a lot of his peers, and they consistently seem to think so, especially the upper classes at the high school who have advanced courses like AP courses are experiencing the same problem. This starts in sophomore year and the stress builds amongst the student body.

Mr. MacLellan asks Noah how is that stress manifesting itself among the students?

Noah says we talk about whether we're having trouble sleeping or not getting enough sleep. Some might not be able to push as much forward with their classes because of the amount of academic pressure culminating over time making them feel overwhelmed.

Mr. Dial says Noah did an excellent presentation and shows courage of coming here to speak in front of the school committee and school administration. Showing what he can do to offer on topics that were raised is an important topic. Talking about mental health is the school committee's focus and Noah's remarks were heard and understood.

- **Athletic Director Fall Season Recap / Fitness Center Update (Mr. Steve Rotondi)**

Steve Rotondi states one of the highlights of our athletic school sports is on the participation. The foundation and building blocks of the success of a lot of these teams is how many kids come out for the sport and grow with it over time. Our teams continue to fill all roster levels and all teams showed how real successful our Fall season was.

## **Invited Guests** (cont'd)

- **Athletic Director Fall Season Recap / Fitness Center Update (Mr. Steve Rotondi)**

### **2022 Fall Sports Overview, Accolades & Highlights**

South Shore League All-Stars: 27  
League MVPs: 3  
Patriot Ledger All-Scholastics: 15  
Boston Herald All-Scholastics: 3  
Boston Globe All-Scholastics: 2  
All Eastern Mass Soccer: 3  
All State Soccer: 1  
Sectional Champions: 3  
State Champions: 1

#### ➤ **National Letters of Intent (NLI)**

Cat Herman: Northeastern Soccer  
Luc Nivaud: Franklin Pierce Baseball

#### ➤ **Boys Soccer**

Overall Record: 9-9-3 (State Quarterfinals)  
MIAA Division 4 Tournament Ranking: 8/63  
South Shore League Champions  
SSL All-Stars: 6  
Patriot Ledger All-Scholastic: Nathan Askjaer, Ian Linhart  
Boston Herald All-Scholastic: Nathan Askjaer  
Eastern Mass All-Star: Nathan Askjaer

#### ➤ **Girls Soccer**

Overall Record – 17-1-3 (**STATE CHAMPIONS**)  
MIAA Division 4 Tournament Ranking: 1/52  
South Shore League Champions  
SSL All-Stars: 5  
SSL MVP: Tess Barrett  
Patriot Ledger All-Scholastic: Tess Barrett, Cat Herman, Tessa Curatola  
Boston Herald All-Scholastic: Tess Barrett  
Boston Globe All-Scholastic: Tess Barrett, Coach Deb Beal  
Emass All-Star: Cat Herman, Tess Barrett  
All State: Tess Barrett  
Division 4 Coach of the Year: Deb Beal

## **Invited Guests (cont'd)**

- **Athletic Director Fall Season Recap / Fitness Center Update (Mr. Steve Rotondi)**

<b>2022 Fall Sports Overview, Accolades &amp; Highlights</b>
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### ➤ **Field Hockey**

Overall Record: 15-6-1 (State Semi-Final)

MIAA Division 4 Tournament Ranking: 3/48

South Shore League Champions

SSL All-Stars: 6

Patriot Ledger All-Scholastic: Kira Fulton, Catherine Brisbane, Ainsley Allen, Frances Brisbane, Bailey Thomas

### ➤ **Football**

Overall Record: 8-2 (State Semi-Final)

MIAA Division 7 Tournament Ranking: 2/36

SSL All-Stars: 6

Patriot Ledger All Scholastic: Will Baker, Liam Appleton, Thomas Hansen

Boston Globe All-Scholastic: Will Baker

Boston Herald All-Scholastic: Will Baker

### ➤ **Cross Country**

Overall Record: 3-10 (Girls & Boys)

SSL All-Stars: 2

South Shore League MVP: Maggie Brinzey

Patriot Ledger All-Scholastic: Maggie Brinzey, Elizabeth Blanchard

### ➤ **Golf**

Overall Record: 3-11-1

SSL All-Star: 1

Mrs. St. Onge asks what about volleyball? She would like to hear about their off season because it's a sport here now!

