

Erving School Committee  
FINAL Minutes  
Tuesday October 20, 2015

Present: Scott Bastarache, Son Hui May, Katelyn Mailloux, Erik Semb, and 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 7:01 pm
- B. Public Hearings-none
- C. Approval of Minutes from September 15, 2015-Son Hui May made a motion to approve the minutes from September 15, 2015 as written, Erik Semb seconded. There was no discussion and the motion was approved 3-0-1, with Renee Tela abstaining. On a side note, the Committee asked to pass along a thank you to Betty Lou Mallet at the Central Office for emailing out the minutes prior to the packets being mailed out.
- D. Warrants-none
- E. Report of Gill-Montague Representatives-There is still no one filling this position. Scott Bastarache did attend both Gill-Montague School Committee meetings in September in an effort to be able to share information and let the other Board know where things stand in Erving in terms of representation. At the first G-M meeting, there was a report from the Superintendent on the MCAS scores from the previous school year as well as a report on the Early Childhood Program. At the second meeting there were presentations from the ELL department and the Special Education Department. Scott Bastarache did ask if anyone would be interested in attending at least one of the next G-M meetings. Renee Tela expressed interest, depending on the date. Scott Bastarache stated that he will get an email circulated to the Board with the dates of the upcoming meetings for Board members to be able to sign up for a meeting they are able to attend. Renee Tela then expressed her concerns over the preparedness of students leaving Erving after 6<sup>th</sup> grade to attend Great Falls Middle School. There was discussion over the fact that the students who attend sixth grade at the Middle School come in with different strengths than those from Erving and that things as simple as using a locker and navigating the cafeteria can be a challenge to Erving students. There was then discussion over why that is and what, if anything, can be done to help alleviate some of the transitional issues.

F. Collaborative for Education Services Report-Katelyn Mailloux reported that although she was unable to attend the meeting, she did receive meeting updates. The last CES meeting focused a lot of reorganization of the Committee. There was also a presentation on School Choice and Charter Schools. Katelyn Mailloux also mentioned that there are a lot of free or inexpensive trainings for Early Childhood, including a lot of workshops for families of young children. Katelyn Mailloux will pass the emails she receives about these programs to Principal Trill, who will then share them with staff.

G. Capital Planning Committee Update-Scott Bastarache attended the Special Town Meeting in early October. There was some discussion about having a 5 year Capital Plan for the Town, not just for Erving Elementary School. Erik Semb will get in touch with Bill Bembury and Glenn McCrory about getting the ball rolling on a Capital Planning Committee at the Town level. Principal Trill then gave his update on Capital Planning in the building, which is also noted in his Principal's Report. The new boiler in and running efficiently. There has also been a roofing company in to work on the roof to repair the places where the leaks have been coming from. Principal Trill also discussed the need to work into future budgets service agreements with the companies that are installing or servicing the school equipment. One problem the school has had is that some of the "big equipment" has not been properly serviced over the years and that the school needs to enter into service contracts with professionals who know the systems so that they are maintained the way they should be, which in turn will help the equipment in the long run. Principal Trill also expressed his thanks to Glenn McCrory, the Town Highway Supervisor, for all his work and support during the boiler installation process.

H. Principal's Report-*\*Handout from Principal Trill (ad-ins in italics)*

**Enrollment:** 133 + 2 Preschool (2x3 y/o/ REACH in Dec/Feb), =135

Gr 6	21
Gr 5	14
Gr 4	21
Gr 3	18
Gr 2	16
Gr 1	8
K	20
Pre 4	5
Pre 3	11
Total	133

**Personnel:** We are pleased to welcome Stephanie Mitchell to the role of Afterschool Director, effective October 13. Stephanie has a wealth of experience in the field of education, and is excited to begin this journey with our students and staff. We are

currently conducting interviews for our Assistant Custodian. Mr. James Meade has been invited to meet with Superintendent Haggerty during the week of October 12. *Principal Trill welcomed Stephanie Mitchell and stated that she is a great addition to the EES team. It was also mentioned that Mr. Meade will not be taking the custodian position and the search has been reopened.*

