

# ERVING SCHOOL COMMITTEE MEETING MINUTES

**TUESDAY, December 21, 2021**      Remote Meeting - Google Hangouts Meet  
7:00 p.m.      Public can Join: <http://meet.google.com/qnj-zoei-rbc> or by phone: 1 470-310-1135  
PIN: 846 997 272#

## **THIS MEETING WAS RECORDED**

Present: Jennifer Eichorn; Chair, Katie McLaughlin, Katelyn Mailloux-Little, David Chagnon; Members, Brittanie Mimitz; Minute Taker, Jenifer Culkeen; Superintendent, Lisa Candito; Principal, Bruce Turner; Director of Finance and Operations; Rinky Black; EES staff member.

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

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

**C. Public Hearings-** None

**D. Approval of Minutes from November 16, 2021\*-** A motion was made by Katie and seconded by David to approve the minutes from November 16, 2021. AIF.

**E. Warrants –**

Voucher Number	Date	Total
111	11/24/2021	\$102,677.93
112	12/9/2021	\$101,232.16
113	12/23/2021	\$105,567.07
1014	11/17/2021	\$2,652.08
1015	11/17/2021	\$17,511.52
1016	11/30/2021	\$2,473.86
1017	11/30/2021	\$4,277.79
1018	11/30/2021	\$34,147.49
1019	12/13/2021	\$10,277.03
1020	12/15/2021	\$2,162.70
1106	11/17/2021	\$508,587.44
1107	11/30/2021	\$11,148.30

**F. Report of the Gill-Montague Representative-** No Representative.

**G. Collaborative for Educational Services Report-** The next meeting is in January.

**H. Regionalization Update-** The meetings were held. Jenn will share a link to the slide show.

**I. Capital Planning Committee Update- (Given with Principal Report)**

**J. Superintendent's Report-** A new Director of Finance and Operations has been hired. Caitin Sheridan will replace Bruce after his retirement. The budgets need to be approved. The Superintendent has had meetings with the finance committee and Select Board. The Superintendent stated that they are still waiting on mask mandates. There is a lot of pressure to keep schools open safely.

**K. Director of Finance and Operations Report\*** - Bruce gave his final report before retirement. He shared that the phone system is almost complete; unfortunately, the PA system isn't up and running yet.

**L. Principal's Report-** The phone system is almost done. Phase 2 of the carpet plan will begin next Thursday. Lisa met with the contractor and Brian Smith. Everything is all set for installation. Two Covid tests will be sent home with each family before the break. The testing program has made it easier to keep children in school and healthy; while getting tested.

**M. Budget and Personnel Committee Report**

- Next Meeting Date – None

**N. Union #28 Committee Report**

- Next Meeting Date – January 10, 2022 @ 6:30 p.m.

**O. Old Business**

- **FY23 First Draft of Budget-** No big changes have been made to the budget. The biggest was in class size. There is a small graduating class but a large 6th grade class. This brings the budget up about \$100,000.

**P. New Business**

- **PIEE Report-** The Original Works fundraiser just concluded. They are currently working on a fundraiser for the winter. The next meeting is the first Monday in January.

**Q. Policy Review and Update**

**Policy Review and Update**

**First Reading on:**

- o JJH – Student Late Night or Overnight Travel\*
- o IMG – Animals in School\*

**Second Reading, First Vote on:**

- o GBEB – Staff Conduct\*
- o GBGF – Family and Medical Leave\*
- o GBJ – Personnel Records\*
- o IC/ICA – School Year/School Calendar\*
- o IE – Organization of Instruction\*
- o IGA – Curriculum Development\*
- o IHBAA - Observations of Special Education Programs\*

A motion was made by Katelynn to accept the second reading and first vote on policies GBEB, GBGF, GBJ, IC/ICA, IE, IGA, and IHBAA. The motion was seconded by David. AIF.

**Final Vote on:**

- o GBEA – Staff Ethics/Conflict of Interest\*
- o GBEC – Drug Free Workplace Policy\*
- o GBK – Staff Complaints and Grievances\*
- o GCG – Substitute Professional Staff Employment\*

A motion was made by Katie to accept the final vote on policies GBEA, GBEC, GBK, and GCG. The motion was seconded by David. AIF.

**R. Future Business**

- **Next School Committee Meeting Date: Tuesday, January 18, 2021 – 7:00 p.m.**
- **Erving Policy Committee – Tuesday, January 18, 2021 – 6:30 p.m.**

**S. Adjournment-** A motion was made by Jenn to adjourn the meeting at 7:21p.m. The motion was seconded by Katelyn.

**\* Enclosures**

Respectfully submitted,

Brittanie Mimitz (Minute Taker)