

TRURO SCHOOL COMMITTEE MEETING
March 13, 2025, 4:30 PM
Hybrid Meeting
Truro Central School

Vida Richter - Chair - *remote*

Peter Cook - Vice Chair - *present*

Amy Costa - *remote*

Kenneth Oxtoby - Secretary - *remote*

Tyler Medley - *absent*

Superintendent - Stephanle Costigan

Principal - Patrick Riley

Admin. Business & Finance - Heather Harper

Recorder - Jody O'Neil

- 1. Call to Order:** Vida Richter called the meeting to order at 4:30pm, gave roll call.
- 2. Public Comment:** None reported.
- 3. Approval of Minutes:** [February 13, 2025](#)

A motion was made by Ken Oxtoby to approve the TSC meeting minutes of February 13, 2025, seconded by Pete Cook, roll call, 3-0-0.

Ken Oxtoby - yes

Pete Cook - yes

Vida Richter - yes

- 4. Dates to Remember:** March 12, 2025 - Gr. 6 Open House
March 14, 2025 - Pasta Party Farm to School Fundraiser
March 20-21, 2025 - Report Card conferences
April 3, 2025 - Community Night
April 10, 2025 - School Committee meeting, 4:30 pm.

5. Administrators' Reports:

5.1 Superintendent: Municipal Cybersecurity Awareness Grant Program (MCAGP), Mass. School Building Authority Visit, MassCEC site visit, Gr. 6 Communication.

Municipal Cybersecurity Awareness Grant Program (MCAGP)

State program, recommended by the Town's IT Director, provides cyber security and user training; a free, year-long program with simulated phishing exercises.

Mass. School Building Authority Visit

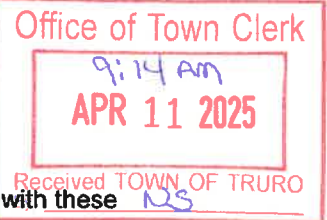
The visit was held last Thursday, building conditions were determined, questionnaire submitted.

MassCEC Site Visit

The visit was held last Friday for the Clean Energy Commission; a series of bi-monthly meetings to make the school's buses electric. The CCC will purchase the buses, with four chargers to be installed close to the Library section of the property and two more forthcoming. The chargers will be open to the public, for cars and buses, alike.

Grade 6 Communication

Last night's Open House was attended by Pete Cook and Nurse Beth with a presentation by Mr. Burns. Superintendent Costigan related that the invitation for TCS to attend the recent Nauset Open House regarding Grade 6 was not shared with TCS families based on the ongoing efforts to



bring Grade 6 back to TCS, and fielded the TSC for guidance on how to proceed with these promotional efforts which would ultimately include returning graduation to Grade 6 from the current Grade 5 event.

Pete Cook said he felt Superintendent Costigan had done the correct thing in not promoting another school and emphasized the importance of actively recruiting kids for TCS with the benefits of smaller class sizes; regretted that not more parents had been in attendance last night.

Vida Richter sought clarification that a tour had been conducted last year, to which Superintendent Costigan confirmed, adding there has been inconsistency and that participation is determined by the will of the families. Vida Richter suggested that had a letter been sent out to the families pertaining to the Nauset Tour it could have fostered better communication.

Superintendent Costigan advised having one approach going forward, which may include the Nauset Tour, with transportation provided by TCS, but expressed that this measure should not take place in Grade 5. Amy Costa said she also felt it is important to alert the families by letter but not to arrange the tours. Pete Cook disagreed. Vida Richter said she would agree with Pete Cook on this point if there hadn't been a tour last year.

Superintendent Costigan said she took full responsibility in not sending out a letter and will do so going forward. Ken Oxtoby concurred but said TCS needs to promote its efforts to bring back Grade 6. Vida Richter suggested it is not too late to send out a letter at this time to address the recent communication lapse and that a breakfast might be a way to attract more participants in the future.

5.2 Principal Report: Public Safety Lunches, All School Meeting, Global Play Day, Bingo Night, Gr. 5 Trip Update.

Gr. 5 Trip Update

The outdoor classroom trip is on schedule for the week of April 7 with over \$9,000 raised, far exceeding the fundraising goal. Principal Riley thanked everyone involved in these efforts. An information session for the trip will be held next Tuesday at 6pm. Ken Oxtoby remarked that it might be a good opportunity to have 5th Grade teacher Mr. John Burns in on the trip orientation session.

