

**Marblehead School Committee**

**May 7, 2020**

**7:00 PM**

**Zoom Conference-Meeting ID: 949 3875 9833 & Password: 266533**

**<https://zoom.us/j/94938759833?pwd=U21ZTTlqZlFjb0cxaEJVOXVldy9uQT09>**

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**Meeting ID: 949 3875 9833**

**I. Initial Business and Public Involvement**

**1. Call to Order**

Ms. Gold called the meeting to order at 7:06pm.

**2. Commendations**

Ms. Fox wanted to acknowledge that it was Teacher Appreciation Week and thanked all teachers for making things special for their students. She also took the time to acknowledge Seniors as it was a special time of year for them.

Ms. Gold acknowledged the town for their assistance with coordinating Zoom accounts to allow for larger participant capacity during school committee meetings.

Mr. Harris agreed with Ms. Fox's sentiment and took the time to recognize Mr. Bauer for a recent tweet he sent out commending his fellow staff.

**3. Student Representative – Dan Howells**

Mr. Howells shared an update on remote learning mentioning that there had been a recent increase in Zoom meetings. He further shared that each core subject was assigned a specific scheduled day and time every week to meet for the remainder of the year which made it helpful for keeping on top of assignments and for reaching teachers regularly. He explained that all events including the proms had been canceled and even though students were disappointed, there was an understanding about the nature of the health issues and that the safety of the community remained the most important. Superintendent McAlduff commended Mr. Howells for his participation throughout the year stating his reports were informative and timely. He thanked Mr. Howells and noted the value he brought to the meetings.

**4. Public Comment**

Mr. Benjamin Berman of 43 Crestwood Road provided an update from the Fincom and school liaison meeting held earlier that morning. He shared that the school department would be expecting a \$200k surplus for the year. He further mentioned that although some of the savings would undoubtedly be due to cost savings associated with the Corona Virus Pandemic that the school would have experienced a surplus either way. He thanked the school committee members from the previous year for pushing for a responsible budget and commended the hard work and dedication of Superintendent McAlduff and his team.

**II. Consent Agenda and Action Items**

**1. Minutes: February 12th and February 26<sup>th</sup>**

Ms. Gold made a motion to approve the minutes from February 12<sup>th</sup> and February 26, 2020. The motion was moved by Ms. Taylor and seconded by Ms. Schaeffner. A roll call vote was taken.

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

The motion carries, 5-0 all in favor.

**III. Superintendent Report**

**1. School Closure Update**

**a. Remote Learning Plan – Latest Guidance**

Superintendent McAlduff shared with the school committee the updated remote learning guidance he had recently received from the Commissioner. He pointed out that the three guiding principles referenced were:

- 1) The safety and well-being of students and staff should remain a top priority
- 2) Equity should be a top consideration especially for the most vulnerable population of students
- 3) Maintaining connections between school staff and families should be a primary focus of educators

It was explained that the guidance also discussed the recommended elements of remote learning touching upon delivery and method of instruction with a focus on engagement, educator office hours and student feedback.

Superintendent McAlduff noted that the taskforce meets regularly to address concerns and make adjustments and he thanked the administrators, teacher and staff for all of their hard work during a difficult time.

#### **b. Marblehead High School Class of 2020 – Graduation**

High School Principal, Daniel Bauer provided an update on the possibility of a high school graduation ceremony sharing that virtual options were being looked into and planned. He mentioned that various stakeholders around town were coordinating to plan a celebration to honor graduates in a way that would make the families and the community proud. Mr. Bauer shared that totes with caps, gown and masks were ordered and that pickups following social distancing guidelines were being planned. He also informed the committee that options for digitally signed yearbooks was being looked into. He further shared that the Warwick theatre would be putting up a message and that the board of health was being consulted to discuss planning parades with teachers and students. It was confirmed that graduation would be held and broadcast on Friday, June 6<sup>th</sup> at 6pm and that another update would be provided to the school committee on May 21<sup>st</sup> as more information became available.

#### **c. Re-Entry Plan – Continued Discussion**

Superintendent McAlduff discussed some components of reentry planning that he thought would need to be considered during the planning process. Some key points consisted of following federal, state and local guidance on social distancing recommendations along with considering budget implications for reentry such as additional staffing needs and the purchasing of supplies. Focusing on the health monitoring needed and operational logistics involved in reopening the buildings was also mentioned. Addressing testing assessments for students who may have fallen behind and the potential for compensatory or increased IEP services would also need to be considered. He further explained that plans would evolve through the summer as the course of the virus was closely monitored.

