

**Record of the Marblehead School Committee Meeting**  
**Thursday February 6, 2020**  
**Marblehead High School Library**

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

**Also:** William, H. McAlduff Jr.-Interim Superintendent  
Daniel Bauer-High School Principal

**I. Initial Business and Public Involvement**

**1. Call to Order**

Ms. Gold called the meeting to order at 7:01pm

**2. Commendations**

Superintendent McAlduff mentioned receiving an email from Music Teacher, Ms. Frigon recognizing students' achievements in the Scholastic Art Awards. He noted that the art that is submitted comes from across the state and that the recognition reflected the fine work of the students and department staff. After mentioning the Gold, Silver and honorable mention awards, Superintendent McAlduff noted that the email with the list of student names would be posted on the school committee website.

It was also shared that Massachusetts Music Educators Association's Northeastern District Jr. Festival would take place on Saturday March 28<sup>th</sup> at the Galvin Middle School in Wakefield and that a few Middle School students would be participating in the Girls Chorus and a High School student would participate in the orchestra performance. It was also noted that High School Students made the Bridgewater State University High School Honor Band Ensemble which was currently taking place that same evening.

Ms. Frigon's email announced that two band students had made it to the final round of Marblehead's Got Talent and that the Village School 3<sup>rd</sup> graders had recently performed their Winter Musical at the High School.

Superintendent McAlduff explained that the Massachusetts Art Education Association's Youth Art Month would be celebrated in March and that artwork from students grades k-12 would be displayed in the Massachusetts Transportation Building in Boston. A list of names of students from grades k-6 who were selected by the Visual Arts Teachers was read aloud. The Superintendent thanked Ms. Frigon and congratulated the students and staff.

Ms. Fox thanked Principals, Sean Satterfield and Donna Zaeske for relocating students from the Coffin School to the Eveleth School last Friday during an unexpected morning closure at the Coffin School. She also thanked head Custodian, Glenn of the Veterans School for the facilities walkthrough the week prior, stating that he takes lots of pride in the building and that is showed.

**3. Public Comment**

None

**4. Student representative – Dan Howells**

- Yesterday was another ALICE drill. It was a decision drill with all options available to the students

- Marblehead High School earned the College Board AP Computer Science Female Diversity Award
- Tuesday February 4<sup>th</sup> was a voter pre-registration drive for students ages 16-18 years old
- The Swim Team recently won their 15<sup>th</sup> consecutive NEC title
- The final round of Marblehead's Got Talent is scheduled for February 7<sup>th</sup> at the Boston Yacht Club and will be featuring 8 student acts
- The Junior Class Auction will take place on March 27 at the Salem Waterfront Hotel

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

### **1. Minutes-12/12/19**

Ms. Gold asked if anyone had any comments about the December 12<sup>th</sup> minutes to which Ms. Schaeffner shared that she had emailed the Superintendent's Assistant a few edits regarding some typos and clarification regarding a specific meeting discussing the building project. It was also shared that the first Planning Board Review was scheduled for January 14<sup>th</sup>, instead of the December 14<sup>th</sup> date referenced in the minutes. Ms. Gold made a motion to approve minutes from the December 12<sup>th</sup> meeting pending the additions and clarifications that Ms. Schaeffner mentioned. The motion was moved by Ms. Taylor and seconded by Ms. Schaeffner. The motion passes 5-0.

## **III. Past School Building Committee Chairs – Presentation**

Ms. Gold noted that the presentation from a former school Building Committee Chair was added to the agenda as a placeholder and that the presentation would not be taking place that evening.

## **IV. Superintendent Report**

### **1. Approval of MHS Overnight and Out-of-State Trips**

Superintendent McAlduff introduced High School Principal, Daniel Bauer to provide an overview of each of the overnight and out of state field trips that the committee would be voting on to approve.

Mr. Bauer noted that he had Senior Class Advisor Bethann Jones who coordinates the Senior Rafting Trip and Holly Grose who coordinates the Spanish Exchange Trip present for questions.

#### **a. All State DECA Trip (Out of Order, this discussion item became item c.)**

The DECA All State Trip to Boston will take place on February 27<sup>th</sup> through the 29<sup>th</sup>. It is a newly formed organization at the High School in its third year with 37 members. The event will be held at Marriott Copley and The Convention Center in downtown Boston. Twenty three (23) Representatives have qualified.

#### **b. Senior Rafting Trip**

The rafting trip has been taking place for over 20 years and is scheduled for June 2<sup>nd</sup> and 3<sup>rd</sup> in Millinocket ME with over 100 students participating.

