



Georgetown School Committee
Thursday, June 11, 2020 6:30PM
Virtual ZOOM Meeting
Regular Session Minutes

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

Virtual Attendance:

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

This meeting was conducted using ZOOM Technology. Chair Linares called the meeting to order at 6:32PM.

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 June 11, 2020 which were the Regular School Committee Minutes of 2/6/20, Budget Hearing Minutes of 2/6/20, Regular School Committee Minutes of 3/12/20, Baker Adams Executive Session Minutes of 6/2/20 and Acceptance of Warrant #49V20, #51V20 and #50P20.

MOTION: Cheryl Lachendro (S. MacDonald 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)

4. Audiences

- c) Other
- SEPAC End of Year Report

SEPAC chairs Chrissy Berg and Joanie Desilets came before the Committee to present the SEPAC end of the year report. They reported that they have seen an increase since remote learning began. More people have been following on social media and participation is up 30%. They have had a few zoom meetings and workshops that Jack Tiano has led. The updated the recent fundraiser they held called Spread the Love, which raised \$215. The

students chose to donate the money to Sweet Paws, a local animal rescue league. They announced they have awarded 15 graduating special education students' scholarships. They will also be awarding 11 people their Shining Star award. They have started a wish list for teachers and have awarded \$1,000 worth of classroom items. They mentioned that they would like to have the Shining Star ceremony in person. The Superintendent suggested having a ceremony the last week in June since the COVID regulations will loosen up. Mr. Tiano added that he would like to thank Mrs. Berg and Mrs. Desilets for their amazing help and generosity not only what they do for the parents, but also the teachers.

7. Financial Report

a) Proposed FY21 Budget Reductions

Superintendent Jacobs stated no one could have predicted the financial situation we would be in. We have been informed of cuts on the Federal and local level, but unfortunately, we do not know how much of our budget will be affected although they are estimating a \$6-8 billion loss in revenue. Chapter 70 targets communities that are high poverty and Georgetown does not benefit from that. We are scheduled to receive \$35,000-\$37,000 and if it is level funded, that is money we would not receive. There is also a matter of local aid. We are anticipating a possible reduction of up to 20% to local cities and towns which could amount to \$140,000. In total, we could have up to \$175,000 in reductions that would need to be made at the town level. We are looking at this with a phase approach. In Phase 1, we would figure out how much we would need to cut to reach the number that the Finance Advisory Committee is recommending to be included in the town budget that will be presented at the town meeting on June 15th, assuming we have a quorum. If there is no vote on that night, then it will become a 1/12th budget situation, which they would like to avoid.

The Superintendent explained that they looked at the budget reductions in a phase approach. They would first need to figure out how to reach the number that the Finance Advisory Committee recommended. We requested a level services budget which amounted to around a 4% increase. However, the Finance Advisory Committee advised of us a 2.5% increase, which was significantly lower than what we originally were anticipating. Therefore, we had to make \$364,164 in reductions, because we requested more than level services. First approach was to take out items above the level services budget which amounted to \$114,626. Next was to take a look at non-salary items that could be cut, which totaled \$80,300. Thirdly, we recommended eliminating the job coach position at MHS and move that person into another position. This new role, would continue their .6 teaching position, but also take on .4 administrative role. A business teacher resigned which led to a .6 reduction in the business program. All levels of accounting were eliminated and also some marketing classes. Principal Richards explained that the decisions to which classes to cut were based on student interest and enrollment. Intro to Business will still be offered since that satisfies the DECA requirement. The Superintendent added that there has been a decrease in foreign language numbers, specifically French and Mandarin. There is a recommendation to but .2 in foreign languages, which would probably be Mandarin, since enrollment in this is the lowest. The last cut was the Assistant Principal position at the MHS. This would be the .4 administrative position that the Superintendent was proposing to be added to the MHS. After questions from the School Committee regarding what is the difference between the Assistant Principal and a Coordinator, the Superintendent explained that the team is still working on defining this position. The Superintendent also added that unfortunately, we will not know until July or August what position the state will be in financially. We are currently in the process of notifying both GEA and GESA members of reasonable assurance. The Superintendent explained that at this time, we do not have a definite on the budget, therefore, do not know who we can extend reasonable assurance to. With deadlines of 6/15 and 6/19, we had the task of making difficult decision regarding who would be called back and who we would need to wait to call back. The Committee asked further questions regarding the proposed cuts and the Superintendent explained that they looked at all the possibilities and since there are so many questions still regarding the reopening and the budget, it has been difficult to make the cuts and try to make decisions that would be the least impact.