Mr. Rotondi states with the end of the Fall season they're growing with the participation since volleyball is a new sport that started this season. There were twenty-four (24) student athletes who came out to the team, and they had a great year! We look forward to continuing growing in that sport. The participation about the highlights was we had some new student athletes to our program, it wasn't necessarily pre-like taking current members of teams and bringing them over to a new sport. Granted that may have happened, it was more of creating participation for kids that haven't played a sport. By Mr. Rotondi's observation, this was a good experience and there were all smiles in the gym from the students. On top of the resume of our Fall sports, adding a sport to the program was another success.

## **Invited Guests (cont'd)**

- **Athletic Director Fall Season Recap / Fitness Center Update (Mr. Steve Rotondi)**

Mr. Dial asks Mr. Rotondi what is the overall percentage of participation of students for school sports?

Mr. Rotondi says it's 85%, depending on the season. There are less offerings for the Winter season, with Fall and Spring having the highest participation.

Dr. Sullivan mentions that we also had the financials that was sent ahead, so maybe Mr. Rotondi can tap into some other specifics on that.

Mr. Rotondi states there were no major changes to the financials from previous years that includes participation there, those numbers stayed along. There was one (1) number glaring at him from our Thanksgiving Day Football game, that naturally brings in a large sum of money through gate receipts. For the first time in three (3) years, there was an increase there that wouldn't be on previous report. Other than that, our year-to-year report, everything just about matches up. There were no major variances to additional costs for the facility rental, or space was just more, with our field being unavailable at times. The athletic department rented space to a lot of the neighboring districts that were fantastic neighbors who took good care of us, things like custodial costs were something that obviously we wouldn't expect them to waive or anything like that. Those would be some increases that aren't on a year-to-year report.

Mr. Dial asks Mr. Rotondi in terms for general funding, are there any major pressing needs, or does it feel like the athletic department has been able to do the things they proceed to do, in terms of operating the teams to succeed in all season school sports?

Mr. Rotondi says giving coaches programs and the kids is what they need to be successful, everything else is adequately there to operate.

Mrs. St. Onge asks Mr. Rotondi, what about buses, does everyone get to where they need to go on time? Mrs. St. Onge asks this, because talking with her friends of teenagers about the volleyball team that was late, because they were sharing a bus with someone else, and they got dropped off afterwards.

Dr. Sullivan reiterates, we rely on our own buses to do that, and some of those effect with our own bus routes, whether it was a particular situation, or whether it was a human error scenario essentially, because we've had a couple of blips, but we are obviously strapped for buses. With our regular bus routes, the same effects happen with buses for our athletics at times.

Mrs. St. Onge says this is why she is bringing this up, because our athletic teams should be where they're supposed to be, on time! The kids should be picked up and dropped off at their bus stop on time, as it should be, all these things should be happening.

## **Invited Guests (cont'd)**

- **Athletic Director Fall Season Recap / Fitness Center Update (Mr. Steve Rotondi)**

Mr. Kearney chimes in to say Mrs. St. Onge has a good point. He's been asking Mr. Rotondi for years to ask for a particular bus that we haven't been able to get and that would alleviate a lot of problems. We have the success here, so why couldn't we get another bus that could help in situations that Mrs. St. Onge just mentioned.

Mr. Dial comments that we've been asking for a bus for our athletic sports teams for years. We don't think that has been built in, but the school committee has additional thoughts to that.

Mr. Rotondi says they've seen the shortages of transportation, the shortages of bus drivers in Cohasset. At one point in time, they were asking the National Guard to come in and drive buses for Boston Public Schools and those things aren't there. There have been times, we haven't been able to get a bus, so we try to find other solutions, or get creative. Steve Rotondi has always communicated with the leadership team of where we're at and he would certainly be more vocal about it and speak more about it if it was unique, or specific to our district. Obviously, collaborating with other athletic directors from the Cape to Quincy would be different ways of collaborating on this. Mr. Rotondi asks the same question to them if they see this happening in their district. All the districts are continuing to look for additional buses, it's not just here in Cohasset.

