



## Cohasset School Committee Meeting

### School Committee Minutes

Wednesday, September 4, 2019

Cohasset Middle-High School

Community Use Room

143 Pond Street

Cohasset, MA

**In Attendance:** Ellen Maher, Chairman  
Jennifer Madden  
Paul Kearney  
Ashley Colleary  
Craig MacLellan

**Also in Attendance:** Dr. Patrick Sullivan, Superintendent  
Dr. Leslie Scollins, Assistant Superintendent  
Michael MacMillan, Director of Finance & Operations

**Call to Order and Roll Call-** Chairman Maher called the meeting to order at 7:05 p.m. **Roll Call Vote:** Paul Kearney-Present; Ashley Colleary-Present, Ellen Maher-Present, Jennifer Madden-Present, Craig MacLellan-Present. Chairman Maher reminded the public that the meetings are televised and recorded.

**Pledge-**Recited.

**Public Comment-**None.

**Superintendent's Report-**Opening Day for all Schools-Superintendent Dr. Patrick Sullivan thanked the principals for their great work done this summer in preparation for the year. CHS Principal Brian Scott, CMS Principal John Mills, Deer Hill Principal Alexandra Sullivan and Osgood Principal Lisa Farrell were present. Superintendent Dr. Patrick Sullivan stated it was a smooth and inspirational opening. He stated the theme for the school year is "Through the Eyes of a Student" and presented the Opening Day slideshow to the Committee members. He discussed the leadership team's focus on collaboration, communication and culture. Principal Scott and Principal Mills stated the staff greeted the students with signs on the first day of school. Principal Sullivan stated her goal for the year is building relationships with staff and students. Principal Sullivan stated she redesigned some Skipper Creed posters with Deer Hill expectations which have been placed around the school. Principal Sullivan stated it was a successful

first day at Deer Hill. Principal Farrell stated that her focus for the year is “Through the Eyes of a Student”. Principal Farrell stated at her staff meeting she discussed celebrating Cohasset’s 250<sup>th</sup> Anniversary, celebrated teachers with 20 plus years of service and welcomed Osgood’s new staff members. Principal Scott stated he emphasized to his staff the importance of building relationships with the students and establishing a culture in the building. Principal Scott stated it was a great start of the year. Principal Mills stated the Middle School had a great start to the year. Principal Mills emphasized to his staff the importance of communication, collaboration and culture.

**Enrollment Quarterly Update**-Superintendent Dr. Sullivan reported the enrollment for all grades as follows; 23 students in Pre-K, 102 students in Kindergarten consisting of 4 half-day and 98 full-time students, 102 students in 1st Grade, 103 students in 2nd Grade, 118 students in 3rd Grade, 110 students in 4th Grade, 122 students in 5th Grade, 134 students in 6th Grade, 119 students in 7th Grade, 98 students in 8th Grade, 119 students in 9th Grade, 108 students in 10th Grade, 130 students in 11th Grade, and 118 students in 12th Grade. The total number of students district wide is 1,506.

**Induction Program Update**- Assistant Superintendent Dr. Leslie Scollins stated the group of 7 new educators were wonderful and engaging, and it was a fun event for her to lead. She stated the Beginning Teacher Institute will begin in September and meet monthly. The Institute will touch upon the topics important to the new educators and address any other needs of the new teachers. The three-day event included two days of training followed by a tour of the town by the District’s Transportation Coordinator, Missy Parfurmorse. Assistant Superintendent Dr. Scollins said it was a fun three days.

**FY20 Professional Development Update**- Assistant Superintendent Dr. Scollins stated that Opening Day went well. She received a lot of positive feedback on how well it was coordinated and positive feedback on how much time teachers got to spend with the building leaders, their teams and in their classrooms. She reviewed the upcoming professional development days which includes Safety Protocols and Procedures and Responsive Classroom at the Elementary School level. The Middle and High School will continue to work on their curriculum and culture during their professional development days will be driven by the staff and building leaders. The Middle School will focus on teaming and the Middle and High School will be working hard on creating structures in place around their culture. Superintendent Dr. Sullivan stated that Project Based Learning is a great way for teaming to happen. Assistant Superintendent Dr. Scollins stated the elementary school professional development will be focused on as they will be piloting two programs. The Math Committee selected Investigations and Bridges and all teachers will teach at least one unit from each of the programs during the year and the teachers will complete rubrics along the way. She stated Digital Learning will continue throughout the year and there will be a focus on the Vertical Alignment of the curriculum. Ms. Colleary stated she is happy with the new focus points on Social Emotional Learning. Chairman Maher stated she is happy to see individual professional developments slots for the nurses and specialists.

