

Cohasset Public Schools
143 Pond Street
Cohasset, MA 02025
Empower Students to Improve Communities
REGULAR MEETING OF THE COHASSET SCHOOL COMMITTEE

Wednesday, September 21, 2022

6:00 PM

Learning Commons

Cohasset Middle and High School

143 Pond Street

Cohasset, MA 02025

Streamed Live on Cohasset 143TV

Virtual Access via Zoom and Facebook

In Attendance:

Ted Carr, Secretary

Lance Dial, Chairman

Paul Kearney

Craig MacLellan, Vice Chair

Susan Owen, Director of Finance and Operations

Leslie Scollins, Assistant Superintendent

Brian Scott, Principal of Cohasset High School

Patrick Sullivan, Superintendent

All School Committee Meetings Are Recorded

AGENDA

Call to Order, Roll Call, Pledge of Allegiance, Opening Remarks

Chairman, Lance Dial convened the Wednesday, September 21st, 2022, regular meeting of the Cohasset School Committee at 6:01 PM. Mr. Kearney will be arriving a few minutes late. Mrs. St. Onge is absent today, she has other commitments. We have 3 of 5 school committee members present that represent a quorum, we have a full meeting, and we will proceed. **Roll Call: Ted Carr-Present, Craig MacLellan-Present, Chairman Lance Dial-Present.**

Opening Remarks

Chairman Dial addresses there's a slight agenda change for efficiency sakes. We're moving Principal Scott forward from teaching and learning up to our invited guests, in which he is also an invited guest because of both areas on the agenda, just for efficiency.

Public Comment

None

Invited Guests

Principal Brian Scott, Cohasset High School

Teaching and Learning

NEASC Overview (Principal Brian Scott) Principal Scott updates the school committee on the Cohasset high school accreditation for this year. It's a decennial accreditation, it's every 10 years, an organization called

Teaching and Learning

NEASC Overview (Principal Brian Scott)

NEASC, which is the New England Association of Schools and Colleges. It's basically an audit of best practices for schools. They divide their standards into 4 categories which is Student Learning, Professional Practices, Learning Support and Learning Resources. The learning culture is on school safety, a written curriculum on our mission and vision. Those types of documents on student learning which is the actual curriculum elements there of the teaching and learning, The Professional Practices are the supports that we have in place through Professional Development, it's our school improvement plan and our district strategic plan. Learning Support, which is our tiered support model is making sure that all our students don't fall through the cracks. Learning Resources is essentially the physical plan in the budget that will support the curriculum that we have there. It's very similar to how we've divided our strategic plan up, it falls basically into the same categories. Principal Scott is very confident in what they're doing, it's going to mirror what they've already identified. This year in October through March they engage in a process called self-study where they go through all the standards that they have listed out. They identify evidence that shows whether they do it or don't do it, they come back and they rate whether they're doing those things. In May, a team of 3 people come out to the school to verify and do a walk through on those things that we're doing well and those places where we need some help. This is peer reviewed, so it's understood of the limitations of the schools, but also have good intentions and good experience. This team will give us an improvement plan, we have a year to implement that and then we are accredited in 2025. We're in year 12 because COVID delayed it a year and they changed their process based on feedback from other public schools, but we're right on our timeline for accreditation.

Mr. Dial asks who does the accreditation? Is it a government entity? Is this required? Principal Scott reiterates it's a private organization, it's considered the gold star of accrediting agencies. There was another one, they don't have a lot of experience around here, but NEASC does both. They do public and private schools, elementary, high school, and colleges. It's not required, but it's good practice. It's a way colleges and universities may look at a high school, non-accredited versus accredited could potentially be different. It's a standard that's accepted and certainly a quality school district like Cohasset as described. Mr. Dial states this process is kicking off now or a little late because of COVID, it's been 12 years since our last accreditation, and it won't be complete for another 3 years? Principal Scott says they'll send out a liaison out on October 7th during our professional development day. We've divided the faculty into teams that mirror the categories, we've met with the steering committee, they need to go and start to gather evidence, go through the standards, and unpack a little bit of that. This will take us to March 2023 and NEASC sends what they call a "collaborative conference" visit in May 2023. Then we have a year to follow up on their recommendations, then NEASC comes back out for the accreditation. In May, they'll offer some recommendations, it's a very strong unifying process for any faculty and we've been able to really define them for the next few years. Principal Scott says it's good timing where we're coming off COVID and kind of resetting and having our school goals and conditions in place. This will be a good way to kind of recenter everybody.

Mr. Carr asks if Principal Scott could come back sometime in the middle of this process and give the school committee updates, that would be great. Principal Scott says absolutely, and he'll share all the documents with both Dr. Sullivan and Dr. Scollins.

School Updates

Superintendent's Student Advisory Council Report

Chairman Dial thanks Mercedes O'Neil for attending after her volleyball game today, she has a packed schedule, so we appreciate she made the time for us. Mercedes is on the Superintendent's Student Advisory Council to give

the school committee updates from a student's point of view on how the start of the new school year went and how things are proceeding, mainly at Cohasset High School where Mercedes attends as a senior this year.

School Updates

Superintendent's Student Advisory Council Report

Mercedes thanks the school committee for having her here tonight. The seniors were supposed to have a senior sunrise today, the weather wasn't too great this morning, so we had some games during lunch break in the senior café. We hope to go to the beach on another day for a senior sunrise. It was a good day, we were able to get some good photos. Mercedes just returned from the freshman's 1st volleyball game. We have a JV and freshman team, unfortunately we didn't win, but they put up a fight and it was good, and they'll be ready for next time. Her volleyball team had their 1st opening volleyball game yesterday against West Bridgewater and the Cohasset Skippers won! This month is Spanish Heritage month, so today in Spanish club, we had a fiesta, so students were in there having some salsa and played some games. There was an indigenous game that we played which included rocks and we had to guess which hand it was in, we had quite a good gathering in there, it was fun! Mercedes school year started off good, she's happy with her teachers and her classes and excited to finish off her last year here strong. They'll be plenty of other events happening that Mercedes will update us on in future meetings this year. Her academics are going well with some quizzes coming up, right back into it.

Mr. MacLellan asks Mercedes how the 1st volleyball game at home went after going through that whole process? It was a big victory for the Volleyball team, we worked hard to get our team started, our sweatshirts came in, and they look great! Mercedes says members from the school committee should come to one of the games! The head coach on her volleyball team is *senior Benson*, we also have Ms. Daisy and Ms. Gibson who's one of her teachers. This is our 1st year playing with the freshman and their doing great, it's going so much better than we could have hoped. Mercedes is a leader for the team, her co-captain is *Taylor Silverberg*, it's a nice experience. Mr. MacLellan mentions credit should be given to Taylor's mom as well, she was the driving force for starting a girls' volleyball team. Dr. Sullivan states all of Mercedes hard work really shows how good it is here. There was a nice article in the Stroll magazine, where Mercedes participates 85% of her time playing sports. There was a cross-country meet today, the girls' soccer team won yesterday. We're very successful with our athletics teams, they're doing well. Mercedes is in the process of applying to colleges this year with deadlines that come up quickly. Right now, she is working on her college essay, this year is all exciting.

