

ERVING SCHOOL COMMITTEE MEETING

Final Draft of Minutes

TUESDAY, May 21, 2019

ERVING ELEMENTARY SCHOOL

7:00 p.m.

PRESENT: Erik Semb, Chair; David Chagnon Jr., Jennifer Eichorn, members; Jennifer Haggerty, Superintendent of Schools; Bruce Turner, Director of Finance and Operations; Scott Bastarache, select board; James Trill, Principal; and Brittanie Mimitz, Minute Taker, Theresa Kolodziej, Gill-Montague Representative; Andrea Elson, Speech and language pathologist; Gillian Budine, CNC Program Coordinator.

- A. **Call Meeting to Order-** The 5/21/2019 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. **Reorganization of the Committee*** Erik motioned to leave all school committee positions the same. The motion was seconded by David and Brian. AIF.
- D. **Public Hearings-** Community Network for Children update presented by Gillian Budine: Gillian gave a presentation on the many ways in which the Community Network for Children can provide local families with access to locally available comprehensive services and supports that strengthen families, promote optimal child development and bolster school readiness. Annually there have been 169- 219 families participating in the programs that CNC provides.
- E. **Approval of Minutes from March 12, 2019-** The minutes from March 12, 2019 were approved with a motion by Jenn, seconded by David. AIF.
- F. **Warrants-** Voucher No. 1033 in the amount of \$40,656.10 for the Elementary Budget, Title IIA, Fed Sped, Title I, Student Activity, Food Service and Pre-k Tuition. Voucher No. 1034 in the amount of \$7,775.49 for Food Service. Voucher No. 1035 in the amount of \$30,813.47 for the Elementary Budget, Fed Sped, Title I, Student Activity, and Food Service. Voucher No. 1036 in the amount of \$3,822.94 for the Elementary Budget, Fed Sped, Student Activity, and Food Service. Voucher No. 1038 in the amount of \$46,013.56 for the Elementary Budget, Fed Sped, Title I, Student Activity, and Food Service. Voucher No. 1112 in the amount of \$300,799.96 for the Secondary Budget. Payroll Warrant Batch #119 for 3/21/2019 in the amount of \$102,363.56. Payroll Warrant Batch #120 for 4/4/2019 in the amount of \$102,227.40. Payroll Warrant Batch # 121 for 4/18/2019 in the amount of \$102,605.49. Payroll Warrant Batch # 124 for 5/30/2019 in the amount of \$103,857.38. Payroll Warrant Batch #123 for 5/16/2019 in the amount of \$101,824.27.
- G. **Report of the Gill-Montague Representative-** Theresa Reported that a new principal has been selected. The position was awarded to Joanne Menard. She will begin on July 1st. There will be a football team for the upcoming school year. An Equity committee has been put together to help shape the culture at TFHS and GFMS. The committee along with the new principal will be addressing the poor climate within the school. Civic leaders have been meeting to discuss the potential of regionalization of four towns. The Pioneer and Gill/Montague districts. They have concluded that it is financially possible.
- H. **Collaborative for Educational Services Report-** Next meeting Wednesday May 29, 2019.

- I. **Capital Planning Committee Update-** Some items were able to make it into the current capital plan. Some of the larger ticket items like the carpet /flooring, roof, windows, doors, and the Cafeteria redesign plan will have to be planned out financially as well as a timeline for them to begin. An air quality or Climate quality test was done by the Department of Public Health. They will return in the summer to do a follow up test. It has been discussed that carpet may not be the best flooring option.
- J. **Superintendent's Report-** The superintendent is currently preparing for the union wide professional development day. Workshops will be offered by teachers and other staff members. There are a variety of workshops from screen time to yoga and more. Rhonda Cohen has been chosen as the new principal of Leverett Elementary school. The superintendent is also preparing and planning for the leadership teams summer retreat.
- K. **Director of Finance and Operations Report-** The Erving Budget is looking good for the upcoming year.
- L. **Principal's Report*-**
 - 1. Enrollment- Gr 6 21, Gr 5 18, Gr 4 9, Gr 3 21, Gr 2 12, Gr 1 9, K 15, Pre-4 15, and Pre-3 11 for a Total of 131 students.
 - 2. Personnel- Michelle Fisher will be starting a new position at EES in the Fall. She has been a great asset in the office and will be missed.
 - 3. Lunch Program Update- The cafeteria program recently became eligible for a 5th year in the CEP program. Due to the current population EES may not meet the requirements for full reimbursement but will continue to serve free breakfast and lunch. EES received the prestigious "Healthy Start" leadership award. It was awarded by the EOS foundation in partnership with DESE and several state senators for the work EES has done in providing 'Breakfast Before the Bell.'
 - 4. Program Updates- Grades 3-6 welcomed officer Loynd ICAC liaison to Erving Elementary school. He presented information to the students about internet safety and the potential dangers that exist. The Literacy Committee is working hard to finalize and publish The Erving Elementary School Literacy Plan. The final document should be out in June to be implemented next school year. Erving Students joined their peers from all of Union 28 at Shutesbury Elementary School for the Books in Action Party. The students played games and completed challenges. The event was a great success. The Duffy academy dancers, a local Irish dancing troop performed at Erving Elementary School. Wowing all of the students and staff with their dances.
 - 5. Building and Grounds- The EES Custodians are doing a great job preparing the school for students following snowstorms. Quotes have been given to repair the leaks in the roof and skylight. The quotes have been passed along to the town for approval due to the high cost. Over the next few weeks the town will be conducting an environmental test of the building. Bryan Smith is considering two different options (MTA and Dept. of Public Health).
- M. **Budget and Personnel Committee Report-**
 - 1. Next meeting to be determined
 - 2. The committee is considering the use of a purchasing card. It would be used for all field trips, Conference entrance fees, educational enhancement, etc.

N. Union #28 Committee Report-

1. Next meeting date: TBD
2. JSC-Policy Sub-Committee: Presented the year end report highlighting their three main goals.

O. Old Business- None

P. New Business-

1. Identification of School Committee Seats- Erik will remain the school committee chair and a motion was made by Erik to keep the remaining positions the same. It was seconded by David and Scott. AIF.
2. School Choice Vote- A motion by Erik was made and seconded by Jenn and David to continue to decline school choice at EES. AIF
3. PTO Report- The PTO is finishing up the annual calendar raffle as the final fundraiser of the school year. Over 30 parents will be coming into the school on Memorial Day to decorate all the doors in the school to celebrate staff appreciation week. During the week the PTO will provide a breakfast, letters of appreciation from students and a truffle tray to finish up the week. PTO elections will be held at the next meeting.

Q. Policy Review and Update-

First Reading on:

IHAMA-Parental Notification Relative to Human Growth and Development.

Policy was read by all committee members.

R. Future Business

1. **Next School Committee meeting-** June 18, 2019 at 7p.m. at EES.
2. **Erving Policy Committee-** No meeting scheduled. Will begin again in September.

S. Executive Session- To discuss strategy in regard to collective bargaining not to return.

T. Adjournment- On a motion by Erik, seconded by Jenn; the meeting was adjourned at 7:55pm. AIF.

Respectfully Submitted,

Brittanie Mimitz

Erving School Committee Minute Taker

***Enclosures**