



**EDGARTOWN SCHOOL COMMITTEE**

**Tuesday, August 25, 2020– 8:30am – via Zoom**

**AGENDA**

**I. Approval of Minutes from July 22, 2020**

**II. PTA Report**

**III. Finance Report**

A. Finance Report

**IV. Superintendent's Report**

A. All Island School Committee

**V. Principal's Report**

A. School Reopening Plan

B. Enrollment

C. Personnel

D. Anonymous Donation

**VI. Public Comment**

**VII. New/Old Business**

**VIII. Schedule Next Meeting(s)**

**IX. Executive Session**

**X. Adjournment**

Participation in the School Committee meeting is available via Zoom. You will have to download the Zoom app if you don't already have it on your computer or Smartphone.

To join the meeting, please click on the link below:

<https://mvyps.zoom.us/j/2146233053>

Meeting ID: 214 623 3053

Phone dial-in: 1-646-558-8656

## EDGARTOWN SCHOOL COMMITTEE MINUTES

**Tuesday, August 25, 2020 – 8:30am – Via Zoom**

Those present were; Chairperson Megan Anderson, Member Kimberly Kirk, Member Kelly McCracken, Matt D'Andrea (Superintendent), Shelley Einbinder (Principal), Anne Fligor (Asst. Principal), Mark Friedman (Interim School Business Administrator), Nancy Dugan (Director of Student Support Services – Pre K-Gr.7), Kim Andrade, Amy Baldino, Nicole Barlett, MaryAnn Bartlett, Megan Brown, Claire Crowell, Nedine Cunningham, Robin Davies, Deb Debettencourt, Gina Debettencourt, Brian Foster, Jennifer Fournier, Elaine Graves, Penny Hageanon, Alicia Knight, Brooke Leahy, Kara Leandro, Kate Lefer, Connie Leuenberger, Josh Levy, Judy Maynard, Chief Bruce McNamee, Bridget Mello, Skylar Menton, Jen O'Hanlon, Lea Rosbeck, Denise Searle, Liz Stobart, Tara Sykes, Theresa Temple, and Elizabeth Zeller,

### **I. Approval of minutes of July 22, 2020**

On a motion by Kelly McCracken, seconded by Kimberly Kirk, the committee approved the minutes of the July 22, 2020 meeting by way of roll call vote.

### **II. PTA Report**

PTA President, Brooke Leahy, announced that the PTA has awarded a grant in the amount of \$2,200 to the Edgartown School to provide a tool kit for each student, whether remote or in-person learning, so that they do not have to share supplies like pencils, sharpeners, markers, glue sticks, and highlighters. The idea was brought to them by Pam Hurley (Gr. K) and Nichole Shank (K-8 Art).

In association with the MA PTA, they are working on a website platform for new memberships.

The next meeting of the PTA will be on September 15, 2020 at 4:00pm via Zoom.

### **III. Finance Report**

#### **A. Finance Report**

Mr. Friedman reported that since we are before the beginning of school, there are no detailed reports to share. Payroll encumbrances have not been completed due to shifts in personnel and the finalization of new hires.

The School Choice fund ended the year at \$102,500 +/- . The Revolving Lunch fund ended the year with a positive balance of \$36,000+/- which is down from the beginning of the previous year. The generous donations that were received in support of Revolving Lunch are not included in the balance seeing as they were not received before June 30, 2020.

Mr. Friedman is waiting on a series of data to come in and to be finalized so that he can figure cost estimates in various places like transportation. He has received, or is in process of receiving, grant funds for additional technology and cleaning. The original ESSER Grant (Cares Act), a State grant, was received in the late spring for approximately \$25,727. The grant for additional technology was awarded last week in the amount of \$64,406. The allocations for each school are being finalized. The FC102 School Reopening Grant, also a part of the Cares Act, is being finalized and will allow up to \$92,000 in support. This is an entitlement grant and not a competitive grant. A plan on how the funds will be used must be submitted. COVID related expenses (ie; PPE, cleaning supplies) that may have already been incurred can be retroactively paid using these funds due to time sensitivity. Mr. Friedman suggested either encumbering the funds or the temporary overspending of a couple of lines (ie; technology, cleaning supplies) until the grant is finalized.





He requested permission to overspend up to \$92,250, the amount of the FC102 Reopening Grant being awarded to the Edgartown School. A report will be shared with the School Committee monthly.

On a motion by Kelly McCracken, seconded by Kimberly Kirk, the Committee approved overspending not to exceed \$92,250 as described by Mr. Friedman by way of roll call vote.

#### **IV. Superintendent's Report**

##### **A. All Island School Committee (AISC)**

Dr. D'Andrea thanked everyone for their input and patience regarding the plan to reopen schools. On July 30, the draft plan was presented. He emphasized that it is a working document. There have been a number of forums where the community and staff asked questions, voiced concerns, and gave input. Presentations were made at the AISC meeting about what remote learning would look like. Discussions continue with the Health & Wellness Committee, the district physician, the Boards of Health, and all of the school nurses. Based on feedback that Dr. D'Andrea has received, he wants to implement the perfect plan, which he knows is probably not possible, but wants to get as close as possible. In order to do this, he continues to listen and shapes the plan with this input.