Dr. Sullivan points out to what Mr. Kearney was talking about having more finance come into our facilities that is indeed an option.

Ms. Owen says we have \$100,000.00 in the school's budget for a minibus, or minivan that can change spots in front of competition of our facilities. We talked that maybe we could lease this for two (2) weeks. Two of these buses have 15 passenger seats to transit students for after school activities. To transit sports teams these minibuses don't need to have a special driver/special license. Ms. Owen says we're waiting for a quote from the company we're going to lease the buses from.

Dr. Sullivan comments, kudos to Mr. Rotondi and the finance facilities team, this could be an excellent solution to our problem solving, then move forward with the uncertainty of buses we have.

Mr. Carr says we took a vote recently and we're going to fund the repairs to the scoreboard there because we use it a lot even though it's not one of our fields that we use for school sports activities. We're doing that and wanted to do that, so if Mr. Rotondi needs anything in this area, we'll broadcast that out to the town from the school committee.

Mrs. St. Onge has another question about volleyball. With the gym, do we need to book ahead to accommodate two (2) for a volleyball court so that two (2) games could go on simultaneously or staggered? Are there any plans in the future as the team grows? Is there a freshman or JV team facility?



## Invited Guests (cont'd)

- **Athletic Director Fall Season Recap / Fitness Center Update (Mr. Steve Rotondi)**

Mr. Rotondi says most schools operate where they do it at different facilities. Put the divider down and have two (2) games going on simultaneously because yes it blocks the viewing and it the sound doesn't change. So now you have two (2) games, two whistles going on at the same time.

Mr. Kearney says we did it better last year during COVID and didn't really have to. Maybe we can talk a little more about this as a sub-committee on these things.

Mr. Rotondi is looking in the direction of how the NBA operates ticketing, people have been buying playoff tickets through gofan.com and Mr. Rotondi thinks this is how sporting events should be handled through the schools. He's hoping down the road to ask for this.

- **Fitness Center Update (Mr. Steve Rotondi)**

We're still talking about the funding services of the fitness center, but we'll start just to give everyone an idea of what the vision is for this facility because it's exciting! Picture slides of the current fitness center as it sits are shown by Dr. Sullivan.

Mr. Rotondi says he's been having conversations over the last full calendar year, having meetings, and getting layouts on how to improve the fitness center. We've certainly got our use with the equipment there and updating the space to make it more inviting, remove some of the equipment that is kind of obsolete today and bringing in more new age pieces of equipment to make the fitness center something that's really inviting and welcoming to the kids and school faculty, whether it's before school, or after school.

Diagram of what the new and improved fitness center would look like with the removal of the accessible ramp that is there now.

Dr. Sullivan states we put out a proposed timeline on implementing certain equipment items in the room that would also be based on our financial loop with this possible timeline layout.

### **Fitness Room Timeline:**

Short and Long-Term Funding: Take \$50K out of current revolving account. Fundraise for the remaining years on the lease and balance that with available funding in revolving account.

**Before February Break:** Staffing: Post stipend position(s) to supervise Fitness Room (ASAP). Create funding mechanism for stipend position; Create schedule for Fitness Room usage.

**February Break:** Painting. **April Break:** Remove all unneeded equipment and flooring. Replace equipment and flooring with leased equipment and new (installed) flooring. **Summer:** Removal of Ramp; Re-positioning of Equipment.

Mr. Rotondi would like to jump ahead, look potentially at April vacation to install the flooring that would get us a program up and running and back in that space before the end of this school year and leading into a summer program and finishing up some work that would need to be done in there. The cost for this would be \$200,000.00.