School News (Dr. Patrick Sullivan)

Dr. Sullivan gave us a lot of updating last time on the start of the school year, and just to suffice, it's continuing to go well. As we get more and more into the nitty gritty of the school year academics, where we'll start to see the impact on families and students and get settled to the pace. We recognize that there's always some adjustment that needs to happen in any student's life as they have a new school or a new grade, new teachers, and we just remain very vigilant and offer any assistance we can to families of course for the student who might not be having a good experience, we hope that far and between. From our view, we feel that the start of the school year has gone very smoothly. We have great counselors, great teachers, and any of us are approachable, so please don't hesitate to do that. Our track has moved to the next phase which is the actual putting down of the track as opposed to kind of setting the foundation for the track. That does necessitate imposing our structure in the field in that area. We sent messages out to the community, the school committee and sent that information to the town communications director, *Justin Shear* who will be communicating that and we really appreciate folks bearing with us as we create a wonderful track for the community and of course for our schools. There's a Professional Development Day coming up on Friday, it is part III of our work with *Dr. Raymond Perch* from the Burlington Public Schools and he's going to continue his work with culture responsive and inclusive practices, and we'll meet with the secondary and then there will be an elementary school component. We're really going to look at the data and looking at how we can connect that to our "look for," that we created around engagement, our environment, and our culturally responsive course, and then our best practices and strategies. Our staff has been very receptive to *Dr. Raymond Perch's* style and to his message. He really centered us as a faculty on elements that Dr. Scollins talks about all

the time. It's building relationships, explicit instruction, and gathering data on how that instruction is going, so teachers get a sense for how everyone is doing in the classroom, then making adjustments to that data. This is that next step making sure that we have systems in place that can gather that data and that can happen at all levels in the classroom with a formative assessment. It can happen in a more substantive way with a summative assessment, and it also happens with all kinds of standardized information that we have across the district. Some are revised by the state, some which we're putting into place and creating, this is an important teaching reminder that very much imparts proper cultural responsiveness. This ties into all our work that we're going to do, looking at data, evaluating, analyzing it and looking at practices and communicating. One of the things that Dr. Sullivan appreciates, and he thanks Dr. Scollins for this, is creating a consistent pattern of professional development and having *Dr. Perch* back several times. The faculty is very comfortable with him and they're starting to ask questions that a faculty may not ask of a presenter who's just there for a one shot. Also, as everyone knows who's been involved with professional development, the one offs just don't really work that well, they can give some information, but this is a sustained start to become part of the way we talk, the way we act in the classrooms as faculty and reinforcing some things that Dr. Sullivan wants to make sure this is emphasized to the district. We want to keep it light and really turn to a student's point of view, we have that opportunity. We had a wonderful Open House at the Osgood School, and it was centered to that age level, and Dr. Sullivan was fortunate to be there for the second half. Thank you to all the families who attended. The Deer Hill School Open House is a little bit different, it's a bit more formulated around the curriculum and that will be held on Thursday. Next week we have our Open House for our middle and high school, and we're excited about that. Dr. Sullivan is very proud of the work that Sue Owen and Ray our school bus driver and their team have done so far this school year and we're going to continue to improve, but they did a nice job.

Teaching and Learning

• Superintendent Goals (Patrick Sullivan, Ed.D. Superintendent of Cohasset Public Schools Self-Assessment: Data Considered Regarding Standards and Indicators)

Superintendent Patrick Sullivan would like to thank Mr. Dial and Mrs. St. Onge, both who are on our School Governance Committee for their work with him on these goals, an opportunity to look at these goals and the school committee to give input before he presents his goals. Dr. Sullivan's goals fall very much in line with the strategic plan and as such, there are a couple of repetitions in terms of the goal, but not necessarily in terms of the key actions and benchmarks which should shift as we're moving through a 3-year process. This is a public document in which he'll put out there. The beginning of the goal process asks Dr. Sullivan to list cultural, fiscal and safety indicators that influence his goals. The fiscal indicators are our budget needs for FY23. The fiscal indicators have a 10-year capital budget plan which we're constantly looking at as a district leadership team. We're constantly looking at where we want to be for future positions and where we want to be for our capital on what our needs are which of course will align with our strategic plan. We're reviewing this based on data to see what we're making to shift them, but this is the latest version of our 10-year capital budget plan. We have safety indicators where we have a publishable safety plan which Dr. Sullivan posted on the school website. We have many safety protocols and indicators which can be found in Dr. Sullivan's newsletter. Keeping in mind if there's ever a threat in the schools, it's the police who are taking care of this right away in any scenarios like that. It does give a sense of how we're handling it as an administration. There are several safety protocols listed in there, some of which we just created, some of which we adapted for our staff and students, if there's ever an incident. We can consistently reflect on that, upgrade as we need too. There are more cultural indicators where we have our inclusive cultural surveys which still impact Cohasset Middle School and Cohasset High School in their work. All the Family/Student surveys that were presented last spring as part of the development of the School Improvement Plans. This coming year at the request of some of the school committee members input are going to make this a consistent survey in their own authentic way to see how families felt how we're doing in the schools in a variety of areas, particularly communicating. All school improvement plans are in there, making them much

Teaching and Learning

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more consistent than they were several years ago. Our strategic plan is listed which really governs all of Dr. Sullivan's goal development and the dashboard summary which he carries with him. We have advertised what's called a senior study visit happening next week and a school committee representation will be there along with town representatives from the Select Board with the Massachusetts School Building Authority. Obviously, our building and facilities team are going to look at the contents of our Statement of Interest which we submitted in the spring to the MSBA. We're going to do a walk through the building with them with candidates both from an academic and a facility standpoint. The vision of a graduate is listed which the high school works with NEASC with a lot of deep diving that goes in there to make sure we're getting the most out of our high school. We have a curriculum review cycle which was created by Dr. Scollins, which will be highlighted today. The strategic plan dashboard with Dr. Sullivan's opening letter that was sent out to the community does spell out where we're coming from this year and is certainly an indicator that helped influence his goals. This talks about curriculum instruction and community partnerships, vision, and beliefs which we're realizing this as a new strategic plan, and all of this will be shown is his goals.

Chairman Lance Dial indicates that the minutes should reflect Mr. Kearney's arrival at 6:23 P.M.

Mr. Dial asks Dr. Sullivan if he can give additional content for how he's thinking about implementing these goals? Dr. Sullivan explains there are 5 goals, and the goals describe the amount of district improvement goals, the amount of professional practice goals, and they're all described by a formula in which Dr. Sullivan is following. Also, careful at the guidance of the sub-committee, to make sure that he had all the standards on our strategic plan. The 1st goal shows the compass point, and this impacts teaching and learning, and this is viewed as a major goal and viewed as a goal with his counterpart, Dr. Scollins. Throughout the 2022-2023 school year Dr. Sullivan will focus the district on the implementation of the elementary comprehensive literacy approach (K-5), middle school science. Open Sci-Ed program, a computer science pathway (K-12), and the curriculum review process (phase #1) for math (6-12) and the arts (K-12) and on data that indicates areas of need. The highlight here is one of the things we've indicated that they are areas of need. Our cycle obviously tries to create bite-sized chunks for us because if you're trying to handle everything in a curriculum at once in a proper way with teams, you just can't do it with fidelity. This is carrying on with the work we did in elementary math to now include middle school and high school math and it's continuing our literacy approach which is a deep dive for K-5 and involves a lot of communicating with families now, getting them invested in the process, open a Sci-Ed program which was mentioned is really going to revitalize the way we teach science in middle school. We're continuing to build out our computer science and technology components. The school committee will review the key actions and benchmarks on this particular goal.

Chairman Lance Dial addresses that the school committee is not slated to vote on this at today's meeting, it wasn't asterisk for this meeting, so that gives time for the school committee to review this and give any other feedback so we can incorporate it through Dr. Sullivan, he will present this at our next school committee meeting for a formal approval. The sub-committee didn't review this before the presentation here today.

