



Lunenburg Public Schools

Dr. Kate Burnham, Superintendent of Schools

REVISED MEETING NOTICE

SCHOOL COMMITTEE MEETING

Wednesday, April 15, 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:

Amy Raboin-LHS Faculty, Dawn Gearin-LHS Faculty

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 will be recorded and broadcast over the Lunenburg Public Access channel at a later date.

The Town of Lunenburg, in response to the COVID-19 (CoronaVirus) 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 recorded and broadcast at a later date through the local access cable channel.

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 - agenda items
3. **Public Comment-Agenda Items** - none.
4. **Review and Approve Minutes** - Mr. LaVeck motioned to approve minutes of 4/8/20. Seconded by Ms. Bertrand. All approved via roll call vote.
5. **Superintendent's Report** - All MCAS testing has been cancelled. AP and Seal of Biliteracy to take place remotely. Regarding the Student Opportunity Act - we are awaiting an update, but may not happen before 5/15 - maybe later. We are awaiting information from the commissioner. First year funding for FY21 may be up in the air. Thank you to the food service staff for continuing to organize the Grab and Go food program. Kylee's Kare Kits are still being distributed on Fridays. Staff is working to set up a gift card donation program. On 4/17 from 1-3 pm there will be a drive-by donation dropoff at TCP. They are looking for cards from grocery stores and local eateries that deliver. Hannaford also has online gift cards that may be sent to organizers at kmcguire@lunenburgonline.com and cberry@lunenburgonline.com. Regarding the FY21 Budget, the town manager has requested a level service budget, and we are working on that.
6. **New Business**
 - a. **PK Tuition Adjustment** - the committee heard from Mr. Cassidy that a number of parents have inquired about an adjustment in pre-K tuition. This affects 12 families. We are recommending that (after looking at the annual payment) that we adjust a week to a week and a half, which is a refund of \$40 per week. Variance due to kids who are in 2-day class vs. 3-day class. Three families paid in full, so they will need to be issued a refund. The reduction will pertain to the other nine families. This represents \$467 in lost revenue, and is calculated taking into account snow days and the closure to the start of the enrichment program. Mr. LaVeck made a motion to

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approve, seconded by Mr. Lehtinen. All approved via roll call vote.

7. Old Business

Action

- b. **Spring Field Trips - DC Trip:** The committee heard from Mrs. Raboin and Mr. Santry. Mrs. Raboin recommended that we not delay any further. Options are to cancel, and all money would be returned except for the \$250/person deposit. Money would be reimbursed by Mrs. Merchant in the order that it was paid. Families would need to be patient as it could take weeks/months. The trip could be rescheduled for the Fall (Sept. 22-25 or Oct. 6-9). This option raises some concerns, however. If there is a resurgence of Covid-19, we could find ourselves in the same situation. Coordination would need to happen with other schools. There are also concerns about taking freshmen out of school for a week, which would be a disruption to students and teachers. This becomes then a high school trip. Finding teacher chaperones at such a time could be a problem. We could possibly postpone to next June. We are wary of rescheduling. Mr. Santry is reluctantly recommending cancellation. Ms. Sroka raised the question of the \$250/person deposit...This is a lot of money (\$31,000) what is it going for? Mr. Santry noted that this seems to be standard operating procedure. Mrs. Raboin added that the only instance that a trip she has seen be 100% reimbursed they had purchased trip insurance. Ms. Bertrand asked what penalties are not being waived? Ms. Raboin noted that hotel and bus are not yet all refunding, items like T-Shirts, etc. There is pre-work for the travel agent, and minor penalties and losses for her. Ms. Bertrand asked if we can get concise information so that we can lay it all out for parents? It is important that the parents are clear. Ms. Sroka added that she would like to know what is the travel agent's fee? This is going to be hard for families, and we need a well-written explanation. Mr. Lehtinen made a motion to cancel the DCC trip. Ms. Archambault seconded. All approved via roll call vote. Ms. Sroka abstained from voting, as she has an 8th grader involved in this trip. **Galapagos Field Trip:** The committee heard from Dawn Gearin. As nothing has really changed regarding the Covid-19 situation, it is most likely that this trip will need to be rescheduled to next Spring. There is one senior who will be backing out. There is some flexibility as to dates, either next June or April. Ms. Archambault made a motion to reschedule this field trip to April or June of next year as appropriate. Seconded by Mr. LaVeck. All approved via roll call vote.

