



Georgetown School Committee
Thursday, August 29, 2019 6:30PM
Town Hall 3rd Floor Meeting Room
Regular Session Minutes

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

In Attendance:

Barbie Linares	Superintendent Jacobs	Margaret Maher
Michael Hinchliffe	Suzanne Sutherland	Dan Richards
Suzanne MacDonald		Jack Tiano
Cheryl Lachendro		Collin MacDonald
Pamela Lundquist		Mike Anderson

Chairman Linares called the meeting to order at 6:36PM. All recited the Pledge of Allegiance.

Call To Order:

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

School Committee Reorganization:

Chairman Linares reported that it is time to re-organize the School Committee and make appointments for next school year.

MOTION: Michael Hinchliffe (S. MacDonald second) to nominate Barbie Linares as Chairman. So voted (5-0). Motion carried.

MOTION: Cheryl Lachendro (S. MacDonald second) to nominate Michael Hinchliffe as Vice Chairman. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (P. Lundquist second) to nominate Cheryl Lachendro as Clerk. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (S. MacDonald second) to reappoint Judy Levenson and Greg Pagnini as the Georgetown School Committee Legal Counsel for the academic year 2019-2020. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (C. Lachendro second) to reappoint the law firm of Sullivan, Nuttall and MacAvoy as Georgetown School Committee Special Education Legal Counsel for the academic year 2019-2020. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (P. Lundquist second) to appoint Michael Hinchliffe & Cheryl Lachendro to the Budget/Finance Subcommittee with Suzanne MacDonald as the Alternate for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (C. Lachendro second) to appoint Pam Lundquist & Suzanne MacDonald to the Governance Subcommittee with Barbie Linares as the Alternate for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (C. Lachendro second) to appoint Michael Hinchliffe & Barbie Linares to the Negotiations Subcommittee with Suzanne MacDonald as the Alternate for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (C. Lachendro second) to appoint Suzanne MacDonald & Pam Lundquist with Cheryl Lachendro as the Alternate to the Public Relations Subcommittee for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (P. Lundquist second) to appoint Cheryl Lachendro to the Safety Subcommittee with Pam Lundquist as the Alternate for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (C. Lachendro second) to appoint Suzanne MacDonald & Barbie Linares with Pam Lundquist as the alternate to the Superintendent Goals Subcommittee for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Suzanne MacDonald (C. Lachendro second) to re-appoint Michael Hinchliffe as the Legislative Liaison for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (S. MacDonald second) to re-appoint Pam Lundquist as the CREST Representative for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (C. Lachendro second) to re-appoint Pam Lundquist as the SEPAC Liaison for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

MOTION: Michael Hinchliffe (P. Lundquist second) to appoint Cheryl Lachendro as the PTA Liaison for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

Document Referenced: Subcommittee assignment worksheet.

Appointment of Title II Compliance Coordinator

Superintendent Jacobs recommended appointing Jack Tiano as the district's Title II Compliance Coordinator for the 2019-2020 school year.

MOTION: Michael Hinchliffe (C. Lachendro second) to appoint Jack Tiano as the district's Title II Compliance Coordinator for the 2019-2020 school year. So voted (5-0). Motion carried.

Title VI Compliance Officer

Superintendent Jacobs recommended appointing Suzanne Sutherland as the district's Title VI Compliance Coordinator for the 2019-2020 school year.

MOTION: Michael Hinchliffe (S. MacDonald second) to appoint Suzanne Sutherland as the district's Title VI Compliance Coordinator for the 2019-2020 school year. So voted (5-0). Motion carried.

Title IX Compliance Officer

Superintendent Jacobs recommended appointing Suzanne Sutherland as the district's Title IX Compliance Coordinator for the 2019-2020 school year.

MOTION: Michael Hinchliffe (C. Lachendro second) to appoint Suzanne Sutherland as the district's Title IX Compliance Coordinator for the 2019-2020 school year. So voted (5-0). Motion carried.

Appointment of Sexual Harassment Hearing Officers

Superintendent Jacobs recommended appointing Jack Tiano and Suzanne Sutherland as the district's Sexual Harassment Hearing Officers for the 2019-2020 school year.