Mr. MacLellan would like to point out following up to Dr. Scollins presentation regarding the ELA curriculum approach at the elementary levels. There were some folks who were concerned about that, but we've reassured them that we're going to be constantly monitoring that. This goal completely reflects that, especially in the 2nd, 3rd, and 4th benchmarks. Benchmarks are obviously designed to monitor progress so we can see that we're not only looking towards a classroom, in general it's child-specific data, building leadership meetings, but also information gleaned from family engagement as well around that area which will help us effectively monitor the

Teaching and Learning

- **Superintendent Goals (Patrick Sullivan, Ed.D. Superintendent of Cohasset Public Schools Self-Assessment: Data Considered Regarding Standards and Indicators)**

success of the proposed curriculum shift and the term proposed as it's going to be revolving. If we're not finding a solution that's working, or going to shift or pivot, but for now, we're confident that we put together a mixture that our curriculum is appropriate for Cohasset students. It's important not saying that's a proven to work yet, but it just shows that Dr. Sullivan is thinking about this as a Superintendent that he explicitly incorporated this into his benchmarks for the monitoring progress.

Goal #2 deals with resources. Throughout the 2022-2023 school year, Dr. Sullivan will collaborate with the district and building leaders to maximize effective resource allocation in the areas of staffing, transportation, facilities, learning spaces, technology, and facilities systems. Obviously, this has a lot to do with Dr. Sullivan's work, with the potential MSBA process and trying to work with the town to determine what the right pathway is for us. This is going to be a major focus goal of his along with the facilities team we have from the school committee. There are some other factors as well, the way we recruit staff, our custodial positions, all of these have to fall under Dr. Sullivan's supervision, making sure they see that we've already done some good work.

Mr. Kearney wants to thank Dr. Sullivan for all the good work that we've been doing around here, he feels a lot better going to school now! He still sees the little things that bug him, but honestly in the last month, there's some buzz around this place and starting to see some pride and it's really good to see. Mr. Kearney is concerned that we're going to put too much attention on this high school, with a middle school that might not happen! If we can't get them to approve any of these little things, how are we going to get a \$200,000,000 high school? We have to realize that we're only going to get 20% of that money, Weymouth and Rockland get 57%. We need that motivation from parents who have younger children in the schools now to look ahead and say, "this is what you're going to get." There needs to be a collaboration of the community saying it and Mr. Kearney is not hearing it! Dr. Sullivan hears what Mr. Kearney is saying, he's going on 6 years as a Superintendent, but one thing for sure is it's abundantly clear how much Cohasset families care about their children, care about the success of them in the schools and Dr. Sullivan loves that, and that's why he wants to be here. There's going to be a time to Mr. Kearney's point when we absolutely need some energy regarding this building and what we're going to do with this building. Having seen this happen very closely in a neighboring district of which Dr. Sullivan was a part of as an administrator, there is a big driving force that comes from families, it really does. Having said that, a new building project totally invigorates the rest of the district, it absolutely does! It adds energy, it adds resources, it adds so much to the other buildings as well. Dr. Sullivan will do his part for sure to keep in people's eyes and ears what we need in the schools and Mr. Kearney and his team are doing a nice job with that too.

Chairman Dial agrees with Mr. Kearney, this is a new building project, a community project, and what we heard from Dr. Sullivan, and we talked about it at the sub-committee level is that we're still focusing on the buildings we have right now, that's credible. We're still in the early stages in this, so let them know there's no prognostication on what the percentage will be on what the MSBA will do, what they won't do, we're not even at a point yet where we really start engaging the community and Mr. Dial has every expectation that when we get that vision, when we see what the MSBA has, we can see where it's located, we will get that drive. Right now, Mr. Dial would like to focus more on our Superintendent's goals, and Mr. Kearney would very much like the last second bullet point of the benchmarks listed, evidence of effort to improve facilities processes. We'll talk about some of the punch lists and procedures, checking outdoors, making repairs, so they've got a process and we've seen examples of that already, and this is tangible evidence of Mr. Kearney's impact as well.

Teaching and Learning

- **Superintendent Goals (Patrick Sullivan, Ed.D. Superintendent of Cohasset Public Schools Self-Assessment: Data Considered Regarding Standards and Indicators)**

Goal #3 is Compass Point 2, which is on social and emotional wellness. Throughout the 2022-2023 school year, Dr. Sullivan will empower staff and students to embody equity, cultural responsiveness, inclusivity, empathy, and global citizenship through providing professional development, timely feedback in the areas of culturally responsive teaching, through creating increased knowledge for students regarding diverse cultures, and through increasing the inclusivity of the school environment. This has to do with what we're doing in the building to make sure that we emphasize this. We've learned a lot about it, but we haven't gone deep enough in each of our buildings. There are groups and organizations kind of popping up on diversity. We have a nice reciprocal situation where our high school students work with the elementary students. There are some things really happening and we have guest speakers coming in at the elementary level, but there's more that needs to be put into play, and it really has to do with the individual. Keep in mind that a good teacher who teaches in a culturally responsive manner is an excellent teacher because they're focusing on the important parts of teaching, which is clearly relationship building, explicit instruction, gathering the data. Then doing something about the data that should happen in every way in our classrooms, and we want to see this hitting the ground and running with it this year.

Mr. Kearney asks what are we doing with the arts around here? Dr. Sullivan says we have a middle school play called Moana, and we're excited about that. Our curriculum review cycle is all about the arts this year.

Goal #4: District Improvement Goal (Compass Point 4: Communication and Engagement)

Throughout the 2022-2023 school year, Dr. Sullivan will cultivate an environment of open communication, engagement, and collaborative learning opportunities among school, home, and existing collaborations with families and community, and through creating a plan for and implementing partnering opportunities. This is a deeper dive to what we've been doing. Continue to build specific plans at each building to further collaborate with community. Essentially our whole leadership team has this as one of their goals. Dr. Sullivan is looking at this as a plan from each principal about how we're going to do this, without any defined engagement as we're building things with families, communicating things with families and how we're going to do that.

Goal #5 is compass point 1 and 2 on Professional Practice Goal. Throughout the 2022-2023 school year, Dr. Sullivan will collaborate with district and building leaders to create a cohesive Multi-Tiered System of Supports (MTSS), which will better facilitate interventions for students in grades K-12. This is about making sure that we help all students no matter where they're coming from, or what they might be succeeding with, or struggling with. Everyone has something and we're putting things in place, whether it be social, emotional, or academic that support all our students. We'll continue to update with Mrs. Cerwonka and others. If things come up throughout the year that need to be focus points, we'll make sure we attend to them, whether it's an individual basis, or if it's something that is more symptomatic of a bigger issue.

Chairman Dial states we're not being asked to approve or vote on these today, that will be on our agenda for our next school committee meeting. This will be an early agenda item for next time.

Angela Bartae from Hillesland Road comments her daughter is a sophomore and returned to Cohasset this year and her first week was a nightmare! A student in an older grade doesn't mean they know their way around. Nobody was assigned to her as a buddy, so she didn't know where to go. She had no schedule, and she had no Aspen. *Ms. Bartae* says she started this process in May, so when she sees these goals, where's the other kids? How did this kid get forgotten? There are only 3 new kids in the sophomore year. She had to reach out the night

before school started and was told that she will get off the bus, go to the office and there should be a schedule for her and a map. Neither was there and she still doesn't have Aspen. It's just very frustrating! Luckily, she knows a lot of kids, she's on the volleyball team, but just because you know the kids that live in the town you don't know how to get to a class. You don't know where the cafeteria is, where do you sit? The entire school is there and you're coming back and it's scary. Ms. Bartae says that might be something you need to add in this! She came to the school committee meetings before and she wants to be part of it, she's surprised that there aren't more people here! Dr. Sullivan says one of the things he said earlier to the school year start was although we've seen some things go well in the beginning of the year, we know that every experience is individual. That is absolutely not okay that your daughter had that experience, and you reached out to the high school?

