

**Record of the Marblehead School Committee Meeting**  
**Thursday April 2, 2020 7:00pm**  
**Zoom Conference Call- <https://zoom.us/j/854623629>**  
**Meeting ID: 854623629**  
**OR Dial In (415) 762-9988**

**Members Present:** Sarah Gold, Meagan Taylor, Jennifer Schaeffner, David Harris and Sarah Fox

**Also:** William, H. McAlduff Jr.-Interim Superintendent  
Michelle Cresta-Director of Finance  
Eric Oxford-Director of Student Service

**Members Absent:**

**I. Initial Business and Public Involvement**

**1. Call to Order**

Ms. Gold called the meeting to order at 7:01pm. She asked that anyone who would like to participate in public comment should input their name and address into the chat function.

**2. Commendations**

Ms. Schaeffner thanked Superintendent McAlduff and his Assistant, Ms. Dimier for the work completed in updating the committee's website and the commitment to get all of the information posted and up to date. Superintendent McAlduff thanked Ms. Schaeffner for the recognition and also credited his Assistant for the updates.

Ms. Gold commended the Director of Student Services and the Principals along with the Teachers and staff for all of their hard work with the transition to remote learning. She credited the Remote Learning Task Force, Principals and Teachers for their innovative and creative ways in which to deal with the current difficult situation and shared that it was a great example of how the district comes together in a time of need.

**3. Public Comment**

Ms. Gold shared that a chat request to hold public comment later in the meeting had been sent. Ms. Gold stated that she would prefer to hold public comment as is and then also recommended a motion to hold public comment at the end of the meeting so that community members who would like to participate in public comment would not have to wait until the end of the meeting to speak if they would not be available for the entire meeting. Ms. Schaeffner moved the motion to hold public comment at both the beginning and end of the meeting. Ms. Fox seconded the motion and a roll call vote was taken.

Ms. Gold-Yes  
Ms. Taylor-Yes  
Ms. Fox-Yes  
Ms. Schaeffner-Yes  
Mr. Harris-Yes

The motion passes, 5-0 all in favor.

Ms. Gold called on Catherine Martin for public comment. Ms. Martin explained that she would prefer to share her parent input regarding remote learning at the end of the meeting after updates had been provided.

Ms. Gold then called on community member Blair Nelson who was unable to be heard. It was decided that he would also comment at the end of the meeting.

Ms. Gold noted that Student Representative, Dan Howells recently provided updates at the last committee meeting and would provide his feedback on the new remote learning plan at the next regularly scheduled

meeting to be held on the 16<sup>th</sup>.

## **II. Consent Agenda and Action Items**

### **1. Acceptance of Donation**

Superintendent McAlduff referenced a memo he sent the committee regarding a generous donation received from the Barbara S Gray Revocable Trust totaling a sum of \$549,948.88. He shared that a partial distribution was received in 2017 and that the remaining amount was distributed in February. He shared that the documents noted that the donation was restricted for use for scholarship funds in memory of Donald J. and Barbara S. Gray. It was mentioned that Lynnfield High School also received a donation for the same purpose.

Ms. Gold made a motion that the Marblehead School Committee accept the donation of \$534, 948.88 with sincere gratitude to the Trustees of the Barbara S. Gray Revocable Trust. The motion was moved by Ms. Fox and seconded by Ms. Schaeffner. A conversation regarding how the account had been set up and any restrictions involved with the investing or dispersing of funds was discussed. It was shared that the donation would be managed in an account that had previously been set up by the Town. Superintendent McAlduff mentioned that asking for updates regarding the funds was reasonable and doable at a future time. After the discussion, Ms. Taylor requested that a “Thank you” letter be sent.

A roll call vote was taken:

Ms. Gold-Yes  
Ms. Taylor-Yes  
Ms. Fox-Yes  
Mr. Harris-Yes  
Ms. Schaeffner-Yes

The motion carries, 5-0 all in favor.

## **III. Superintendent Report**

### **1. School Closure Update**

#### **a. Remote Learning Plan**

The Director of Student Services, Eric Oxford explained the process of how the remote learning plan would be implemented. He thanked the task force for all of their hard work in completing a comprehensive plan in just six days. He shared that a remote learning site was being built and that the Principals would be meeting on Friday April 3<sup>rd</sup> to review and finalize the plan for rollout. He further mentioned that parents would receive an invitation to the site prior to it going live on Tuesday April 7<sup>th</sup>. Mr. Oxford noted that the learning plan considered grades Pre-K-age 22 and the use of Google Classroom for all grades. He explained that per the recommendation of Commissioner Riley that plans should focus on mirroring a half day of learning while maximizing the digital experience and incorporating offline project based enrichment. He also noted that Individualized Education Plan (IEP) meetings would be held virtually as they could be. Mr. Oxford reminded the community and committee members that flexibility and engagement would be important during such unprecedented times.

#### **b. Contracted Service Payments**

Superintendent McAlduff referenced a memo he had received from the Commissioner of Elementary and Secondary Education, Jeffrey Riley regarding recommendations for contracted service payments. He shared that the memo provided guidance to all schools in the state recommending that districts should continue to make all payments towards Out of District, O.O.D placements, Collaborative and Recovery High School placements and towards all Private Day Out of District placements as well as all students that have been residentially placed.

#### **c. Transportation Update**

Superintendent McAlduff shared that guidance that had recently been issued from DESE and the Federal Office of Management and Budget recommended working with transportation providers to negotiate pay

through the school closure. He explained that the goal was to ensure continuity of service so providers would be able to remain in business and available when the schools were able to be reopened.