## **Invited Guests (cont'd)**

- **Fitness Center Update (Mr. Steve Rotondi)**

First, we need to secure the funding, get the contract signed and then by February break we would then start posting for a position and start looking at where we could remove some of the wear and tear equipment, we've discussed we would do that on our own. Also, painting the room and look into the lighting of the space there. Then we would remove everything by April break or at least put into storage until we decide what we can do with it. Hoping to have a fully functional fitness center for a summer program with the facility open. We would use the revolving account to offset a signed contract and the hope would be for a start of a summer program as other schools do. We'd be able to generate revenue in that way that would help us with payments and start building up a replacement schedule. This would also benefit our community in forms of donations or naming rights on different things.

Mr. Carr comments we met as a sub-committee on a number of things, looking at the financials and the vendor is a state vendor, and is in good standing, it's in alignment of being a short-term lease, until we can find funding for a long-term lease and discuss this, while we have a short-term solution. We discussed all these things and overall, we're very enthusiastic of the opportunity of approving this. We just need to figure out how can we afford to do this!

Chairman Dial states as of right now, the school committee has heard a proposal for an upgrade replacement on the fitness center that would cost somewhere near \$200,000.00. We have heard we have funding plans for some potential thoughts on sourcing revenue for the next three (3) years. At this point we are not going to do anything with that. We're going to continue discussing our capital school budget overall priorities on the agenda item that proceeds this topic item.

## **School Updates**

- **School News (Dr. Patrick Sullivan)**

We had our Holiday Stroll event with a tremendous amount of faculty present. Principal Farrell along with different grade level classes sang songs and then went to the cafeteria to do warm holiday crafts with their families. We also had a wonderful holiday concert at the high school that was tremendous with chorus and a jazz band. Dr. Sullivan would like to thank everyone who helped on all these holiday events. Dr. Scollins and Dr. Sullivan attended a wonderful concert at the Deer Hill School today with a fantastic play of Moana Junior, ending celebratory events for the calendar year.

## **Budget, Resources and Governance**

- Food Service update\*\*

**Motion by Mr. MacLellan to table Food Service update in which the school committee would like to proceed to the FY24 Capital Update/Possible Revision to Priorities, seconded by Mr. Kearney.**

**All-Aye**

**Budget, Resources and Governance** (cont'd)

- **Budget and Finance (Ms. Susan Owen)**
  - **Budget Workshop (Leadership Team)**
  - **Preliminary FY24 Budget – [Materials E-1]**

Dr. Sullivan thought this would be a great opportunity to bring up our first run of the Preliminary FY24 Budget update with the leadership team who are all present at this meeting. Mr. Steve Rotondi our athletic director, Principal Lisa Farrell from the Osgood School, Principal Brian Scott from the high school and Principal Alex Sullivan from the Deer Hill School and Principal John Mills from middle school and Mrs. Barbara Cerwonka, Director of Student Services.

Slides are presented for the FY24 Budget Priorities in which the school committee already voted on from a previous school committee meeting on everything mentioned with Teaching and Learning Compass Point #1 being the 1<sup>st</sup> priority followed by Social Emotional Wellness Compass Point #2; Resources Compass Point #3; and Communication & Engagement Compass Point #4. All four (4) compass points tie into our strategic plans for our school budget priorities.

<b><u>Requested School Budget</u></b>		
<b>FY23 Appropriated Budget</b>	<b>\$22,345,352</b>	
Contractual Salary Obligations	\$ 684,604	3.06%
Increase in Circuit Breaker Funding	\$ (468,753)	-2.10%
Increase in Special Education Tuitions	\$ 46,983	0.21%
Projected Retirement Savings	\$ (180,000)	-0.81%
<b>Roll Over Requests</b>	<b>\$ 82,834</b>	<b>.37%</b>

Special Education tuition provides services up to the age of 22 years old. When the student's birthdays come up, they age out on some of the significant placements that they were in. There are a certain number of students who may qualify for receiving services up to their birth date. When students age out, it varies during a school year.

