



Cohasset School Committee Meeting

School Committee Minutes

Wednesday, April 26, 2017
Cohasset Middle-High School
Community Use Room
143 Pond Street
Cohasset, MA

In Attendance: Jeanne Astino, Chairman
Katie Dugan
Ellen Maher
Barbara Stefan
Amanda Zani

Also in Attendance: Louise Demas, Superintendent
John Tuffy, Interim Business Manager
Sue Skeiber, Interim Assistant Superintendent

Call to Order and Roll Call-Chairman Astino called the meeting to order at 7:08 p.m. **Roll Call Vote;** Barbara Stefan-Present, Katie Dugan-Present, Jeanne Astino-Present, Ellen Maher-Present, Amanda Zani-Present.

Pledge-Recited

Invitation to Speak-None

Approval of Warrant-Motion by Mrs. Dugan to approve Warrant 17-21S, seconded by Mrs. Zani. **Roll Call Vote;** Barbara Stefan-Aye, Katie Dugan-Aye, Jeanne Astino-Aye, Amanda Zani-Aye. Mrs. Maher abstained from the vote.

Finance-Monthly Update-Mr. Tuffy reported the grants and revolving funds have nothing dramatic to report. The spring fees for athletics are coming in strong and will be reflected in next month's report. The State has been on time with payments. On April 4th they received approximately \$107,000 in circuit breaker and \$54,000 in METCO and Title 1. He is not expecting any issues with year end balances.

Bus Maintenance Update-Mr. Tuffy stated the buses are running great. There have been some minor repairs but nothing major. During April vacation they took some buses in for preventative maintenance. Chairman Astino asked if in the future the SC could get similar reporting for mileage and maintenance on the new food service van. Mrs. Maher asked for the status of the lease extensions. Mr. Tuffy will reach out to Susan Franklin and get an update.

Disposal of Supplies-Superintendent Demas stated during the cleaning out of the library for the new Learning Commons they have determined there are books and materials that are no longer needed. They are asking for permission to dispose of them. **Motion by Mrs. Maher to allow the disposal of books and materials, as listed that are no longer needed. The motion was seconded by Mrs. Dugan and the vote was unanimous (5-0).**

Superintendent's Report-Trips-Ann Thomae and Laura Humphrey were present requesting permission for two trips over April vacations in 2018 & 2019. They gave the details of the trips. **Motion by Mrs. Dugan to approve the 2018 April vacation trip to IZE Belize, seconded by Mrs. Stefan. Roll Call Vote; Barbara Stefan-Aye, Katie Dugan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Amanda Zani-Aye.**

Motion by Mrs. Stefan to approve the 2019 April vacation trip to Peru, Machu Picchu & Amazon with National Geographic Adventures, seconded by Mrs. Dugan. Roll Call Vote; Barbara Stefan-Aye, Katie Dugan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Amanda Zani-Aye.

Interactive Map-Google Drawing- Kindergarten Teacher Elizabeth Owens-Rigby showed the Committee some videos of how she incorporates the interactive map in her classroom. She discussed how involved and interested the children are in Google drawing and how it works well with their book of the week.

Special Education Update-Director of Student Services Mary Buchanan gave an update of Special Education. She discussed the number of students at each school that are on Individual Education Plans and the number of staff in Special Education in the district and by school. She presented the Committee with a new document that is a work in progress titled Special Education-Process and Programming. This document explains the referral, evaluation and team process, the eligibility and the development of an IEP. It also covers the parent/guardian involvement and their rights. The document included a breakdown of the programs in each of the schools.

Enrollment Update-Superintendent Demas gave the Committee an enrollment update. The overall enrollment has changed by 2 students. They are keeping a close eye on the Kindergarten enrollment.

2016-17 Last Day of School-Superintendent Demas stated the Committee needs to vote on the last day of school for this year which will be a half-day. **Motion by Mrs. Maher to approve a half of day school on June 23rd as the last day of school, seconded by Mrs. Zani and the vote was unanimous (5-0).**

Assistant Superintendent Hire Update-Superintendent Demas stated they received 60 applications. Sue Skeiber and Carolyn Connolly narrowed it down to 10 applicants and conducted interviews. They have recommended 4 applicants to review further. Mrs. Demas will keep the Committee updated and hopes to complete the process by mid-May.

