

SCITUATE SCHOOL COMMITTEE MEETING MINUTES

June 20, 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,	yes
Ms. Brenda Bowen,	yes
Mr. Richard Hebert,	yes
Mr. William Johnston	yes

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

It was voted: to return to the regular meeting at 7:05 p.m.

The roll call was:

School Committee Members Present:

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

**The meeting was called to order by
Mr. Michael Hayes, Chairperson, at
7:05 pm in the Scituate High School Library.**

School Committee Members Present:

Mr. Michael Hayes,
Ms. Brenda Bowen,
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

There were no Minutes to be voted at this time.

1. Approval of Minutes

There were no comments or statements from the public.

Comments and Statement from the Public

2. Special Matters

Dr. Susan E. Martin, Superintendent and
Ms. Vivienne Leonard, Director, Scituate
Community Education updated the Committee on
the 2010/2011 School Year program.

a. Scituate Community Education

Ms. Leonard expressed interest in mailing the brochure
out again. Mr. Hebert asked if Ms. Leonard surveys her
participants on programs of interest?

Dr. Susan Martin, Superintendent briefly outlined
the changes made to the Elementary Handbook.

b. Elementary School Handbook

The noted changes were as follows: a revised
homework policy section, a reference to the school
calendar, team evaluations and an added decision
for the 504 students as well as CORI expectations.

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

It was voted: To approve the elementary handbook with changes

The vote was 4-0.

Dr. Susan Martin, Superintendent and Ms. Sarah
Shannon outlined the two biggest changes to the 2011/2012
handbook. The layout of the handbook, the welcome section
stating the core values and core beliefs of Gates as well as
R3 (respect yourself, others and the school) were introduced into
the handbook as well. Ms. Shannon also updated the immunization
section, bus rules, fitness center section and 504 changes.

c. Gates School Handbook

Ms. Shannon also thanked the DARE program for subsidizing the cost of
the handbook printing.

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

It was voted: To approve the Gates Intermediate 2011/2012 Handbook.

The vote was 4-0.

Dr. Susan E. Martin, Superintendent welcomed John Mills Assistant Principal, Scituate High School Mr. Mills addressed 9 changes to the 2011/2012 handbook as follows: mosquito control warnings, special education behavioral expectations, 504 language, harassment citation, bus rules, homework absent practice, description of alcohol/controlled substance, student assistance program and created a philosophy.

d. High School Handbook

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

It was voted: To approve the Scituate High School 2011/2012 Handbook.

The vote was 4-0.

Dr. Susan E. Martin, Superintendent welcomed Ms. Mary Ohrenberger, Principal, Cushing Elementary and Ms. Sarah Shannon, Principal, Gates Intermediate School as representatives from the Jenkins Principal Search Committee. They listed by name the various committee representatives. They will be interviewing candidates on June 29, 30 and July 1st, 2011. Dr. Martin stressed the importance of having a principal hired by August 1, 2011.

e. Jenkins Principal Search

Dr. James Kelleher, Assistant Superintendent updated the Committee on the Massachusetts Department Of Elementary and Secondary Education Coordinated Program Review – Progress Status Report. Dr. Kelleher mentioned that 30 teachers are currently involved in the program. The criteria for which students enter the program are based on state assessments and which language is spoken predominately at home.

f. Coordinated Program Review

3. Routine Matters

Mr. Zach Brazao was not present for the report.

a. Student Report

Mr. Paul Donlan, Director, Business & Finance reviewed the May actual bringing attention to the teachers payroll as the year end closes.

b. May 2011 Budget Actuals

At this time, Mr. Johnston also asked Mr. Donlan to pay particular attention to maintenance work at Gates Intermediate School such as the fan on the C wing, the gate outside the C wing and the deterioration of that side of the building. Mr. Donlan agreed to continue with the repairs and maintenance.

Mr. Paul Donlan, Director of Business and Finance. gave an overview of the projects future. Mr. Johnston asked that Mr. Donlan request that the Project Manager submit a project timeline.

c. Wampatuck Project Update

Mr. Paul Donlan, Director of Business and Finance reviewed the athletic supply bid. There were six proposals received in response to a public advertisement. Mr. Donlan awarded bids to the following companies: Riddell All American, Aluminum Athletic Equipment, Piesco Sporting Goods, Inc. and Beacon Sporting Goods. The total bid award was \$29,056.92.

d. Athletic Supply Bid Award

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

It was voted: To approve the Athletic Equipment Bid as listed.

The vote was 4-0.

None

Comments and Statements from the Public

4. Superintendent's Reports

a. Summer Meeting Dates

Dr. Susan Martin, Superintendent suggested July 11th and August 8th, 2011 as possible summer meeting dates. The Committee agreed.

5. Superintendent's Correspondence

a. MASC Conference

Dr. Susan Martin, Superintendent invited the School Committee to attend the MASC/MASS Joint Conference in Hyannis on November 9-12, 2011.

b. Letter from Jack Conway

Dr. Susan Martin, Superintendent read a letter from Mr. Jack Conway. Mr. Conway commended the Scituate School children for their positive behavior at the Memorial Day Parade.

c. Wampatuck Cell Tower

Dr. Susan Martin, Superintendent reminded the Committee that the Zoning Board of Appeals will hear the cell tower application. Mr. Hayes reminded everyone that the Zoning Board Agenda will be posted in the newspaper and all abutters will receive notification of the hearing. Mr. Hayes asked that any future information pertaining to the cell tower be placed on the school website.

6. Other Business

Dr. Susan Martin, Superintendent advised the Committee that student placement letters will be mailed out per the following schedule: Early Childhood, June 30th, Kindergarten, July 15th, Grades 1-6, August 15th and Grades 7-12 by August 29th.

None

None

Mr. Hayes recognized Mr. Willis resignation as the Jenkins Elementary School Principal. The Committee thanked him for service and wished him luck in the future.

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

It was voted: To approve the Personnel changes as listed.

The vote was 4-0.

The following items were requested as future agenda items: **10. Future Agenda Items**

Technology update, Curriculum update, Jenkins Elementary Principal Search, Gates Building update, Wampatuck update, Security update, Re-districting by street, Turf field update.

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

It was voted: To adjourn the meeting at 8:20 p.m.

The vote was 4 – 0.

a. Student Placement Letters

7. Communication from School Councils

8. Sub-Committee Reports

9. Personnel

Prepared by: Kim Peters

APPROVED:

Ms. Brenda Bowen, Secretary