

Meeting Notice

Board/Committee Name: Petersham School Committee
Day/Date: Monday, April 6th, 2020
Time of Meeting: 2:00 P.M.
Location: Teleconference via Google Meet



Minutes

1. Call to Order - Lynn Peredina called the meeting to order at 2:10pm.
Other Members Present: Jennifer DeJackome
Members Absent: Angela Danielson
Others present: Superintendent Tari Thomas, Michele Tontodonato, Dr. Elizabeth Zeilinski, Principal Glazier, Wendie LeBlanc, Aaron O'Connor and Adam Suzor. Minutes taken by Christine Rodriguez.
2. Public Comment - none
3. Report of the Teachers' Union - Wendie LeBlanc reported that the Petersham Board of Health has closed the school (besides for a few specific exceptions) and there are questions as to what custodians will be doing going forward. They are working with families however they can. There are a few internet connection issues but other than that things are going well. Aaron O'Connor has built a library outside of the school and it will take some effort to sanitize the books but they are already seeing a lot of donations and interest.
4. April Items
 - a. Principal's Report (on file) - Principal Glazier reported on the lending library that Aaron O'Connor has made outside of the Center School. He said staff are going above and beyond and they are ahead of the curve in regards to having contact with families. Currently, all grade levels have Google Classroom and Facebook set up. They are reaching families in a variety of ways. He said they haven't heard from some families and have asked counselors to reach out to those families directly. They have had successful staff meetings and he now plans to set up class base meetings with teachers (a k-2 group, 3 & 4 group and 5 & 6 group). The Board of Health closed the elementary school to foot traffic however, custodians can perform regular and emergency maintenance and Ann Degnan can come in for her necessary duties. Jay Burke estimates he will need one more week to disinfect the school. They will need to find something for the custodians to do after that point and are thinking of some outdoor projects as well as supporting the cafeteria staff in Orange. Mr. Glazier stated there are eight children interested in receiving lunches and he is working on setting up a schedule for meals to be picked up at the Center School. The cafeteria manager is working at Mahar a couple days per week and could bring meals back to Petersham.
 - b. Food Service Report - none
 - c. COVID-19 Information - Tari reported the number one priority is connection with kids and families and reviewed the following items of interest regarding COVID-19:

Negotiations for the bus contract - Michele reported that we have to continue to pay staff as well as transportation. The advice from the state is to go back to the bus company and negotiate

down. Michele worked with Merrifield and they have agreed on 50% of the contract price/half the monthly cost. The original amount was \$11,440.00 and now it will be just over \$5,000.00 per month. She explained that if we go back to school at the beginning of May the contract goes back to normal and if not, the new amount will continue as needed, month to month.

All hourly employees are continuing to be paid full salary with assigned tasks; food service folks on front lines are getting time and a half for those hours on site; looking at possibilities of distributing at PCS if there is interest. We are serving 1,700 meals on Mondays and Thursdays and the numbers grow weekly; there are staff members/teachers assisting in door-to-door delivery.

Chromebooks were distributed or retrieved by kids and staff who didn't have them at home at the closure.

The custodians have been sanitizing the building however we have received information from the town that we must vacate the building and are looking for clarification. We had originally agreed to letting the custodians help with town buildings once they were finished with PCS.

Tari also stated that guidance and information around COVID-19 is changing almost daily. There are questions still regarding report cards, next grade level, graduation and prom. Tari stated that as time goes on we'll have answers on a variety of topics. There is a MCAS waiver from the federal government but we also need direction from our own legislatures. There are no updates on when we will receive that MCAS info. Tari provided a sample of communications that have been sent to parents and staff (on file).

5. Matters for Action or Vote

a. FY21 Petersham School Budget (on file) - Michele reported that the budget has been adjusted slightly from what was reviewed in March. It has come in at 8.74% higher, an increase of \$165,948.00. The increases center around new software needs, chromebook replacement, new ELL program, the additional day of counseling, a new para need and various service costs. This budget includes \$25,000 in Circuit Breaker funds, \$350,556 in School Choice and \$437,893 in Chapter 70 funds. Michele stated she believes the town will approve a three percent increase over last year's assessment. The current budget and possible changes to the budget were discussed.