#### **c. Spain Exchange Trip**

The Spain Exchange Trip is scheduled for next April 2021 from the 16<sup>th</sup> through the 26<sup>th</sup> in Zaragoza Spain. The trip is offered to rising Juniors and Seniors in the CP1 and Honors classes. The cost per students would be \$2,300 including air travel, accommodations and insurance. It was also shared that the Spanish Exchange Students would visit Marblehead the following Fall.

#### **d. Symphony Hall Trip**

The All State Massachusetts Music Education Association's Festival and Conference is scheduled for March 5<sup>th</sup> through the 7<sup>th</sup> at the Seaport Hotel & World Trade Center and The

Renaissance Boston Waterfront Hotel. Five students were accepted in the chorus and Music Teachers, Mr. Scoglio, Mr. Goddu and Ms. Frias would all be in attendance.

After the overview, High School Spanish Teacher Ms. Grose answered a series of questions regarding the Spanish Exchange Trip. The items discussed pertained to the numbers of chaperones that would be assigned, hosting parameters and qualifications and additional information regarding the trip insurance.

Ms. Gold made a motion to approve the Senior Class Rafting Trip to Millinocket, ME scheduled for June 2<sup>nd</sup> and June 3<sup>rd</sup>, 2020. The Motion was moved by Mr. Harris and seconded by Ms. Taylor. The motion passes, 5-0 all in favor.

Ms. Gold made a motion to approve the proposed Spain Exchange Trip to Zaragoza Spain scheduled for April 16-26, 2021, with the understanding that Mr. Bauer would provide the School Committee with the final details in the Fall of 2020. The motion is moved by Ms. Taylor and seconded by Mr. Harris. The motion passes, 5-0 all in favor.

Ms. Gold made a motion to approve the MMEA All-State Music Festival and Conference Trip to Boston, MA scheduled for March 5-7, 2020. The motion is moved by Ms. Taylor and seconded by Mr. Harris. The motion passes, 5-0 all in favor.

Ms. Gold made a motion to approve the DECA All-State Trip to Boston, MA scheduled for February 27-29, 2020. The motion was moved by Ms. Taylor and seconded by Mr. Harris. The motion passes, 5-0 all in favor.

Mr. Bauer added an additional commendation for the Math Team sharing that they had won their meet today and remain undefeated. He further shared that three of their Mathletes have been asked to participate in a competition at Penn State.

## 2. **Vote on the Proposed 2020-2021 SY Calendars**

Superintendent McAlduff presented the school committee with his recommended proposed 2020-2021SY calendar sharing that the calendar is a hybrid of the original drafts 1 and 2 presented back on January 9<sup>th</sup> and that all parent, staff and school committee feedback was considered. He further explained the feedback concerns, the differences between the recommended calendar and the original drafts, clarified the religious holidays and noted the final 180<sup>th</sup> day for students.

Per the Unit A Collective Bargaining Agreement, in order for the Friday before Labor Day to be an early Release Day and not a full day off, Superintendent McAlduff also shared that The Marblehead Education Association would be polling their members to see if they would vote to approve a one year waiver of the collective bargaining agreement language that states, "The work year for teachers shall start no earlier than the Monday before Labor Day, provided, however, if the work year is scheduled to start before Labor Day, the Friday preceding Labor Day shall not be a work day."

A discussion pertaining to concerns about the consistency surrounding the school calendar took place and although no formal vote was taken, it was agreed that it could be beneficial to create a comprehensive committee to look more closely at the calendar moving forward.

Ms. Gold made a motion that the School Committee approves the 2020-2021 school year calendars as recommended by the Interim Superintendent with the understanding that the Committee will have to reconsider the vote should the MEA vote not to waive the no school Friday prior to Labor Day CBA language for the 2020-2021 school year. The motion was moved

by Mr. Harris and seconded by Ms. Taylor. The motion carries, 5-0 all in favor.

## **V. Finance Organizational Support**

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

Ms. Schaeffner commented before the vote that she would be abstaining due to her being reimbursed for the meals that were provided during the Superintendent Search. Ms. Gold made a motion to approve the schedule of bills totaling \$726,184.38. The motion was moved by Ms. Taylor and seconded by Mr. Harris. The motion passes, 4-0 with Ms. Schaeffner abstaining.

### **2. Introduction to FY21 Draft Budget & Distribution of Budget Notebooks**

Superintendent McAlduff explained that he would provide an introduction to the FY21 Draft Budget via PowerPoint and would then introduce the Director of Finance, Ms. Cresta to handout budget notebooks to walk the committee through the layout. He also stated that tonight would provide a good opportunity to look at the budget calendar and make revisions to allow for a solid plan for next two months.

