

ERVING SCHOOL COMMITTEE MEETING

Final Draft of Minutes

Tuesday, September 17, 2019

ERVING ELEMENTARY SCHOOL

7:00 p.m.

PRESENT: Erik Semb, Chair; David Chagnon Jr., Jennifer Eichorn, Brian Guerin, members; Jennifer Haggerty, Superintendent of Schools; Bruce Turner, Director of Finance and Operations; Lisa Candito, Principal; Brittanie Mimitz, Minute Taker; Theresa Kolodziej, Gill-Montague Representative; Mary Glabach, Tracey Saharceski., Lisa Bartlett, Laura George; EES Teachers.

- A. **Call Meeting to Order-** The 9/17/2019 Erving School Committee Meeting was called to order at 7:00pm by Erik. AIF.
- B. **Pledge of Allegiance-** The Pledge of Allegiance was recited by all present.
- C. **Public Hearings-** None
- D. **Approval of Minutes:**
 - 6/17/2019-** The minutes from June 17, 2019 were approved with a motion by David, seconded by Jenn. AIF.
 - 8/23/2019-** The minutes from August 23, 2019 were approved with a motion by David, seconded by Brian. AIF.
- E. **Warrants-**
 - 1. **Payroll Warrants:** **Batch # 126-** 6/27/2019 Total Gross- \$108,591.80; **Batch # 101-** 7/11/2019 Total Gross- \$92,469.61; **Batch # 102-** 7/25/2019 Total Gross- \$97,128.30; **Batch # 103-** 8/8/2019 Total Gross- \$92,846.17; **Batch # 104-** 8/22/2019 Total Gross- \$92,052.77; **Batch # 105-** 9/5/2019 Total Gross- \$101,337.96; **Batch # 106-** 9/19/2019 Total Gross- \$101,768.70.
 - 2. **Vouchers:** **Voucher #1113** for the Secondary Budget in the amount of \$275,201.91; **Voucher #1039** for the Elementary Budget, Title IIA, FED SPED, Title I, Title IV, Student Activities, Misc. Grants/Gifts, Food Service, FY15 Extra Relief, and Pre-k Tuition in the amount of \$113,158.20. **Voucher #1041** for the Elementary Budget, Student Activity, and Food Service in the amount of \$30,107.24. **Voucher #1042** for Food Service in the amount of \$5,477.27. **Voucher #1001** for the Elementary Budget, Title IIA, Student Activity, and Pre-k Tuition in the amount of \$9,142.38. **Voucher #1002** for the Secondary Budget, FY17 EHS A/P Encumbrances, FY19 A/P Secondary Encumbrances in the amount of \$47,151.47. **Voucher #1003** for FY19 A/P Encumbrances in the amount of \$12,889.84.
- F. **Report of the Gill-Montague Representative-** Theresa K. reported that the TFHS and GFMS have had a great start to the beginning of the FY19-20 school year. The majority of last years graduating sixth graders continued to Great Falls Middle School. Joanie Menard joined the school this year as new principal. The seniors participated in a special event on the first day of school including; music and red-carpet entrance. The event was such a success that it will be continued every

Monday morning. There will be no TFHS football team this year. 9 students are currently playing with the Mohawk team. Booster Day and Senior night will be held at Turners. All other games will be away. A civic leaders meeting took place regarding the merging of Pioneer and Turners Falls High School. The towns of Pioneer will be conducting a vote to put together a committee of 18 members to study the potential merger. Erving has been invited to add three members; making the committee 21 members. It has been predicted that the process will take 3-4 years and another 1-2 years to implement the findings.