<b><u>Staffing/Other Requests</u></b>	
1.0 Add Grade 3 Teacher (Enrollment)	\$ 66,000
.50 Add Math Specialist – Osgood School	\$ 33,000
1.0 Add Pre-School Teacher	\$ 66,000
1.0 Add Pre-School ESP	\$ 26,000
.50 Add .50 Math Specialist – Deer Hill School	\$ 33,000
1.0 Add Math Teacher – Middle School	\$ 66,000
1.0 Add Math Teacher/Specialist – High School	\$ 66,000
.50 Add .50 Athletic Trainer	\$ 35,000
1.0 Add Library ESP – High School	\$ 41,235
1.0 Add Custodian – Middle/High School	\$ 40,000

**Budget, Resources and Governance** (cont'd)

- **Budget and Finance (Ms. Susan Owen)**
  - **Budget Workshop (Leadership Team)**

Sue Owen shares two (2) versions on the preference in which the school committee would like to rank for approving the school district priorities that the FY24 School Capital would be spent. These two (2) slides are similar with exception of \$300,000 making Full-Day Kindergarten FREE.

<b><u>Staffing/Other Requests (A)</u></b>		
Redistribute Leadership position from Director of Technology & Digital Learning to Director of Data, Curriculum & Evaluation.		
Facilities/Security Coordinator (increase of responsibilities)	\$	15,000
Human Resources/Payroll Manager (increase of responsibilities)	\$	10,000
Continue process of reducing Full-Day Kindergarten Tuition	\$	50,000
Increase to supplies/materials & curriculum materials	\$	<u>272,188</u>
<b>All Schools in the District (Arts and Math)</b>		
Additional Recommendations	\$	819,423    3.7%
Roll Over Requests	\$	<u>82,834</u> <u>.37%</u>
8.5 Total FY24 Budget Increase Requested	\$	902,257
<b>FY24 REQUESTED BUDGET</b>	<b>\$23,247,709</b>	<b>4.04%</b>

<b><u>Staffing/Other Requests (B)</u></b>		
Redistribute Leadership position from Director of Technology & Digital Learning to Director of Data, Curriculum & Evaluation.		
Facilities/Security Coordinator (increase of responsibilities)	\$	15,000
Human Resources/Payroll Manager (increase of responsibilities)	\$	10,000
Make Full-Day Kindergarten – FREE	\$	300,000
Increase to supplies/materials & curriculum materials	\$	<u>272,188</u>
<b>All Schools in the District (Arts and Math)</b>		
Additional Recommendations	\$	1,069,423    4.8%
Roll Over Requests	\$	<u>82,834</u> <u>.37%</u>
8.5 Total FY24 Budget Increase Requested	\$	1,152,257
<b>FY24 REQUESTED BUDGET</b>	<b>\$23,497,609</b>	<b>5.16%</b>

The position requested was mentioned at the MCAS Evaluation that Dr. Scollins presented at the last school committee meeting on December 7<sup>th</sup>, 2022. Requesting the hiring of a Director of Data, curriculum, and Evaluation for grades K-12. This individual will work closely with the Assistant Superintendent, Director of Student Services, Principals, and Staff to analyze MCAS data (and other data points), and to ensure the fidelity of curricular and instructional practices.

## **Budget, Resources and Governance** (cont'd)

- **Budget and Finance (Ms. Susan Owen)**
  - **Budget Workshop (Leadership Team)**

Dr. Sullivan notes that when we added this position the arrows pointed this way as we discussed recently in terms of being a more supportive model in evaluation and a more robust action plan oriented to dive into the curriculum. Dr. Sullivan is excited for this potential position which will support the folks at this table, Dr. Scollins, and the school district.

## **STUDENT SERVICES STAFFING REQUESTS**

Integrated Preschool Classroom

- Budget Request: Addition of 1 Pre-K Teacher and 1 ESP

### **Supporting Data:**

-Respond to and partner with community as annual applications exceed available slots annually, creating wait lists and alternate placement.

-Foster school community engagement by integrating families into CPS at an earlier age.

-Create an optimum teaching & learning environment experience for students which will naturally and smoothly transition into kindergarten.

