



Georgetown School Committee
Thursday, November 15, 2018 6:30PM
Town Hall 2nd 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	Collin MacDonald	Guy Prescott
Michael Hinchliffe	Suzanne Sutherland	Jack Tiano	
Suzanne MacDonald	Dan Richards	Chief Donald Cudmore	
Cheryl Lachendro	Margaret Maher	Officer Henry Olshefsky	
Pamela Lundquist	Mike Anderson	Officer Laura Britton	

Chairman Linares called the meeting to order at 6:30PM.

Call To Order:

Consent Agenda:

Chairman Linares read the items included in the Consent Agenda for November 15, 2018 which were Regular Session Minutes of 10/25/2018, Executive Session Minutes of 10/25/2018 and Acceptance of Warrants #20P19 and #19V19 & #21V19.

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

Documents Referenced: Regular Session Minutes of 10/25/2018 and Executive Session Minutes of 10/25/18.

Student representative:

Chloe Martens was not present, but Chairman Linares commented that the Homecoming Dance was a big success.

Audiences:

- CIP Priorities/Maintenance Projects – Mike Anderson, Director of Buildings and Grounds

Mike Anderson came before the Committee to inform them that although there is no funding for approval of the CIP requests, a list has been comprised to be presented for prioritization. There are two items listed as priorities due to safety recommendations. First, the fire chief has recommended replacing the stage curtain since it is currently not compliant with the fire codes. This would cost an estimated \$32,000 to replace. The second item is the MHS cafeteria dishwasher. The dishwasher is from 1996 and has been failing for years. Water is leaking on the floor presenting a potential hazard to the kitchen staff. It is over 20 years old and parts have become obsolete, therefore, it can no longer be fixed and will need to be replaced. Also, the town is discussing banning Styrofoam products, therefore, we would need a working dishwasher for sanitary purposes to wash dishes and trays and there is no money from the revolving account to replace the dishwasher, which would cost \$18,000.

Mr. Anderson also discussed that the rugs at the Perley and MHS which are very worn out. He is considering purchasing enough flooring to replace all the rugs and have his staff do the installation. This flooring would be environmentally friendly tile. In addition, he explained that since the truck funding has been removed, they have

added the tractor in its place, which was originally going to be purchased with the funds that have been used to purchase the truck. This item has been tabled.

The following priorities have been suggested:

1. Stage curtain
2. Dishwasher
3. Replace carpets with environmentally friendly time
4. Lawn tractor - tabled

Mr. Anderson added that he has received a proposal for a donation of the flooring which would be used to replace the rugs at the Perley and the MHS. The donation would include the material and adhesives needed to install the flooring. The installation would be done by our maintenance crew. Mr. Anderson will inform the Committee of the value of this donation for the next School Committee meeting.

MOTION: Michael Hinchliffe (C. Lachendro second) to approve the CIP priorities as discussed and state the order of priority for the items for the record. So voted (5-0). Motion carried.

Documents Referenced: 2016-2021CIP Project Request

Mr. Anderson also announced that the gym floor at the Penn Brook will be replaced and insurance will cover the cost, although we will be responsible for the \$5,000 deductible. Total cost of replacing the gym floor will be \$129,000.

- SRO Memorandum & Update – Chief Cudmore, Officer Olshefsky & Officer Britton

Chief Cudmore came before the Committee to speak about the SRO Program. He explained that the town voted the override to hire a second SRO. Officer Olshefsky is located at the Penn Brook and Officer Britton is located at the Middle High School/Perley. He said that many communities are reaching out to him since we are considered a leader in the SRO program. Chief Cudmore explained that the state is requiring that all schools and police departments with school resource officers working in the school develop a memorandum of understanding. This agreement takes into consideration new laws, which the Chief has explained. The Chief informed the Committee and the public about the work of the SROs and the progress we have seen in the program over the last six to 12 months.

Documents Referenced: SRO Memorandum of Understanding and Policy & Procedures for SRO Program.

Administrative Reports:

- a) Superintendent's Report
 - Superintendent's Goals

The Superintendent explained that the goals were written in collaboration with the administrators since many of the actions will be done as a team. These are also areas that we are working on in the strategic plan. The goals themselves come from a list that was generated by the School Committee and forwarded to me by the Chair. There are four goals this year, which include, Professional Practice, Student Learning, District Improvement – Implement a Social Emotional Program at PB and Middle High School, and District Improvement – Math Performance at the PB and Middle School.

