



Georgetown School Committee
Thursday, June 13, 2019 6:30PM
Town Hall 3rd Floor Meeting Room
Regular Session Minutes

Barbie Linares, Chairman
Michael Hinchliffe, Vice Chairman
Suzanne MacDonald, Clerk
Cheryl Lachendro
Pamela Lundquist

In Attendance:

Barbie Linares	Superintendent Jacobs	Dan Richards	Cerise Cauthon
Michael Hinchliffe	Suzanne Sutherland	Margaret Maher	Tom Stewart
Suzanne MacDonald	Jack Tiano	Joe Pittella	
Cheryl Lachendro	Collin MacDonald	Ryan Browner	
Pamela Lundquist			

Chairman Linares called the meeting to order at 6:33 PM. All recited the Pledge of Allegiance.

Call To Order:

Barbie Linares - present
Michael Hinchliffe - present
Suzanne MacDonald - present
Cheryl Lachendro - present
Pamela Lundquist - present

Consent Agenda:

Chairman Linares read the items included in the Consent Agenda for June 13, 2019 which were the Regular Session Minutes of 5/23/19, Budget & Finance Subcommittee Minutes of 5/22/19, Budget & Finance Subcommittee Minutes of 5/29/19 and Baker Adams Scholarship Executive Session Minutes 5/28/19 and Acceptance of Warrants #48P19, #50P19, #49V19 & #51V19.

MOTION: S. MacDonald (P. Lundquist second) motion to approve the consent agenda as presented. So voted (5-0). Motion carried.

Documents Referenced: Regular Session Minutes of 5/23/19, Budget & Finance Subcommittee Minutes of 5/22/19, Budget & Finance Subcommittee Minutes of 5/29/19 and Baker Adams Scholarship Executive Session Minutes 5/28/19

Student representative:

The Chair introduced Olivia Billington, student council president and new school committee student representative. Olivia announced that May 31st was the junior/senior prom and was a big success. Graduation was held on June 8th. She explained that seniors have been given an option to paint and personalize their parking spots for \$25. So far everyone who has received a parking spot has signed up for the painting.

The Chair added that graduation was a big success and said everything went great. Also, the senior trip went very well. The Kiwanis provided a cookout and then the group left for Maine for a white water rafting trip.

Audiences:

c) Other

- Approval of International Field Trip for GMHS - Dan Richards

Principal Richards came before the Committee to request approval for a trip to France for Feb 12-20. This trip will be a combined trip with the art and language teachers. They are looking for approval now, so that fundraising efforts can begin. A representative from World Culture Tours will come to school and present to the parents what the trip entails so that everyone is well informed regarding the trip and the insurance options.

MOTION: Michael Hinchliffe (S. MacDonald second) motion to approve the Georgetown High School International Field Trip to France as presented by Principal Dan Richards.

- Approval of Camp Kieve Field Trip for Penn Brook - Joe Pittella

Mr. Pittella came before the Committee to request approval for the 6th grade field trip to Camp Kieve. Mr. Pittella announced that there has already been a parent informational meeting in the spring and this was attended by approximately 35 parents. They are planning on having a follow up meeting in the fall for any additional parents who would like to attend. They are planning on 125 students and 3 teachers attending so far. They are planning on having at least 5 chaperones, since we have more students attending than in the past. Mr. Pittella mentioned that the focus while on the trip will be on STEAM activities. The dates for the trip will be November 4-8, 2019.

MOTION: M. Hinchliffe (P. Lundquist second) motion to approve the Penn Brook 6th grade trip to Camp Kieve, as presented.

- HS Model UN

Model UN students Ana Collins, Anna Shilhan, Julia Walsh, and Paige Lichty came before the Committee to speak about their experience with Model UN. Since this was a new club this year, they were in search of an advisor, and Mrs. Schwarzkopf agreed. They added that 15 students have signed up for the club. The students then explained that they observed their first conference at St. John's Prep, which although they were not sure what to expect, they all agreed it was a wonderful learning experience. They also attended a conference at Northeastern which was very interesting. They are looking forward to next year since they are now more prepared and informed of what to expect at the next conference.

Administrative Reports:

b) School Reports

- International Field Trips Policy Approval - Dan Richards

Principal Richards announced that the changes that were discussed at the last school committee meeting for the school sponsored overnight field trips policy handbook were incorporated.

MOTION: Michael Hinchliffe (S. MacDonald second) motion to approve the International Field Trips Policy as presented by Principal Dan Richards. So voted (5-0). Motion carried.

