



EDGARTOWN SCHOOL COMMITTEE

**Wednesday, December 9, 2020– 5:00pm via Zoom
AGENDA**

- I. Approval of Minutes from November 18, 2020**
- II. PTA Report**
- III. Finance Report**
 - A. Finance Report
- IV. Superintendent's Report**
 - A. All Island School Committee
- V. Principal's Report**
 - A. FY22 Budget Analysis and Proposed Budget
 - B. Personnel
 - 1. Leave of Absence
 - C. Enrollment
 - D. Donation
 - E. Middle School Re-entry Update
- VI. Public Comment**
- VII. New/Old Business**
- VIII. Schedule Next Meeting(s)**
- IX. Adjournment**

Join Zoom Meeting

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EDGARTOWN SCHOOL COMMITTEE MINUTES

Wednesday, December 9, 2020 – 5:00pm – Via Zoom

Those present were; Chairperson Megan Anderson, Member Kimberly Kirk, Member Kelly McCracken, Matt D'Andrea (Superintendent), Richie Smith (Asst. Superintendent), Shelley Einbinder (Principal), MaryAnn Bartlett (Asst. Principal), Mark Friedman (Interim School Business Administrator), Nancy Dugan (Director of Student Support Services – Pre K-Gr.7), Nicole Barlett, Darren Belisle, Kerry Branca, Claire Crowell, Nedine Cunningham, Gina Debettencourt, Jennifer Fournier, Debra Grant, Penny Hageanon, James Hagerty, Gail Lachapelle, Brooke Leahy, Kara Leandro, Megan McDonald, Meaghan Morris, Nichole Shank, Teresa Temple, and Margaret (Tara) Sykes.

I. Approval of minutes from November 18, 2020

On a motion by Kelly McCracken, seconded by Megan Anderson, the committee approved the minutes of the November 18, 2020 meeting by way of roll call vote.

II. PTA Report

The last meeting of 2020 was held on December 8. Their focus is keeping the school community together by creating virtual community building plans as well as virtual activities for students.

They are selling children's face masks as well as water bottles. Orders can be made by sending an email to Brooke Leahy at bjoileahy@gmail.com, the PTA president, or on-line by visiting their website: <https://edgartownschoolpta.new.memberhub.store/Store>. Previously placed orders have arrived and are ready for pick up/drop off.

Other items like sweatshirts and t-shirts can be purchased by contacting Nichole Shank (School Store coordinator) via email at nshank@mvyps.org.

The next meeting is scheduled for January 12, 2021.

III. Finance Report

A. Finance Report

The monthly expenditure and fund balance reports were shared with the Committee prior to the meeting. Mr. Friedman reported that through December 8, finances are looking steady. There are more than enough savings in other line items to cover the following negative variances:

- *Administration Salaries – projected over budget, most likely due to the retirement and carryover costs of the former Assistant Principal.

- *Kindergarten Teacher and Teacher Salaries – shifts in assignments and departments compared to the original budget.

- *Health Expenses – there are approximately \$27,000 of Health Contracted Services.

- *Utilities (Fuel, Power & Light) – already over budget. The Dukes County annual bid for heating oil was received and is slightly higher than last year.

- *General Maintenance – currently \$15,000 over budget.

They will be ~~reconciling~~ one of the Federal grants in the next few weeks. He will see how many of the COVID-related expenses can be paid using the CARES Act funds in order to relieve the use of the General Fund. He will have a report for the next meeting.

The School Choice fund has a balance of \$130,000. The Revolving Lunch fund is in good shape with a balance of \$35,990.

In response to Chairperson Anderson's inquiry regarding the Circuit Breaker fund, Mr. Friedman explained that the State reimburses for costs incurred above \$42,000 for a student with special needs. The rate varies, but in the last few years it has been around \$.71 on the dollar. Nancy Dugan added that there are only a few students that go above this threshold. If there are unexpected residential placements in the middle of the year, an application can be

submitted in the spring for extraordinary relief. There is no guarantee and would depend on available funds.

Mr. Friedman has been looking at the Warrant Articles currently on the books that have small balances. He will work with school administration and the Town Hall to see if they can be closed out.

IV. Superintendent's Report

A. All Island School Committee (AISC)

The next meeting of the AISC will be on Thursday, December 10, 2020 at 5:30pm. The FY22 Shared Services budget will be the main topic. This proposed budget has been discussed at the last few meetings. The reductions being considered were emailed to the Committee members prior to the meeting.

Other topics being discussed include the school reopening plans across the island and what they are doing, and an update on the progress with testing in the schools. Asymptomatic testing will begin the first week of January. The first batch of test kits for symptomatic testing was ordered on December 5. Each batch consists of 400 kits and is free through the State. The district is designated for 2,400 total kits.

V. Principal's Report

A. FY22 Budget Analysis and Proposed Budget

Dr. Einbinder shared some data that helped to inform the proposed FY22 budget:

- *As of October 1, enrollment was at 383 and includes 7 students in the Shared Services Bridge program. This is down slightly from last year.

- *The Special Education program population has remained fairly consistent over time and is currently at 21%.