The AISC will meet at 1pm today to listen to Dr. Zack's proposal on the testing of students and staff on a regular basis. There is an additional forum for staff at 3pm and for the community at 5pm. On Thursday, August 27 the AISC will meet at 5pm for Dr. D'Andrea to present the plan again with any revisions based on recent meetings and feedback. He doesn't anticipate any major changes and hopes for this to be the final plan.

Ms. McCracken suggested adding the procedures and protocols to the school handbooks. Although this has not been discussed, Dr. D'Andrea said that it is a good idea. Anne Fligor suggested adding them to the yearly training for staff and making it a supplement to the student/parent handbooks so that it stands out. Nicole Barlett advised that the last update to the procedures and protocols was on August 20 and that they were sent to administration, the Boards of Health, and the district physician on August 24. At their Friday meeting, they will discuss where the documents should be housed; definitely on the Superintendent's website, the nurses' websites, as well as the handbook. Dr. Einbinder suggest that a link be added to the school website where the most updated information can be found. There is a letter going out to parents that will include the Self Checklist. She feels that sending out all protocols to parents via email is too much information.

One of the roles of the School Committee is to develop policy. Ms. Kirk asked what day-to-day policies will be implemented, added, or adopted, or if they will be superseded by State mandate. The attendance and excused absence policies will need to be looked at. Dr. D'Andrea will be presenting the new Mask Policy to the AISC.

Dr. Einbinder will be reviewing all existing policies to see if they need refinement in order to reflect the new way of school.

#### **V. Principal's Report**

##### **A. School Reopening Plan**

The custodians are working hard readying the building for the return of staff and students. Teachers have started coming in to go through the materials that they will need to start the school year. They are taking into account the recommendations and guidelines from the Health & Wellness Committee to make sure that the desks are 6' apart and that they have done everything they need to do in order to ready the rooms.



The Edgartown School created a building Task Force and met routinely over the summer. They split in to 3 specific groups to discuss arrival/departure, traffic flow within the building, and outdoor spaces. They have secured the rental of tents to be used for arrival and mask breaks, and have created and ordered signage.

In all conversations that Dr. Einbinder has had with the staff, she believes that they should follow the guidance provided by the Health & Wellness Committee and take a measured and phased in approach. The goal continues to be to bring the high needs students and youngest learners back in to the building as soon as they can.

In response to Chairperson Anderson's question about procedural communication to parents, Dr. Einbinder explained that she has drafted letters but is waiting for the final plan to be announced before distribution. There will be written and video communication that will be posted as well as translated.

Nedine Cunningham expressed that the Island reopening plan that was presented by Dr. D'Andrea on July 30 has still not been approved and that teachers are still waiting to plan their year. She understands the amount of work that has gone into it and hopes that the best plan is approved on Thursday so that it can then be finalized and then approved by membership along with the Memorandum of Agreement.

Josh Levy first thanked everyone for all their work on the school reopening plan. He then asked how many hours of live/synchronous instruction would be given to middle schoolers. He requested suggestions on how to maximize the time being home for the next 5 ½ weeks to be sure that the students are getting everything that they need. Dr. Smith is working on developing schedules for the different grade spans. It will be like a regular school day hours-wise. There will be a set schedule, specialists will be included, attendance will be taken, and grades given for work done. Dr. D'Andrea didn't have specifics but offered to share more off-line.

B. Enrollment

As of August 18, 2020, enrollment was at 392 with 12 additional pending. Contrary to the rumor of increased enrollment due to COVID-19, Dr. Einbinder assured that it is not the case. She advised that at the end of the school year, 9 students had unenrolled.

C. Personnel

Dr. Einbinder announced the new employees for FY21:  
Abigail Williamson (ELL), Dale Burcalow (7/8 ELA), Brian Perry (Gr. 6 Social Studies), Diana Guimaraes (ESP Interpreter), Megan Brown (5/6 Special Education), Dan Townes (Cooks Helper), and MaryAnn Bartlett (Assistant Principal).

The following leave requests were received by Dr. Einbinder:

1. Heather Majkowski (Gr. 4) – FMLA – beginning of school through December 17, 2020.
2. Amy Baldino (ESP K-4) – to cover Ms. Majkowski's leave through December 17, 2020.

On a motion by Kelly McCracken, seconded by Kimberly Kirk, the Committee acknowledged the leave requests by way of roll call vote.

D. Anonymous Donation

The donation of security enhancements to the school was voted on and accepted during the Executive Session on September 11, 2019. Further discussion will resume at today's Executive Session.



In other news, Dr. Einbinder shared that MV Bank has awarded 6 Educational Mini-Grants to the following Edgartown School teachers:

1. Nancy Cole – for the school library
2. Summer Desouza – for a Makerspace start-up
3. Kara Leandro – to create a Gr. 3-5 social skills curriculum
4. Nicole Miranda – to create a K-8 newcomer English learners
5. Katie Phelps – to create a social skills reading instruction program
6. Laura Walton – for the purchase of ukuleles to add to the music program

**VI. Public Comment**

None

**VII. New/Old Business**

None

**VIII. Schedule Next Meeting(s)**

The next meeting is scheduled for Wednesday, September 16, 2020 at 8:30am. Location TBD.

**IX. Adjournment**

Respectfully submitted,

Ken Romero  
Secretary to the Committee