**Middle School Entrance**-Mr. MacMillan updated the Committee members on the Middle School entrance which was improved using the allocation from Capital Budget. Mr. MacMillan stated the entrance is a vast improvement and granite was used for the curbing rather than concrete in hopes that it would be sturdier and more robust during the winter months. He stated the concrete work is the

second step in a long-term project to improve paving and sidewalks districtwide. Mr. MacMillan stated they are in the process of commissioning signs to distinguish the two schools.

**Middle School Painting Project-** Mr. MacMillan updated the Committee members on the Middle School painting projects. He showed pictures of the various doorways and hallways that have been painted. Mr. MacMillan stated the next step in the painting project is to have the murals painted. ART Services will be doing the painting of the murals. Superintendent Dr. Sullivan showed the Committee members the various images to be painted. Mr. Kearney stated it's a good effort to show that the Middle School has its own identity. Mr. MacMillan recognized Mark Kelly, Facilities Manager and Nick Berardi, Assistant Director of Facilities for their work in overseeing the various projects. Mr. MacMillan shared pictures of the High School grounds which was cleaned up by the Department of Public Works. He also shared pictures of the painting of the driveway which widened the road and will hopefully help with the traffic issue. Mr. MacMillan advised the Committee that the new radio systems for leadership were loaned to the district by Ted Carroll, Recreation Director. Superintendent Dr. Sullivan stated the radios provide an immediate sense of safety and order to the district. Mr. MacMillan recognized Carl Sestito, DPW Superintendent and Bob Tuscher and their teams for all their work at the schools over the summer.

**Finance-Gift-**Michael MacMillan stated they received a gift of \$20,000 from The Laura Keating Memorial Classroom Fund to pay for the Laura Keating Memorial Outdoor Classroom.

**Motion by Mr. MacLellan to accept the gift of \$20,000 from The Laura Keating Memorial Classroom Fund to fund the Laura Keating Outdoor Classroom, seconded by Mr. Kearney. Roll Call Vote; Paul Kearney-Aye, Ashely Colleary-Aye, Ellen Maher-Aye, Jennifer Madden-Aye, Craig MacLellan-Aye.** Ms. Colleary asked for an update on the schedule. Mr. MacMillan was informed by Chris Kennedy that Phase I would not be done by the start of school but is hopeful it won't be long after, possibly in the next 4-6 weeks.

**Approval of Warrant-** Mr. MacLellan asked for clarification on the private school tuition and Harbor Network invoices. Mr. MacMillan explained that the private school tuition bills are for special education students whose IEP require services the district cannot provide therefor the student has to go outside of the district and the Harbor Networks invoice was a down payment for the public address system that needs to be replaced. **Motion by Mr. MacLellan to approve Warrant 20-04S, seconded by Ms. Colleary. Roll Call Vote; Paul Kearney-Aye, Ashley Colleary-Aye, Ellen Maher-Aye, Jennifer Madden-Aye, Craig MacLellan-Aye.**

**School Committee Comments & Communication-FY20 School Committee Goals Assignments-**The Committee members reviewed the goals and assigned member(s) to each goal.

**Review School Committee Handbook and Protocols-**Mr. MacLellan stated the content of the handbook is completed but the appendices need to be reviewed and edited. Mr. MacLellan will take a further look at the appendices and make appropriate suggestions and comments which he will pass along to Chairman Maher. Chairman Maher stated Jennifer Souretis would assist with formatting the document. The Committee members reviewed the Cohasset School Committee Protocols and will remove contact

information for Committee members as well as the facsimile number. Mrs. Madden recommended the Committee members sign the Protocol and post with their signatures to look more official.