Documents Referenced: Superintendent Goals 2018-2019

- c) Department Reports
 - Restructuring MAPS Program Proposal at GMHS – Jack Tiano, Director of Student Services

Jack Tiano has been working with the administrative team, his school based special education leadership team at the MHS, and the principals to better respond to the social and emotional needs of the special education. Mr. Tiano spoke about the PreK-12 social emotional programs and how they are trying to align the program throughout the different grade levels. He is proposing a shift, so instead of hiring to replace a teacher, he would like to hire an elementary school psychologist.

MOTION: Michael Hinchliffe (S. MacDonald second) to approve the plan by Director of Student Services Jack Tiano to restructure the MAPS program. So voted (5-0). Motion carried.

Documents Referenced: MAPS Program Proposal and School Psychologist posting

Financial Report:

a) First Quarter Financial Report – Suzanne Sutherland, Director of Finance & Operations

Finance & Operations Director Suzanne Sutherland reported that the operating account is not doing well with \$135,000 over budget. She announced that she foresees a spending freeze coming. She also said she is concerned about a couple of Special Education students that are going to litigation, which could result in an additional \$30,000, and potentially there could be up to 5 new out of district students.

b) Line Item Transfers – Suzanne Sutherland, Director of Finance & Operations

Suzanne Sutherland has included line item transfers for your approval.

MOTION: Pam Lundquist (C. Lachendro second) to approve line item transfers #132 - #170 in the amount of \$84,256.35 dated 11/15/18 as presented. So voted (5-0). Motion carried.

Documents Referenced: 1st Quarter Financial Report & Revolving Account and Line Item Transfers spreadsheet #132-#170 dated 11/15/18 in the amount of \$84,256.35.

New Business:

a) Acceptance of donation for School Lunch Program

Chairman Linares announced that a donation in the amount of \$51.00 from an anonymous donor has been made to be used to support families in arrears in the food service program. This group has made donations regularly for over a year and we are extremely grateful for their continued commitment.

MOTION: Cheryl Lachendro (M. Hinchliffe second) to accept the donation of \$51.00 from an anonymous donor to be used by the food services department with gratitude. So voted (5-0). Motion carried.

b) Acceptance of Penn Brook Holiday Fair Monetary Donation

A donation in the amount of \$3,496.83 was collected during the Penn Brook Holiday Fair on November 3, 2018 by Mrs. Heidi Begin. Mrs. Begin is requesting that a \$500.00 donation be made to the Perley Preschool and a \$2,996.83 donation be made to the Penn Brook Elementary School.

MOTION: Suzanne MacDonald (C. Lachendro second) to accept the generous donation of \$3,496.83 from Heidi Begin with gratitude to be used at Perley Preschool and Penn Brook Elementary School. So voted (5-0). Motion carried.

Member Lachendro announced that the PTA made over \$600 at the Cookie Walk. She also informed the Committee that the book fair sold \$17,299.37 in merchandise which transfers to \$8,649.69 in Scholastic bucks, which can be used by the Library and teachers.

Chair Linares announced that the Music Parent's Auction will be held tomorrow night, November 16th at 7:00 pm at the Black Swan.

Member Lundquist announced that there was a Public Relations Subcommittee meeting. In the meeting there was a review of the Superintendents Goals, which will be reviewed in more detail at the next meeting. The Superintendent added that there will be updates through the year regarding the goals rather than waiting until the spring.

Member Lundquist announced that there will be a SEPAC meeting on December 11th from 6:45-9:00 pm. This will be held at the Georgetown Peabody Library and it will be a presentation of "Beyond Basic Rights" with Attorney Daniel Perlman.

Member Lachendro explained that the Governance Subcommittee met where there was a discussion of the new Crowdfunding Policy that is being created and also the Social Media Policy. There will be additional discussion of the Crowdfunding Policy at the next meeting.

Member Hinchliffe announced to the Committee that he has recently attended the MASC Conference. He explained that he not only attended several financial sessions, but also a discussion on Blizzard Bags. He added that he would share some of the information he gathered at the conference with the Blizzard Bags Study Committee that has been collecting data.

MOTION: Suzanne MacDonald (C. Lachendro second) motion to adjourn at 9:30PM. So voted (5-0). Motion carried.

*Respectfully Submitted,
Nancy Weiss, School Committee Secretary*