



Lunenburg Public Schools

Dr. Kate Burnham, Superintendent of Schools

MEETING NOTICE
SCHOOL COMMITTEE MEETING
Wednesday, June 3, 2020
Remote Participation Meeting
Retiree Recognition, 6:30 p.m.
Regular Session, 7:00 p.m.

MINUTES

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 & Grounds, Tim Santry-LMS Principal

Retirees: Carolyn Finch, Cindy Rosancrans, Michael Hannigan, Karen Rash, Suzanne Barney

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 broadcast at a later date through the local access cable channel, and 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** - 6:30pm for the retiree recognition. 7:00pm for the meeting.
2. **Chair's Report** - none.
3. **Presentation-Retiree Recognition & Video** We typically have a reception, which obviously can't happen this year. Thank you to Liz Petersen and student Jared Bowser who collected, compiled and made the video honoring our retirees. They are Michael Hannigan (33 years); Suzanne Barney (32 years); Karen Rash (23 years); Carolyn Finch (22 years) and Cindy Rosencrans (7 years). Ms. Sroka commented that the video was wonderful, and we hope that it is a tradition that can continue even next year.
4. **Public Comment-Agenda Items** - Mr. LaVeck expressed his appreciation for the motorcade that took place that day. It lasted almost 2 hours and was amazing. Hope the tradition can continue. The scholarship ceremony was well done as well. As an aside, Mr. LaVeck encouraged anyone who was not at the selectmen meeting to listen to/watch the recording as there was a very powerful statement regarding George Floyd.
5. **Review and Approve Warrants, Line Item Transfers:** no line item transfers. Watch for additional digital warrants in the next

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few days.

6. **Review & Approve Minutes**

- *Regular Session Budget Hearing 4-29-20*
- *Regular Session 5-6-20 & 5-20-20*

Mr. LaVeck made a motion to approve all minutes listed. Motion seconded by Ms. Archambault. Approved by all via roll call vote.

7. **Superintendent's Report:** Dr. Burnham congratulated all our Seniors. The senior motorcade had a route all throughout the town, and we also had participation by our police/fire departments. It was so fun to see the students and see them happy. Thank you to the Chiefs for helping make this special and memorable. Thank you as well to the advisors, Mr. McGrath and Mrs. Scott for making the end of the year special. DC trip refunds - Mrs. Merchant has been asked to update progress. MCAS and competency determination will not include science MCAS scores. Student Opportunity Act: the April deadline was postponed. New deadline of June 19th. Feedback and committee approval is needed. We will share via email for feedback, and the presentation will be 6/17. End of year prep - all staff have packed their rooms. Curbside pickups have been completed. Chromebook dropoff (PreK-8th) is scheduled the week of 6/15. Town Hall is open by appointment only. A safety plan is being developed for admin to return. We are data gathering regarding remote learning from both staff and families. A reopening planning team will be organized and divided into task groups (safety, programming, behavioral health, teaching and learning, etc.) Superintendents have been advised that we are probably looking at a hybrid model of learning for reopening. We expect more guidance the week of 6/15. The open nursing position previously discussed is being filled by Lisa Lavery moving from the primary to the high school.

8. **New Business**

Action

a. *Reconfiguration Scheduling Change to Grade 8:* The committee heard from Mr. Santry regarding changes to the grade 8 schedule to help support 8th grade students in their transition to high school. Students would still have 6 teachers, but a schedule with multiple teachers. Plan to offer a select group of 8th graders accelerated Algebra 1. This would be a combined 8th and 9th grade class. This would allow students more options as they progress through the math track at school. Parent opt-in would be needed as this represents an additional workload. Offer made based on 7th grade MCAS, student grades, and recommendation. Ms. Bertrand made a motion to approve the plan. Ms. Archambault seconded. All agreed via roll call vote.

b. *Disposal/Sale of Excess Items:* The committee heard from Mr. Londa regarding requesting sale and/or disposal of excess items. Items include butterfly valves left over from the school construction process and furniture at TCP that is not fire-rated. Items will be put up at an auction site to see if we can generate some revenue. If they are not sold, they will be disposed of. Mr. LaVeck made a motion to approve. Ms. Bertrand seconded. All agreed via roll call vote.

c. *Recommendation-Summer Camp:* The committee heard from Mrs. Perry with a request to close Extended Day summer camp due to COVID-19. In light of current requirements it would be difficult to have a quality program. Unfortunately this represents a layoff for some positions. Ms. Archambault made a motion to accept this request. Mr. LaVeck seconded. All in agreement via roll call vote.

d. *Donation:* A total of \$247.61 is being donated from the Whitaker, LaVeck, Hyatt, Rivers and Morse families. This represents balances left in senior students lunch accounts. Discussion to come regarding how to disburse/apply funds. Apply to senior families with a balance? Mr. Lehtinen made a motion to accept this donation while the committee looks into specific numbers for disbursement. Ms. Archambault seconded. All agreed via roll call vote, with Mr. LaVeck abstaining as a donor.

e. *Exemption to Hiring Freeze:* The committee heard from Mr. Cassidy regarding pertinent positions. Tech assistant position. This was previously held by Jordan who took the coordinator position. 1 part time custodian at the high school and 3 maternity leaves mean there is a need for long-term subs. Mr. LaVeck made a motion to accept the exemption to the hiring freeze. Ms. Bertrand seconded. All in agreement via roll call vote.

9. **Old Business**

Action

- a. *COVID-19 Expense Report Update:* The committee heard from Mr. Cassidy regarding COVID-19 expenses. \$10,584 - Facilities and grounds (safety). \$10,287 - school lunch grab & go program. We anticipate reimbursement. \$49,227 - salary / wages absorbed by the local budget. Estimated at \$62,987 or less for the end of the year. \$26,387 - Extended Day salary / wages. Estimated at \$36,941 for the end of the year. The town is looking for relief through NEMA or Federal.

10. Reports

- a. *Finance Committee*: Ms. Archambault reported that the finance committee met on 5/28. There was discussion about the town meeting and that there is no remote participation option. Unemployment costs 50% of salary, not prepaid by the town. There are concerns whether the budget is conservative enough? Will schools need extra money in the Fall? Much of that is still up in the air as we are still awaiting guidance. There is concern over the unsettled teacher contract. The town manager feels we are OK. Next meeting is 6/11. Town meeting is 6/13.

11. **Public Comment - Open**: Mr. Lehtinen noted that Dan Cena won in the recent special election. It would be great if the superintendent and others could reach out and congratulate him. Town election is 6/20. Mr. Dave Passios of 56 Whiting (member of the finance committee) expressed a concern over the lifting of the hiring freeze. Is enough budgeted in FY21 for long term subs? Mr. Cassidy answered that we were aware of 2 of the maternity leaves and had budgeted for them. The other will have money in the long term subs account. Ms. Sroka asked about the DC field trip refunds. When can parents expect another email? Dr. Burnham answered that there is no set schedule - they had asked for roughly two weeks. Families can file a complaint with the AG. We have asked Merchant Travel to not start planning for next year as of yet. Districts everywhere are probably having issues.

12. **Executive Session** - to conduct strategy sessions in preparation for negotiations with union personnel or to conduct collective bargaining sessions or contract negotiations with union personnel.

Roll Call

Heather Sroka - Yes
Wendy Bertrand - Yes
Jim LaVeck - Yes
Carol Archambault - Yes
Brian Lehtinen - Yes

13. **Adjournment to Executive Session** at 8:10pm

Respectfully Submitted,

Susan Somers, Recording Secretary