The Powerpoint presented showed the FY21 Preliminary Budget, the FY20 Final Budget and accounted for contractual obligations leaving an estimated gap in funding of about \$350k. The Superintendent outlined the next steps in the budget process highlighting certain dates in which the Budget Workshop with the Leadership Team would take place, the dates of the Public Hearing, the Fincom Meeting and the date to make the final budget vote. He clarified that the Budget Workshop would be scheduled for Wednesday the 12<sup>th</sup> and not the 13<sup>th</sup> as the PowerPoint referenced.

The dates outlined included:

Three more School Committee Meeting through mid-March.

February 26<sup>th</sup>, March 5<sup>th</sup> and March 16<sup>th</sup> and/or the 17<sup>th</sup>.

The Public Hearing on March 23<sup>rd</sup>

The Fincom Meeting on March 30<sup>th</sup>

Final Vote on April 2<sup>nd</sup>.

The Superintendent stated that there would be many more meetings to provide opportunities to further discuss the budget to look more closely at areas of cost savings.

A conversation regarding vacation scheduling conflicts was discussed and it was decided that no decision regarding set dates needed to be made that evening and that it could be revisited. It was decided that the meeting on February 26<sup>th</sup> would be budget focused and that the hearing date should stay scheduled on the 23<sup>rd</sup> of March. Ms. Taylor noted that there would be a meeting with Fincom the following Thursday and Superintendent McAlduff stated that he would revise the budget calendar based on what the school committee decides.

Ms. Cresta presented the Budget Notebooks to the School Committee walking the committee through the layout. She shared that the notebook contains 14 tabs all together and shared a summary of each line item in the opening section. She stated that the notebook includes all current accounts and that the remaining tabs displayed each schools individual budget and staffing per position. Ms. Cresta reminded the committee that these notebooks would be brought to each budget related meeting moving forward. She also mentioned that the cafeteria employees have not yet been included and would be. She further explained that the final two tabs would be reserved for revolving grants and capital requests that they would discuss in future meetings.

The committee thanked Ms. Cresta for the level of detail in reporting and Ms. Schaeffner and Mr.

Harris asked Michelle to confirm with the town about the Capital Facilities Assessment and Vehicles.

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

### **1. Town Report Submission**

Ms. Gold shared that the Town Report Submission would be put on hold and on a future agenda.

### **2. Superintendent Contract**

Ms. Gold shared that Dr. John Buckey recently signed his contract to become the new Superintendent of Marblehead Public Schools. Ms. Gold made a motion to approve the Superintendent Contract with Dr. John Buckey. The motion was moved by Ms. Fox and seconded by Ms. Schaeffner. The motion passes, 5-0 all in favor. Ms. Schaeffner asked if Superintendent McAlduff could update the committee about the days that Dr. Buckey would be in district.

### **3. Building Project Update**

Mr. Harris shared that the award for abatement and demolition had come in \$46k under budget and that there would be some prequalification packages related to electrical, plumbing water proofing and elevators. ZBA had also approved 107 parking spaces and the next Planning Board Meeting would be Tuesday the 11<sup>th</sup> at 7:30pm. It was shared that Mr. Saindon was in the district earlier that day meeting with elementary school principals, Ms. Zaeske and Mr. Satterfield to discuss traffic flow at the new elementary school. It was also shared that National Grid was on site cutting off the gas lines. Mr. Harris shared that the next steps would be for Gilbane to take control of the project schedule to help with bidding and timelines. It was also shared that Power Packages may get rerouted to Dartmouth Rd which is currently being discussed.

Ms. Fox further shared that the abatement process should go through the end of March and that the demolition may go into the beginning of April. She also thought it was important to note that the project budget was currently \$149k under budget which could change as the project progresses. Ms. Fox also shared that the Mr. Saindon and Mr. Raymond would be providing lookaheads regularly so the community and school committee could stay Informed regarding future meetings and overall progress.

### **4. Subcommittee Updates**

The individual committee members gave the following updates regarding the subcommittees

**Budget Subcommittee**-Ms. Taylor confirmed that had been covered well already

**Policy Subcommittee**-Ms. Schaeffner and Ms. Taylor stated they had not met but do meet when there is a need

**Facilities Subcommittee**-Ms. Fox shared that she and Ms. Schaeffner did a walk through last week of the Coffin, Eveleth, Glover and Veterans buildings to start compiling a list of items for their facilities capital ask. They shared that they would like to bring in an outside audit for a comprehensive review of all facilities. Ms. Fox shared that they would like to share their recommendations with the committee at the February 26<sup>th</sup> meeting.

