

ERVING SCHOOL COMMITTEE

TUESDAY, January 17, 2023

ERVING ELEMENTARY

SCHOOL

7:00 p.m.

Present: Jennifer Eichorn, Chair, Mackensey Bailey, Katelyn Mailloux-Little, David Chagnon, Members; Jenifer Culkeen, Superintendent of Schools; Lisa Canditio, EES Principal; Brittanie Mimitz, Minute Taker; Becky Alan, Rinky Black, Gale Dubriul, EES staff members; Aubry Kojan, Joe Niebala, Jessica Niebala, Scott Nicholas. Caroline Guidaboni, Kristin Malone, Julian Mendoza, Lori Hale, Heather Peterson, Steve Kaczmarcuz, Jess Galvin, Jennifer Smith, Kathryn Buell, Wendy Upham, Chris Thurston, Leah Grace, Stephanie Barry, Jim Hanson, Julie Wheeler, Melissa Mazella, Wendy Arnold, Andrea Elson, Rebecca Bosworth-Clemens, Laura George, Rosemary Mathey, Mark Burnett, Emily Samuels, Kathleen Bridgwater, Jean Galbrith, Nettie Harrington Pangallo, Scott Bastarache.

MEETING MINUTES

A. The meeting was called to order at **7:00 p.m. by Jenn.** AIF

B. The Pledge of Allegiance was recited by all.

C. Public Hearings- Former Erving teacher Emily Samuels prepared a statement that was read aloud which communicated that the music and movement program is vital to preparing for an all-school musical that has been “a transforming experience for many.” According to Samuels, Erving Elementary School is the only Union 28 school — if not the only school in Franklin County — to offer a music and movement curriculum. Taught weekly in rotating units within the context of physical education, children paired “kinesthetic learning” with music “as a version of educational dance.” “From time to time, a student (usually a sixth grader) would ask why they had to have M&M,” Samuels wrote. “The explanation given was that ‘P.E.’ means ‘physical education,’ and that the curriculum was designed to address the whole body, not just the sports skills parts. Our unique program included critical thinking, creative problem solving, integration of concepts and a foundation for kinesthetic learning.” “While it is possible to have M&M without the play, without M&M, the play that includes every child in the school could not happen,” Samuels wrote. “The movement in the play provides opportunity for a developmentally appropriate role for each child. ... Performing is hard, but the curriculum builds, step by step, a foundation that is invaluable, developing confidence through achievement in areas that may be difficult.” The school committee added that they have brought up M&M and the play at an earlier meeting. Elizabeth Desorgher read a statement to the committee. “We are rapidly losing confidence in the School Committee’s chairwoman to morally and satisfactorily uphold her commitment to maintain mutual confidence and respect when working together to improve the quality of education for our students,” “We would like to show a vote of confidence for those who take this situation seriously and act on behalf of students’ needs rather than a personal grudge, which we fear has unfortunately and inexplicably become the drive behind this School Committee’s leader.”

D. Approval of Minutes from

- A motion was made by David to approve the minutes from **November 15, 2022***. The motion was seconded by Katelyn. AIF.

E. Warrants –

Accounts Payable Elementary:

1017	11/17/2022	\$63,451.48
1018	12/1/2022	\$12,951.76
1019	12/1/2022	\$8,888.93
1020	12/15/2022	\$20,106.12
1021	12/29/2022	\$8,246.61
1022	12/29/2022	\$29,220.26

1023	1/12/2023	\$2,129.69
1024	1/12/2023	\$33,495.55

Accounts Payable Secondary:

1104	10/6/2022	\$6,660.00
1105	11/3/2022	\$22,822.94
1106	11/17/2022	\$16,556.94
1107	12/1/2022	\$5,650.00
1108	12/15/2022	\$10,980.00
1109	12/29/2022	\$532,830.54
1110	1/12/2023	\$21,956.94

Payroll:

111	11/23/2022	\$108,232.67
112	12/8/2022	\$103,567.39
113	12/22/2022	\$103,334.38
114	1/5/2023	\$100,841.39

• **Grants: Acceptance Vote:**

o **REAP - \$15,213** A motion was made by Katelyn to accept the REAP grant in the amount of \$15,213. The motion was seconded by Jenn . AIF.

