

Tuesday, January 23, 2024
7:00 p.m.

ERVING ELEMENTARY SCHOOL

Present - Mackensey Bailey, Chair, Katelyn Mailloux-Little, Mark Blatchley, members; Jennifer Culkeen, Superintendent; Caitlin Sheriden, Director of Finance and Operations; Lindsay Rodriguez the Director of Curriculum & Instruction, Scott Bastarache, Elizabeth Desorgher, Jacquelyn Boyden, Tom Smith

Final Meeting Minutes

A. Call Meeting to Order

The meeting was called to order at 7:02 p.m. by Mackensey. AIF.

B. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

C. Public Hearings

There were not any public hearings.

D. Approval of Minutes

Approval of meeting minutes from December 19, 2023

E. Warrants

Payroll	Amount	Date	Vendor	Amount	Date
#113	\$113,432.94	12/21/23	#1019	\$98,355.19	12/28/2023
#114	\$109,758.43	1/4/24	#1020	\$129.69	12/28/2023
#115	\$110,744.78.	1/18/24	#1021	\$41,343.39	1/11/24
			#1022	\$4,048.70	1/11/24
			#1109	\$284,381.26	12/28/2023
			#1110	\$6,420.62	1/11/24

A motion was made by Katelyn and seconded by Mark to accept the warrants. AIF. (Mark, Katelyn & Mackensey)

- Gifts - No gifts.
- Grants:
 - IDEA Part B FC274 - \$6,107.00

A motion was made by Katelyn and seconded by Mark to accept the grants. AIF.

F. Report of the Gill-Montague Representative

- Budget is up 2.5% overall
- More students are staying in district and not school choosing out
- Per Pupil Spending is estimated to be \$16,366 per student
- Erving tuition is going down \$158,000
- The Everyone Eats Free program has allowed the food service program to have a surplus which hasn't happened in a long time.
- Draft FY25 Budget is \$28,176,509.00
- Line by line budget meeting tonight 1/23/24.

G. Report of the Franklin County Technical Representative -

- Budget is at a 3% increase for each of the member towns
- Erving currently has 28 students attending
- Senator Comerford visited Tech School on December 14th and impressed with the student engagement in the shops
- The feasibility study is moving forward to look at the new school build or a renovation
- 9th graders are in their shops
- 24/25 school year applications update - 109 completed applications so far. 17 10th grade applications, 4 11th grade applications and 40 more applications are in process. Expecting 240 9th grade applications and projected 9th grade enrollment accepted is between 170-185 students.
- One more open house on 2/15
- The Aviation program will be up in running for next year and the Vet Tech building will be complete.
- 19 Juniors were inducted into the National Honors Society which means there are now 30 students overall in the program.
- 8 students in dual enrollment
- 50% of the Juniors are out on co-op
- Purchased a new boom lift with Perkins Grant
- 40 adult learners graduated and there is another adult learner program starting soon.

H. Report from the Erving Teachers' Association

- Elizabeth Desorgher spoke on behalf of the Erving Teachers' Association.
 - **Second Grade** - After researching basic economics, 2nd grade students thought deeply about what the world would look like if everyone worked together to share resources and take care of one another. In this ideal city, all humans are welcome and all people get what they need to live happy, healthy lives. Students worked in different departments; transportation, education, health care, safety departments, and more. They selected a job to fill within their department and what traits they would need to possess to be successful. Last, they built their ideal city out of recycled materials ensuring all accessibility resources were included. We'd love to live there!
 - **Health** - Despite the many illnesses afflicting the world beyond the doors of EES (strep throat, GI bug, conjunctivitis, flu, RSV, common colds and Covid), the students and staff have been fairly healthy! Attendance for students has been

94% since the beginning of school. I appreciate that parents are keeping kids home when sick, calling me if they aren't sure if their students should attend school, and having them return as soon as they are able. Class Dojo has been phenomenal for exchange of information between families and myself. I appreciate the open dialect and the ease at which we can communicate.

- **Technology** - In technology class, third graders have been learning keyboarding, and have also been practicing coding to make on-screen characters perform tasks. In the classroom, students are learning to navigate Google Classroom to complete a variety of assignments. After recently reading about the Statue of Liberty and its patina, the children are experimenting with liquids to see if they can cause copper pennies to oxidize, and turn green like the statue.
- **Occupational Therapy/Physical Therapy** - OT and PT set up a new sensory pathway in the back hallway for students to use for purposeful movement breaks. This project was funded by local donors.
- **Math Team** - The math team has been using results from the Universal Screeners for Number Sense to help assess student progress in math so far this year. These results are used to inform classroom instruction as well as intervention.
- **Speech-Language** - There is a free webinar for parents and caregivers of children with autism from the May Institute Thursday, January 25, 2024, 5:15pm - 6:30pm Please see the EES newsletter from 1/5/24 for more information

I. Collaborative for Educational Services Report

- No report at this time
- Next Meeting is scheduled for January 31, 2024

J. Regionalization Update

- Moving forward with the idea of regionalization if all towns agree
- GMRSD Business Manager is looking into our current tuition agreement with them and how that would be impacted
- Possible hybrid district/regionalization option is also being looked into

K. Capital Planning Committee Update

- Met earlier tonight - January 23, 2024.
- Making a beginning plan to deal with roof issues and HVAC issues.
- Getting an engineering firm to look at the roof and structure for any damages and provide an overall assessment.

Propose a vote to move forward with asking Brian Smith to assist with the process of finding and hiring a consultant for this project.

A motion was made by Mark and seconded by Katelyn to start the roof project process. AIF.

