

Erving School Committee Meeting Final Minutes

TUESDAY, September 15, 2020
Meet 7:00 p.m.
284#

Remote Meeting - Google Hangouts
Public can Join by Phone: 1 413-779-5252 PIN: 695 526

*****THIS MEETING WAS RECORDED**

Present:Erik Semb, Chair; Jenn Eichorn, Brian Guerin, David Chagnon; members, LIsa Candito, EES Principal; Bruce Turner, Director of finance and operations; Jennifer Culkeen, Superintendent; Mark Burnett, Rinky Black, Michelle Fisher; EES Staff, Brittanie Mimitz; Minute Taker.

A. Call Meeting to Order- The meeting was called to order at 7:02p.m. by Erik.

B. Pledge of AllegianceThe Pledge was recited by all.

C. Reorganization of the Committee*-A motion was made by Erik to keep all committee seats the same and to add Brian and David as alternate signers. The motion was seconded by David. AIF.

D. Public Hearings- None.

E. Approval of Minutes from- A motion was made by Jenn to accept the minutes from **June 16, 2020*** and **August 4, 2020***. The motion was seconded by David. AIF.

F. Warrants –

Erving Elementary Warrants- FY20

- #1033 for \$2,323.33
- #1034 for \$13,700.67
- #1035 for \$1,211.25
- #1036 for \$27,051.74
- #1037 for \$7,207.47
- #1037 for \$18,673

FY21

- #1001 for \$6,511.86
- #1002 for \$18,726.05
- #1003 for \$29,269.87
- #1004 for \$12,399.94
- #1005 for \$8,282.58
- #1006 for \$335.91
- #1007 for \$24,530.55
- #1008 for \$9,057.87

Erving Secondary Warrants- FY20

- #1117 for \$12,757.77
- #1118 for \$500.00
- #1119 for \$5,013.45

FY21

- #1101 for \$5,321.45

Payroll Warrants-

- #106 for \$101,849.55
- #105 for \$100,580.47

- **#104** for \$82,513.33
- **#103** for \$82,993.85
- **#102** for \$81,037.35
- **#101** for \$81,440.61

G. Report of the Gill-Montague-Representative- Not available.

H. Collaborative for Educational Services Report- Next meeting is September 30, 2020.

I. Regionalization Update- Everything has been put on hold this summer. The consultant worked until June 30th. The committee members just received his 100 page report. Once they read it members will meet as subcommittees then as a whole group.

J. Capital Planning Committee Update- Lisa stated that phase 2 of the carpet project has been put on pause this summer due to COVID. Looking for a better time to have them install it. The kitchen was approved for a new stand up mixer and griddle. Gary and Erik will be measuring for new window shades in classrooms. Erik spoke with Andy Tessier who stated that the school purchased a 20 or 25 year warranty when the school was redone. Erik has been working with Bruce and the townhall to find the warranty paperwork. The roof will be part of phase 3.

K. Superintendent's Report- Union #28 had a virtual opening day on August 28th. The leadership team created bitmojis and virtual classrooms, shared poems, and uplifting speeches. The superintendent shared that "It felt great to be together." The nurses did a fabulous job presenting all health and safety precautions. The tech team did lots of training for the staff. They were able to model glitches that may happen to prepare teachers for tomorrow morning. There was a full day of outdoor training similar to the Pre-K forest Friday program. "The most important thing to remember is we all need to be flexible while preparing for tomorrow" said Jenn.

L. Director of Finance and Operations Report* -Bruce has had a busy summer working with Donna Laclair to finish up her financial reporting and feed the children of Erving. He has been working with the bus company to transport meals and supplies. He has also been working with the custodians all summer on improving the HVAC system. Gary Porlier is working on the cost of installing UV disinfecting light bulbs at the school. Bruce has been working with the custodial staff and the fire marshall on safe storage of hand sanitizer. A permit is required for more than 10 gallons. The Rec. department was kind enough to lend the school their tent. It is fire code compliant but issues dealing with tents have to be addressed. Gary Porlier attended a training through the insurance company this summer along with the custodians from the surrounding schools. They worked on protocols and the the custodians would take turns meeting at each school to see what each group had done to prepare. EES was able to get one disinfectant sprayer for the classrooms and with Brian Smith's help a second one. This will allow the custodians to disinfect the entire classroom and with two each custodian will have one or a back-up in case of a problem. Bruce has also been working with the transportation contractors, They are offering some reduction in cost because busses are not running as usual. EES will use busses to transport student meals and supplies. There is one child that will still need transportation to Pioneer. The administration has worked with kuzmeskus and it has been agreed that all busses transporting Erving students will have a disinfectant fogged installed. This way all busses will be able to begin each run with a sanitized space. There is a max of 27 students on a 70 passenger bus. Erving is lucky to have small classes where this will not be a problem. The state is also encouraging windows open during bus rides.