Dr. Sullivan says he'll double her daughter with a buddy system to make sure she gets communicated with and her daughter gets all the supports that she needs going through here. Everyone should feel comfortable coming here, we do our best to provide tours and to do what we can for students in that way. *Angela Bartae* says this needs to be added into your goals on what do you do for new students? Not just freshman are the only children who are new students in the freshman class, or even the 1st grade class. This town is a small town so most of the kids all go to the same school together. That's something she just thought might want to add in the goals where we talk about inclusiveness. Dr. Sullivan states absolutely, and it might be a good thought for some reputable goals as well because the principals look at making sure that all students fit in. Often you have and you'll see this in places where it's a freshman orientation or new student orientation, so it's not just for a freshman, it might be for a sophomore, junior or a senior. If they want to partake in that to make sure they feel comfortable. Dr. Sullivan hears this from a process standpoint, but he's still struck by the individual experience she had and wants to make sure he helps. Angela reiterates she's fine, she's very involved and she'll find her way, it didn't have to be that way. Dr. Sullivan thanks *Ms. Bartae* for being up front with that, we'll definitely circle back with that. Mr. Dial says it's great feedback and encourages her to reach out directly to Dr. Sullivan with any other issues that need to be smoothed out. Student integration isn't something we've thought about in the school committee level and is a great area of focus. Thank you for bringing that up and very excited that you're here in-person.

- **Curriculum Review Cycle (Dr. Leslie Scollins)**

This was a process that we've been working on for a while. We had some things that interrupted us a little bit around the pandemic and things like that. However, we were fortunate to finish this up last year, over the end of the school year and we did some other work to this over the summer. Dr. Scollins wants to give credit to a lot of the surrounding towns. Many towns have shared their curriculum and view their processes and every time someone takes it, they obviously add their own towns flare to it, but we also collaborate and share it back. When Dr. Scollins took this, she made changes to it that reflect our needs here in Cohasset and then she shipped it back to the people that sent it to her. The first two pages is the introduction to our curriculum review process, and it's closely tied into our strategic plans, our mission, and our vision. Empower students to improve communities is our core values and all of this is taken from our work, and our strategic plan. Everything needs to be connected, all our goals need to be connected to our strategic plan. One of the most important things is to have a curriculum that stay aligned for grades K-12 at all different facets of the curriculum for all our students here in Cohasset. We will begin the overview of the curriculum process this year, it's a 5-year curriculum review cycle. The 1st year is a self-study that's the analysis of the current curriculum and the development of an action plan. This is probably the most laborious part where we sit down, and we look at everything we have. We look at our data, look at what we're currently using for practices. We research what the best practices are out there, then we look at what our needs are and that includes budgetary to our financial needs. The following year is the 2nd year of the cycle that's developing and redesigning the development and revision of the curriculum. The 1st year is a collection of the analysis of it. The 3rd year which is 2 years of implementation and monitoring of the curriculum. The 4th year is to evaluate, we'll get our data, look at our learning outcomes and build in some overviews in our process. We have some phases, so this is the overall process.

- **Curriculum Review Cycle (Dr. Leslie Scollins)**

As we go through the process there could be some tweaking in these phases that happen as we're doing it, because it is our 1st year doing it. We find that there's some things we wanted to keep along the way. Grades PreK-12 allows us to have ongoing revisions and review of our curriculum. It supports the use of our ongoing excessive data to inform and improve, that's the piece that is happening, but we need to build that out more and be more consistent, so that this allows us to do that. This ensures that our revisions and updates of the curriculum and instruction assessment take place and their connected and adhered to any changes in the state of federal mandates as well as our curriculum frameworks, that is obviously something we need to make sure is happening. We want to make sure our curriculum is culturally responsive, unbiased, and inclusive, so that everyone can see themselves in that, making sure that we are representative on all that we're doing. It outlines a planned approach towards researching and budgeting for expenditures, it's basically funding to make these things happen. It also allows us to make sure we have the best curricular materials and the best professional development that will help us grow. The evaluation part of it is looking at what are the curricular changes that we need to make, how does that impact and support our students. We are going to use the backward design to our curriculum, it has been in the district long before Dr. Scollins arrived here. This process of curriculum design and revision is based on the process of backward design. The foundation of backward design of curriculum is to determine first, based on our state curriculum standards, what students will know and be able to do and clarify these expectations in a written and communicated curriculum map. The backward design process goes through three steps. The stages are basically where do you want your students to be in the end? What's your plan to get there and how do you know you got them there. The rules and responsibilities are the curriculum review committee, the CRC, which is made up of district leadership and Dr. Scollins will be facilitating this process. This doesn't mean that there's going to be other people that will be working with her and other key people, it is our 1st time going through it and she certainly wouldn't give this to someone else to do. Principals and Assistant Principals will be involved and same for the elementary schools. There will be a curriculum review committee that involves depending on what the content is, but our department chairs will be involved and our math and reading specialist if it's their content area that's a requirement for this. We will have teachers minimally 2 per school. It would be nice to have one for each grade level, but we are a small district so it can be a large impact. We're going to make sure we stay true to our vision. Also, along the line we'll be collecting information from families which could be surveys, focus groups which is a very important part to what we do, and we'll make sure that we do that. At the end we'll have a formal report of action with recommendations, including timeline budget. An email is going out to the whole staff to look for volunteers for the 2 phases. The 2 content areas that we'll be working on is math, even though our focus is on grades 6-12, math is still going to include elementary math, because we've already implemented that for phase I this year. Each content area will have their own team. Phase II is to develop and redesign the curriculum. We'll implement phase III to monitor it for 2 years and then evaluate. We'll make adjustments because in the following year they'll be right back into that self-study. One thing to note, this also helps us align our budget needs as well.

Mr. MacLellan asks Dr. Scollins once she forms the CRC could she update us as to whom is on it? He's curious to know which faculty members volunteer to do this. Dr. Scollins says yes, she will absolutely do that, there are people out there who want to be volunteers, she had conversations with them, and they're really excited to do this. From the elementary literacy perspective, we were rolling out readers workshop for grades 3-5 because we had the materials. We were able to make it a smooth transition into that because there were some delays in some of the materials for grades K-2. The first couple of days of our professional development was we had our consultant from Teaching Learning and Alliance, TLA who is doing the embedded professional development and came and spoke for grades K-2 to kind of talk through what was happening, and we had already decided between Principal Farrell, Dr. Scollins and our consultant that we would offer any early adopter because there are materials that we could do around readers workshop and if folks want to be an early adopter, we would love to work with them and we'll make that happen. The following year we're going to roll it out completely for everybody.

- **Curriculum Review Cycle (Dr. Leslie Scollins)**

Chairman Dial addresses his perspective, and he applauds Dr. Scollins effort in this. This is a giant undertaking, bigger than he thought it was when we initially talked about putting this on the agenda. This is great and likes the idea of having clarity looking forward having a strategic plan for curriculum and strategic review. Mr. Dial is also very happy that Dr. Scollins will continue keeping the school committee apprised that includes presenting the study. The only thing Mr. Dial would offer at this point is communication and if Dr. Scollins could utilize these communications with the school committee and our sub-committee as a sounding board and a place for ideas on how to do that. We also have great parent led organizations for our PSO's that would be interested in this process as well.