- G. **Collaborative for Educational Services Report-** Next meeting Wednesday September 25, 2019
- H. **Capital Planning Committee Update-** Bruce Turner stated that they are in the process of finding carpeting to be installed over Christmas Break. The Town of Erving has excess money from a "Pothole" account that will be used to fund the project.
- I. **Superintendent's Report-** Superintendent Jennifer Haggerty reported that the leadership team is scheduled for a Leadership Conference on the Universal Design for Learning. Erving Elementary School opening day was a huge success as usual. The leadership team shared speeches, quotes, and poems. Johnathon Mooney was a wonderful keynote speaker. The superintendent welcomed Lisa Candito as new principal of Erving Elementary School and Rhonda Cohen as new principal of Leverett Elementary School.
- J. **Director of Finance and Operations Report-** The central office computer systems were hacked twice in June. Systems are now back up and all information is hosted by Google and the Cloud. Bruna Marsh will be retiring in the next couple months. Currently in the process of finding a new hire to replace her.
 - Motion to make end of year transfers- Bruce Turner asked the Committee to transfer \$235.60 from the Food Service Account to the Food Service Revolving Fund to cover student debt. A motion was made by Brian and seconded by David to approve the transfer of \$235.60 from the Food Service Account to the Food Service Revolving Fund to cover student debt. AIF. It was also asked if the committee would approve a transfer of \$27,219 from the General Fund to the Food Service Revolving Fund to make it even. A motion was made by Brian and Seconded by David to approve the transfer of \$27,219 from the General Fund to the Food Service Revolving Fund to make it even. AIF. Approximately \$50,000 was able to be returned to the town.
- K. **Principal's Report*-**
 - 1. Enrollment- 133 students. Enrollment is up by 2 students from last year.
 - 2. Personnel- Principal Candito welcomed 4 new staff members. Cole Hogg as the new PE teacher, Jennifer Fay as a part-time office assistant, Ann Grosky as long-term substitute for Beth McCoy, and Pam Ososky as the long-term substitute for

Molly Alvin who is out on Maternity Leave. Five interviews will be conducted on Thursday to fill Beth McCoys position.

3. Lunch Program Update-EES is now in the Provision 2 lunch program. We no longer qualify for the CEP Program. It is imperative that we collect Free/Reduced lunch applications from as many families as possible to qualify for the CEP program in the future. Breakfast and Lunch will still be provided free to students. The bracket that the school is placed in determines the reimbursement amount.
4. Program Updates- The first fire drill of the year took place on September 9, 2019. Students and staff did a great job. A lockdown drill is scheduled with Trooper Charmichael for later in the Fall. The school received an early literacy grant for grades Pre-k-3rd. Ten teachers will be involved in the project. They will focus on writing in different meetings and trainings. There will also be a variety of consultants coming in to work on literacy. Social Emotional Learning with Chip Wood will begin tomorrow with staff. He will lead a series of 8 meetings with staff and a 5 event parent series where parents will receive a book to work from at each event.
5. PTO Report-EES PTO has started off the year strong. They just completed a Mums fundraiser where students sold over 300 plants to benefit their classes. The PTO is currently collecting raffle items for baskets to be raffled off after open house. Each class is responsible for a different themed basket. Saturday September 28th the PTO will be partnering with the Erving Recreation Department to host the Erving Fall Festival. PTO will have an informational table with free apple cider.
- L. Building and Grounds- Gary, Erik, and Collin did an amazing job preparing the building for the new school year. All summer maintenance was completed in the main building as well as the kitchen. The carpet in room 104 was replaced due to odor and other issues. Gary has done a great job getting rid of the wasp problem. All repairs have been started or completed in Mrs. Glabach's Pre-k classroom. Sixth graders are currently at Natures Classroom until Friday.
- M. **Budget and Personnel Committee Report-** Next meeting Date: October 21, 2019 at central office.
- N. **Union #28 Committee Report-** Next meeting date: Monday November 25, 2019 at 7:00pm. JSC Policy Sub-committee meeting Monday November 25, 2019 at 6:45pm in Leverett.
- O. **Old Business-** None
- P. **New Business-**
 - Family Handbook and school improvement plan will be voted on at the November meeting.
 - Sick Bank Committee- A motion by Erik and Seconded by Jenn to approve the sick bank committee. AIF.

- Home school Application- Homeschool Application Vote: The Superintendent presented a homeschool application to the committee for review and approval. A motion was made by Brian and Seconded by Jenn to approve the homeschool application. AIF.
- MOU- Committee was not prepared to vote at this time. Voting will be held at the November meeting.
- ETA 2019-2022 Contract- A motion was made by Erik and seconded by David to approve the ETA 2019-2022 Contract. AIF.

Q. Policy Review and Update-

Second Reading, First Vote:

AD- Educational Philosophy. A motion was made by Erik and seconded by Jenn to accept policy AD. AIF.

Final Vote on:

IHAMA-Parental Notification Relative to Human Growth and Development. A motion was made by Jenn and seconded by David to accept policy IHAMA. AIF.

R. Future Business

1. **Next School Committee meeting-** Tuesday, November 19th, 2019 at 7:00p.m.
2. **Erving Policy Committee-** Tuesday, November 19th, 2019 at 6:30p.m.

S. Adjournment- On a motion by Erik, seconded by Brian; the meeting was adjourned at 7:46pm. AIF.

Respectfully Submitted,

Brittanie Mimitz

Erving School Committee Minute Taker

***Enclosures**