

## ERVING SCHOOL COMMITTEE

Tuesday, August 1, 2023

ERVING ELEMENTARY SCHOOL

2:30 p.m. Final Minutes

**Present: Present-** Mackensey Bailey, Chair; Jennifer Eichorn, Katelyn Mailloux-Little, members; Jennifer Culkeen, Superintendent; Caitlin Sheridan, Director of Finance and Operations; Karina Wislow, Director of Student Support Services; Lindsey Rodriguez, Director of Curriculum; Pam Rogers, Mark Burnett, Jamie Parse, Katie Lavin, Mark Blatchley.

### Meeting Minutes

**A.** The meeting was **called to order at 2:30 p.m. by Mackensey.** AIF.

**B.** The **Pledge of Allegiance** was recited by all.

**C. Discussion and possible vote to amend the FY24 budget-**

The School Committee will look closer at line items not expended as of June 30th, 2023.

- The Therapeutic Services line increased by \$67,000. A new .35 Physical Therapist was hired with a salary of \$29,205 and other contractual obligations contributed to the increase. The line item will remain the same for FY24.
- The substitute salaries lines were not completely expended in FY23 because there was a lack of subs available to come in and cover. It wasn't because the need wasn't there. The Substitute salary lines will continue as budgeted previously.
- Lines 47 and 48 regarding Professional development Substitute salaries were not used because the business office had no way of tracking what the Sub was needed for; whether it's for Professional development or for other reasons. Caitlin hopes to use the new software to begin tracking it in the future.
- The Superintendent suggested that the Substitute lines stay the same because it reflects need. There will be Professional development like the Hills Science of Reading, grade level meetings, etc that staff will need coverage for their classrooms to attend.
- Mark Burnett asked the Committee to explain why we are looking at a budget that has already been passed. He feels it would be a mistake to cut anything. Reallocation to other lines might be a better option. The Paraprofessional salaries line is down \$30,000, The LSC program needs to be staffed with a unit A staff member as well as a paraprofessional, The HVAC system needs to be fixed or replaced just to name a few items that any unused funds could be used for.
- Mackensey shared that the Committee was asked to go back and reassess any line items that were not fully expended last year and decide if the same amount is needed for this year. A change does not necessarily mean a cut. Mackensey will bring the budget to the Selectboard meeting on August 7th along with the heads of all other Town departments. This discussion and meeting will help Mackensey rationalize the FY24 budget to the selectboard at the meeting.
- The line for field trips and the line for Experiential learning were not fully expended last year but looking forward the hope is to bring back more field trips and learning opportunities outside the classroom.
- Technology Maintenance and supplies was not fully expended but Tom Smith has a plan in place for this year. The buying freeze last year left IPADS and other tech equipment that needs to be fixed or replaced this year.
- Lines 102 (Acquisition of new equipment) and 103 (Equipment lease) were not completely spent.. Caitlin is going to look into what the lines are used for and if the money needs to remain in those lines. There is about \$21,000 unspent.
- The school will need to higher a greater level of ESL support than previously thought due to new students moving in. The position needed would be a .8.
- **A motion was made by Mackensey and seconded by Katelyn to reinstate the second preschool classroom at EES.** AIF. The position is already budgeted for. A posting will go up for the classroom teacher. The paraprofessional posting is already up. PT and OT will be notified of the need for space changes. The student currently waitlisted will be notified of the possible hiring of a second teacher. Each classroom will have 9 students. 2 students are attending half day only.

**D. A motion was made by Mackensey and seconded by Katelyn to Adjourn the meeting at 3:51 p.m . AIF.**

**Respectfully submitted,  
Brittanie Mimitz  
Minute Taker**