**Health and Wellness**-Ms. Taylor shared that Health and Wellness met a few weeks ago and they discussed looking at sustainable materials to use in the lunchroom and composting and recycling. Food Services Director, Mr. Kelleher looked into cost comparisons and will bring updates to the March 2<sup>nd</sup> meeting. Ms. Taylor Mentioned discussing with the High School Sustainability Club putting together a sustainability plan to use at other schools and potentially pilot at the Veterans School.

## **VII. Correspondence**

### **1. Donation from Blue Anchor Woodworks**

Superintendent McAlduff reported that Blue Anchor Woodworks of Marblehead had generously

donated about \$1500 of a variety of species of wood to the wood shop and the donation was happily accepted. He mentioned that there was a thank you letter sent.

## **2. Student Opportunity Act Responsibilities**

Superintendent McAlduff shared that he had received recent correspondence from DESE regarding the new Student Opportunity Act. He reminded the community that the SOA was passed by legislature last fall and that it would change the Chapter 70 funding formula for districts over the next seven years. A plan outlining the use of the funds would need to be submitted by April 1<sup>st</sup>. He further shared that Marblehead would be receiving a 90k increase in funding and the district would need to fill out the short form. He shared that the plan moving forward would be to review the FY21 preliminary budget to identify items proposed to funding that would meet the criteria for the plan, develop opportunities for community input, have the Leadership Team help develop the plan and bring it to the School Committee for a final vote.

## **VIII. Closing Business**

### **1. New Business**

Ms. Gold apologized for not adding the new elementary school naming to the agenda and noted that it would be added on a future agenda item. Superintendent McAlduff shared that he would put together a memo to outline the process for naming and reread the policy for naming.

Ms. Fox asked Superintendent McAlduff if he could provide an update on the tennis court fundraising at a future meeting. Ms. Schaeffner shared that a raffle has been scheduled for February 10<sup>th</sup>. Ms. Fox also asked if the committee could also follow-up with Smart Routes regarding a previous presentation. Superintendent McAlduff provided a thorough update on the Coffin School Carbon Monoxide leak that took place the previous Thursday in the boiler room which caused school to be canceled. He reported that the leak which was discovered before the start of school occurred in the boiler room and was caused by a broken exhaust fan belt on one of the boilers. He shared that two maintenance workers that were in the boiler room at the time were transported to the hospital and were released the same day and were doing well since the incident. He further explained that the building was kept closed the next day so the contractor, Plumbing Inspector and Fire Chief were able to repair, replace and test the fan belt along with the automatic shut off and carbon monoxide detectors that failed. Superintendent McAlduff shared that the community feedback provided during the emergency school committee meeting held on the evening of Friday January 31<sup>st</sup> focused on the topic of communication and emergency protocols. He explained that the district would be working on developing a stronger emergency crisis communication plan and that additional administrators were appointed to make emergency calls to parents in the event of future building closure or other emergencies. He also noted that the Coffin School was reopened the following Monday with a fire detail present on both Monday and Tuesday and that Principal Satterfield and himself had provided follow-up emails to parents regarding the incident. It was also mentioned that a letter would be sent by the Superintendent to Coffin parents explaining the longer term plan to address to heating system needs at the Coffin School.

Ms. Fox thanked the Superintendent for his update and shared that she has heard nothing but positive feedback since the emergency meeting.

Ms. Schaeffner shared that she attended the MASC Division Leadership Meeting in Marlborough on January 25<sup>th</sup> and learned information about the Student Opportunity Act, particularly related to Special Education topics such as transportation. She shared she would also be meeting with the Special Education Committee for MASC and will be meeting on February 27<sup>th</sup> to discuss the Student Opportunity Act further which she would report back on. Ms. Schaeffner also mentioned that the MIAA is looking for School Committee Representatives

and stated that she signed up to be the skiing representative.

**2. Adjournment**

The meeting adjourned at 9:23pm.

*Respectfully Submitted,  
Sarah Fox, Secretary  
Marblehead School Committee*

***Meeting Documents:***

*Music Department Accolades*

*Overnight Field Trips Memo*

*Spain Exchange Trip Packet*

*Superintendent Recommended 20-21SY Calendar*

*Schedule of Bills*

*Distribution of Budget Notebooks Memo*

*Donation Memo Acknowledgment*

*Student Opportunity Act Packet*

*Approved April 16, 2020*