**d. FY20 Possible Impacts**

**I. Pre-Kindergarten & Kindergarten Tuitions**

The Director of Finance, Ms. Cresta informed the committee that the business office had previously billed for March tuition for both the Pre-K and Kindergarten tuitions totaling around \$53K. She shared that the district had not yet billed for the month of April. Ms. Cresta noted that should the committee decide to move forward with not billing for tuition that there would be a monthly shortfall of \$53k each month moving forward to take into consideration.

Superintendent McAlduff recommended that the district continue to receive tuition payments as the revenue was used to pay the staff salaries for both the Pre-K and Kindergarten grade levels. He further clarified that the district would work with families experiencing financial hardship.

**II. Food Service Costs**

This agenda item was taken out of order and was discussed before the discussion on tuition payments. The Director of Finance, Ms. Cresta explained that a total of eight kitchen workers had been working two rotating days a week to prepare food for the bagged meals the Village School had been distributing to families in need. She shared that the district would be looking at a \$62k deficit for payroll salaries from the beginning of the closure in mid-March through the projected closure date of May 4<sup>th</sup>. She also pointed out the deficit could grow if the closure was extended.

Superintendent McAlduff noted that under the Federal Stimulus Program for COVID 19 related expenses, schools may be able to apply for a waiver that would reimburse a portion of the meal costs.

A discussion regarding ways in which to offset the potential deficits took place.

**IV. Finance Organizational Support**

**1. Schedule of Bills**

Ms. Gold made a motion to approve the identified schedule of bills totaling \$278,964.75. The motion was moved by Ms. Taylor and seconded by Ms. Schaeffner. A roll call vote was taken.

Ms. Gold-Yes  
Ms. Taylor-Yes  
Ms. Fox-Yes  
Ms. Schaeffner-Yes  
Mr. Harris-Yes

The motion carries, 5-0 all in favor.

**2. FY21 Capital – Adjustment**

Superintendent McAlduff mentioned that the committee recently voted to approve the FY21 Capital Plan. He further explained that after receiving updated estimates to replace the Veterans Middle School library carpet and gymnasium floors that the new estimates provided a savings of \$11k. It was noted that deadlines for submitting the plan to the Town had been extended and that the Superintendent would resubmit an amended plan to Town Administrator, Jason Silva and the Finance Committee should the School Committee vote to do so.

Ms. Gold made a motion to amend the total cost of the previously approved FY21 Capital Plan from \$177,750 to \$166,593. The motion was moved by Ms. Taylor and seconded by Ms. Schaeffner. A roll call vote was taken.

Ms. Gold-Yes  
Ms. Taylor-Yes  
Ms. Fox-Yes  
Ms. Schaeffner-Yes

Mr. Harris-Yes

The motion carries, 5-0 all in favor.

### **3. FY21 Proposed Budget**

Superintendent McAlduff mentioned that there had been no changes to the budget and noted that he was sharing and updated budget adjustment tracking sheet as some of the columns were not fully filled in the last time it was shared.

#### **a. Timeline Update**

Superintendent McAlduff shared that there had been no adjusted timeline for the budget process as of yet. He explained the School Committee would still need to meet with the Town Finance Committee to review the FY21 budget and hold a public hearing. He noted that it may best to wait to schedule until the committee had a better understanding of whether or not the Annual Town Meeting would be held as scheduled for May 4<sup>th</sup>. It was also shared that legislation was currently be considered to allow municipalities to extend their deadlines to vote their budgets through the summer. He also reported that per the Attorney General, meetings could be held virtually and without violating the open meeting law.

## **V. School Committee Communications and/or Discussion Items**

### **1. School Building Project Update**

Mr. Harris shared that the decision for the exterior materials for the new elementary school were selected during a Zoom meeting last Thursday. He also mentioned that a pre-blast surevey had gone out to thirty two residents explaining that pre-blasting inspections would be completed after the demolition and abatement had been finished. Mr. Harris noted that the abatement would be complete by the end of the next week and the focus would shift to the demolition of the Upper Bell site. He reported that twenty one had replied, four had not responded and other residents either declined or responded with restrictions. A conversation regarding concerns about visitors entering the homes of the Marblehead residents during the Corona Virus took place. Mr. Harris confirmed that homeowners should not lose rights in the event damages occur if they waived the pre-blast inspection. Although no formal vote was taken, it was decided that Ms. Harris would speak with Leftfield and Gilbane regarding pushing the inspection back by about one month and update the committee as information was provided.

## **VI. Closing Business**

Ms. Gold opened the meeting up to public comment.

Ms. Catherine Martin of Westshore Drive shared her concerns regarding the accessibility of remote learning documents and assignments. She explained that receiving documents prior to when a parents remote work day may begin allows time for preparation of materials. She also shared her input on the pre-blasting inspections stating that “The situation was a tough one to be in and that we needed to do right by our residents while considering project delays due to implications from pushing things back.”

Blair Nelson was unreachable for comment.

Mr. Patrick Noonan inquired about the plan for IEP reevaluations and the plan for the delivery of services in the time of remote learning.

The Director of Student Services, Mr. Oxford reminded the community that flexibility would be important. He noted that service providers would be part of the collective academic plan and that they would be reaching out to families individually to create an appropriate plan. He further shared that meetings would be held virtually and that reevaluations could also be held virtually specifying that only if the lack of face to face time would not interfere with the validity of the results. It was noted that there would be a SEPAC Zoom meeting on April 8<sup>th</sup> at 12pm.

### **1. New Business**

None. Ms. Fox thanked everyone for all of their work during the closure. Ms. Gold shared that the next scheduled meeting would be on the 16<sup>th</sup> with the potential for one other later in the week or the following Monday.

**2. Adjournment**

Ms. Gold adjourned the meeting at 10:08pm .

*Respectfully Submitted  
Sarah Fox, Secretary  
Marblehead School Committee*

*Approved June 18, 2020*