

**SCITUATE SCHOOL COMMITTEE MEETING MINUTES**

**May 16, 2011**

**MEETING CALLED TO ORDER**

The meeting was called to order by  
Mr. Michael Hayes, Chairperson  
at 6:30 p.m. in the Scituate High School Principal's Conference Room.

**On a motion by Mr. Hayes,  
Seconded by Mr. Johnston,**

**It was voted: To go into Executive Session as set forth  
In Section 23B , Chapter 39 of the Massachusetts  
General Laws to discuss matters pertaining to contract  
negotiations at 6:30 p.m.**

The roll call was:

School Committee Members Present:

Mr. Michael Hayes, Chairperson	yes
Mr. Richard Hebert	yes
Mr. William Johnston	yes
Ms. Brenda Bowen	yes

**On a motion by Ms. Bowen,  
Seconded by Mr. Johnston,**

**It was voted: to return to the regular meeting at 7:10 p.m.**

**The roll call was:**

School Committee Members Present:

Mr. Michael Hayes, Chairperson	yes
Ms. Brenda Bowen, Vice-Chairperson	yes
Mr. William Johnston	yes
Mr. Richard Hebert	yes

**The meeting was called to order by  
Mr. Michael Hayes, Chairperson, at  
7:00 pm in the Scituate High School Library.**

School Committee Members Present:

Mr. Michael Hayes, Chairperson  
Ms. Brenda Bowen, Vice-Chairperson  
Mr. William Johnston  
Mr. Richard Hebert

Administrators Present:

Dr. Susan E. Martin, Superintendent  
Dr. Jim Kelleher, Assistant Superintendent  
Mr. Paul Donlan, Director of Business and Finance  
Ms. Judy Norton, Director of Special Education

**1. Approval of Minutes**

**On a motion by Ms. Bowen,  
seconded, by Mr. Hebert,**

**a. May 2, 2011**

**It was voted: To accept the May 2, 2011  
regular meeting minutes.**

**The vote was 4-0.**

**Comments and Statements from the Public**

Ms. Christina Benoit spoke in support of the arts and music programs. She was hopeful with the passing of the override that music and art programs would be restored.

**2. Special Matters**

Dr. Susan E. Martin, Superintendent initiated the reorganization of the School Committee.

a.) Re-Organization

**On a motion by Mr. Hebert,  
seconded, by Mr. Johnston,**

**It was voted: To nominate Mr. Hayes as Chairperson.**

**The vote was 3-0 with Mr. Hayes abstaining.**

**On a motion by Mr. Johnston,  
seconded, by Mr. Hebert,**

**It was voted: To nominate Mr. Strobino as Vice-Chairperson.**

**The vote was 3-0 with Mr. Strobino abstaining.**

**On a motion by Mr. Hebert,  
seconded, by Mr. Johnston,**

**It was voted: To nominate Ms. Bowen as Secretary.**

**The vote was 3-0 with Ms. Bowen abstaining.**

Dr. Susan E. Martin, Superintendent and Ms. Nuzzo-Mueller Principal, Scituate High School commended Zachary Brazao and John Foster for being elected by their peers to The Student Advisory Council. **b.) Recognition of Zach Brazao and John Foster**

Dr. Susan E. Martin, Superintendent addressed a few small changes on the 2011-2012 school calendar which included the New Years Day observation as well as an amendment to the High School MCAS dates and their relation to Professional Days and the possible deletion of Professional Days. **c.) School Calendar**

**On a motion by Ms. Bowen,  
seconded, by Mr. Strobino,**

**It was voted: To approve the 2011-2012 school calendar.**

**The vote was 4-0.**

Dr. Susan E. Martin, Superintendent introduced Ms. Kerri Hallihan, Teacher, Scituate High School who introduced Miss Jillian Hutt and Miss Haley Malerbi, students who attended and outlined their very positive experience to Guatemala. **d.) Guatemala Service Trip**

Dr. Susan E. Martin, Superintendent introduced Ms. Marge Rossi, Nurse to give an overview of the Medication Policy which has been added as a result of NEYAC guidelines and aligned with State guidelines. This policy now unifies the district. **e.) Medication Policy**

**On a motion by Ms. Bowen,  
seconded, by Mr. Johnston,**

**It was voted: To approve the Medication Policy and Procedures  
105 CMR 210.00 Regulations Governing the Administration  
Of Prescription Medications in Public Schools.**

**The vote was 4-0.**

Dr. Susan E. Martin, Superintendent explained that the AP/SAT has been postponed until a future meeting. **f.) AP/SAT/PSAT Presentation**

Dr. Susan E. Martin, Superintendent and Dr. James Kelleher Assistant Superintendent briefly outlined their centralization process. There was a brief discussion about redistricting certain **g.) Centralization of School Assignment Process**

streets to other districts and Kindergarten centralization. Dr. Kelleher stated that the school department continues to look at the numbers for possible future decisions. Both Ms. Bowen and Mr. Johnston spoke about forward thinking with respect to re-istricting. Ms. Bowen asked Mr. Donlan and Ms. Dottie Cook Transportation Coordinator to come up with a “what if” possibility.

