



*Georgetown School Committee*  
Thursday, April 30, 2020 6:30PM  
Virtual ZOOM Meeting  
Regular Session Minutes

Barbie Linares, Chairman  
Michael Hinchliffe, Vice Chairman  
Cheryl Lachendro, Clerk  
Pamela Lundquist  
Suzanne MacDonald

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Virtual Attendance:

Barbie Linares	Superintendent Jacobs	Jack Tiano
Michael Hinchliffe	Suzanne Sutherland	Collin MacDonald
Cheryl Lachendro		Margaret Maher
Pam Lundquist		Dan Richards
Suzanne MacDonald		

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This meeting was conducted using ZOOM Technology. Chair Linares called the meeting to order at 6:34PM.

**1. Call To Order:**

Barbie Linares - present  
Michael Hinchliffe - present  
Suzanne MacDonald - present  
Cheryl Lachendro - present  
Pamela Lundquist - present

**2. Consent Agenda**

Chair Linares read the items included in the Consent Agenda for April 30, 2020 which were the Governance Subcommittee Minutes of 3/11/20, Budget & Finance Subcommittee Minutes of 3/26/20, 4/9/20, 4/15/20, Negotiations Executive Session Minutes of 4/21/20 and Acceptance of Warrants #42P20, #44P20, #43V20 and #45V20.

**MOTION:** Suzanne MacDonald (P. Lundquist second) motion to approve the consent agenda as presented. Roll call vote was taken.

Barbie Linares - yes  
Michael Hinchliffe - yes  
Suzanne MacDonald - yes  
Cheryl Lachendro - yes  
Pamela Lundquist - yes  
Motion carried (5-0)

**5. Administrative Reports**

- b) School Reports
  - Waive Community Service Graduation Requirement

Principal Richards announced that everyone has met the graduation requirements on the academic side. Some have not yet wrapped up the community service hours. Due to the circumstances we are looking to waive the requirement.

**MOTION:** C. Lachendro (S. MacDonald second) motion to waive the graduation community service hours required for 2019-2020. Roll call vote was taken.

Barbie Linares- yes  
Michael Hinchliffe - yes  
Suzanne MacDonald - yes  
Cheryl Lachendro - yes  
Pamela Lundquist - yes  
Motion carried (5-0)

## **7. Financial Report**

### **a) Transfers**

Suzanne Sutherland, Director of Budget & Finance, reported that there is a need for several line item transfers.

**MOTION:** Cheryl Lachendro (P. Lundquist second) motion to approve Line Item Transfers #188-#262 dated 4/30/2020 in the amount of \$364,484.19, as presented. Roll call vote was taken.

Barbie Linares- yes  
Michael Hinchliffe - yes  
Suzanne MacDonald - yes  
Cheryl Lachendro - yes  
Pamela Lundquist - yes  
Motion carried (5-0)

### **b) Bus Contract Payment Recommendation**

Suzanne Sutherland, Director of Budget & Finance, reported that she spoke with North Reading Transportation regarding payment of the bus contract. She said DESE and Jay Sullivan at the state level are strongly recommending to work with the bus company. She has also had a discussion with our attorney. If we agree to pay NRT 78% of the contract rate, this will enable him to keep all drivers on the payroll and buses insured so that when we are ready, the buses are ready to go. John McCarthy from NRT said he will see some benefit from the CaresAct and will give back when funds are received. Some districts have already agreed to this. We tried to offer 60%, but he could not guarantee layoffs. This is our 3<sup>rd</sup> year of the bus contract, so we have 1 year left. Mr. McCarthy has agreed to not raise rates for next year. If we agree to pay the 78%, then \$20,374 will go back to our budget.

**MOTION:** Cheryl Lachendro (P. Lundquist second) motion to approve the bus contract payment recommendation to North Reading Transportation of 78%. Roll call vote was taken.

Barbie Linares- yes  
Michael Hinchliffe - no  
Suzanne MacDonald - yes  
Cheryl Lachendro - yes  
Pamela Lundquist - yes  
Motion carried (4-1)

### **c) Hourly Employee Payments**

The hourly employee payments affect a portion of our extended day staff. A few staff members are part time and are just doing extended day. The majority of the staff also work regular hours, therefore, they will still get paid. There was clarification on what would happen if there was a furlough. Benefits would continue and there would be no interruption in service. This would amount to \$10,000 savings affecting 5 at Perley, 21 at Penn Brook and only 5 are extended day only. In addition, food services could be \$25,000 of salaries. The issue is we rely on revenue

coming in to pay for salaries. We are not sure when we can apply for the COVID Relief Fund. 90% of that will be allocated to Title 1 and then 10% for the state to distribute for COVID supplies. The staff affected would be paid until May 8<sup>th</sup> and their last paycheck would be May 22<sup>nd</sup>.

The Chair would like more numbers before making a decision or a motion. Motion tabled.

d) Budget Impacts of COVID-19 on FY20 Budget

The business office is looking to see if they can encumber funds. If a furlough is ordered, they would still be able to keep their benefits and will be hired back. The revolving accounts will be in bad shape with this deficit.

e) FY21 Budget Reductions

The budget has been cut from 4.8% to 2.5% from the town. We are in the process of cutting the budget and took out \$80,000 that was originally added. They are still trying to find another \$260,000 to cut.

**10. New Business**

a) Acceptance of Donations from Anonymous Donor for School Lunch Program

Chair Linares has announced that we have received donations in the amount of \$250 and \$150 to support the school lunch program from an anonymous donor.

**MOTION:** Michael Hinchliffe (S. MacDonald second) motion to accept the donation from an anonymous donor in the amounts of \$250 and \$150, with gratitude. Roll call vote was taken.

Barbie Linares - yes

Michael Hinchliffe - yes

Suzanne MacDonald - yes

Cheryl Lachendro - yes

Pamela Lundquist - yes

Motion carried (5-0)

c) Memorandum of Understanding – Georgetown Youth Community Center

The Memorandum of Understanding for the Georgetown Youth Community Center has been tabled for discussion at the next meeting.

It was announced that there has been a tentative agreement with the custodians and café workers. The meeting ended with an update on remote learning. It was reported that the Preschool is having very high participation during their story hour and the Penn Brook students are highly engaged in their online meetings.

**MOTION:** Cheryl Lachendro (S. MacDonald second) motion to adjourn at 8:59PM. Roll call vote was taken.

Barbie Linares - yes

Michael Hinchliffe - yes

Suzanne MacDonald - yes

Cheryl Lachendro - yes

Pamela Lundquist - yes

Motion carried (5-0)

*Respectfully Submitted,  
Nancy Weiss, School Committee Secretary*