

Erving School Committee
Final Minutes
Tuesday, April 26th, 2016

Present: Scott Bastarache, Son Hui May, Renee Tela: committee members; Jennifer Haggerty, Superintendent; Jim Trill, Principal, staff and community members

- A. Call Meeting to Order-The meeting was called to order at 7:05 pm.
- B. Public Hearings
 - Cafeteria Presentation-Principal Trill gave a presentation on the cafeteria, as prepared by Donna LaClaire. The PowerPoint showed that a lot more goes into the cafeteria than just making food for the students. It also involves following nutritional guidelines, making food more appealing and getting the kids invested in the food they are eating. Slides showed what “Breakfast in the Classroom” looks like. It was also presented that the number of breakfasts being served has increased from about 500 a month in December (before CEP) to between 1,000-2,000 after the start of the CEP program. Lunch numbers have also increased, but not as dramatically. This program is proving to be a benefit to the students of Erving and has allowed for the budget to be in a better place as well.
 - Other Public Hearings-none
- C. Approval of Minutes from March 15, 2016-Renee Tela made a motion to approve the minutes from March 15, 2016 as written, Son Hui May seconded. There was no discussion and the motion passed 3-0-0.
- D. Warrants-Payroll Batch # 123 was circulated and signed
- E. Report of Gill-Montague Representatives-none
- F. Collaborative for Educational Support Services-Son Hui May reported on the last meeting. The main topic of the meeting was about the collaboration of school resources and how funds can be better used for this purpose.
- G. Capital Planning Committee Update-Scott Bastarache reported that he spoke with the Select Board about using the funds the town raised and appropriated for Capital Improvement at the school to purchase the new math program text books. The Select Board voted to approve this request, but the Finance Committee and School Committees must also vote in favor of this in order for it to happen. Scott Bastarache then made a

motion to request that the bid for the purchase of the Investigations Version 3, 2017, math curriculum be approved to come out of the Capital Planning funds that were raised and appropriated last year in the amount no greater than \$31,361.82. Renee Tela seconded, there was no discussion and the motion passed 3-0-0.

H. Principal's Report--* Handout from Principal Trill

Enrollment:

Gr 6	21
Gr 5	13
Gr 4	20
Gr 3	18
Gr 2	15
Gr 1	8
K	21
Pre 4	5
Pre 3	15
Total	136

Personnel: We have established search committees for the 6 open positions. First-round interviews are held between April 27-May 6, with final decisions by the end of May.

Lunch Program Update: Donna will be presenting graphs that compare the number of students eating breakfast and lunch from October through the end of March.

Program Updates: Thank you to all of our preschool families who turned out in force for the preschool math night. It was a full house; with plenty of engaging activities, smiling faces, and students eager to showcase their talents to family members. The wonderful turn out demonstrates that Erving families are fully invested in the early education of their children. A special thank you to our early childhood staff for taking the time to put this event together, Mary Glabach, Julie Wheeler, Jaime Parse, Samantha Brook, Andrea Elson and Mackensey Bailey.

I had a great time on a recent Wednesday watching our grade 2 students and their parents work together to solve math problems. There was a lot of conversation at each table around how our children were comfortable using different strategies to solve problems. Parents commented on how this event *“provided them with an opportunity to strengthen their understanding of how children today are critical thinkers and problem solvers when presented with math”*. It was wonderful to hear parents at this age group express their comfort level with their child's homework. Not because the work is simple and easy to

understand, but because they were beginning to witness patterns and connectedness around how their children are able to solve problems in multiple ways.

I am sure we all felt the same pride watching the all-school performance of *The 12 Dancing Princesses*. The play was yet another of those special moments, when the stars were aligned and the (black) lights shone brightly on the talents of our incredible children. In Erving, we are so fortunate to have a rich and varied pool of opportunities for our students to excel and realize their potential. The hard work and dedication demonstrated by each and every student reflected that same commitment by the staff/instructors, mentors, and of course you their parents, guardians and grandparents. The ‘Erving Elementary School Play’ is a rite of passage in the truest sense of what a community event should be. It is recognized by all as one of those requisites we should always strive to provide. As one parent put it “My child would never have this kind of opportunity at another school”. Thank you to Ms. B.C. for your leadership, and dedication to the arts. Thank you Mr. G. and Nita Chase for your involvement and the many hours dedicated to putting on the show! Our appreciation to Rosemary Mathey, Emily Samuels, Jane Urban, Steve Chapman, Kelly Trinke, Matt Kolodziej, Chris Miller, Ben Rubin, and Tom Smith for your critical roles in support of the music, lights and staging. Mama said that this play would be remembered as one of the best musical experiences to be reviewed in the Valley. As Maria (Mama) says “Mama is always right!”