M. Principal's Report*- Lisa would like to welcome two new staff members this year. Shari Leskowitz is the new ELL teacher and Netti Harrington Pangalo is the new grade 1/ grade 2 teacher with Mr. Rubin and Mrs. Barry. Netti worked at Erving as a Pre-k teacher several years ago. There will be 2 5th grade classes this year. They will be taught by Beth Flaherty and Lora George. Each teacher will have their own homeroom but will team teach subjects. Beth will teach English Language Arts and Social Studies and Lora will teach Math and Science. In order to meet the feasibility study from the commissioner to safely fit all students into classrooms. It wasn't possible to fit 1st and 2nd graders safely in an environment that was conducive to learning for the youngest learners. Each class has about 17 students which is too many to safely fit in one room. Lisa brainstormed with Ben Rubin and Steph Barry to come up with a new plan. It didn't seem right to have students learning in the gym or cafeteria once they come back. They put their heads together and came up with a plan to hire another teacher (Mrs. Harrington) and combine grades 1 and 2. This way they could safely have smaller classes. The plan was sent to the superintendent and approved. There will now be 3 classes with combined 1st and 2nd graders. Each class will have 11 or 12 students; which is a much more manageable number especially during COVID and Remote learning. The Superintendent said "Lisa and all staff did an amazing job introducing all new teachers and informing parents on changes." The Pre-k will only be taking 4 year old students at this time. It was decided the 3 year olds are too young to safely socially distance at school. Once the school begins to safely transition back the 3 year olds with IEP's will be able to come in for services that are needed.

Enrollment: 113 students without the 3 year olds.

5G- 11

5B- 11

4- 13

3- 11

H1/2- 10

B1/2- 12

R1/2- 12

K- 14

Pre-K 4- 13

There is one homeschool student in Erving but they are a continuing homeschool. It was not due to the pandemic. There are a few families that have decided that their children will not return to school even if school begins in person. Lisa has asked teachers to keep track of families that are on the fence about sending their children back. EES was able to install two touchless water bottle stations. They were also able to add 28-29 touchless hand sanitizer stations. One for each room in the building as well as entrances and exits. All staff members in and out of the building have been participating in contact tracing.

Erik and Gary have done an amazing job over the summer. They have had limited the number of bathrooms for staff members to use and all staff members have had to sign in and out of all rooms. Bruce already talked about the sanitizer guns and UV disinfecting light bulbs. Lisa did a walk through with Fire Chief Wonka to make sure sanitizer was stored safely etc. The school will be ordering fire proof cabinets to put in the outdoor garage to store hand sanitizer. The Rec. tent is up but they are trying to figure out if a permit is needed. The building inspector says no but the Fire Chief says one is needed. The meal distribution is underway. They are trying to work out logistics so students won't have to spend their entire breaks picking up meals. The first two weeks there will be two locations. After that the school is working with the bus company to do door to door drop

offs. The Erving staff has done an amazing job the last 12 days. They filled it with training and meetings. A special thank you from Lisa to Tom and Jennifer Smith! They are the tech dream team of Erving. They did a fantastic job helping all students and staff members. Jess Galvin has stepped into the role of PE teacher. She has been great and will do a fabulous job! The PE position has been hard to fill. She will be 100% PE for the first four weeks after that she will fill in helping Lisa Bartlett in 5th grade. All of the teachers know things are being taken slow for a reason. The teachers are excited to see students but also want it to be safe for all of them before coming back in person.

N. Budget and Personnel Committee Report

- Next Meeting Date – October 2020

O. Union #28 Committee Report

- Next Meeting Date – Monday, September 21, 2020 – 6:30 p.m.
- JSC – Policy Sub-Committee – Monday, September 21, 2020 – 6:15 p.m.

P. Old Business- Jenn asked “Is it true 80% of the EES budget was already spent? Bruce stated that “Yes, it is true. It includes payroll. Emcombrances like pay order. It’s money that has been pre-spent.”

Q. New Business

1111• Amended FY21 Academic Calendar* – Vote- A motion was made by Erik to approve the amended FY21 academic calendar; the motion was seconded by Brian. AIF.

• **Home School Application* Vote-** A motion was made by Erik to approve the homeschool application which was then seconded by Brian. AIF.

• **PTO Report-** The PTO has been working hard all summer to help EES. They recently headed up a mask donation for all students, staff, and town employees. They are working on finishing the calendar raffle now that it is safe. The last day to drop off tickets will be September 18th. They will also be selling mums this weekend at the French King Entertainment Center with special thanks to Erik and Ralph Semb letting the PTO use their space.

R. Policy Review and Update- Vote to Waive School Committee Policy: BGB Policy Adoption for the purpose of adopting Policy EBCFA – Face Coverings in one vote –

Discussion and Vote All students will be required to wear face coverings. Under grade one will be removed.

• **First Reading and Final Vote on:**

- **EBCFA– Face Coverings* A motion was**

Made by Brian to waive policy BGB and the motion was seconded by David. AIF. As Amended policy EBCFA was accepted by Erik and seconded by Jenn. AIF.

• **Final Vote on:**

- JB – Equal Educational Opportunities*
 - JBB – Equal Education Opportunities*
 - JFABD – Homeless Students: Enrollment Rights and Services*
 - JFABE – Educational Opportunities for Military Children*
 - JFABF – Educational Opportunities for Children in Foster Care*
- A motion was made by Erik to accept policies, **JB, JBB, JFABD, JFABE, and JFABF**. The motion was seconded by Brian. AIF.

S. Future Business

- **Next School Committee Meeting- Tuesday, October 20, 2020 7:00 p.m.**
- **Erving Policy Committee Meeting- Tuesday, October 20, 2020 6:30 p.m.**

T. Adjournment- A motion was made by Erik to adjourn the meeting at 7:55. The motion was seconded by Jenn. AIF.