- **Follow-Up Regarding Student Services Notifications (Dr. Leslie Scollins)**

This has been something that comes up repeatedly in prior meetings, and we certainly took that seriously. Dr. Scollins meets with both the math and reading specialists K-8, and we meet every month separately, we meet a couple of times together. Dr. Scollins asked all the principals and they all said yes, there was a process to notify families. When Dr. Scollins met with the math and reading specialists, we talked about it, and we were gaining some consistency on how that is going to happen. This will be reassuring to those in the community who are listening that we're being responsive as an administration and as a committee, if there are situations where communication has not been to your liking, or you're left behind, definitely reach out. This is a sensitive issue for all of us and we want to make sure we get this right.

Budget, Resources and Governance

- **Planning for the Future Discussion (Dr. Patrick Sullivan)**

As Dr. Patrick Sullivan was organizing the agenda, he felt it would be productive to have conversations regarding what we're looking at for the future, in terms of our needs, in terms of our vision, in terms of our desires for positions and what to expect moving forward in terms of the discussions at the committee level, obviously as Dr. Sullivan is planning as a leadership team. We thought we'd break it up into conversations and some discussions in three areas. The first area being teaching and learning which we'll talk about some of the major pieces that we're looking at, get some input. The second area which will be at our next meeting, and it will be on Student Services because we have Mrs. Cerwonka coming to do her updates, and we'll be able to update her needs moving forward in the Student Services area which is a very broad area and that deals with not just special education, but anything we do for our students to help them. Finally, the following meetings will be going over these three areas. We're going to talk a bit more about finance and facilities. Specifically, facilities improvements in which Sue Owen will play a big role in that. Some of the things that we've been talking about, and Dr. Sullivan did present some of this earlier in the summer, sort of on a more higher-level format. This is still at a high level, but at least it gets us to think about some of the things that we feel we need based on data we've looked at. We also want to talk about the other districts around us that have what we currently don't have. The first area and Mr. Kearney will be happy to hear this, is the areas of math and reading supports.

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We're obviously coming off a pandemic nationally, and in Cohasset we're seeing a need for resources to help our students fill in gaps and activity things that they need. This is going to involve teachers, it could involve some tutors and it could involve specialists and certainly instructional materials, including technology. We've thought of some rough price tags that's appropriate to talk about at this stage. All what Dr. Sullivan has mentioned today, was discussed as a leadership team and we know that's going to be our focus area. Early numeracy, and early reading literacy, two of the more important things we do, are so fundamental and foundational to everything our students do if we don't account for that. We want to make sure that it follows all the way through, like Mr.

Kearney said for grades K-12, we'll provide our students with supports and meeting every student where they are, which is why this is really Dr. Sullivan's view on MTSS. Secondly, one of the things that came out from our facilities review with AI3 is that we have a lack of vocational options here in Cohasset, and we know that. We're not a comprehensive middle school nor a comprehensive high school, which there are schools in the area that do have that which means they don't pay into a vocational school, we do. We then pay *FASFA* a full tax report, however, we should still be offering some basic, and even more than basic vocational opportunities. One of the things Dr. Sullivan talks about here is we're a coastal community, we have great resources, natural resources, that we could be using more in our schools. We do some great collaboration with Cohasset Coastal Research, but we should be doing some of that here and still partnering with them. Having it more to inspire our students who have grown up on the coast who want to go into the business on something to do with the coast, whether it's improving the environment, or working in a fishery industry. Also, our computer science teaching students about the importance of nutrition and food on how to be a chef and how to run a business around the food industry. These things are not hard to create, we would have to create the space and create the structure to do that. There's a lot of technical aspects, technical drawing, lots of things we can move towards design without becoming a fully comprehensive high school, just enriching the experience for our students. This will involve teachers and that's going to involve some instructional materials.

Mr. Kearney states this would be good stifling for the students because they might want to become a chef and our kitchen in the cafeteria is beautiful, everything you want to have in a commercial kitchen is there. Dr. Sullivan says there's a lot we can do to enrich our student's experience. Speaking of bringing things up early, the elementary foreign language, we're not servicing our elementary students at this point, we're not moving in that direction. That will put the high school into a situation where we can offer a more consistent and consecutive foreign language experience across the 4 years of high school. There's a lot of growth here in Cohasset, this was an area that was clear to us when we got here, and folks will be seeing this over the next several years building a program to do that. This is going to involve, if we're moving down to the elementary level, hiring specialist and probably some staff to help teach that and teach that exposure of a foreign languages. There are good models around us, Hingham does a fabulous job for instance doing that with their students. There's a lot of models, we just have to build the capacity to do it, and that's going to involve teachers and instructional materials. Similarly, building out our computer science pathway. We've started that process and we've been looking at that and we've reallocated some of our staff to do new things and we're going to continue to build that, and you'll see in our requests moving forward more appointed positions in the areas of computer science moving up to some AP offerings that we should be doing here, and we're not doing.

- Expanding our project-based learning is going to be a lot more from our professional development. This is just an approach to make sure that our students are experiencing an authentic audience and that they're really working on a problem-based curriculum. So, folks are going to see more of this in our requests.
- Expanding our elementary science resources. We've expanded our open science at the middle school that imparts our training with our middle school group, but we need to look at what kind of lessons are our elementary teachers offering our students. They do a nice job, but can we help them with that? Can we potentially have a science specialist who comes and goes, helps with the curricular and actually helps design lessons with them in science? Sometimes, a teacher says they've got it, they have the floor here and teaches a lesson in the areas of science in the classrooms. A couple years back we had Dr. Jennifer Love who did some of that with us, she did some embedded Ph.D. She was fantastic but of course she moved on to other things. Having that as a position would be fantastic and it's not without peers around us, we have a lot of districts who have science specialists at the elementary level. Not only do you see that in our standardized test scores which isn't an end to it all, but you start to see that play out and their love for science, that's what we really want to do is inspire our students in that way.
- Expanding our music program, we've talked a lot about what that might look like. It would allow students to pursue strings or orchestra, we don't have that here. We should be creating an environment that allows for

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expanding our music program, we've talked a lot about what that might look like. It would allow students to pursue strings or orchestra, we don't have that here. We should be creating an environment that allows for students to have opportunities to be instructed before and after school. We should be doing this here in Cohasset.

- Expanding health and wellness. Right now, we have an **8.** teacher instructing health and wellness at our Deer Hill School, we don't have any health and wellness at our elementary school. It would be nice to be able to branch out and do more at both schools. We should offer more health and wellness opportunities there.
- Expanding our culturally responsive teaching resources. This is going to continue to evolve over the years.
- Expanding our preschool program. We have a great opportunity to mirror what we have right now in a room, across the hall would be a fabulous space. This would be wonderful and a great way to infuse that early experience for more students and help us identify students that maybe at risk. It's also a revenue builder for us because we do charge folks for preschool which is appropriate. Dr. Sullivan doesn't believe it's appropriate that folks pay for kindergarten.

Mr. MacLellan comments this would lead to a more originate, a more enriching kindergarten experience. Most of the district would participate in this, they would hit the ground and run with that. There would be a cohesion between PreK instructors and practitioners. Ms. Farrell and our kindergarten instructors, in terms of student monitoring and pairing with the right teachers and classmates would improve our PreK program, not only for the overall district. Dr. Sullivan says some of the data would lend a hand and agree with that. Over the summer we had a kindergarten jumpstart program and nearly 100 families participated and attended in that. Imagine if this was designed around preschool? Having this as an offering would be important. We'll see this being asked by the school committee for support, sooner than later.

Right now, we're in a situation, we're lucky because we have wonderful people doing this. We have ESPs essentially teaching technology at the elementary level, so the elementary offerings aren't being taught by certified technology teachers who are being looked at in that way, they're excellent, but we should be upping that and keeping our ESPs to help and support that. Same thing with our library, we should be mirroring what we have here. We have wonderful librarians and they're fantastic! A library media specialist, or something to that degree, at each grade level.