Budget Request: Additional Middle School Special Education Teacher

*ACHIEVED: THANK YOU!*

### **Supporting Data:**

- Numbers in grade 6, due to increased initial evaluations, far exceed the other grades.

- Best practice to meet student needs including, but not limited to the current MCAS scores includes lower staff to student ratio.

- Enables us to continue building therapeutic programming for student and vertically align with the high school.

## **Central Office/District Wide Requests**

1.0 Custodian for the Middle/High School

- Based on a study conducted several years ago that showed the CPS was understaffed based on square footage of buildings versus number of custodians, it was recommended that we add 3 additional custodial staff to the Middle/High School. To date we have added 2 custodians, this will be the third.
- This will help with coverage at the Middle/High School Day shift as we currently only have one day custodian to cover both the Middle/High School from 6:30 am to 11:00 am. This position would add a second day person to help cover both schools.

## **Budget, Resources and Governance** (cont'd)

- **Budget and Finance (Ms. Susan Owen)**
  - **Budget Workshop (Leadership Team)**

## **Central Office/District Wide Request**

### Facilities/Security Coordinator

- This will be a stipend position will increase existing staff member's responsibilities.
- This person will view and monitor all school cameras during the school day.
- This staff member will walk each individual school daily checking on doors, windows, security issues, etc.
- Based on a recent study by a security firm it is recommended that CPS have 4 staff members assigned to safety/security – 1 at each building.

## **Central Office/District Wide Request**

### Human Resources/Payroll Manager (name change from Bookkeeper)

- This change will include streamlining the “onboarding process” for new staff.  
*This does not take away any responsibilities from the Town Hall*
- This staff member will work with the Superintendent regarding personnel issues such as leave of absences, FMLA, position changes and salary changes.
- This staff member will continue to process payroll, support the transportation coordinator, manage facility rentals, student activity funds, MTRS reporting, and perform many other duties.

## **Central Office/District Wide Request – Two Options**

- **Option 1** – Continue to reduce the cost of Full-Day Kindergarten by adding \$50,000 to the budget to offset Full-Day Kindergarten tuition—a decrease in tuition in the amount of approximately \$200 per child. This will bring tuition from \$3,300 to \$3,100.
- **Option 2** – Add \$300,000 to the budget to eliminate the Full-Day Kindergarten tuition all together.

According to DESE, our district could be eligible for additional Chapter 70 financial aid in the second year depending on the impact that counting these students as Full-Day Kindergarten on our aid eligibility. We would need to fund the first-year cost because the students would not be counted as Full-Day Kindergarten for Chapter 70 purposes until the following year. Dr. Sullivan states Chapter 70 is used for a town, not just a district.

**Budget, Resources and Governance** (cont'd)

- **Budget and Finance (Ms. Susan Owen)**
  - **Budget Workshop (Leadership Team)**

Principal Lisa Farrell from the Osgood School, Principal Brian Scott from the high school, Principal Alex Sullivan from the Deer Hill School, and Principal John Mills from middle school and Mrs. Barbara Cerwonka, Director of Student Services. Each Principal from their school building present their individual staffing requests which can be found in Materials E-1 affixed to the December 21, 2022 meeting of the Cohasset School Committee agenda.

[Materials E-1]

- **Budget and Finance (Ms. Susan Owen, Director of Finance & Operations)**

Ms. Owen addresses the FY23 November Finance Report along with the school budget (general fund). As of November 30, 2022 the School Department has expended \$6,969,967 out of the \$22,345,352 budget awarded (38.9%) and we are 41% through the year. We have encumbered supplies and materials on purchase orders in the amount of \$1,740,158. There is a remaining balance of \$13,635,227 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. There is a deficit in the amount of **-\$74,749** deficit, due to a transfer from a collaborative to a private school.