A conversation discussing concerns surrounding all the logistics involved with reentry took place. Topics discussed included: involving incoming Superintendent Buckley in the conversation, staffing considerations for more frequent cleaning and daily health monitoring of students and staff, remote learning options for immune compromised students who may not be able to return to school and a plan for addressing the social and emotional needs of the students who may experience anxiety upon returning to the building.

### **2. Assistant Superintendent Search Update**

An update on the Assistant Superintendent Search was shared. It was noted that the Superintendent's Advisory Council met four times holding two organizational meetings and two meetings for interviews. There were over forty applicants to consider and the Superintendent commended the committee for their hard work with narrowing down candidates. The search committee would meet next week to discuss the candidate interviews and move forward with finalist candidate interviews virtually and then bring a recommendation to the June 4<sup>th</sup> school committee meeting for approval.

### **3. Northeast Consortium**

This agenda item was put on hold due the information not being able to be obtained. It was explained that it would be put on the May 21<sup>st</sup> agenda instead.

## **IV. Finance Organizational Support**

### **1. Schedule of Bills**

Ms. Gold made a motion to approve the schedule of bills totaling \$393,020.62. The motion was moved by Ms. Taylor and seconded by Ms. Fox. A roll call vote was taken.

Ms. Gold-yes  
Ms. Schaeffner-yes  
Ms. Taylor-yes  
Ms. Fox-yes

Mr. Harris-yes

The motion passes, 5-0 all in favor

## **2. Vote to Award High School Tennis Court Construction Contract**

Ms. Gold made a motion to award the Marblehead High School Tennis Court Repair and Resurfacing Project to East Coast Sealcoating of Abington, MA in the amount of fifty-five thousand four hundred eighty-five dollars (\$55,485.00) and to authorize the Chair to sign the contract on behalf of the Committee.

The motion was moved by Ms. Taylor and seconded by Mr. Harris.

A discussion about who would oversee the project and the amount of time the work was expected to take took place. It was confirmed that the work was expected to take up to four to six (4-6) weeks allowing up to six (6) months to account for potential delays from the Corona Virus impact. Ms. Cresta informed the committee that Facilities Director, Todd Bloodgood would oversee the project.

Both Ms. Fox and Mr. Harris thanked the Booster's for their fundraising efforts to initiate the project which was echoed by all members of the committee. A roll call vote was taken.

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

The motion passes, 5-0 all in favor.

## **3. FY20 Monthly Report**

Ms. Cresta provided an FY20 monthly budget report update informing the committee that the school department had expended 74% of the annual operating budget. She referenced the third page of a memo she shared with the school committee that outlined the accounts with shortfalls and surplus. She noted that as of April 30<sup>th</sup> significant changes could be reported since the last update was provided on March 20<sup>th</sup>. Ms. Cresta explained that the expected surplus of \$1,600 reported in March was now projected to be a \$200k surplus. She noted that the largest swing in numbers was associated with the O.O.D Out of District tuition and transportation costs which decreased the deficit in those line items by around \$170K.

Ms. Cresta went over the individual accounts where the district would continue to see shortfalls and also mentioned a new shortfall in the food services account due to continuing to pay staff while no revenue source from the sale of meals was coming in. She further informed the committee of the accounts in which they would see a surplus such as the expected water and utilities account, the coaching and substitute accounts and the special education transportation account.

A series of questions and answers took place and a discussion clarifying what the expected surplus would have been without taking Covid19 related cost savings into account occurred. Superintendent McAlduff agreed with Ms. Schaeffner that although the swing in numbers associated with both accounts in shortfall and surplus was due in part by the impact of Covid 19, he confirmed that the district would have seen around a \$63k surplus prior to the impact of Corona Virus. He commended Ms. Cresta for her process and protocols she has implemented in a short time stating that they illustrated her tracking process was reliable.

## **4. Discussion on Status of Pre-K & Kindergarten Tuition Payments**

Superintendent McAlduff discussed inquiries he had recently been receiving regarding pre-kindergarten and kindergarten tuition payments. He explained that the district has continued to collect tuition payments during the time of closure to support the funding of staff salaries while they taught remotely. He informed the committee that it would be his recommendation to continue to collect tuition payments through the remainder of the year while offering relief to those families experiencing economic hardship.

