



Lunenburg Public Schools

Dr. Kate Burnham, Superintendent of Schools

MEETING NOTICE
SCHOOL COMMITTEE MEETING
Wednesday, March 25 2020
Remote Participation Meeting, 7:00p.m.

Minutes

School Committee

Heather Sroka, Chair
Wendy Bertrand, Vice Chair
Brian Lehtinen, Secretary
Carol Archambault
Jim LaVeck

Student Representative

Claire Delaney- Absent

Guests:

Superintendent

Dr. Kate Burnham

Business Manager/ HR Director

Michael Cassidy

Recording Secretary

Susan Somers

In accordance with the requirements of the Open Meeting Law, please be advised that this meeting is being recorded and broadcast over the Lunenburg Public Access channel.

The Town of Lunenburg, in response to the COVID-19 (Corona Virus) is currently following the guidance from the Lunenburg Board of Health, Massachusetts Department of Public Health and the CDC regarding the virus and steps communities can take to prevent the spread and all town facilities are currently closed to the public. In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20, all public meetings are being conducted remotely. **This meeting will be broadcast live through local access cable, on FacebookLive on the Public Access Facebook page (<https://www.facebook.com/Lunenburg-Public-Access-Cable-157427270975305/>) and will be able to be found on the LunenburgAccess YouTube channel within 24 hours after the meeting.**

The following information is also provided for members of the public that would like to participate in the meeting remotely:

To Participate Remotely: From a computer, please use the link below to join the public meeting webinar:

<https://zoom.us/j/7663167607> or From a telephone, dial the toll free number (888) 475-4499 and enter Meeting ID: 766 316 7607#

If you have not registered with Zoom you will be asked for your name and an e-mail address.

Note: No participant ID is needed, just press # when asked. Telephone users may dial *9 to request to speak after joining the meeting. Computer and app users may use the "raise hand" feature to request to speak.

The agenda lists all the topics which may be discussed at the meeting and are those reasonably anticipated by the Chair. Votes may be taken as a result of these discussions. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by Open Meeting Law.

1. **Call to Order** - 7:00pm by Ms. Sroka
2. **Chair's Report** - moved directly to public comment.
3. **Public Comment**-Agenda Items - none.
4. **Line Item Transfers Approval** - none.
5. **Review and Approve Minutes** - Mr. LaVeck motioned to approve both minutes. Seconded by Ms. Bertrand. Agreed by all by roll call vote.
 - Regular Session 3-11-20
 - Executive Session 2-26-20
6. **Superintendent's Report** - The closure has been updated to May 4th. Dr. Burnham will participate on a conference call 3/27 for additional guidance. Food service has created Grab and Go meals for eligible families. We surveyed our K-7th grade families about online learning. We will be contacting families who have need regarding distribution of devices. No additional information at this time. I learned about the closure extension at the press conference.

1025 Massachusetts Avenue, Lunenburg, Massachusetts 01462
978 582-4100 ~ fax 978 582-4103

7. **New Business**

Action

a. **Budget Update through April 7, 2020** - Mr. Cassidy: Commissioner of Education suggests all districts pay all employees during closure. We are currently doing so. One long-term sub at THES is included in this. Food service, extended day: those that fall outside of the budget are not being paid. Food service has seen a reduction in hours due to the Grab and Go program. Costs were discussed, projected to April 7th and projected to May 4th. Mr. Cassidy indicated that reimbursements have not reached the Lunenburg level yet, but we are tracking. Ms. Sroka asked for a motion to commit to funding food service for hours worked. Motion made by Mr. LaVeck, seconded by Mr. Lehtinen, approved by all with a roll call vote. Mr. Cassidy also indicated that a purchase order freeze is in effect except for items pertaining to health and safety, the grab and go program, and enrichment. Transportation and other collaborative programs are sort of stuck in the middle. Stay tuned for more information on this. Mr. Cassidy recommends a hiring freeze. Motion made by Ms. Archambault, seconded by Mr. LaVeck, approved by all with a roll call vote. Ms. Archambault added that the town meeting has been moved to June 13th. We will need to start the whole budget from scratch. Mr. LaVeck asked if there is a plan to allow students to get books from the school if/when we move beyond enrichment? Dr. Burnham answered that this is not the case, until we have further details. Custodial staff have retrieved critical items like glasses, medications, etc. Mr. Lehtinen asked if the custodial staff might be able to start on additional maintenance projects during this time? Dr. Burnham indicated that Mr. Londa has lists going, both for our staff and outside vendors.

8. **Old Business**

Action

b. **Spring Field Trips: April Music Field Trip:** Ms. Karen Wardwell asked that we supply a letter on letterhead which will be sent to vendors. Letter to indicate cancellation of the field trip given the governor's recommendation, schools being out, people being told to self-quarantine, etc. Mr. LaVeck made a motion to approve, seconded by Ms. Bertrand, all approved via roll call vote. **DC Trip:** Mrs. Raboin indicated that we have several options. 1. Cancel, families are out \$250 plus penalties. 2. Wait 2-3 weeks. The travel company is waiving the deadline for the final payment. If we hold out may be the best case scenario. 3. Reschedule for the fall. Risk for booking a hotel, although no huge cost change. One downside is taking kids away from their freshman year for a week. Also what to do about kids who have moved on to Monty Tech? Dr. Burnham and Mrs. Raboin recommended option 2. Dr. Burnham to discuss with Monty Tech about how to handle this should option 3 come into play. Mr. LaVeck made a motion to wait 3 weeks for a decision on the DC trip. Seconded by Ms. Archambault, approved by all via roll call vote. Mr. Santry to send communication regarding last payment. **Galapagos Island Field Trip:** Dawn Gearin - We are still in a holding pattern. Don't need a decision until the beginning of May. We will be revisiting this.

c. **Second Read Policies #5218, 5218.01** - Mr. LaVeck made a motion to waive reading, seconded by Ms. Bertrand, approved by all via roll call vote.

d. **Third Reading Policies #4101.02** (staff conflict of interest), 5103.01 (school choice), 5201.01 (curriculum and instruction), 5403 (alcohol and tobacco use prohibited). Mr. LaVeck made a motion to approve all. Seconded by Ms. Archambault, approved by all via roll call vote.

9. **Public Comment**-Open - Mr. Lehtinen commented that parents and teachers might wish to reach out to reps and to the governor regarding making it mandatory to help out the schools.

10. **Adjournment** - Mr. La Veck made a motion to adjourn. Seconded by Ms. Bertrand. All approved via roll call vote. Adjourned at 8:14pm.

Respectfully Submitted,

Susan Somers
Recording Secretary