**Lunch Program Update:** Principal Trill met with Aaron Osborne and Donna LaClaire to plan for the Community Eligibility Provisions (CEP) program. DESE staff is supporting our intent to roll out the CEP program January 1, 2016. More details to follow. *Aaron Osborne presented some data and graphs he pulled together going over what the CEP program will look like in terms of its effects on the overall cafeteria budget. He presented a few scenarios, including a “worst case”. It showed that by offering this program, the budget will not be negatively affected. There was a lot of discussion over numbers, how to get families to “buy into” the program, what it means in terms of staffing, food prep, ordering and how to make the program work smoothly. The plan is to roll out the program of free breakfast and lunch to every EES student as of January 1, 2016. Information will be going out and will be available at Open House to help promote the program before the roll out date.*

**Program Updates:** ‘Free Family Diner’-A big thank you to Jane Urban our school librarian, who recently obtained grants from Communities that Care Parent Education Workgroup, EES PTO, Community Network for Children, and Friends of the Erving Public Library. These organizations came together to support the Mass Humanities Family Adventures in Reading (FAIR) program at Erving Elementary School. The FAIR program hosts 6 evenings of exciting family entertainment, presented by professional storyteller Mary Jo Maichack. The evenings begin at 5:15 pm with a free family supper for all in attendance; we had a great audience with over 40 people turning out for the first night, as storyteller Mary Jo Maichack led a series of songs, acting and stories from around the world. Each family received two picture books to take home and read with their children.

Nature’s Classroom was a huge success with our grade 6 students. They braved the elements, braved their fears and braved the smells of wet and dirty sneakers. A weeklong trip to Sargent Center in Hancock, NH, brought students out of their comfort zones, and away from loved ones at home, to learn fascinating information about science, social studies, physical education, and social and emotional growth. Students studies trees, plant life, living like pioneers, aquatic bug life, canoeing, and Contra-Dancing! The “Caller” was so impressed that our students knew many of the dances, including the waltz. Bravo Miss B.C. for teaching our students all of the cool moves! Every student also climbed a three-story tower, and zip-lined 200 feet. Their minds and bodies grew

through hands-on learning experiences. Another truly amazing experience that Erving Elementary School offers its students! Thank you Mr. Burnett and Ms. Galvin for planning this wonderful opportunity, and giving so much of your personal time to ensure our students were safe and well cared for.

While on the subject of Nature's Classroom, our grade 6 students brought back a lesson in how to take care of ourselves, and our planet. During 'family style' meals, adults and students were asked to only take the food they felt they could eat and not waste food unnecessarily. Any food that was wasted was called 'ORT', which translated to a scrap or morsel of food left from a meal. Students weighed the ORT following every meal, to see if they could reduce the overall waste. Grade 6 students asked if they could set up an Ort challenge at EES. While this is a wonderful idea, we would be unable to match the ORT challenge here at Erving Elementary School, as we are a 'serve' lunch and breakfast program, not a 'choice'. I talked with students in grades 4,5 and 6 about the pressure we may be placing on each other when we have not had the opportunity to choose our own food, and are faced with eating every 'crumb' that is served s to us, so as to not create ORT. Students are working to come up with another idea around awareness of food waster, and we will keep you posted as their ideas unfold. In the meantime, please take a moment to discuss with your family ideas of how we can sustain our world through only taking or asking for food that we will eat. We may take a look at measuring our ORT following family style events like Thanksgiving Dinner. It would be a wonderful learning opportunity for our students to see this home and school connection around their learning.

Spring 2015, Grade 5 Science and Technology/Engineering MCAS scores arrived Friday October 9, 2015, and were mailed to parents. PARCC scores are not anticipated until early in the New Year!