It is great to witness our grade 4 students looking beyond the walls of Erving to demonstrate the power of making a difference in the lives of others. The grade 4 students and staff are leading a fund drive to generate sufficient funds that will enable the National Braille Press to print additional books for the blind. The students have studied the alphabet of dots (Braille) and have noted the various areas of our school building where Braille is located. The fourth grade class was excited to learn that the National Braille Press is located here in Massachusetts. They were also very interested in how books for the blind are made. Through various discussions, the class has elected to hold a read-a-thon to raise money for the National Braille Press. Mrs. Nuttelman has been in contact with Joe Quintanilla, Vice-President of *Development and Major Gifts*, at the National Braille Press. He was impressed that our fourth grade students were willing to raise money for their non-sighted peers. Mr. Quintanilla has invited the class to tour the facility, which is located in Boston. The students, accompanied by many of the grade 4 parents, will present their donation from our read-a-thon to the National Braille Press “in person” on Friday, May 13, 2016.

Our third-annual “Dance-Off” was held on Friday, April 15. Students and adults had an opportunity to compete against each other (for fun). At the end of the evening, we

crowned our student and adult champions. There were four age categories; up to grade 1, grades 2-3, grades 4-6, and of course our movers and shakers who have grown up in the age of disco. Thank you to Jessica Galvin, Elizabeth DeSorgher, Clayton Brunette and Scott Bastarache for managing the evening's entertainment.

DARE Graduation for students in grade 6 was held on Monday, April 11. Sergeant Holst, Chief Blair, Bill Bembury, Mark Burnett and myself were in attendance, along with a cafeteria filled with parents, guardians, grandparents and siblings. Congratulations to our students.

Principal Trill again gave kudos to all involved in the play. The dates for the upcoming PARCC test were discussed. There was also discussion over the notion that people have that the test is something that can be opted out of. It was mentioned that if you are a school receiving public funds, you must issue standardized tests. It was also noted that next year is the year to switch to MCAS 2.0, and the plan is for schools to be fully computerized with their testing by 2019. There was further discussion over the various tests, their impact and relevance in schools. Next was discussed that the school and the town Recreation Commission are looking to work together to build a track on the school grounds.

Technology: Tom Smith has been coordinating a plan with are Tech Directors to upgrade our Student Information System this summer. We are required to migrate the complete SIMS system due to technical requirements by the Department of Education.

Building and Grounds: With safety in mind, our school conducted another successful lockdown drill in the presence of state and local police. The lockdown occurred during lunch, which as you can imagine is a time of the day when a lot of students and staff are on the move. Students outside were quick to respond, and handled the whole situation with such composure, prompting state police to acknowledge that this transition-time drill was one on the best they had witnessed in the state.

Calendar of Events:

IMPORTANT DATES

April 18-22-No School (Vacation week)

April 26-School Council Meeting

April 26-School Committee Meeting

May 2-PARCC/MCAS Testing

May 2-Town Meeting (EES)

May 4-Math night (K and G1)