- *There has been a dramatic increase of ELL students over the last 10 years: in 2010 = 23 students / 2015 = 43 students / 2020 = 81 students. There are a large number of newcomers across all grades that are just beginning to learn the English language.

- *The FY21 budget included the salary of an additional full time ELL teacher. This salary was moved to a contingency line due to expected additional COVID-related expenses. Based on the continued need for increased ELL services, Dr. Einbinder recommended removing the contingency line and moving the salary back to the appropriate salary line.

- *There continues to be a large percentage (almost 42%) of families receiving free/reduced lunch.

- *According to a recent survey, the projected student enrollment for 2026 is 383 students. They have already reached that number this year. All signs point to continued increase in enrollment.

- *The class size profile has decreased considerably as a result of the 6' distancing guidelines due to COVID-19. In order to maintain the recommended class size, many staff were reassigned and additional classrooms were created.

- *Contractual obligations continue to make up the majority of the budget.

The proposed FY22 General Fund budget request is \$9,747,967.01. This represents a 4.86% increase from FY21. Dr. Einbinder acknowledges that the percentage is higher than she would like it to be but believes it is where it should be in order to address the current needs.

The Budget Analysis Summary of the proposed FY22 budget included the following:

- *The proposed increase in the Shared Services budget for the Edgartown School is currently \$156,527.46 and is expected to change.

- *Salary/Contractual Obligations:

 - ELL teacher salary moved from contingency back to salary.

 - New part time nurse (.5)

- *Other expenses – increase of \$4,889.64

*Detailed increases:

- contingency line removed
- transportation expenses to be increased by approximately \$19,000 (which is half of the FY21 increase).
- Addition of a Building Improvements/Capital Expense line at \$45,000 – for specific projects that need to be done every year that are considered preventative maintenance like painting, tile, and carpet. Instead of requesting Warrant Articles for the smaller reoccurring projects, they will be absorbed into the budget.
- Custodial Supplies – increased by \$10,000 - directly related to the continued purchase of necessary cleaning supplies and additional cleaning.
- Health – increased by \$20,000 for PPE and health supplies.
- General Maintenance – increased by \$15,000 – in FY21, there was a \$7,500 increase and that wasn't enough. Over the years, the increases have not been enough as needs and costs increase.
- Undistributed Supplies – the \$10,000 that was moved to the contingency line has been moved to offset the increase in Custodial Supplies.

Dr. Einbinder plans to submit a Town Warrant Article to see if they will raise and appropriate funds for the renovation of the main elevator due to its age and failing conditions. The average life span of the elevator is 25 years. A comprehensive survey was completed and a detailed proposal of the scope of work to be completed was returned at a cost of \$200,000. The cost to fully replace the elevator would be 3-4 times this amount and the same life span of 25 years.

More clarity is required on the Shared Services portion of the budget seeing as it is currently in draft mode. Once there is a more finalized version of the full FY22 budget, a formal presentation will be given to the Selectmen and Finance Committee.

B. Personnel

1. Leave of Absence

- a. Heather Majkowski – Gr. 4 – to extend current leave through the end of the FY21 school year.

On a motion by Kelly McCracken, seconded by Kimberly Kirk, the Committee approved the leave of absence for Heather Majkowski by way of roll call vote.

C. Enrollment

As of December 4, 2020, enrollment is at 380: 331 in-person learning, 47 fully remote, and 2 that are out of the district.

D. Donation

Multiple copies of the children's book, *ABC Worry Free*, written by Noel Foy on how to manage anxiety, were generously donated by one of her clients to the Edgartown School.

The Committee thanked the anonymous donor and accepted the donation with gratitude.

E. Update on Re-entry Plan

As of December 8, grades 5 & 6 returned to four days of in-person instruction per week. Kindergarten-Grade 4 will continue their current schedule with in-person learning Monday-Thursday with remote learning on Fridays. Grades 7-8 will continue their current schedule as well with remote learning Monday-Thursday and in-person learning one day per week on Fridays. In January they hope to welcome them back to four days of in-person instruction.

VI. **Public Comment**

None

VII. New/Old Business

In response to an inquiry by Member McCracken regarding MCAS testing, Dr. D'Andrea explained that the tests are administered to students in their Sophomore (10th grade) year. The current Junior class was not able to take them due to the pandemic. They were scheduled for either January or February of 2021 but recent notification was sent by the Commissioner postponing them until later in the year. The 12th grade students must take them in order to graduate. Theirs are scheduled for January. There are no changes to the schedule for students in K-8. At the Federal level, with the new administration beginning on January 20, 2021, there might be relief around this law. Dr. Smith added that it is a requirement that testing be done in person. This would be difficult to do across the Commonwealth with various schools being closed. The postponement of the 11th grade testing could be an indication of other adjustments being made.

VIII. Schedule Next Meeting(s)

The next Edgartown School Committee meeting has been scheduled for Wednesday, January 27, 2021 at 5:00pm via Zoom.

IX. Adjournment

Respectfully submitted,

Ken Romero
Secretary to the Committee