MOTION: Michael Hinchliffe (P. Lundquist second) to appoint Jack Tiano and Suzanne Sutherland as the district's Sexual Harassment Hearing Officers for the 2019-2020 school year. So voted (5-0). Motion carried.

Appointment of 504 Coordinator

Superintendent Jacobs recommended appointing Jack Tiano as the 504 Coordinator for the 2019-2020 school year.

MOTION: Michael Hinchliffe (C. Lachendro second) to appoint the Jack Tiano as the 504 Coordinator for the 2019-2020 school year. So voted (5-0). Motion carried.

Appointment of Homeless Student Liaison

Superintendent Jacobs recommended appointing Jack Tiano as the Homeless Student Liaison for the 2019-2020 school year.

MOTION: Michael Hinchliffe (P. Lundquist second) to appoint Jack Tiano as the district's Homeless Student Liaison for the 2019-2020 school year. So voted (5-0). Motion carried.

Appointment of School Physician

Dr. William Medwid has agreed to continue to serve as the district's physician.

MOTION: Michael Hinchliffe (C. Lachendro second) to re-appoint Dr. William Medwid as the Georgetown Public Schools School Physician for the 2019-2020 school year as presented. So voted (5-0). Motion carried.

Appointment of School Committee Secretary

Nancy Weiss has expressed interest in being re-appointed as the 2019-2020 School Committee Secretary.

MOTION: Michael Hinchliffe (S. MacDonald second) to re-appoint Nancy Weiss as the 2019-2020 School Committee Secretary. So voted (5-0). Motion carried.

Appointment of Payroll Warrant Signature

Superintendent Jacobs recommended appointing Cheryl Lachendro to be the payroll warrant authorized signature for the 2019-2020 school year.

MOTION: Michael Hinchliffe (P. Lundquist second) to appoint Cheryl Lachendro as the authorized signature for the district payroll warrants with Michael Hinchliffe as the Alternate for the 2019-2020 school year. So voted (5-0). Motion carried.

Appointment of Vendor Warrant Signature Alternate

Superintendent Jacobs recommended appointing Pam Lundquist, Suzanne MacDonald and Michael Hinchliffe as the authorized signature for the district vendor warrants with Cheryl Lachendro as the Alternate for the 2019-2020 school year.

MOTION: Michael Hinchliffe (C. Lachendro second) to appoint Pam Lundquist, Suzanne MacDonald and Michael Hinchliffe as the authorized signature for the district vendor warrants with Cheryl Lachendro as the Alternate for the 2019-2020 school year. So voted (5-0). Motion carried.

Consent Agenda

Chairman Linares read the items included in the Consent Agenda for August 29, 2019 which were the Release of the Executive Session Minutes of 10/25/2018, Special Session Minutes of 8/2/2019 and Acceptance of Warrants #06P20, #08P20, #05V20, #07V20 and #09V20.

MOTION: Michael Hinchliffe (C. Lachendro second) to approve the consent agenda as presented. So voted (5-0). Motion carried.

Documents Referenced: Release of the Executive Session Minutes of 10/25/2018 and Special Session Minutes of 8/2/2019.

Administrative Reports

a) Superintendent's Report

August Staffing Report

Superintendent Jacobs explained the changes with the staff hiring and added that all professional staff positions have been filled but we do still have a few paraprofessional positions still open. The Superintendent added that we have conducted new teacher training this week and ALICE training was offered for all new staff and for any current staff that would be interested in participating. Superintendent Jacobs also explained the transfers that took place of certain positions and new positions that were created to provide more teacher and student support.