<b><u>School</u></b>	<b><u>Budget</u></b>	<b><u>Expended</u></b>	<b><u>Encumbrances</u></b>	<b><u>Balance</u></b>	<b><u>%Used</u></b>	<b><u>FTE</u></b>
Osgood	\$3,807,659	\$1,140,766	\$128,701	\$2,538,191	33.33%	47.10
Deer Hill	\$4,124,544	\$1,192,679	\$122,237	\$2,809,628	31.88%	45.73
Middle	\$3,878,477	\$1,136,777	\$ 17,312	\$2,724,388	29.75%	47.0
High	\$6,759,931	\$2,058,132	\$353,141	\$4,348,658	35.67%	67.21

Circuit Breaker funding received in FY22 was \$701,856. This amount was carried over in its entirety into FY23 as part of the budget. This amount was based on a 75% reimbursement rate.

Circuit Breaker funding expected to be received in FY23 was originally reported at \$627,110 but the final allocations have been posted at \$1,170,609, an increase of \$468,753, which will be rolled over in its entirety into FY24 as part of the budget. The reimbursement rate has remained at 75% for several years.

Circuit Breaker is a state program providing school districts with reimbursement for some of the costs incurred for providing “free and appropriate education” to students with special needs.

**Budget, Resources and Governance (cont'd)**

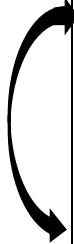
- **Budget and Finance (Ms. Susan Owen, Director of Finance & Operations)**

<b>Circuit Breaker</b>			
<b><u>Year</u></b>	<b><u># of Students</u></b>	<b><u>% Reimbursement</u></b>	<b><u>Reimbursement Amount</u></b>
FY23	18	75%	\$1,170,609
FY22	18	75%	\$ 701,856
FY21	14	75%	\$ 648,533
FY20	19	75%	\$ 726,908
FY19	14	75%	\$ 592,920
FY18	13	75%	\$ 534,554
FY17	14	75%	\$ 446,704

<b>Capital Outlay Funds</b>	<b>FY23 - \$</b>	<b>484,500</b>
School Bus Lease – <b>completed</b>	\$	90,000
Middle/High School Paging Zones – <b>completed</b>	\$	75,000
Furniture Replacement – student & staff (Deer Hill cycle) – <b>in process</b>	\$	35,000
Replacement of aging Chromebooks (540-3 yr. lease) \$143,000– <b>completed</b>	\$	52,000
Retile some classrooms at Deer Hill – <b>completed</b>	\$	100,000
Field Lights – <b>completed</b>	\$	60,000
Locker mechanisms for Middle School – <b>completed</b>	\$	12,500
Install AC/Heater split for Middle School Health Clinic – <b>completed</b>	\$	20,000
Create hallway at Middle School to access bathroom Room 223- <b>completed</b>	\$	40,000
<b>Grand Total</b>	<b>\$</b>	<b>484,500</b>

➤ **FY24 Capital Update / Possible Revision to Priorities\*\***

<b>Revision to Priorities**</b>	
<b>Capital Funds for FY24 - \$1,732,452</b>	<b>Sum of 2024</b>
1. Bus Lease (2024-2027) (District) & Diesel	\$ 151,331
2. Bus Parking Lot	\$ 200,000
3. Replacement of Aging Chromebooks (540-3 yr. lease \$143,000)	\$ 52,000
4. Replace Smart Projectors in all Rooms (CMS)	\$ 155,161
5. Replace iPads DHS/Osgood to Include (253 iPads, cases, charging stations)	\$ 93,960
6. Continue retiling of all classrooms (DHS) all spaces with old tiles/carpet	\$ 200,000
7. Replace Furniture –Teacher/Students DHS *adding new grade 3 class	\$ 35,000
8. Asphalt Road from Pond Street needs to be resurfaced (CMHS)	\$ 80,000
9. New Scoreboards at Alumni Field	\$ 95,000
10. Asphalt Rd/Sidewalk between DHS/JOS needs resurfacing (DHS)	\$ 120,000
11. Extend Sidewalk to Pond Street (CMHS)	\$ 50,000
12. New Minibus (Athletics)	\$ 100,000
13. Generator for Osgood School	\$ 200,000
14. Fitness Center MS/HS (5-year lease at \$48,000/year)	\$ 200,000
<b>Grand Total</b>	<b>\$ 1,732,452</b>





## **Budget, Resources and Governance** (cont'd)

- **Budget and Finance (Ms. Susan Owen, Director of Finance & Operations)**

We may be receiving our first Electric Bus to be utilized for the next school year by adding additional routes, or using it as a spare for field trips, or a backup bus. This is being made possible by both a grant initiated by the AEC and \$25,000 from the Special Town Meeting Capital Requests.

