

TRURO SCHOOL COMMITTEE MEETING

August 8, 2024, 4:30 PM

Hybrid Meeting

Truro Central School Media Center

Vida Richter - Chair - *remote*

Peter Cook - Vice Chair - *remote*

Amy Costa - *remote*

Kenneth Oxtoby - *present*

Tyler Medley - *remote*

Superintendent - Stephanie Costigan - *present*

Principal - Patrick Riley - *present*

Admin. Business & Finance - Heather Harper - *present*

Recorder - Jody O'Neil - *absent*

1. Call to Order: Chair Richter called the meeting to order at 4:30pm, gave roll-call.

2. Public Comment: None reported.

3. Approval of Minutes: June 20, 2024

A motion was made to approve the June 20, 2024 TSC meeting minutes by Pete Cook, seconded by Tyler Medley, roll call, 5-0-0

Vida Richter - yes

Pete Cook - yes

Ken Oxtoby - yes

Tyler Medley - yes

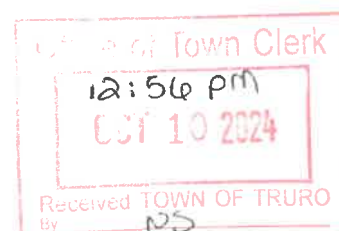
Amy Costa - yes

4. Dates to Remember: Consider the following dates for the 24-25 School Year:

| | |
|-------------------|-------------------|
| September 9, 2024 | January 23, 2025 |
| October 3, 2024 | February 13, 2025 |
| November 14, 2024 | March 13, 2025 |
| December 4, 2024 | April 10, 2025 |
| December 19, 2024 | May 8, 2025 |
| January 9, 2025 | June 12, 2025 |

Corrected dates: Sept. 12, 2024, Dec. 5, 2024; all other dates correct and agreed upon with all meetings to start at 4:30pm.

5. Administrators' Reports:



5.1 Superintendent: Surplus, Grants, contract with the Collins Center and Town of Truro for budget planning, Preschool playground, Cape Cod Healthy Connections and the Cape Cod Municipal Health Group

Surplus

Inventory revealed older desktop computers, non-working monitors and printers, out of date testing materials and used books.

A motion was made by Ken Oxtoby to approve that the surplus materials as presented be de-acquiesced by the School Dept., seconded by Tyler Medley, roll call, 5-0-0.

Vida Richter - yes

Pete Cook - yes

Ken Oxtoby - yes

Tyler Medley - yes

Amy Costa - yes

Grants

The Title One Federal grant has been secured for \$29,975.; \$10k for Title 4 for Social and Emotional Development, and \$3,404 for Title 2A. Funding focuses primarily on reading and math. 240 and 262 grants under the Individuals with Disabilities in Education Act were awarded in the amount of \$43,708 in total, which is on par with previous years. Just under \$5k has been awarded for the Fresh Fruit and Vegetable Grant for the Cart, introduced last year.

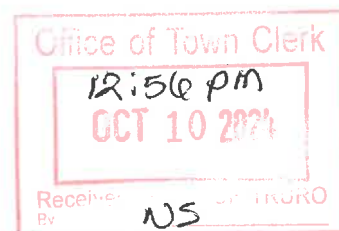
Awaiting notification on the Rural Aid Grant and \$30k from the Comprehensive School Health Services Grant. Heather Harper has reapplied for the Northeast Food for Schools Grant. The \$100k roofing and HVAC grant is good through the end of 2026.

Collins Center, Town of Truro Budget Planning

Professional Service Agreement, in contract with the Collins Center for Municipalities Management Services, set at an hourly rate, but not exceeding \$17,500, to create a public presentation regarding pupil expenditures that is easy to understand, digest and express. It was noted that the Town is also under contract to Collins.

Preschool Playground

Demolition to start the week of August 19th, wood chips and grading of the playground, all else rubber surfacing, primarily blue and greens for new equipment, four swings and a large sandbox, riding track and seesaw. Shaded area maintained as before, but with no new shading areas due to budgeting.



Cape Cod Healthy Connections and the Cape Cod Municipal Health Group
Truro School being sought as a Lower Cape location for the Healthy Connections programs via adult health ed classes.

Pete Cook asked if there will be progress check-ins along the way as relates to the work being contracted out with the Collins Center. Superintendent Costigan will ask Alex to attend the next TCS meeting to address these concerns, as well as how the fee is split between the School and the Town.

Pete Cook requested to touch base in terms of alternate recycling spots for the discarded surplus items in the Surplus inventory.

5.2 Principal Report: Ocean Guardianship, part-time contracted EL teacher

Year one NOAH Ocean Guardian program has been completed, banner to be displayed along with packet letter in the lobby; year two will also feature marine debris and expand to include more community family outreach. 5-year project.