Discussion

- c. **Remote Learning Update** - The committee heard from Ms. Guertin of the **Primary School** about remote learning with lots of video examples of both the teachers and the kids. Google classroom and a lot of this is very new for the primary school. Mr. LaVeck and Ms. Archambault added that they are very impressed by what they saw in the presentation. Mr. Lehtinen noted that he loved seeing the coordination of the first grade team. He asked if Ms. Guertin could speak about the team collaboration. Ms. Guertin indicated that there were a lot of Zoom meetings going on - staff are meeting once a week. There is a lot of collaboration going on, and the staff has really gelled and is showing a lot of teamwork. Ms. Bertrand noted that primary age students might need more assistance to get to assignments, etc. She praised the flexibility and commitment of both teachers and parents. The committee then heard from Mrs. Champagne at **THES** with a presentation/video examples of what is happening at the elementary school.. The elementary school was a bit better prepared, but moving everything online is a remarkable amount of work. Mr. LaVeck again noted that it is heartening and impressive to see what is happening at the school. Ms. Bertrand asked if there was a difference between the Grade 3 to Grade 5 students? Mrs. Champagne answered that yes, difference and key is consistency. Students need to go on every day, and especially with Grade 3 there is a focus on consistency. Ms. Archambault noted that the school has gotten a lot done in a short amount of time. We can tell - good job! The committee then saw a presentation from Mr. Santry about **LMHS - the Middle School** with video examples about what is taking place with staff, teachers and students. Mr. Santry expressed his thanks to the administration team and faculty. He noted that they currently have a 90% participation rate. The Middle School is also enacting programs around health and wellness with a live yoga class, a support site by class, and even had a LMS Spirit Week. Ms. Archambault added that she was impressed with the different types of activities - and she liked that a schedule was offered as some kids need it broken down for them. Mr. LaVeck liked that there is a daily check in, and noted that it was interesting to see the progression of the use of available tools by the staff and students. Mr. Santry noted that the move to a new building and new technology enabled an easier transition to remote learning. Finally, the committee heard from Mr. McGrath at the **LMHS High School** with a presentation and videos of high school staff and students. He noted that the collaboration has been great, and he is proud of his staff. He felt that we actually were having more collaboration now than before. A student planner was sent to students to help them organize. They have been able to work with IXL, and the company gave the program to the high school for free this year. He also noted that he is very thankful that course selection was moved online for the high school. Mr. Lehtinen asked the question - if you see that a student isn't doing work, how do you reach out? Mr. McGrath replied that this happens in stages - First through the teacher. Second, guidance reaches out. Third would be an administrator. There could be any number of reasons a student may not be doing the work. Are there chromebook issues? An illness? Any contacts are tracked. Ms. Archambault commented that it is very impressive what's going on at the schools. She'd like to give credit that they are looking forward to the Fall as well. Mr. LaVeck noted that he hopes all these videos are going to be leveraged going forward - so that we don't have to recreate the wheel. Ms. Bertrand added that it was great to see attention being paid to the social/emotional well being of the students. Finally the committee heard from Ms. Hanscomb in **Special Education**. She noted that remote learning plans have been sent home, and IEP meetings are moving forward. A website on Covid-19 has been created. Feedback on IEP meetings done on Zoom has been fantastic. Dr. Burnham thanked all the administrators for the wonderful presentations. We are all learning. This event has forced a lot of change - but it has been good in many ways.

8. Reports

- a. **Finance Committee** - Met last Thursday night. Cash flow is ok through the end of the fiscal year (June 30). Will be looking into why the Monty Tech assessment weighed so heavily on Lunenburg. Passios building project on hold.
- b. **Capital Planning** - Will be meeting tomorrow at 4:00 pm via Zoom. Discussion to include changes in funding and prioritization - looking at the budgeting process.

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9. **Public Comment-Open** - The committee heard from Mr. Passios of 56 Whiting St. He asked that the school committee and administration push hard about getting money refunded on the DC trip - especially as much of the \$250/person deposit as possible. Next meeting is April 29th at 7:00 pm for a public budget hearing.
10. **Adjournment** - Mr. Lehtinen made a motion to adjourn, seconded by Mr. LaVeck. All approved via roll call vote. Adjourned at 9:01pm.