F. Report of the Gill-Montague Representative- There was a meeting on Dec. 14th. Looking at learning loss due to covid. They discussed a new elementary school in Gill-Montague. Adding some early childhood facilities. At The January 10th meeting they went over warrants for scholarships. They presented a powerpoint on regionalization. It would double the size of the district. Began to go over the secondary budget but will not have final until March. Fewer charter school enrollments. Looking like there will be a higher enrollment with more students choices in.

G. Collaborative for Educational Services Report-

H. Regionalization Update- There is a meeting tonight. Kaitlyn will get minutes and bring more information to the next meeting. No real updates for tonight. They are currently gathering information. Katelyn attends the meetings but it is currently a 6 town vote. Erving is not included. Erving is fiscally responsible but not programmatically. Questions were raised about the 5 year rolling contract with Gill-Montague if regionalization were to move forward.

I. Capital Planning Committee Update- The tilt-skillet is up and running. The Walk-in refrigerator and Freezer have arrived but will be stored until installation in the summer. Caitlin will work with Custodians and Jamrog to attempt to repair the HVAC while waiting for grant.

J. Superintendent's Report- Crafting budgets in all four districts. Sent out a survey to all Union 28 staff. Will meet with student support services to look at the student support services survey results. Planning a coffee and conversations with families. Looking at possibilities and options for creating a more intense classroom for all union 28 schools. A shared union 28 Physical Therapist has been hired for all four schools. Working on the yearly report for DESE. Includes all students. The monthly newsletter from the central office was sent out as well as the superintendent's office newsletter.

K. Director of Finance and Operations Report (Caitlin Sheriden)*

- **FY23 Elementary Budget:** With the unanticipated Special Education tuition, we are working with the Town of Erving Administrator to ask for an additional \$308,503 at a Special Town Meeting.

- At last year's Annual Town Meeting we were asked to level fund the Erving Secondary budget, and come back to the Town if additional funding was necessary. Right now, we are projected to come in just under the budgeted amount, so we will not need to ask the Town for additional funding.
- We are keeping a close eye on fuel expenses this winter. Currently we have expended \$15,190 out of the \$42,000 budget, and hope fuel costs don't rise.
- We purchased a new milk cooler for the cafeteria. The one we had previously was owned by Hood, but since we are no longer purchasing through Hood so we needed to buy a more permanent one. (\$2348)
- The Wellness Advisory Council met for the second time last week. This Council is composed of Principals, PE teachers, Nurses, Psychologists, Food Service Directors, and School Committee members across all four schools. The meeting gave us a chance to assess our practices and policies regarding physical and health education, nutrition, social and emotional health, and family involvement. Next steps will involve building goals and planning guidance for our school communities. The Council uses the Whole School, Whole Community, Whole Child frameworks. 17 members, three from the Erving community, Katelyn on the School Committee, Lisa our principal, and Gail our school nurse.

L. Principal's Report- We had a second lock-down drill. The winter concert. There have been literacy assessments and data meetings. There are still 32 students receiving Tier 2 reading support. Ziva has been visiting the classroom each Friday with Officer Gordon. The kids are helping train Ziva and learning a lot from her. The math team will be doing assessments this month and the same thing will happen with interventions. The staff are really enjoying the Science and Reading training and Diversity and Equity training as well. MCAS scores have gone down. Important to bring up again and take a closer look. The adjustment counselor and school psychologist have been very busy. There is a new referral form process to help streamline the process. Their caseloads have gone up since the last meeting.

M. Budget and Personnel Committee Report

- Next Meeting Date – TBD

N. Union #28 Committee Report

- Next Meeting Date – January 30, 2023 @ 6:30 p.m.