Gift-Superintendent Demas advised the Committee they have received a donation from the Cohasset PSO for \$189 for grants. **Motion by Mrs. Dugan to accept the gift of \$189 from the Cohasset PSO for Ms. DeLeo, seconded by Mrs. Zani. Roll Call Vote; Barbara Stefan-Aye, Katie Dugan-Aye, Jeanne Astino-Aye, Ellen Maher-Aye, Amanda Zani-Aye.**

South Shore Educational Collaborative Board Seat-Motion by Mrs. Dugan to nominate and appoint Mrs. Demas to the SSECB for the upcoming year, seconded by Mrs. Stefan and the vote was unanimous (5-0).

Reading of Policy JLC-Student Health Services and Requirements-2nd Read-Motion by Mrs. Dugan to approve the Policy JLC, seconded by Mrs. Stefan and the vote was unanimous (5-0).

Reading of Policy IMG-Animals in School-2nd Read-Motion by Mrs. Dugan to approve Policy IMG, seconded by Mrs. Stefan and the vote was unanimous (5-0).

Reading of Policy JF-School Admissions-2nd Read-Motion by Mrs. Dugan to approve Policy JF, seconded by Mrs. Stefan and the vote was unanimous (5-0).

Reading of Policy JLCD-Administering Medicines to Students-2nd Read-Motion by Mrs. Dugan to approve Policy JLCD, seconded by Mrs. Stefan and the vote was unanimous (5-0).

Follow up List-The Committee reviewed and updated the list.

Report of sub committees of School Committee-Chairman Astino stated the Osgood School Council meeting is next week. She attended the Alternative Energy meeting and the solar arrays at the RTF are well underway. The schools have been utilizing the town's electric vehicle. Tomorrow night is the Deer Hill Favorites Night. Mrs. Dugan stated Town Meeting is Monday night and she is willing to speak on Article #20 if the Committee would like her to. The Committee agreed she should speak on it. Mrs. Dugan asked if the SC goals can be reviewed at the 5/10 meeting. She also stated that the new payroll system will be up and running within a few weeks. Mrs. Maher stated the CMHS Council met and gave an update on the Learning Commons. After the CEF Gala they are at 85% of their goal. They will play a video loop in the gymnasium lobby on Monday at Town Meeting and they hope to also show residents at the Senior Center. The Middle School Study Group is looking to do an individual end of year survey. The High School would have a similar survey to last year's survey go out separately at the end of the year. Mrs. Stefan added that the Deer Hill survey just went out. Mrs. Zani stated that SEPAC is meeting tomorrow at 9:30 a.m. at the Lightkeepers House. Superintendent Demas stated the Deer Hill entry way lobby guard is in. The fobs are in process. The gates at the high school were recently delivered. The custodians had a training last week on lifting and kitchen staff had training that was sponsored by MIIA.

Minutes-Motion by Mrs. Maher to approve the minutes of 3/30/17 joint meeting with Advisory Committee, seconded by Mrs. Zani and the vote was unanimous (5-0).

Motion by Mrs. Maher to approve the minutes of 4/5/17 as amended, seconded by Mrs. Zani and the vote was unanimous (5-0).

Motion by Mrs. Maher to adjourn, seconded by Mrs. Zani and the vote was unanimous (5-0).

The meeting adjourned at 9:18 p.m.

Documents used at the Meeting

Monthly Finance Update	F-1
Bus Maintenance Log	F-2
Disposal of Supplies	F-3
April Vacation Trips	G-1
Special Education Update	G-2
Enrollment Info	G-3
School Calendar	G-4
Gift	G-5
SSEC Board Seat	H-1
Policy JLC	H-2
Policy IMG	H-3
Policy JF	H-4
Policy JLCD	H-5