Document Referenced: School Sponsored Overnight Field Trips Policy

The Superintendent asked Principal Richards about the Social Emotional Learning Committee. Principal Richards announced that some changes were made to finals week. They have initiated open campus as they did with the seniors. In addition, they have started a new program where students could sign up for activities during finals week such as yoga class, meditating class, and therapy dogs.

Principal Richards announced to the Committee that after meeting with faculty, parents and students, the decision has been made to change from FBLA back to DECA. He added that students who participated in both programs,

put together pros and cons and gave their opinions on which program they would prefer. After reviewing the presentations and information submitted, the decision was made to go back to DECA for next year.

c) Department Reports

- Summer Maintenance Projects – Mike Anderson

Mike Anderson came before the Committee to give an update on the summer maintenance projects. Member Hinchliffe asked a question regarding the lights and the basketball court in the back of the Perley. Mr. Anderson explained that the funds will be coming from the town. Also, the CPC will pay for the installation of the hard top. Mr. Anderson mentioned that another of their projects includes making changes to a preschool classroom. They will be moving out a classroom and making it into the library and cafeteria for the Preschool. Member Hinchliffe asked about the flooring that was donated. Mr. Anderson said it will be done over the summer, but the flooring company will provide someone for the installation. Mr. Anderson added that they have planned on doing some painting in GMHS. Member Hinchliffe asked Mr. Anderson about trees that were removed at Penn Brook. Mr. Anderson explained that they had met with an arborist and they recommended trees that were unsafe and should have been removed.

- Spring Sports Report – Ryan Browner

Athletic Director, Ryan Browner, came before the Committee to present the spring sports review. Mr. Browner announced that the following awards and recognition were presented. Girl's Lacrosse (7-11): **Offensive Player of the Year:** Lindsey Feeks, **Defensive Player of the Year:** Brooke O'Donnell, **Coaches Award:** Julia Walsh, **CAL 2nd Team All Star** Brooke O'Donnell, Lindsey Feeks & Lilly Egenberg. Boy's Lacrosse (2-16): **MVP** Jake Dolcimascolo, **Baggataway Award** Carmine Palmisano, **Coach's Award** Jared Graf, **EMASS All-Star** 1st All Star Jake Dolcimascolo, **CAL 2nd Team All-Star** Carmine Palmisano & DeWitt Purcell. Softball (1-16): **Coaches Award** Emma Thompson, **Most Improved** Carly Higgins, **Rookie of the Year** Allison Mansfield, **CAL 1st Team All-Star** Maeve McNeil, **CAL 2nd Team All Star** Madeleine Mogavero. Baseball (6-14): **MVP-** Max Girouard, **Coaches Award** Christopher Swensen, **Coaches Award** Patrick Sedgwick, **Georgetown Baseball Leadership Award** Justin Ziolkowski, **Georgetown Baseball Leadership Award** Iain Kantorski, **Bert Spofford Spirit of the game award-** Timothy Chianca, **CAL 2nd Team All Star** Maxwell Girouard & Adam Adamsky.

Mr. Browner announced that the varsity girl's lacrosse coach, Morgan Deshaw, came back for a second year and they hired a new JV coach, Laura Britton, who is also our SRO. The varsity boy's lacrosse team had a new coach, Terry Hartford and Scott Conte was the assistant coach. The softball team's varsity coach was Sean Doherty and Ted Schruender was the JV coach. And for baseball, returning head coach was Phil Desilits with Chris Lamouth as JV coach, Dan Manning as assistant coach and Bryan Paulus as hitting coach.

Mr. Browner explained the new MIAA co-op rules. He announced that Kevin Fair has been hired as the new girl's basketball coach. The boosters are having a lot of success with the flocking fundraising program. The Woman Leadership Conference was hosted here at GMHS. One hundred students, which were nominated from teachers, attended. Mr. Browner said that he is hoping to do this annually. All of Cape Ann League was invited and students from 8 out of the 12 schools invited attended the conference.

Document Referenced: 2018-2019 spring sports review.

Financial Report:

a) Budget Spending Update

Suzanne Sutherland reported on the general fund budget. She said there was still some bad debt but we do not know the final amount yet. Ms. Sutherland explained the plans for spending funds on items that were already identified by the administration. She mentioned that they are in the process of purchasing software to be able to put purchase orders online. This will make the process much quicker and streamlined. Money will be used to prepay special education out of district tuition. The cafeteria dishwasher is now not working at all. They would like the

town's capital fund to pay to replace it, but they have not approved this and if we do not replace the dishwasher now, we will not have a functioning dishwasher for next year. Also, there are plans to replace some laptops for the preschool for \$4,196, but this would not affect the budget and would come from funds in the Perley Extended Day Revolving Account.