L. Superintendent's Report

- Leadership team is working on the 2024 Student Opportunity Act (SOA) Plan for Union 28 School District
- Update on the Principal search - Reappointing Principal Krane for another year as interim principal for the 2024-25 school year at Erving Elementary School.

M. Director of Finance and Operations Report

- Erving Elementary School Expenditures - Provided by email.
- Erving Secondary Expenditures - Provided by email.
- Asked Caitlin the Committee Questions from last month.
 - Over \$900 was spent on battery operated wall clocks. What are the issues with the clocks that are hardwired in? Is this something that needs to be brought up to the capital planning committee?
 - Special Education contracted services were a high dollar amount. Could this amount that we are paying out to a consulting agency be minimized by having certain positions staffed at the school?
- Tom Smith - Shared that he has solved the issue with the clocks and the wall clocks are no longer needed. The School Committee is requesting that the clocks be returned if not needed. Superintendent Jen reported she would check in with Principal Krane.
- Discussion around new hire of the BCBA and would like an additional position of an Adjustment Counselor
- EEC Preschool grant opportunity presented to the leadership team to look into

N. Principal's Report

- Interim Principal Krane was not in attendance. Report was emailed to the committee.
- 124 EES Enrollment
- Calendar of Events:
 - Jan 3 – Savings Makes “Cents”
 - Jan 4 – Field Trip – Kindergarten
 - Jan 5 – School Council Meeting
 - Jan 9 – Grade Level Meeting – Gr. 6 – Swift River School
 - Jan 10 – Grade Level Meeting – Gr. 1 – Swift River School
 - Jan 15 – No School Jan 16 – Grade Level Meeting – Gr. 4 – Erving Elementary
 - Jan 16 – School Committee Meeting
 - Jan 17 – Grade Level Meeting – Gr. PK/K – Leverett Elementary
 - Jan 17 – Savings Makes “Cents”
 - Jan 19 – End of First Semester
 - Jan 21 – CNC Playgroup
 - Jan 22 – HILL Science of Reading Training
 - Jan 23 – Grade Level Meeting – Gr. 3 – Leverett Elementary
 - Jan 24 – Grade Level Meeting – Gr. 2 – Shutesbury Elementary
 - Jan 26 – Report Cards go home
 - Jan 30 – Grade Level Meeting – Gr. 5 – Shutesbury Elementary
- We welcome Erica Tero as our BCBA (Board Certified Behavior Analyst). We look forward to working with Erica when she begins at EES on January 8, 2024.

O. Director of Curriculum & Instruction*

- Presentation provided by Lindsay Rodriguez the Director of Curriculum & Instruction
 - High level overview of assessment at Erving
 - Focusing on Literacy for Professional Development
 - Shared different levels of interventions
 - MCAS data

P. Budget and Personnel Committee Report

- No report at this time.

Q. Union #28 Committee Report

- Superintendent search is underway. There are three candidates.
- Lindsay Rodriguez shared Union Data report.

R. Old Business

- Update regarding the 7D Van Driver position
 - Principal Krane is reviewing the 2 applications that have been submitted
 - Superintendent will be requesting an update from Principal Krane

S. New Business

- FY 2025-FY2029 Beacon Mobility/FM Kuzmeskus 5 Year Transportation Contract (July 1, 2024-June 30, 2029) Bussing cost for Erving is \$260,064.00.

A motion was made by Mark and seconded by Katelyn to approve the 5 Year Transportation Contract with Beacon Mobility/FM Kuzmeskus for \$260,064.00 pending approval at the January 31, 2024 Special Town Meeting for a 5 year contract and authorize the chair to sign it. AIF.

- FY25 Erving Elementary and Secondary Budget – Discussion and possible vote on Preliminary Adoption
 - Caitlin provided updates regarding last month's questions. Made updates and changes and made notes on the new draft budget.
 - Mackensey requested that we postpone the vote on the draft budget until next meeting.
- FY23 End of Year Report Audit – Vote to allow the Chair to sign the Audit Engagement Letter

A motion was made by Mark and seconded by Katelyn to allow the Chair to sign the Audit Engagement Letter. AIF.

- 1% Virtual School Issue – Discussion and Possible Vote

A motion was made by Mark and seconded by Mackensey to restrict enrollment for the next school year in Commonwealth Mass Virtual School. AIF.

- **PIEE Report**
 - Due to holiday there was not a January meeting
 - Raised a little over \$1500 on the Calendar Raffle. The winners are currently being picked each week. Winners are being announced on Class Dojo, the Facebook page and being called directly.
 - Next meeting will be February 5th at 7:00 pm.
 - As always all are welcome. We would love more parents to participate.

T. Policy Review and Update

A motion was made by Mackensey and seconded by Katelyn to table the review and vote on the policies below until a future meeting. AIF.

No vote was made.

Second Reading, First Vote on:

- IHAX – Early Childhood Education*
- CHA-CHC – Development and Dissemination of Procedures*

Final Vote on:

- BDFA – School Councils*
- BDFA-E – School Improvement Plan*

U. Future Business

- Next School Committee Meeting Date: Monday, February 12, 2024 – 5:30 p.m. at Erving Senior/Community Center
 - ESC/Select Board/FinCom meeting: Monday, February 12, 2024 – 7:00 p.m. at the Erving Senior/Community Center
- Erving Policy Committee – Tuesday, March 19, 2024 – 6:30 p.m.

V. Adjournment

- A motion was made by Mackensey to adjourn the meeting at 9:46 p.m. The motion was seconded by Mark. AIF.