Documents Referenced: August Staffing Report

Opening of District Report – Mike Anderson

Mike Anderson, Director of Facilities, came before the Committee to explain the building and grounds preparation for the school opening. Chair Barbie Linares toured the Perley, the Teen Center and the Senior Center, Pam Lundquist and Michael Hinchliffe toured the Penn Brook and Cheryl Lachendro and Suzanne MacDonald toured the Middle High School. All commented that the building and grounds looked great and are ready to open. Mr. Anderson explained the staffing changes that have taken place within the building and grounds department and also explained the electrical issue that took place at the Penn Brook. This was contained in the electrical panel and did not cause any fire or damage other than to the electrical panel, which was covered by insurance. He also spoke of the Penn Brook gym floor that was repaired due to water damage and an installation defect.

b) School Reports

School Readiness – Margaret Maher and Dan Richards

Principal Maher announced that the Penn Brook School has been busy all summer with Camp Invention, 2 Penn Brook Camps and the Reading Academy. Principal Maher explained that the Perley lost a classroom due to a drop in enrollment at the preschool. The Penn Brook currently has 722 students. Principal Maher also explained that there is Professional Development that has been scheduled regarding co-teaching and they will be adopting MobyMax as a benchmark assessment. Also, one of the goals will be to fine tune all curricula areas that teachers have been working on the past few years. The last goal will be to continue to refine how we communicate with problems, which includes a new format for report cards. This will be presented in more detail at the next school committee meeting. Lastly, Principal Maher would like there to be a more uniform way on how teachers communicate with parents.

GMHS Principal Dan Richards explained the changes that were made to the library and the classrooms that were moved. He also explained the fundraiser that was held for the painting of the student parking spaces, which was a big success. He explained that through the summer there was a tutoring program to help students that were behind to catch up. There were coaches opening up the weight room for students that wanted to come in to work out. Principal Richards explained some of the goals they are working on such as starting a peer mediation program for 7th and 8th grade, introducing Rachel's Challenge, which ties back to the Columbine tragedy and is sponsored by the PTA, transition programs for 6th grade going to 7th grade and 8th grade moving to 9th grade and how we can better support the students and a NEASC 2 year report which is due next October. Principal Richards added that they will also be using MobyMax to their benchmark 7th and 8th grade students.

Financial Reports:

a) Line Item Transfers – Suzanne Sutherland

Finance & Operations Director Suzanne Sutherland reported that there is a need for line item transfers.

MOTION: Michael Hinchliffe (P. Lundquist second) to approve the Line Item Transfers spreadsheet #1-#59 dated 8/29/19 in the amount of \$461,909.00. So voted (5-0). Motion carried.

b) Student Activity Audit – Suzanne Sutherland

Finance & Operations Director Suzanne Sutherland reported that although there was a vote made in 2000 to increase the High School checking account maximum balance from \$10,000 to \$20,000, the documentation of the vote could not be found. In addition, Section JJF: Student Activity Accounts in the School Committee Policy also did not reflect this change. The recommendation is to re-vote the increase of the maximum balance for the High School checking account from \$10,000 to \$20,000.

MOTION: Michael Hinchliffe (P. Lundquist second) to approve the increase of the High School student activity checking account maximum balance from \$10,000 to \$20,000. So voted (5-0). Motion carried.

Old Business

2019-2020 School Calendar

Superintendent Jacobs explained that there were a couple of changes made to the calendar regarding Professional Development dates and town voting days.

MOTION: Cheryl Lachendro (M. Hinchliffe second) to approve the 2019-2020 school calendar with the following change. A full day professional development day will be added on March 3, 2020 and May 11, 2020 will become a regular school day for staff and students. So voted (5-0). Motion carried.

Document Referenced: 2019-2020 School Calendar

New Business

Acceptance of Donation for School Lunch

There has been a donation made by an anonymous donor in the amount of \$138.32 for the school lunch program.

MOTION: Michael Hinchliffe (P. Lundquist second) to accept the donation of \$138.32 for the school lunch program.

Acceptance of Donation for the Penn Brook 2020 Play

A donation in the amount of \$338.00 was collected on June 7, 2019 at the evening performance of the Grade 5 play, Peter Pan Jr. to be used to offset costs of incidental purchases for the spring 2020 play, such as paint and materials for the sets, scenery, makeup and costumes.

MOTION: Michael Hinchliffe (S. MacDonald second) to accept the donation of \$338.00 to offset the cost of the play in the spring of 2020 at Penn Brook.

MOTION: Michael Hinchliffe (S. MacDonald second) motion to adjourn at 8:32 PM. So voted (5-0). Motion carried.

*Respectfully Submitted,
Nancy Weiss, School Committee Secretary*