**Reports from Sub-Committee and Liaisons-**Mr. MacLellan and Mr. Kearney will schedule a follow up meeting to discuss goals with Superintendent Dr. Sullivan for the Superintendent Evaluation. Chairman Maher will schedule a meeting with the Security sub-committee to follow up on summer work. Mrs. Madden stated although the Policy & Standards sub-committee hasn't met, they have been gathering research and she expects there will be a lot of first reads during the first SC meeting in October. Superintendent Dr. Sullivan suggested Assistant Superintendent Dr. Scollins attend the Policy & Standards sub-committee meetings. Mrs. Madden agreed and invited Assistant Superintendent Dr. Scollins to the next meeting on September 16, 2019 at 1:30. Chairman Maher stated the Finance and Facilities sub-committee needs to schedule a meeting and she will follow up with Mr. Kearney and Mr. MacMillan with suggested dates and times. Chairman Maher asked if all SC members receive the CPS\_Staff emails from Superintendent Dr. Sullivan and suggested if anyone is not receiving them to reach out to Bart Riley. Chairman Maher stated that Bill McKinnon from MIIA is scheduled to come to the September 18, 2019 meeting. Ms. Colleary attended the Safe Harbor Cohasset Coalition's International Overdose Awareness Annual Candlelight Vigil in the Village. She stated it was amazing and was grateful to see leadership from the schools at the vigil. Ms. Colleary informed the Committee members that the Ground Level Coffee House starts this Friday, September 6<sup>th</sup>, 7:00pm-9:00 pm at the Recreation Center. The Unity Council (new name for the Diversity Committee) is meeting on September 18, 2019 at 9am at the Library. They will be reconvening after summer break and discussing how to go about discussing the summer read, "We Can't Breathe" by Jabari Asim, as well as collaboration opportunities between Cohasset, Scituate and Hingham. Ms. Colleary stated she spent a good amount of time on the phone with the Attorney General's Office regarding the potential blog. Ron Menard suggested Ms. Colleary include the Town Clerk into the conversation to determine what is appropriate. The Attorney General's office said it was fine to have a blog, post materials on blog and they can include a one-way communication mechanism through which members of the community can communicate with the School Committee. Ms. Colleary stated the blog would encourage interaction with community members. The Committee members discussed the process and various concerns regarding the blog. Chairman Maher stated the Committee needs to do some more research on having the blog. Chairman Maher will reach out to MASC Info and ask if any other districts have a blog and she will address the questions raised. Chairman Maher suggested the Committee members review the public comment policy and determine how the blog can work. Mr. Kearney stated he will be visiting the Senior Center on Monday and would like to bring the High School sports schedules to invite the seniors to the upcoming games. Mr. Kearney discussed bringing a guest pass for the seniors. Chairman Maher suggested coordinating a day with the Police Department to visit the Senior Center and issue passes. Mr. Kearney stated he will reach out to Principal Sullivan to find out if the reading to the children program is still in place.

**Approval of Minutes-Minutes-Motion by Mr. MacLellan to approve the minutes of 8/7/2019 as presented, seconded by Mr. Kearney and the vote was unanimous (5-0).**

**Minutes-Motion by Mr. MacLellan to approve the minutes of 8/14/2019 as amended, seconded by Ms. Colleary, and the vote was (4-0). Mr. Kearney was not present at the meeting so he could not vote.**

**Follow up and Updates**-None

**Topic not anticipated by the Chairman 48 hours in advance of the meeting**-Mr. MacLellan stated one of the bus drivers told him the bus lists are not accurate. Superintendent Dr. Sullivan stated he had not heard about this and will look into it.

**Adjourn Opening Meeting**-Motion by Ms. Madden to adjourn the meeting at 9:20pm, seconded by Mr. MacLellan and the vote was unanimous (5-0).

**Documents used at the Meeting**

Induction Program Update	D-1
FY20 Professional Development Overview	D-2
Gift	D-3
School Committee Handbook and Protocols	F-1
Minutes	G-1