May 10-PTO Meeting

May 17-School Council Meeting

May 17-School Committee Meeting

May 20-PTO Auction-Cafeteria

*A further snow day pushed our last day to June 21, 2016

- I. Director of Finance and Operations Report-Aaron Osborne reviewed the expenditure report and noted that it looks to be in good shape and trending as it should be this time of year. He again noted that the line item for Network and Telecom is still over even after receiving the E-rate, which was to be expected since the school switched providers after the start of the year. Aaron Osborne also reported that he received notice that EES is in the running for the EOS Breakfast in the Classroom grant. The next step in the grant process involves a site visit from the grant source. Scott Bastarache asked if all the encumbrances are current, and the answer is yes, they are. Lastly, it was noted that the school did lock in their fuel costs for next year at around \$1.60.
- J. Superintendent's Report-Superintendent Haggerty reported that she; along with other rural area Superintendents have formed the Massachusetts Association of Rural Schools. This group aims to be a united voice to help lobby support for rural schools and their needs. Superintendent Haggerty also discussed how the Union 28 Leadership team has worked together to create a vision statement for the Union that is general enough to reflect the individuality of each school. She then shared the vision statement they have come up with.
- K. Budget and Personnel Committee Report-nothing to report
 - a. Next Meeting: TBD
- L. Union #28 Committee Report-The main topics of discussion at the previous meeting were Revisioning Union 28 and PARCC assessments.
 - a. Next Meeting: Thursday, May 12, 2016 Shutesbury Elementary School 6-8 p.m.
- M. Old Business-none
- N. New Business
 - a. Identification of School Choice Seats-Principal Trill noted that from a numbers point of view, there may be 2 classes who have room, but not others. He also noted that numbers tend to fluxgate a lot. There was then a lot of discussion from committee members as to their thoughts on being a School Choice school. There was discussion both for and against opening up to School Choice, what are the financial aspects involved, social ramifications of small class sizes and per pupil costs
 - b. School Choice Vote- After lengthy discussions, Scott Bastarache made a motion for Erving Elementary School to not become a School Choice school for the 2016-2017

school year, Renee Tela seconded. The motion carried 2-1-0, with Son Hui May voting against the motion.

- c. Request for enrollment from a staff member-Scott Bastarache read a letter to the committee from Ms. Cassandra Putnam, requesting that her son be able to attend EES starting in the 2016-2017 school year in the preschool class. Class size and needs were discussed. It was shared that there are already 28 children enrolled in the preschool class next year. It was asked how it would work if this request was granted, but then it was discovered that there are children in town who are needing to enroll as well. After a bit of discussion a motion was made by Scott Bastarache to deny the request of Ms. Putnam to allow her son to attend Erving Elementary School for the 2016-2017 school year, however, if the makeup and needs of the class change, the Principal has the authority to approve the request. Renee Tela seconded and the motion was approved 3-0-0.
- d. Revisioning Union #28-Superintendent Haggerty and Aaron Osborne gave a PowerPoint presentation on "Revisioning Union 28". This idea got its start from the SWOT analysis done on the Superintendents entry plan and was developed as a way of thinking of how the Union can build on its strengths going forward. The two scenarios posed as a possibility for the future of the schools in the Union are: 1) could the Union 28 schools expand to be PK-8 school and 2) could we support starting our own MHS/Vocational school. A detailed explanation was given for each scenario and questions were answered. On conclusion, it was stated that this is the first step in a long term project involving looking at the future of Union 28 and its schools, not a definite plan. The Superintendent will keep everyone posted on how things are progressing.

O. Policy Review and Update

- a. Final Vote on:
 - i. IKE: Promotion and Retention of Students-Scott Bastarache made a motion to approve file IKE: Retention of Students as written, Son Hui May seconded. There was no discussion and the motion passed 3-0-0.
 - ii. JL: Student Welfare- Scott Bastarache made a motion to approve file JL: Student Welfare as written, Son Hui May seconded. There was no discussion and the motion passed 3-0-0.
- b. Second Reading, First Vote on:
 - i. DI-A: Food Service Account Policy-Scott Bastarache made a motion to approve file DI-A: Food Service Account Policy as written, Son Hui May seconded. There is a formatting correction to be made, but no change to the content. The motion was passed 3-0-0. This policy will move to a final vote in May.

P. Future Business

1. Next School Committee Meeting Date: May 17, 2016

Q. Executive Session- Scott Bastarache made a motion to enter in to Executive Session, not to return to public session, for the purpose of the approval of the minutes from the March 15, 2016 meeting and for Unit A negotiations. Son Hui May seconded. . Roll call:
Bastarache: aye, May: aye, Tela: aye.

R. Adjournment-The meeting was adjourned at 9:13 pm.

Respectfully Submitted by Jillian Kolodziej