We have technology instructors who are fabulous, we just need to make sure we're providing in those areas where we're providing in every other area for our teachers in this position, our technology needs which adds to instruction. We're behind on this, and we need to catch up, and that is going to come with a price tag. The school committee will see us asking for a capital for a necessary tool and our Teacher's Union need it. We'll see out everything shapes out. Some folks directing on what the things Dr. Sullivan talked about, the possible idea of a Director of Humanities who would work under Dr. Scollins to help with some of this. This is present in other places, and it pays off, opening K-12 positions. Dr. Sullivan has always said this publicly and everybody should own a piece of it, but if they show the piece of it, we should have a DEI, the state is telling us that, so it's something we may have to consider moving forward as a district with more conversations on that. We're not there right now, but these are things to talk about. We do have a pretty large elementary school, even though we're a small district. It's not a small elementary school, a lot of districts have many more elementaries because their a bigger district. The size of the school itself isn't any different, they just have 5 or 6 of them in a district as opposed to our 1. Those schools often have assistant principals at the school that take on the role of helping to evaluate, helping with everything. It's a lot on the principal if you have 1,500 students in the school with all your staff to do everything. These things are not in any priorities, that's something down the road, we need to explore and think about along with our leadership team as they're discussing this. We understand that this isn't all going to happen,

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and we know there's a lot of conversation back and forth to determine when it should happen, and when we should get it. We need to continue to talk about what we need, and we need to get it out there and if we don't keep advertising the fact that we're not complete yet, we just won't grow as a district to the degree we need to grow. This is part one of a three-part process, we're going to continue to do more thoroughly as we move on, but Dr. Sullivan thought he should at least start off by talking about teaching and learning. This is created by us, the school administration.

Mr. Carr asks Dr. Sullivan if he could please explain in terms what an **8**. teacher is? Dr. Sullivan says contractually, it's **.8** of the hours of what a 1.0 full time teacher position.

Mr. Kearney thanks Dr. Sullivan multiple times for bringing us up on all of that. He's been saying it for years that their underfunded. Chris Seal makes more money than the whole district and he's the lousiest pitcher he's ever seen! \$25M is our budget, it doesn't go a long way with 280 people.

Mr. Kearney feels like Steve Rontandi, he's doing a lot without no help. Nobody has help, there's no human in the resources department and don't know if that company even exists. Mr. Kearney has a small company, but he has resources. Mr. Kearney's point is if we can come together with a collaborative understanding of what we need now because Dr. Sullivan is telling the school committee what we need now and that needs to be funded! Later on, we're going to need what we need for the future, but right now the resources of the stuff that we can establish, and he knows the school administration spent some time putting together a proposal of "what if we were in a perfect world." Mr. Kearney thinks that we need to expand on that and advertise that. Mr. Kearney asks Dr. Sullivan what he would like to see from him is trying to engage the parents to understand what we all know. Being on the committee Mr. Kearney has come to know quite a lot of stuff that other parents don't know. Some will give, some will take, some of them can, some of them can't. How do we get parents to go out there and advocate for their children? With all due respect to the parents around here, all of us pretty much have 2 jobs. We're all so busy wrapped up in our own lives that we don't have time to come up here and advocate and if we don't do that, we're never going to get it done to what Dr. Sullivan is asking the school committee to do. What Dr. Sullivan is asking for is not a big ask, but it's a big ask we're asking for! Someone once told Mr. Kearney we're lucky because we have the best students around. Hard working parents come in and they bring us good kids and we can be mediocre and get away with it. Our teachers don't want to be a model, they want to teach. We have some talented kids here that are going to be doctors and lawyers and could be astronauts, who knows? These are the things that we like and to Dr. Sullivan's point the before and after school programs, get them in there, get some stiffens and get this thing going. Our kids are lacking, they had 2 years of bad experiences and we need to catch up. We need money to do that, and Mr. Kearney says they need to hear this from Dr. Sullivan more. We're finding ways on how we can do things now and that's the biggest difference that Mr. Kearney has seen in the last 4 years that he's been on the committee.

Dr. Sullivan states these things are just starting and bubbling. Like for instance our music director, Stephanie Moriarty who teaches grades 6-12 is working to create these opportunities, but Dr. Sullivan doesn't think we're supporting her enough to do it. It's not a reflection on her, it's a reflection on the support we're providing her and that needs to come with some money or resources that help staff with those things. It's not the people who are teaching at the elementary level technology, they're doing an incredible, great job! We should be supporting the district more with that position.

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Chairman Lance Dial comments to Mr. Kearney's point that is why this is a good idea, and he thanks Mr. Kearney. Vice Chairman MacLellan and himself are both parts of the town that sponsor a long-term planning committee and that is to understand and forward these needs and budgets of the school. Part of that is due to the work that Dr. Sullivan has done here to identify the protocols, that is exactly the protocol which we'll be going down the road with and we appreciate Mr. Kearney's support as well.

Mr. MacLellan has comments on 2 points. One was Dr. Sullivan mentioned improvement of overall technology throughout the district. It would be prudent when looking at the devices or systems, whatever it is that we may be purchasing for any particular need. It may be prudent to consider more portable solutions or less permanent fixtures. Aside from any new construction, we may want to reconfigure buildings or classrooms at some point in time, we don't want to purchase that, then lose it because it's a permanent fixture. Most of the devices would be if we were to mount these on walls. At some point that technology becomes obsolete. It would be wise that we're not wasting money. The polycams are a very good example, they're a good solution and their portable. To Mr. MacLellan's latter point, his primary point. The most glaring need which is Mr. MacLellan's opinion from teaching and learning perspective in our district and education at large. In Mr. MacLellan's opinion having more experiential and project-based learning. That is the most robust learning experience that will yield the greatest returns in terms of retention and fostering of different interests. We have a biology class and let's get the kids out with their biology class that can go over to Island Creek and see how their farming oysters, their life cycle, something like that is going to drive home these concepts much more meaningfully. We've seen a few examples from the spotlights on learning where there have been more out of the box approaches to lessons, but we have to make sure that we're always striving to push past this as some of us referred to its stage on the stage, where it's rows of desks and there's an instructor lecturing, sometimes that's necessary but that should no longer be the norm. We had a presentation at the school committee meeting last year with Ms. Ryan had taken a civics class to the statehouse, that was good, and Mr. MacLellan would like to see more of that. The fact that this had not been done before, is very concerning. It's good that we're doing it now, that should be the norm. Want to make sure we're really stressing that, our hands are bound to a certain extent for state curriculum requirements and understand that we can't just be running around on field trips all the time, but we have to have a lot of them. It's one way where our academics will emerge as an exemplary district.

Dr. Sullivan comments to Mr. MacLellan's point our next spotlight is on high school internships with project-based, problem-based real-life experiences where they're taking a problem and making a change, coming up out of a pandemic. We are looking to create a robust engaged resource program that will go hand in hand with our PSO and other groups that really impart their knowledge on our students and work with our staff. It's going to help with that huge piece of family engagement and community engagement, and we should see this in every building. Remember our vision is to empower students to improve communities, that's a great vision for Cohasset. We're a small close-knit community with a lot of skills and a lot of talented folks who can help our students with resources. It's good to pull in some outside people when we can, that's a great resource for us.