On a motion made by Lynn Peredina and seconded by Jennifer DeJackome, the committee voted unanimously to approve the 2020-2021 Petersham Center School Budget at \$2,065,749.00.

b. School Choice Seats for SY21 - Tari reviewed the school choice options for the committee and stated that the administration recommends having 9 seats available in kindergarten, 11 seats in grade 3 and 1 seat in grade 5. Lynn, Jennifer, Wendie and Eric discussed open seats by grade level and noted plenty of seats available in the current second grade class. Mr. Glazier asked if these numbers could be amended after the vote. Tari explained that we have never had to do that before but believes it is possible.

On a motion made by Lynn Peredina and second by Jennifer DeJackome, the committee voted unanimously to open up the following availability for school choice seats for the 2020 - 2021 school year: 5 for Kindergarten, 9 for grade 3 and 1 for grade 5.

c. Superintendent Zielinski's Contract - Lynn reported the three school committee chairs met with Dr. Liz and successfully crafted a contract. Tari said Dr. Liz has been incredible in attending

a variety of meetings and being involved in hiring a new special education director. She recommended moving forward with voting on the contract for Dr. Liz.

On a motion made by Lynn Peredina motion and seconded by Jen DeJackome, the committee voted unanimously to approve the drafted contract for Dr. Elizabeth Zielinski for 2020-2023.

6. Subcommittees and Board Liaison Reports

- a. Report of Union #73 Committee - no meeting
- b. Report of the R.C. Mahar Representative - Lynn Peredina reported the committee met last week but didn't have a quorum so could not vote on a number of items. They discussed the budget briefly and it is a work in progress. There are significant cuts needed. They are going to schedule another meeting soon in hopes that the votes can be taken.
- c. Report of the Leadership, Accountability & Measurement Subcommittee - no meeting
- d. Report of the Resources & Capacity Subcommittee - Lynn reported that the last meeting was cancelled. Mr. Glazier is going to get a quote for the gutter project and there will be more to follow on that. Michele said this project will be removed from the school budget and put into capital planning.
- e. Report of the Communications & Policy Subcommittee - no meeting
- f. Report of the CAPS Representative - no meeting

7. Superintendent's Report - no report

Lynn noted the mid-year report is available as an FYI (on file).

8. Approval of the Minutes - ***On a motion made by Lynn Peredina and seconded by Jennifer DeJackome, the committee voted unanimously to approve the minutes of March 2, 2020.***

9. Executive Session - not necessary

Tari reported that all negotiations in all of the districts have been on hold. She will connect with the attorneys and Paul DeMarco on next steps.

10. Next Meeting - Monday, June 1, 2020 at 6:15pm

11. Adjournment - ***On a motion made by Lynn Peredina and second by Jennifer DeJackome, the committee voted unanimously to adjourn the meeting at 3:03pm.***

Approved: 8/3/20

Signature of Secretary _____

Date _____

The agenda reflects topics that the Chair reasonably anticipates will be discussed.

Public Comment Protocols

The School Committee welcomes public comment on items that are within the scope of the School Committee's responsibilities. The Public Comment agenda item is reserved for this purpose. Members of the public wishing to address the Committee should be aware of the following guidelines:

- ❑ The Chair will recognize those wishing to speak and give them the floor. Only persons recognized by the Chair may speak. For purposes of the minutes, speakers should identify themselves at the beginning of their remarks.
- ❑ The purpose of Public Comment is to receive input from the community, not to engage in prolonged conversation with the Committee. The Chair will ensure that any comment or question that requires a response from the committee or the School Department will be addressed in a timely manner.
- ❑ All comments should be addressed through the Chair, not any individual committee member or to others in attendance.
- ❑ Speakers are expected to respect confidentiality. This includes the confidentiality of the speaker's own child/ren as well as that of school staff and personnel.