*Principal Trill shared a few important upcoming dates. Open House will be Wednesday October 21, 2015 at 6:30; the staff will be heading to Leverett Elementary School Friday October 23, 2015 for an all day Curriculum Day and the Veterans Day Program will be on November 10<sup>th</sup> at 9:30 am. It was also shared that the School Council had their first meeting October 20, 2015 and that the Evacuation Drill that the school took part in the previous week went very well. A big thank you to staff for all their hard work and efforts.*

**Technology**-Tom Smith has sent out a flyer to all parents about the forthcoming Afterschool Academy. There will be three sessions of approx. 6 weeks. All sessions are free and will be offered in a first come basis.

**Building and Grounds:** Our new sunshade (30' x 40') has been installed in between the two playgrounds. The Town of Erving Highway Department staff will pour the pad during the week of October 12. The shade will bring welcome relief to all of our students and staff on those hot days in the spring and summer.

We had a large number of leaks in the roof during the recent downpour. A professional roofing company (Tech Roofing) has repaired the roof. They are also looking into additional measures to repair areas of the roof membrane that is ties into the retaining walls, and skylight fixtures that seem to continually leak during storms.

The Boiler was installed during the first 2 weeks of October, and we expect the new boiler to perform at peak efficiency this winter. The installers (Atlantic Power Systems, NJ) also took the time to tune up, and clean out the second boiler. Glenn McCrory was on hand to monitor their work, and to ensure Erving Elementary School ran as normal during this period of time. Thank you Glenn for all of your help and assistance during these projects.

**Calendar of Events:**

Nov 4	-FAIR Program (Free Family Dinner)
Nov 10	-Veterans Day Program at EES *Please join us for this important event
Nov 10	-P.T.O. Meeting
Nov 11	-Veterans Day (No School)
Nov 12	-All School Sing
Nov 17-19	-Parent/Guardian Conferences
Nov 17	-School Council Meeting
Nov 17	-School Committee Meeting
Nov 18	-FAIR Program (Free Family Dinner)
Nov 19	-Annual Thanksgiving Dinner
Nov 25-27	-Thanksgiving Break (No School)

- I. Review of Expenditure Report: Aaron Osborne presented the expenditure reports. He also requested that the title of this section of the agenda be changed to allow for more flexibility in what is discussed here. As for the expenditure report, everything appears to be in line with no areas of concern. It was mentioned that there is a surplus from the Summer Program that should be reviewed at a later date. Aaron Osborne also stated that he plans on meeting monthly with Administrative Staff at all schools, as well as all the Food Service Directors to help strengthen the base and help the work together.
  
- J. Superintendent's Report- Superintendent Haggerty reported that there is now a third testing option for schools this year called MCAS 2.0. The Massachusetts Education

Commissioner has been meeting with educators and discussing the best plan for the State. There will be a vote on November 17, 2015, and after that we will know which avenue of testing the State will be supporting. It was also mentioned that the computer version of the PARCC test result are slowly starting to be released. At first glance from those results seen, the results appear to be lower in comparison to MCAS scores.

K. Budget and Personnel Committee Report

- a. Next Meeting T.B.D.-this committee is meeting on an as needed basis; there has not yet been a need for a meeting and one is not scheduled.

L. Union #28 Committee Report

- a. Next Meeting: Wednesday, October 29, 2015 7:00 p.m. Shutesbury Elementary School-at this meeting, the Superintendent Evaluation process will be discussed. It is encouraged that all 25 School Committee Members in the Union attend.

M. Old Business-none

N. New Business

- a. FY 15 Budget-discussion took place under Agenda Item I

O. Policy Review and Update-none for this meeting, there will be one to bring forward at the November School Committee Meeting

P. Future Business

- a. Next School Committee Meeting Date: November 17, 2015

Q. Adjournment-Scott Bastarache made a motion to enter in to Executive Session for a preliminary meeting for Unit A Negotiation Strategies and not return to public session, Son Hui May seconded. Roll call: May: *aye*, Tela: *aye*, Semb: *aye*, Mailloux: *aye*, Bastarache: *aye*.

The meeting was adjourned at 8:26 p.m.

Respectfully Submitted by Jillian Kolodziej