• **Budget and Finance (Ms. Susan Owen)**

We have a two-part tonight because we didn't have an end of the year budget for June, we were still working through June, July, and August. During the month of June, at the request from the Town accountant, *Tom McConnell* transfer \$200,000 to our FY22 school budget from the SPED stabilization fund to allow us to "buy ahead" tuitions, which would help offset our FY23 budget. This increases our FY22 budget from \$21,684,432 to \$21,884,432. As of June 30th, 2022, the school department has expended \$21,856,290 out of the \$21,884,432

- **Budget and Finance (Ms. Susan Owen)**

adjusted budget. We are carrying \$25,942 in encumbered purchase orders that will be paid as the delayed supplies and materials arrive. There is a remaining balance of \$2,199 which will be returned to the Town. Any savings realized from the encumbered purchase orders will also be returned to the Town. We now have closed out the month of June, all salaries have been paid out, there were no areas of concern. This year we didn't have much money to give back. We had to offset some of the budget with some of our revolving accounts because of the loss of the ESSER grant that support the continuation requirements for safety precautions due to COVID that the budget had to absorb. SPED tuitions were originally budgeted at \$1,187,528 and the SPED stabilization fund transfer of \$200,000 was added to allow "buy aheads" as mentioned earlier. We expanded \$1,562,555 which include "buy aheads" which left a short fall of **-\$175,027**. In the May report this shortfall was reported at **-\$335,704**. All tuitions have been paid out for FY22. We have spent 98.33% of our utilities budget, no area of concern. Custodial supplies were over budget by 119% for FY22. We budgeted \$61,250 and spent \$133,984. This was due to the loss of ESSER support and continued requirements for safety precautions due to COVID that the budget had to absorb. For FY22 we received a 5th payment from the circuit breaker due to extra ordinary relief of \$249,157, we had to utilize that in FY22 which is partly why our short fall came down. In order to qualify for extraordinary relief, a district must demonstrate that costs claimable under circuit breaker in the current fiscal year (FY22) exceeded costs claimed under the program last fiscal year by 25%. Our district qualified and received a payment of \$249,157 during the month of May. These funds had to be used in the current fiscal year. Normally, we carry the current year into the following year with extraordinary relief, they don't allow them to carry over, it has to be spent the year they give it.

Capital Outlay Funds for FY22-\$1,829,000. \$250,000 -DeerHill Air handlers - ***waiting for new quotes to re-bid**; \$75,000 Osgood sprinkler heads – **Completed**; \$500,000 Middle/High HVAC system - ***waiting for new quotes to re-bid**; \$500,000 Turf replacement – **Start date -TBD**; \$120,000 Track replacement -**In progress-complete by 10/4/22**; \$50,000 Woodshop dust collection system-**completed**; \$40,000 Door fobs -**completed**; \$120,000 Science lab plumbing and upgrade-**completed**; \$32,000 Pilot technology- **completed**; \$52,000 Chromebook lease -**completed**; \$90,000 School bus lease-**completed**; Total \$1,829,000.

Approved Capital Outlay Funds for FY23-\$484,500. \$90,000 –School bus lease- **completed**; \$75,000– Middle /High School paging zones- **completed**; \$35,000 – Furniture replacement – student & staff (DeerHill cycle) – **in progress**; \$52,000 –Replacement of aging Chromebooks (540 –3 year lease \$143,000) -**completed**; \$100,000 – Retile some classrooms at DeerHill School -**completed**; \$60,000– Field lights -**completed**; \$12,500 - Locker mechanisms for middle school-**completed**; \$20,000 – Install AC/Heater split for middle school health clinic –**completed**; \$40,000 – Create hallway at middle school to access bathroom in Room 223– **completed**. Total \$484,500.

- **Budget and Finance (Ms. Susan Owen)**

Ms. Owen says this current year is pretty much complete, except for some furniture and the track, but the track was on last year's capital. We're still within our budget guidelines. This is our last year for the ESSER grant and we have no more COVID or support systems in grant funding. All our other grants we're expended, and we have \$5,000 encumbered for FY22 for Title IV #309. Grant funds help support our employees, we have 12.5 additional staff. Revolving accounts are looking into our school lunch program and most of the districts in the state are having conversations about what to do with extra money because the last 3 years including this fiscal school year, lunches are free. We're getting full reimbursement on every lunch that every student and staff receives. The state says they're not going to penalize any of us, they want us to think about ways to reabsorb this back into the program and that's what our food service program has been doing. Update to revolving accounts show a remaining balance at this time of \$1,009,908 which includes \$141,010 in deposits for FY23 (Pre School \$2,000, full day kindergarten \$68,160 - Transportation \$70,850). Among other expenses, these accounts cover the salaries for approximately 25.5 personnel whose jobs relate to the account from which they are paid. In conclusion even though FY22 has been another fiscally challenging year, we have been able to with close oversight, continue to maintain a balanced budget and close the year with a smaller balance with any remaining to be returned to the Town.

Mr. Kearney would like to know the amount of money that we took out of the revolving account? Ms. Owen reiterates much of the school year, a majority of it, for example our athletics. We pay for everything out of our school budget and when we get to the end of May and June and if the athletic budget is running a deficit because we charge everything to it, we then transfer those expenditures over to the revolving account. In Ms. Owen's next report, she'll total this up. Mr. Kearney says that would be great because there's a possibility, we can get some resources in the revolving accounts.

The districts that didn't touch money or use it, they're still given time to spend the money before it's given away. Mr. MacLellan comments lets be first on the waiting list, he would like Ms. Owen to keep following up on that, we can do a lot with what our district might be sitting on top of.

Chairman Dial commends Ms. Owen on the balance of the budget with \$2,000 on a \$22,000,000 budget is impressive, thank you very much.

The voted school budget for FY23 is \$22,345,352. This represents an additional \$660,920 or 3.05% increase over FY22. As of August 31, 2022, we have expended \$1,541,098 and we have encumbered \$1,064,821. Expenses are proceeding as projected. Currently, the salaries are being paid over the summer are administrators, central office staff, office secretaries, custodians, summer school employees and IT staff. Teachers, paraprofessionals, cafeteria staff, bus drivers and all other school employee's salaries will begin in September with the start of school. There are no areas of concern. Requisitions for the purchase of supplies and materials are currently being entered and will show as encumbered in the budget report, once the purchase order has been processed. In future reports, Ms. Owen is going to start reporting more about staffing and full time FTE's. The school use of facilities revolving is a deficit of (\$54,627) and that is on the agenda to talk about for the minutes. At this point in the school year, without the usual concerns for utility costs and unforeseen tuition expenses, the budget is proceeding based on projections and Ms. Owen says there are no areas of concern.

Chairman Dial asks Ms. Owen if she could run a projection for the end of this new year to see where the budget is projected to the end as opposed to the beginning to see where that compares to where our flat costs are going? Ms. Owen says these accounts are always flowing, but she can do it.

Mr. Kearney asks if we could get the physical warrant where we all sign it so he can see it.

➤ **End of the Year Financial Report – N/A**

Gifts**

The Cohasset Education Foundation has been very generous this year and it's phenomenal, they came in last week with a check for \$78,012. The breakdown is \$5,925 which is a grant that will support CHS in hosting the Credit for Life Fair, an authentic learning experience promoting college and career readiness and financial literacy for all students. Student participants choose an occupation and make a variety of financial decisions, ranging from where to live and how to save for retirement to buying a television or owning a pet. This grant will help purchase all reusable signage, supplies, and materials and cover one year of operating expenses. This was awarded to Nicole Fitzgerald who will be the instructor for this Financial Literacy Fair.

Culture Workshops for \$4,900 was awarded to Principal Brian Scott who will bring in Ashley Bendicksen who will present a keynote speech to all students, followed by two workshops; BYSTANDER INTERVENTION: Your power as a difference maker (for all students) and SELF ESTEEM & THE MEDIA: Mastering the real "Selfie" Game (for girls). The goals of the project are to capitalize on two identified students' strengths, trust and empathy, in order to build the capacity in students to advocate for themselves and for others.