Public Safety Lunches

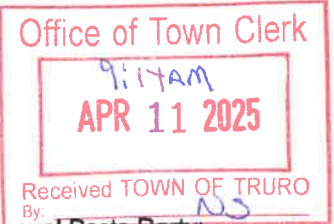
Public Safety lunch partners have been expanding; yesterday's lunch included members of the PD and FD of whom Principal Riley said he hoped will be more of a regular presence for the kids at TCS to show Public Safety Dept. members in a less formal light.

All School Meeting

Last week's meeting theme was Grit and Determination. PD & FD were invited and will look to be secured as partners going forward along with an invitation to next week's Global Play Day.

Bingo Night

Bingo Night last Tuesday had over 100 in attendance and proved to be the major fundraiser for the Grade 5 trip; recognition was expressed for all the hard work put in by organizing families. Principal Riley said it could be anticipated as a recurring, annual event, which Vida Richter



echoed a great idea, remarking on the success of the event. Tomorrow is the annual Pasta Party; over 300 meals were served last year. The current Online Auction was noted as being remarkable in scope and participation.

5.3 Admin. Business & Finance: Line transfers, School Lunch audit visit
Presented by Heather Harper.

FY2024 Line Item Transfers totaling \$214,230.33 were offered up for vote by the TSC.

A motion was made by Amy Costa to approve the FY2024 Line Item Transfers totaling \$214,20,33 as presented, seconded by Ken Oxtoby, roll call, 3-0-1.

Amy Costa - yes
Ken Oxtoby - yes
Vida Richter - yes
Pete Cook - abstain

School Lunch Audit Visit was held last week; some minor corrected actions are to be made and will be reported on later.

6. Subcommittees: School Committee Handbook draft to review, vote may be taken.

Superintendent Costigan referenced Subcommittee meetings for the Handbook and the results of the current draft. Pete Cook said he struggled initially with the length of the draft but conceded that it is the length that it needs to be. Ken Oxtoby agreed, and added that Superintendent Costigan had done a good job in putting together the revised Handbook.

Vida Richter said there may be a few things to add to the Handbook pertaining to the Town where signatures are needed such as Policy 19, Policy 54, Summary of Conflict of Interests, Open Meeting Law Acknowledgement and Select Board Handbook Acknowledgement. Pete Cook noted that there would be yearly updates and Superintendent Costigan recommended adding the Handbook review to the July Agenda on an ongoing basis, and to review anew in its current form at next month's TSC meeting.

7. New Business: Vote needed to accept the amended Articles of Agreement to add Plymouth as a full member of the Collaborative as recommended by Hope Hanscom, CCC Executive Director.

Superintendent Costigan reported that the town of Plymouth is to be included in the Articles of Agreement as a full member of the Collaborative, and will require a vote. Peter Cook asked if adding Plymouth is the only change. Hope Hanscom replied that the Articles of Agreement were last opened in 2015; under current consideration are a couple of language changes in addition to adding Plymouth.

A motion to accept the amended Articles of Agreement to the Cape Cod Collaborative as presented was made to by Pete Cook, seconded by Ken Oxtoby, roll call, 4-0-0.

Pete Cook - yes
Ken Oxtoby - yes
Amy Costa - yes
Vida Richter - yes

8. Unfinished Business: Consider converting the new policy manual to be accessible online. The cost is \$3500 to have the vendor convert the manual online and \$950 annually for updates and maintenance. A vote may be taken.

Superintendent Costigan related that the flash drives have the index and manual policy codes but are grouped in bundles - which is not as convenient; new fees as presented today may be pulled from grant sources, but will be in the Operating Budget going forward. Vida Richter said she would recommend voting in approval. Pete Cook said it seemed like a lot of money, and proposed the TCS IT staff make the updates and save the \$950 annual service charge. Ken Oxtoby spoke from experience on the benefits of having a digital policy and that the costs are what might be expected - although he would be okay with holding off on approval to reach consensus today. Superintendent Costigan said there is a vendor involved in terms of updates with the data stored in a warehouse which might mean restricted access. *No vote taken.*

9. Other: None reported.

10. Executive Session: None reported.

11. Adjournment:

A motion to adjourn the meeting at 5:59pm was made by Ken Oxtoby, seconded by Pete Cook, roll call, 4-0-0.

Ken Oxtoby - yes

Pete Cook - yes

Amy Costa - yes

Vida Richter - yes

These minutes were approved by a vote of the Truro School Committee at their meeting on

April 10, 2025

Respectfully Submitted:



Truro School Committee Member