b) Preschool, Extended Day Fees

It has been determined that fees will increase for the preschool and the extended day program. Before a recommendation can be made, additional information is required. This item has been tabled.

10. New Business

a) Acceptance of Donations from Anonymous Donor for Food Services

We continue to receive generous donations to be used towards our food services program from an anonymous donor. This donor has stated that over the summer, they will make donations to the food pantry then will resume donating to the school's food services program when schools reopen in the fall.

MOTION: Cheryl Lachendro (M. Hinchliffe second) motion to accept the generous donation from an anonymous donor in the amount of \$210 for the food services program, with gratitude. Roll call vote was taken.

Barbie Linares - yes

Michael Hinchliffe - yes

Cheryl Lachendro - yes

Pamela Lundquist - yes

Motion carried (4-0)

Chair Linares realized that there was an additional donation in the amount of \$150 from the same anonymous donor.

MOTION: Cheryl Lachendro (M. Hinchliffe second) motion to accept the generous donation from an anonymous donor in the amount of \$150 for the food services program, with gratitude. Roll call vote was taken.

Barbie Linares - yes

Michael Hinchliffe - yes

Cheryl Lachendro - yes

Pamela Lundquist - yes

Motion carried (4-0)

b) Acceptance of Donation from G. Mello for Graduation

G. Mello very generously donated a check in the amount of \$7,930 to be used towards the rental of the stage and jumbotron to be used for the graduation.

MOTION: Cheryl Lachendro (P. Lundquist second) motion to approve the donation in the amount of \$7,930 to be used towards the graduation. Roll call vote was taken.

Barbie Linares - yes

Michael Hinchliffe - yes

Cheryl Lachendro - yes

Pamela Lundquist - yes

Motion carried (4-0)

c) Acceptance of Donations from the Millman family for Graduation

Chair Linares thanked the Millman family who made a very generous donation to be used for the graduation expenses.

MOTION: Michael Hinchliffe (C. Lachendro second) motion to accept the generous donation from the Millman family in the amount of \$250 to be used for the graduation, with gratitude. Roll call vote was taken.

Barbie Linares - yes

Michael Hinchliffe - yes
Cheryl Lachendro - yes
Pamela Lundquist - yes
Motion carried (4-0)

d) Opening Athletic Fields

The Chair began the discussion regarding the opening of the athletic fields with stating that we are currently in Phase 2 of the Governor's reopening plan and we are looking to decide what to do with our school fields. GAA representatives Phil Desilets and Mike Gilstein came before the Committee to request the opening of the athletic fields in Georgetown. They provided the Committee with a document that outlines the safety measures for opening the fields. They said that Georgetown Baseball is working with ITBL, Babe Ruth and Legion Baseball groups to provide safety protocols with social distancing. Some of their detailed protocols include, sanitizing, marking the fields with 6" measurements, coach will wear a mask at all times and players will wear a mask when not on the field. There will be no dugouts open during practice and no games will be played until Phase 3 (the end of June). During Phase 2 the parents are required to drop off only. Phase 3 will allow that to stay and watch, behind the marked lines. T-ball is more difficult to plan and a final decision has not been made yet.