The highlight is the STEAM Lab: \$29,940 which was awarded to Alex Sullivan/Lisa Radden. The STEAM Lab is 'phase 1' of a broader project to bring an 'innovation and literacy commons' to Deer Hill School. The lab will adjoin to a large room and will provide a range of technology, specialized furniture, and technology equipment to support communication, collaboration, and critical thinking skill development in class. The acronym for STEAM is Science, Technology, Engineering, Arts and Mathematics. This is one of those authentic learning experiences that Mr. MacLellan talked about earlier.

Gifts**

The CEF would like to revitalize the Deer Hill library into what is very much like the Learning Commons here. It's a beautiful space with wonderful windows. We're working with our librarians, working with obviously our director of technology and digital learning and Principal Sullivan. The idea is in two phases to have the space next to it which is now a STEAM room. Sort of blow that out and have it be one space that merges the 2 areas. Another area of interest is the Modern Classroom, which is another highlight that will be fully funded, and the cost will be \$22,847. This grant is focused on increasing student learning engagement by creating a safe and flexible learning space for students who need a non-traditional classroom environment to thrive. The grant provides universal design furnishings, technology, sensory seating, and storage and is a flexible and adaptable space for multi-functional purposes. This program will be led by Kim Kurker/Lisa Radden.

Chairman Dial would love to see more Financial Literacy into our core curriculum. That's under served especially for kids, but even for adults to the understanding of what insurance is, how to use it when it's important. These are huge things and Mr. Dial loves to see that the CEF has sprung into action here to help kick that off. Thank you, thank you, thank you to the CEF. What a phenomenal organization that we have here and what a privilege we have in Cohasset to have an organization like that helping us out and giving us the opportunity to create these great programs and giving these things for our students. Again, thank you very much to everyone involved.

Motion made by Vice Chairman MacLellan to accept the gift as presented here at the school committee meeting, seconded by Mr. Carr.

Aye-All

We received a gift from our Parent Student Organization of \$734.40. Thank you very much to our PSO. This will be for high school planners. Dr. Sullivan would like to thank the PSO for everything they do, and this is great for our high school planners.

Motion made by Mr. Carr to accept the gift from the PSO, seconded by Mr. Kearney.

Aye-All

Buildings and School Property (Ms. Susan Owen)

Facility Rental Fees**

Ms. Owen mentioned earlier in her budget report that our school use of facilities revolving accounts is in a negative. We're not in it to make a profit, we're in it to maintain our systems there. They have custodians who help with electricity, water, and heat. We looked at surrounding districts and we looked at some of the charges. Other districts do not do daily rates. We're not recommending changing a lot, and we're not recommending groups. We have school groups, we have non-profit groups and we have full profit groups. We need to get rid of some of the daily rates and rent by hour. We would like to take off the seasonal rate, which is \$10 per child, per sport, it does not cover anything, so we would just take it out, and forget the seasonal rate and charge by the hour, no charge for school groups. We're currently charging \$25 for the use of our gymnasium to maintain and sustain any of the wear or tear that goes on in there. We're going to up this to \$75 for an hourly rate. Our big areas are our gymnasium, our fields and that went up from \$25 to \$50. It's not a big hike, but at least it will keep us out of the deficit and help maintain and sustain our buildings. We're charging a custodial fee of \$45/hour/custodian, minimum of 3 hours for ALL categories.

Buildings and School Property (Ms. Susan Owen)

Facility Rental Fees**

Mr. Carr says these are all good suggestions, it also helps the administration with collections. We're going to use technology to help with the bookings, so it allows groups to have more access to these things. This is all very appropriate.

Mr. Kearney says Sue did a wonderful job with this, it was something that we saw that wasn't fair and she acted upon them. He gives credit to Sue Owen and Jerilyn Ballard for doing this.

Mr. Carr suggests we can discuss these issues going forward and if there's some group that has a financial hardship we could come back and consider a financial solution to change it.

Motion made by Mr. Carr to approve the change of the fee schedule for the use of our facilities, seconded by Mr. Kearney. Roll Call Vote: Ted Carr-Aye, Paul Kearney-Aye, Craig MacLellan-Nay, Chairman Lance Dial-Aye.

Transportation

Our bus fleet is fully staffed, we have one bus driver that is waiting for a test, so we'll have an additional bus driver. The area that we're having trouble with is getting our drivers to do our athletics transportation. One because there's a lot of those away trips, leave before the bus drivers are back. The flip to that is they don't want to do the additional hours. Our athletic director has been struggling and Ray has been doing the trips himself even though we tried to get him staffed, so he could free himself to be off the road. Some of the staff will do some of these trips, but there's so many different sports going on at the same time that we don't have the abundance of drivers to do this. We have late buses for our METCO students now. It was a good collaboration with Hingham, we found that was a better option for us than to use Local Motion. We have an engineer coming out the first week of October to give us information we need to move forward to look for an area to park our school buses and what would be our capital. The GPS tracking system has been going great. Everyday we have more parents signing up for it.

Food Services

The renovation in the kitchen is going to happen during the holiday break. Our vending machine arrived and we're just waiting for our vendor to come out and stock it. We now have a breakfast program and it's going incredibly well. We have about 100 kids who come for breakfast, and this is also free for our students.

Mr. Kearney would like Ms. Owen to bring in a list at our next meeting of the vendors we're buying food from and what are we buying for food for the kids.

Report From School Facilities Committee

We heard from Dr. Sullivan earlier that next week we have a critical day with the MSBA coming on that next phase of our SOI process and application to which Mr. MacLellan will keep us posted.

Community Relations/Communication

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

Mr. Carr comments the Select Board will be hosting a Special Town Meeting and open items are on the agenda but right now, the communication is not nearly there. On behalf of Mrs. St. Onge, Chairman Dial states they both attended a school committee governance meeting to talk about that report that was presented here tonight by Dr. Sullivan on his goals.

School Committee Governance

- **Topics Not Reasonably Anticipated by the Chair** - None
- **Approval of Minutes**** - None

- **Future Agenda Items [Topics for Spotlight on Student Learning 2022-2023]**

All student-centered, 2 for each school, 1 METCO presentation update, 2 technology presentations/ updates, 1 with Student Services, 2 Athletics updates and an Arts update. October 5th- CHS CSCR/Independent Study; October 19th OPEN; November 2nd – Deer Hill/Identity Unit; November 16th – Cohasset Middle School.

Future Agenda Items [Topics for Spotlight on Student Learning 2022-2023]

December 7th – Joseph Osgood School; January 4, 2023 – OPEN; January 18th – OPEN; February 1st – OPEN; February 15th Technology Department; March 1st – Deer Hill; March 15th – Technology with Student Services; April 12th – Cohasset High School – Leadership Studies; May 3rd – OPEN.

Mr. Carr would like to discuss offline with Chairman Dial how he would like the school committee minutes to be edited and forwarded to him for final approval.

Mr. Kearney would like to invite the school’s Resource Officer to talk about safety.

Mr. MacLellan would like to see some interesting writing projects that the middle school students have been involved in, more so from the high school level. This is such an important skill, whether it be creative writing or journalistic writing, something based on writing skills, we haven’t seen anything like that yet.

Chairman Dial would like to keep the pre-school revenue and expanded preschool on future agenda items. If this is sort of a self-funding, it may be an easier and a shorter path than we think and would like to keep this on their radar.

Executive Session – No reason

Motion made by Mr. MacLellan to adjourn the September 21st, 2022, school committee meeting, seconded by Mr. Kearney.

Aye-All

Adjourn**

Meeting adjourned at 9:04 PM

****Requires School Committee Vote/Action**