Part-time EL teacher Jennifer Fellowes (sp), hired as an independent contractor.

5.3 Admin. Business & Finance: Financial update, Line transfers, Cafeteria budget

Heather Harper addressed the final FY2024 101 Financial Statement with totals returned to the Town in the amount of \$497,077.53; 7-12 Tuition, \$134,110.30; SPED Tuition, \$257,679.30; Encumbrance (Collins Center), \$17,500; Wage/Non-wage, \$87,787.93.

FY2024 Line Transfers: Kindergarten Teacher Salary, \$20,876.00; Internet Services, \$4,528.00

A motion was made by Ken Oxtoby to transfer \$25,404 between accounts as identified and requested by the Finance Director, seconded by Pete Cook, roll call, 5-0-0.

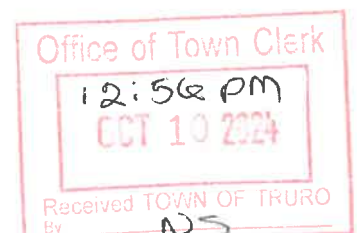
Vida Richter - yes

Pete Cook - yes

Ken Oxtoby - yes

Tyler Medley - yes

Amy Costa - yes



Cafeteria Budget, year-to-date at \$168,338, for a net profit of \$2,150. Vida Richter asked if healthier choices in the student diet can be facilitated within the School budget. Heather Harper said some frugal expenditures can be made within the slim balance maintained, and funds can be sought from the Fresh

Fruit & Vegetable Grant. Vida Richter said she hoped that breakfast offerings can provide more protein-oriented foods such as hard-boiled eggs, and less packaged items. Superintendent Costigan said there will be more options and highlights for students going forward such as a selected Item of the Month.

6. Subcommittees: Reorganization of Subcommittees

2023-24 Subcommittees:

Policy - Pete and Vida

Vida Richter said she would like to participate in less subcommittees due to her recently expanded family. Ken Oxtoby to join Pete Cook in Vida Richter's place on the Policy Subcommittee.

Negotiating - Ken and Vida

Ken Oxtoby and Vida Richter to remain on the Negotiating Subcommittee.

3 year planning - Edwige and Pete

Pete Cook to step down, Amy Costa to join Ken Oxtoby on the 3 Year Planning Subcommittee.

Communications - Tyler and Vida

Tyler Medley and Vida Richter to remain on the Communications Subcommittee, joined by Principal Riley.

Budget - Ken and Tyler

Ken Oxtoby and Tyler Medley to remain on the Budget Subcommittee. Meetings to be held as needed.

Temporary subcommittee for Forum Preparation - Edwige and Vida

Subcommittee eliminated.

Liaisons:

Walsh - Vida

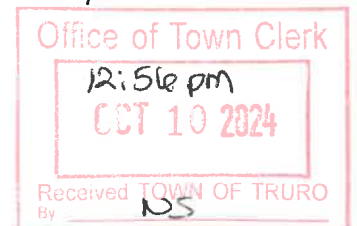
Ken Oxtoby to take over as TSC liaison with the continuation of the Walsh group as decided by the Select Board.

CC Collaborative - Edwige / Tyler

Tyler Medley to remain as sole liaison to the CC Collaborative.

7. New Business: Approval of student and employee handbooks, vote needed.

Discussion. Pete Cook said he appreciated seeing information regarding the Ocean Guardian program but noted a lack of acknowledgement of TCS as a wellness leader or provider of farm-to-school programming and incentives, and asked if Absence Reporting, as currently included, is how it was referenced in the past. Vida Richter said she found the variety of fonts, typeface and sizes distracting, and asked if the



TSC's terms and e-mails should be included, noting that Pete and Tyler are up next year; with Amy, Ken and Vida up in three years. Superintendent Costigan said the suggestions made by Pete Cook will be added to the Handbook.

A motion was made by Amy Costa to accept the Student and Employee Handbooks with change and edits as agreed upon, seconded by Ken Oxtoby, roll call, 5-0-0.

Vida Richter - yes

Pete Cook - yes

Ken Oxtoby - yes

Tyler Medley - yes

Amy Costa - yes

8. Unfinished Business: None reported.

9. Other: None reported.

10. Executive Session: Not convened.

11. Adjournment:

A motion to adjourn the TSC meeting at 5:23pm was made by Tyler Medley and seconded by Ken Oxtoby, roll call, 5-0-0:

Vida Richter - yes

Pete Cook - yes

Ken Oxtoby - yes

Tyler Medley - yes

Amy Costa - yes

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

October 3, 2024

Respectfully Submitted:



Truro School Committee Member