Francis Wood came before the Committee requesting that the turf field be opened for public use. He stated that in the Phase 2 reopening plan, you can have organized groups of 12 or less keeping 6 ft apart. The criterion of the turf field in Georgetown fits those recommendations. He mentioned that other cities and towns (Haverhill, Triton & Masco) have opened their athletic fields and he is asking the School Committee to open the turf field for recreational use. Mike Anderson, Facilities Director, joined the conversation by stating that before we can open we will need to check with the Board of Health. He added that we are obligated to provide PortaPottys and they will need daily strict sanitation. He questioned whether his staff would need to provide this or would an outside company provide the sanitation. In addition, we would need to see what costs would be involved for this additional sanitation. He added that signs would be added to the outside of the field with safety protocols outlines and they could also mount sanitizer to the outside. Mr. Anderson said he would follow up with Deb Rogers from the Board of Health for additional information and guidance. Ryan Browner, Athletic Director, stated that the Triton fields are not opened and people are just using it on their own. Members of the Committee voiced their concern regarding the bathroom facilities and what happens if too many people come to use the field. The high school staff should not be put in a position to monitor the field. There was a suggestion to follow what Parks & Rec were doing for the tennis courts, which is to provide a sign-up sheet. Mr. Anderson asked a question regarding the playgrounds and if they would also be opened. Mr. Anderson made a recommendation to keep them closed since there is no one to sanitize. There is also a budget concern. The CaresAct money was brought up, but it was explained that those funds will not be available until FY21. Mr. Anderson said that through the CaresAct, a piece of equipment will be purchased to sanitize the turf, dugouts, equipment, etc., but we do not have that money to use yet. The cost to sanitize is \$1,000 after each use or event. There was also a suggestion that only 1 PortaPotty be ordered for the time being since crowds will be limited. Mr. Anderson agreed and said that he would make sure that it was a handicap accessible unit. Suzanne Sutherland, Finance Director, added that if we pay for items in this fiscal year, we will not be reimbursed from the CaresAct.

MOTION: Michael Hinchliffe (S. MacDonald second) motion to open the fields on school property effective Monday, June 15, 2020 with the exception of playgrounds located at Penn Brook and Perley schools. Also agree to open the turf field effective June 19, 2020 as long as everything is in full compliance with the Board of Health as well as the Governor's requests for Phase 2 reopening plan with the amount not to exceed \$1,500. Roll call vote was taken.

Barbie Linares - yes
Michael Hinchliffe - yes

Suzanne MacDonald - yes
Cheryl Lachendro - yes
Pamela Lundquist - yes
Motion carried (5-0)

Mr. Anderson asked a final question of the Committee. Once we enter into Phase 3, would the Committee be interested in entertaining other groups to rent the turf field for revenue. The Committee agreed they would be fine with that.

e) GYCC Memorandum of Understanding

The Superintendent explained that this MOU is actually with the Parks & Rec Department. The GYCC Board has reviewed it and it is ready to be approved.

MOTION: Pam Lundquist (C. Lachendro second) motion to approve the GYCC Memorandum of Understanding. Roll call vote was taken.

Barbie Linares - yes
Michael Hinchliffe - yes
Cheryl Lachendro - yes
Pamela Lundquist - yes
Motion carried (4-0)

f) Student Opportunity Plan Submission

Chair Linares brought forth the Student Opportunity Plan submission. The Superintendent stated that the Student Opportunity Plan was submitted by Jack Tiano and Collin MacDonald. It was explained that the plan was to continue the professional development that was started last year. Knowing that many things were removed from the budget, they were hoping to use this grant for professional development.

MOTION: Michael Hinchliffe (C. Lachendro second) motion to accept the Student Opportunity Plan that was submitted by Jack Tiano and Collin MacDonald. Roll call vote was taken.

Barbie Linares - yes
Michael Hinchliffe - yes
Cheryl Lachendro - yes
Pamela Lundquist - yes
Motion carried (4-0)

The Superintendent announced that she would be participating in a conference call with Commissioner Riley tomorrow. Also, the administrative team is working on a survey regarding remote learning that will be sent out. Also, we are in the process of setting up a task force containing teachers, staff and parents. This will hopefully give everyone an opportunity to input with the reopening plans.

MOTION: Michael Hinchliffe (C. Lachendro second) motion to adjourn at 9:39PM. Roll call vote was taken.

Barbie Linares - yes
Michael Hinchliffe - yes
Cheryl Lachendro - yes
Pamela Lundquist - yes
Motion carried (4-0)

*Respectfully Submitted,
Nancy Weiss, School Committee Secretary*