Dr. Susan E. Martin, Superintendent asked Ms. Judy Norton Director, Special Education to outline her summer services.

**h.) Special Education  
Summer Program Update**

Ms. Norton defined the difference between programs and Tutoring as well as defined the elementary programs and Early childhood (Primary and Intermediate) programs and Vocational Skills Program. Ms. Norton said the parent confirmations were due back by May 13, 2011. Ms. Norton stated that 70 students were recommended for tutoring and approximately 40 students for related services in addition to Tutoring. Mr. Hebert asked if there is a direct correlation between the tutoring hours and the students IEP? Ms. Norton said typically it is less. Ms. Bowen asked about providing data that shows that summer services do not prevent regression? Ms. Norton agreed to send a follow up report. There was a brief discussion about when parents find out about summer services in correlation to their annual team IEP meeting. Mr. Johnston believed there is a communication gap between parents and the team. Mr. Johnston asked how many students/parents actually accept tutoring services for only 1-2 hours per week? Mr. Hayes expressed concern that perhaps the department was doing things backwards and perhaps the programs are underutilized. He also expressed disappointment about the revised letter that went out to parents. He also reiterated that the School Department is not accommodating the C.O.R.S.E. Foundation and the Recreation Department but rather correcting a mistake pertaining to an incorrect start date that the Special Education Office sent out in a letter.

Dr. Susan E. Martin, Superintendent and Dr. James Kelleher Assistant Superintendent reviewed and outlined the timeline and goals pertaining to common core. Mr. Johnston asked when common core would be completely in place? Dr. Kelleher said in 2015.

**i.) Common Core**

Dr. Susan E. Martin, Superintendent and Dr. James Kelleher Assistant Superintendent outlined the three district goals for Professional Development as follows: Common Core, ELA and Math; Advancing skills with technology and developing new strategic instruction for teachers.

**j.) Professional Development**

Dr. Susan E. Martin, Superintendent and Mr. Paul Donlan Director, Business and Finance mentioned the possibility of a collaborative cost bid with other towns for custodial supplies. Mr. Donlan explained that this is a type of bulk purchasing that ultimately saves the Business Office time when ordering and saves the district money because of bulk purchasing.

**k.) Custodial Supplies Contract**

Mr. Zach Brazao updated the Committee on the Scituate High School events such as Spring for the Arts and expressed overall school excitement about the end of the year approaching.

The following gifts were given:

- (i) Scituate American Legion Post 144 – donation of American flag to Scituate High School.
- (ii) Donation of two books – The Dragonfly Door by John Adams and The Dragonfly Secret by Clea and John Adams – from Deborah Donovan to the Wampanoag School.

**On a motion by Ms. Bowen,  
Seconded by Mr. Hebert,**

**It was voted: To approve the acceptance of gifts with great appreciation.  
The vote was 4-0.**

Mr. Paul Donlan, Director Business and Finance updated the Committee on the Wampanoag Project. The concrete was poured in the boiler room. He did state that the building is cold because of the lack of a boiler. He commended the staff for their patience.

Dr. James Kelleher mentioned that the full day Kindergarten numbers are as follows:  
Cushing 58; Hatherly 45; Jenkins 63 and Wampanoag 42.

Mr. Paul Donlan, Director, Business and Finance distributed the April Actuals. He noted that electricity continues to be a challenge.

Dr. Susan E. Martin, Superintendent read a letter congratulating Cushing students who were recognized by the Pawtucket Red Sox 2011 Most Improved Student contest.

### **3. Routine Matters**

#### **a. Student Report**

#### **b. Acceptance of Gifts**

#### **c. Wampanoag Building Update**

### **Comments and Statements from the Public**

### **4. Superintendent's Reports**

#### **a.) Full Day Kindergarten**

#### **b.) Budget Update**

### **5. Superintendent's Correspondence**

#### **a.) Cushing Student Commendation**

Dr. Susan E. Martin, Superintendent agreed to give the Committee an update on the process at the next School Committee meeting.

Dr. Susan E. Martin, Superintendent read a letter from Mr. Skip Toomey who has agreed to continue on as an Art Teacher at Gates Intermediate.

Dr. Susan E. Martin, Superintendent recognized Mr. Peter Mundt for the Hatherly School Music concert.

Dr. Susan E. Martin, Superintendent reminded the Committee that the Sally Bailey Brown Art Wing dedication will take place on May 26, 2011.

None

None

**On a motion by Ms. Bowen,  
Seconded by Mr. Hebert,  
It was voted: To approve the personnel matters as listed.  
The vote was 4-0.**

**On a motion by Ms. Bowen,  
seconded, by Mr. Johnston,**

**It was voted: To adjourn from the meeting at 8:45 p.m.**

**The vote was 4 – 0.**

**b.) Wampanoag Cell Tower**

**c.) Mr. Skip Toomey**

**d.) Peter Mundt Recognition**

**6. Other Business**

**7. Communication from School Councils**

**8. Sub-Committee Reports**

**9. Personnel**

**10. Future Agenda Items**

Prepared by: Kim Peters

APPROVED:

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Ms. Brenda Bowen, Secretary