O. Old Business

- **Gill-Montague Agreement** – Katelyn will bring questions forward to Gill-Montague. Residents are concerned that Erving does not have a vote at the table. Will need to dig deeper to find out more information. The secondary students will need somewhere to go. Keep on agenda.
- **Student Arrival/Dismissal Procedure-** Lisa sent out a survey to staff about the process. It has lots of things to think about as we move forward. Mackenzie would like to know why arrival/dismissal has not gone back to the pre-covid process. There is not enough staff to cover a different dismissal process. Mackenzie has results from a different survey that shows the staff would like to go back to the original dismissal process. The procedure has been kept in place because it works. Mackenzie asked for parents and families to be polled as well by the principal. In the spring a formal survey can go out to families and staff to plan for next year.

P. New Business

- **FY24 First Draft of Budget*** Caitlin shared the draft of the FY24 Budget with the committee. She went line by line highlighting changes from previous years. There are several staff members who have changed lanes which will increase the staff salaries as well as cost of living. . A large portion of the budget is Special Education Transportation. The Committee will be looking into creative ways to decrease the costs. Maybe the town could purchase a van and a driver could transport students. Energy and heating costs have also gone up immensely. The budget discussion will be continued to February 2, 2023. The committee would like to separate the transportation cost from the rest of the budget. This budget will keep all current staff members. There should be 16-18 projected enrollment for pre-k. Lisa will come back with 3 possible plans for the school committee at the next meeting.
- **School Improvement Plan** – There is no real literacy plan. Looking at the needs of the schools. Literacy programs will be implemented. Researching to see what is best for EES. There are now

3 new open DCF cases. The mental health teams are doing a great job and are narrowing down a social emotional curriculum. There are pockets of second steps throughout the building. A common language from Pre-k-6. Only Union 28 school without a social emotional curriculum. A motion was made by These goals are long term; 3-5 years. The school improvement plan was written in the summer. We are working to bring the play back in some form. Nature's classroom staffing is a big issue. Morris Hill was used in place and was very successful. A motion was made by Katelyn to move forward with the school improvement plan with the edits. SES to EES. The motion was seconded by Jen. AIF.

- **Preschool Tuition Payment** – Program Update The tuition is currently \$10 per day. Other schools in the union are closer to \$20. There are currently 15 students that pay. 5 students that do not pay. All but 3 families have paid February tuition. Paying ahead seems to be working well. Julie Wheeler collects the tuition for pre-k. No parent has come to Lisa saying they cannot afford pre-k for their child. Julie hasn't had any negative feedback either. She agrees that paying ahead has helped families stay on top of it. Families just need reminders. Payment should be in check or money order. Cash is no longer accepted because of accountability issues. Parents brought up paying online through venmo or an online billing system. It would be much easier for families.
- **Erving Police Department Collaboration Update**- Move to February meeting.
- **Surplus Equipment-Kitchen Tilt Skillet** – Move to February 13th meeting.
- **PIEE Report**- Moved to February 13th meeting.

Q. Policy Review and Update

Policy Review and Update

First Reading on:

- o DD – Grants, Proposals and Special Projects*
- o DBC – Budget Deadlines and Schedules*
- o DBD – Budget Planning*
- o DBG – Budget Adoption Procedures*
- o DBJ – Budget Transfer Authority*
- o DJE – Procurement Requirements*

R. Future Business

- **School Committee Budget Continuation Meeting Date: Thursday, February 2nd, 2023 at 5 p.m.**
- **Next School Committee Meeting Date: Monday, February 13, 2023 – 6:00 p.m.** o **ESC/Select Board/FinCom meeting: Monday, February 13, 2023 – 7:00 p.m.** • Erving Policy Committee – **Tuesday, March 21, 2023 – 6:30 p.m.**

T. Adjournment and Executive Session- A motion was made by Katelyn and seconded by Jen to move to an Executive Session not to return to the general session. The general meeting was adjourned at 9:52 p.m. AIF.

- **School Committee members roll call out to The Executive Session to discuss strategy with respect to collective bargaining.** I Eichorn, I Chagnon, I Mailloux-Little, I Bailey.

* Enclosures

Respectfully submitted,
Brittanie Mimitz
Minute Taker