Our new track is complete on the Alumni Field and the turf is being installed as we speak, if not already completed.

- **FY24 Capital Update / Possible Revision to Priorities\*\***

Chairman Dial would like to recap on the DRAFT Capital Funds for FY24 on our proposal for a new upgraded Fitness Center with a 3–5-year lease, costing \$48,000 a year. There is some capacity to absorb from our revolving account of a balance of \$150,000 which remains unfunded.

Mr. Carr notes at some time, the town will take our request in the likelihood of passing this as a group historically as much as any individual knows. Overtime, this conversation will be heard, and we can ask the town about the numbers we are going to need.

**Motion made by Mr. MacLellan to insert \$200,000 to our FY24 Capital Request for improvement of the current Fitness Facility and item #8 being the asphalt road from Pond Street that needs to be resurfaced (CMHS) as the replacement on the list of priorities as presented at the December 21, 2022 school committee meeting, seconded by Mrs. St. Onge.**

All-Aye

- **Transportation**

Mr. MacLellan addresses to the community at large, we no longer have substitute bus drivers. We moved to increase the bus routes, now we need more drivers. In the prior model we had enough transportation drivers that wasn't a regular school bus driver, so now they can't get sick or call out of work because that immediately gives us a shortage. There seems to be an inordinate amount, like 1 out of 8 people that have an issue once a week. We do need to endeavor a solid solution for this situation, for not only the parents, but also for the administrators.

- **Report from School Facilities Committee**

Mr. Kearney would like to invite town members to a near future school committee meeting.

## **Teaching and Learning**

- **Academic Initiatives / Updates (Dr. Leslie Scollins) Nothing to report**

## Community Relations / Communication

- **Reports from School Committee Sub-Committees and Liaisons**

Mrs. St. Onge has a School Committee Sub-Committee policies update. Mr. Dial, Dr. Scollins and herself met again to define their goals as a Sub-Committee and she says we'll all be thrilled to know that they're doing a more thorough view of the binder on the analysis on what has been viewed by the Sub-Committee and dated as a reflection of the policy and what has not, or what is more than five (5) years old. They have 240 policies that are either five (5) years old or have no date at all. Mr. Dial and Mrs. St. Onge are going to tackle that in chunks so that the committee can get their eyes on everything that have no dates on anything or have a policy binder that hasn't been seen more or less as a revision date that can be on a cycle to be monitored over time. This process is underway and is in good hands.

## School Committee Governance

- Topics Not Reasonably Anticipated by the Chair - None
- Approval of Minutes -None
- Future Agenda Items

Mr. Dial would like missing minutes from our school committee meetings. At some point talk about the seasonal rates of the facility rental. Transportation solutions should be discussed on the horizon of future items. Food Services update, school budget, and a CSCR presentation.

Mr. MacLellan would like to discuss at some next meeting the sick-time policy for students to see if there's a mandate for a 24-hour sick policy and when and who made this policy.

- **Executive Session<sup>1</sup> #3. Collective Bargaining: Teachers; Strategy with Respect to Litigation for two (2) reasons.**

**Adjourn\*\***

**Motion by Mr. Kearney to go into Executive Session without reconvening into a meeting, or readjourning for reason #3. Collective Bargaining; and reason #4. Deployment of Strategy and Security Measures, seconded by Mr. Carr.**

**All-Aye**

<sup>1</sup> 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.

**\*\*Requires Committee Vote / Action**

**Meeting Adjourned at 9:09 PM**