Ms. Gold made a motion to instruct the Business Office to continue sending monthly Pre-K and Full Day Kindergarten tuition invoices and that the payment of said invoices would be optional for April, May and June. The motion was moved by Ms. Schaeffner and seconded by Ms. Taylor. A roll call vote was taken. Ms. Fox noted that

she felt uncomfortable voting due to being a Kindergarten parent and shared that she would be abstaining from the vote.

Ms. Gold-yes  
Ms. Schaeffner-yes  
Ms. Taylor-yes  
Mr. Harris-yes  
Ms. Fox-Abstained.

The motion passes, 4-0 with one abstention.

#### **5. FY21 Clerks Compensation Plan**

Superintendent McAlduff explained that the clerks' compensation plan is voted on annually during the first meeting in May. He mentioned that the salary schedule was determined by a five step system that determines the weekly pay by group. It was mentioned that the plan covers about 25 employees that are not covered by other bargaining units within the district. He also clarified which positions within the district no longer existed and confirmed that the only changes to the document involved the 2.5 % COLA increase.

Ms. Gold made a motion to approve the FY21 Clerks Compensation and Benefit Plan as proposed. The motion was moved by Ms. Taylor and seconded by Mr. Harris. A roll call vote was taken.

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

The motion passes, 5-0 all in favor.

#### **6. FY21 Budget Update**

Superintendent McAlduff gave the committee an update on the FY21 budget planning. He shared the most recent adjustments made to the budget tracking mentioning that they reflected special education and staffing updates. He shared that the staffing updates consisted of changes that were due to resignations or retirements and not due to layoffs. It was explained that the proposed FY21 budget was reflecting a total of \$40, 898, 356k which came in about \$186k less than what was originally planned. He informed the committee that the next steps would be to schedule a budget subcommittee meeting and then hold a Budget Public Hearing the first week in June. He noted that a meeting for Fincom to review the budget was scheduled for June 15<sup>th</sup> and that the Town meeting would follow on June 29<sup>th</sup>. A conversation about how the surplus funds would be utilized took place. It was stated that there had been discussion about returning it to the Town or if prepaying special education tuitions could be an option. Superintendent McAluff mentioned that the topic needed to be further discussed. Ms. Schaeffner also inquired about Cares Act funding to which superintendent McAlduff shared that Marblehead could be expecting around \$100k in relief funding that could be utilized over a 27 month period.

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

#### **1. School Naming Discussion**

A conversation deciding the next steps for the school naming project took place. Although it was discussed that most committee members would like to see the new elementary school named, it was decided that it may be best to address the process at an upcoming meeting. Ms. Taylor shared that the committee had much to focus on and wanted to give the process the attention it deserved at the right time. The naming discussion would be discussed at an upcoming meeting and the committee members would share their top choices.

#### **2. School Building Project Update**

Mr. Harris gave an update on the school building project. He shared that the OAC met at the site on Monday sharing that himself, Superintendent McAlduff, Finance Director, Ms. Cresta and Town Administrator Jason Silva were all in attendance. He shared how exciting it was to see the project come together. Mr. Harris shared that blasting had gone well and that both the fire and water departments were involved in the process. It was mentioned that 60 % of the construction drawings would be submitted on May 11 and that a final bid for work would be coming in on May 14<sup>th</sup>.

A conversation discussing next steps for construction drawing submissions and remaining estimates took place. Further discussion regarding additional costs incurred also took place. Mr. Harris shared that it had been explained that blasting could go over budget due to the blasting of unanticipated harder rock. Ms. Fox inquired who would be

looking over the final construction drawings if it was not going to be a representative from the school side to which Mr. Harris shared that he would follow-up on to confirm.

## **VI. Closing Business**

### **1. New Business**

Superintendent McAlduff discussed a M.O.A Memorandum of Agreement that was worked on with the Marblehead Teachers' Association representative, Joan Miller. He shared adjustments that were made in which certain language was edited to address clarification with concerns related to school closure from Covid-19. It was noted that adjustments were made to address stipends and add language to clarify DESE revised guidelines for remote learning.

Ms. Gold made a motion to accept the Memorandum of Agreement between the Marblehead Education Association as well as Appendix A to accompany the document. The motion was moved by Ms. Schaeffner and seconded by Ms. Taylor. A roll call vote was taken.

Ms. Gold-yes

Ms. Taylor-yes

Ms. Fox-yes

Mr. Harris-yes

Ms. Schaeffner-yes

The motion passes, 5-0 all in favor.

### **Adjournment**

Ms. Gold adjourned the meeting at 10:28pm.

*Respectfully Submitted  
Sarah Fox, Secretary  
Marblehead School Committee*

*Approved September 3, 2020*