The spending costs are identified as:

- Munis Requisition software - \$6,200
- Curriculum Planning - \$4,000
- Prepayment of Special Education Out of District Tuition - \$45,800
- MHS Café dishwasher - \$18,000

MOTION: Michael Hinchliffe (C. Lachendro second) motion to approve the plan to spend funds at the end of the year on the items that were identified by the administration.

b) 403(b) Contract

Suzanne Sutherland reported that we were originally in a group bid for our 403(b) contract, which at the last minute got bought out by another group. This was then put on hold by the original group. This was then rebid and accepted with the group that bought out the original group. Ms. Sutherland is requesting that the committee approve the contract with TSA Consulting Group for a cost of \$22.50 per employee per calendar year.

MOTION: Cheryl Lachendro (S. MacDonald second) motion to approve the third party provider as proposed by Director of Finance and Operations Suzanne Sutherland

New Business:

Acceptance of Increase in Preschool Fees

The Perley Preschool financial plan will depend on increasing the fees. The preschool is experiencing a decline in enrollment, while expenses continue to increase. The proposed rates for the tuition include an increase of 5%. Although there has been a reduction of a classroom, the increase is still necessary to sustain the program.

MOTION: Suzanne MacDonald (C. Lachendro second) motion to approve the increase in preschool fees as presented. So voted (5-0). Motion carried.

Document Referenced: FY2019 Budget Update/Year End, Third Party 403(b) Administrator Contract with TSA Consulting Group, Inc., and FY20 Preschool Tuition Price Increase memo

Middle School Science Curriculum

Collin MacDonald, Curriculum Director, and Cerise Cauthon, Department Head, came before committee to propose new middle school science curriculum. The science curriculum we have been using was from 2009. It was time to update. They were looking for something that aligned to new Massachusetts frameworks standards and something that our students would have hands on experience. They were also looking for a digital learning component. Also, they were looking for flexibility and differentiation and finally, looking for ease of implementation. With this new curriculum, they will have a set of books for classroom use and digital licenses for iPads for individual students since we are 1:1.

Professional Development Calendar 2019-2020

Collin MacDonald came to propose the Professional Development plan and calendar for next year. Mr. MacDonald thanked the Professional Development Committee that helped plan the district goals for next year. The committee worked together to create a professional development calendar and developed PD that offered options and choices for the staff.

Adopt Middle School Book Changes

Collin MacDonald explained that Department Head Ally Viera looked to change some books offered to the middle school English curriculum. They wanted to include books that students would be interested in and books that would be inclusive and not discriminate against any group.

MOTION: Suzanne MacDonald (C. Lachendro second) motion to adopt the changes to the English curriculum as presented by Department Head Ally Viera. So voted (5-0). Motion carried.

Acceptance of Summer Meeting Dates

The Chair has proposed July 25th and August 29th as summer meeting dates.

MOTION: Cheryl Lachendro (M. Hinchliffe second) motion to accept the dates for the summer School Committee dates as presented. So voted (5-0). Motion carried.

Approval of Permission to Delegate Medication Administration

There are certain medications that only nurses can administer. This

MOTION: Cheryl Lachendro (P. Lundquist second) motion to approve the delegation of medications to staff in accordance with the guidance from the Department of Elementary and Secondary Education. So voted (5-0). Motion carried.

Acceptance of Donation for Perley Second Step Program

A donation has been received from the Perley Parents Group in the amount of \$459.00, for purchase of the Second Step Program.

MOTION: Michael Hinchliffe (S. MacDonald second) motion to accept the donation for the Second Step program for the Perley Preschool. So voted (5-0). Motion carried.

SEPAC Tom Stewart named all the shining star award winners. He also announced he is retiring after 3 years as president. He also announced that they gave scholarships to 18 graduating special education students. The Superintendent added that the Shining Star Leadership Award was presented to Tom Stewart and he was thanked for his years of leadership to SEPAC.

The Chair announced that there has been discussion of a joint meeting with the FinCom at the end of July.

There will be a Governance Subcommittee meeting on Monday and the final draft for the Gender Policy will be reviewed.

MOTION: Michael Hinchliffe (C. Lachendro second) motion to adjourn at 9:25 PM. So voted (5-0). Motion carried.

*Respectfully Submitted,
Nancy Weiss, School Committee Secretary*