



# Lunenburg Public Schools

Dr. Kate Burnham, Superintendent of Schools

## MEETING NOTICE

SCHOOL COMMITTEE MEETING

Wednesday, May 6, 2020

Remote Participation Meeting, 7:00p.m.

### AGENDA

#### School Committee

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

#### Superintendent

Dr. Kate Burnham

#### Business Manager/ HR Director

Michael Cassidy

#### Recording Secretary

Susan Somers

#### Student Representative

Claire Delaney - Absent

#### Guests:

John Londa-Director of Facilities, Rob McGrath-Principal, LHS

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 (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 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 or (877)853-5257 and enter **Webinar ID: 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** - Thank you to all in the district and all the hard work on remote learning.
3. **Public Comment Agenda Items** - None
4. **Review and Approve Minutes**
  - Regular Session April 29, 2020 - not available at the time of meeting.
5. **Review and Approve Line Item Transfers** - The committee heard from Mr. Cassidy and Mr. Londa. From Mr. Cassidy: there is an accreditation stipend line item, primary school clerk - additional hours, funds from the HS secretary account. Facilities / grounds surplus to projects - we are hoping to close this out at the end of the school year. The plan is to get a head start on the custodial supplies for the summer. This will free up money for virus-related purchases next year. Mr. Londa added that ½ of this money is to go to purchasing items for next year - custodial / grounds supplies. A small number of building repairs, although there is flexibility around building repairs. Mr. LaVeck made a motion to accept the line item transfers as detailed. Ms. Archambault seconded. All in agreement via roll call vote.

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6. **Superintendent's Report** - Dr. Burnham let the committee know that as of this time there has been no new guidance on remote learning. We hope to have more information in 1 week. There have been discussions at each school, and we have been making small adjustments. Information coming from the teachers and principals. There have been building-based zoom meetings for parents. These are drop-in meetings that are a vehicle to connect - the emphasis is that they are not alone, we are here for them. There have been drop in student lunch chats as well. Same for staff at each school. Teachers are posting office hours. Dr. Burnham attended the SEL meeting and Lunenburg was highlighted on a presentation slide as a model. We will be reading a resolution recognizing teachers, behaviorists, custodial staff, paraprofessionals, nurses, bus drivers - thank you to ALL and the support you provide for our students. Thank you to all the parents - you are our teacher partners. Thank you to the community for all the support. The food gift card drive raised \$8,000 in donations.

## 7. New Business

### *Action*

a. **Personnel Report** - The committee heard from Mr. Cassidy that there has not been a lot of turnover. As of June 30 we will have 2 retirees: Carolyn Finch (HS nurse - 22 years); ELL Cindy Rosencrantz (with us since 2013, but teaching since 1997). Additions of Susan Somers, Recording Secretary, Alicia Corrigan, Paraprofessional and a custodian at TCP. Mr. LaVeck made a motion to add these personnel changes to the official record. Ms. Archambault seconded the motion. All agreed by roll call vote.

b. **Resolutions** - The committee heard resolutions read by individual committee members. They included: Administrative Professionals Day (4/22) National Principals Day (5/1) National School Lunch Hero Day (5/1) Teacher Appreciation Day/Week (5/5) (5/4-5/8) School Nurses Day (5/6)

## 8. Old Business

### *Action*

c. **School Calendar 2019-2020** - The committee heard from Mr. McGrath that the school council has met and has been gathering information regarding graduation. There has been a push to look at moving graduation. Right now we can only meet as a group of 10. They have met with the graduation council regarding planning, and all necessary companies are currently available. They met with the senior class regarding the pros/cons of a motorcade graduation on June 6th vs. an August 1st hybrid/social distance graduation. They wanted to get students input and the overwhelming sense is that they are missing the graduation traditions. An August 1st graduation there may be a chance to cross the stage, have speeches, sing the class song, etc. The cons are that we do not know at this time what the guidelines will be as of August 1st. What if it is a graduation with students and staff with no guests allowed? Mr. McGrath strongly emphasized that he is trying to be as transparent as possible and that it is hard to predict what the guidelines will be. 75% of the class voted to move graduation to August 1st. At this time he is recommending to the committee that graduation be moved to the August 1st. date. He wishes to have it on record that we will have to follow all guidelines that are in place at that time. Ms. Sroka thanked Mr. McGrath for all the work and time on this issue. Ms. Archambault asked if a motorcade could still be done on 8/1 if restrictions are still in place? Mr. McGrath indicated that funds will already have been spent on chairs, etc. Options can be explored depending on restrictions. Do ½ the alphabet in the morning and ½ the alphabet in the evening? Do a drive up graduation with no extras? Ms. Bertrand asked if there will be multiple plans? Mr. McGrath indicated that graduation must happen 8/1 as the funds are spent. There may be contingencies like moving inside due to the weather, or the possibility of more restrictions. Mr. McGrath indicated that planning is happening through advisers. It is understood that order is important for the students, and we will try to do as many traditions as we can. It is understood that walking the stage is important. Ms. Sroka asked about parents perhaps getting a time slot to get a photo op walking across the stage? Mr. LaVeck suggested that perhaps ½ the class could use one side of the field and ½ the class the other side of the field. Mr. Lehtinen inquired about cable access for those who can't attend. Dr. Burnham commented that while she shares Mr. McGrath's hesitation she also agrees that the students have spoken. It is suggested that we support Mr. McGrath's recommendations. Ms. Bertrand motioned to support the move of graduation to 8/1. Mr. Lehtinen seconded the motion. A roll call vote was carried out with all in agreement (Mr. LaVeck and Ms. Sroka abstaining as they are parents of current seniors.)

d. **FY20 Budget Update-COVID-19 Expenses** - The committee heard from Mr. Cassidy that tracking has been taking place from 1/20 onward with an eye toward reimbursement. Expenses focused on three areas. Facility/grounds cleaning: \$10,582.74; Grab & Go lunches: \$18,564; salary/wages foodservice: projected to \$65,138 and extended day: projected to \$36,941. Mr. Cassidy will update this report in a month.

## 9. Reports

a. **Finance Committee** - Ms. Archambault advised the committee that on 4/30 Dr. Burnham and Mr. Cassidy presented the budget. Comments were supportive, but they have no money. It was reiterated that the 2 positions asked for represent level service.

**b. Capital Planning** - Mr. LaVeck advised the committee. One member felt the elementary school asbestos program could be put off for a year. Elementary school AC put off to November, but not voted on as of yet. Discussion at public hearing 5/7. The plan is to go right to the finance committee with reduced numbers.

10. **Public Comment-Open** - None. Next meeting 5/20.

11. **Adjournment** - Mr. LaVeck made a motion to adjourn at 8:09pm. Seconded by Ms. Archambault. Agreed upon by all via roll call vote.

Respectfully submitted,

Susan Somers, Recording Secretary