

Lenox Public Schools
School Committee
Via Remote Access
May 17, 2021 @ 6:30pm

To Access Meeting :

<https://us02web.zoom.us/j/85249956595?pwd=cG9TTVF4SU14NElrdW1YNmldUxSUT09>

Passcode: 982217 Webinar ID: 852 4995 6595

MEMBERS PRESENT: Robert Vaughan, Oren Cass, Veronica Fenton, Meghan Kirby, Christine Mauro, Robert Munch, David Rimmner

ALSO PRESENT: William J. Cameron, Melissa Falkowski, Michael Knybel, Brenda Kelley, Mike Jackson

I. CALL TO ORDER – WC, Superintendent: 6:30 pm

II. SCHOOL COMMITTEE REORGANIZATION

- Nomination and Selection of a School Committee Chair (after which the Superintendent turns the meeting over to the newly elected Chair) WC shared the protocol for opening the meeting and the nominating process.

CM: I would like to nominate Mr. Vaughan and seconded by DR. RV accepts. WC: Any other nominations? Seeing none, the nomination process is closed.

OC: aye

VF: aye

CM: aye

RM: aye

DR: aye

MK: aye

RV: aye

Approved 7-0.

WC turns meeting over to RV, newly re-elected Chair.

- Nomination and Selection of School Committee Officers (Vice Chair and Secretary).

RM: I nominate VF for Vice Chair, seconded by CM. VF accepts.

RM: aye

OC: aye

MK: aye

DR: aye

CM: aye

RV: aye

VF: aye

Approved: 7-0.

Discussion ensued regarding duties of, and interest of members for position of Secretary, including the suggestion that members can self-nominate.

Meghan Kirby self-nominated MK, seconded by VF.

VF: aye

CM: aye

RM: aye

OC: aye

DR: aye

RV: aye

MK: aye

Approved 7-0.

III. HEARING OF VISITORS

- Public Comment

IV. CORRESPONDENCE

V. BOARD REPORT

- School Committee Meeting Minutes – April 26, 2021

MOTION by DR and seconded by CM to accept the meeting minutes April 26, 2021.

RM: aye

CM: aye

DR: aye

RV: aye

Approved 4-0. (Only continuing members present allowed to vote.)

- DRAFT 2021-22 School Committee Meeting Calendar. RV mentioned several dates on the yearly meeting schedule that VF has requested be changed due to scheduling conflicts. New calendar will be presented at June meeting. VF inquired about the procedure for answering Q&A during SC meetings, specifically the current item from Mary Cherry: Will virtual meetings still be offered for the public once meetings return to in person? Consensus was this would be dictated by legislature/state guidelines, with the State of emergency to be lifted June 15.
 - Possible School Committee retreat

VI. SUPERINTENDENT'S REPORT

- Update on In Person Learning. Morris returned April 5, 21 out of 302 remain in remote. Middle and High School returned to in person on April 27, and 93 out of 452 are remote. Lunch has been biggest issue in scheduling and spacing issues. Only 3 teachers remain remote. Process has gone well. Thank you to all staff at the schools, parents, and especially to the custodial staff at the schools.
- Hiring/Vacancy Updates. Second Grade, Jessica Bazinet; HS Art, Alexa Bermudez; LMMHS Assistant Principal, Brent Bette; SPED Teacher, Kay Cuthbertson; Health & Wellness, Erin Maloy; Business & Technology, Heather McNeice; MS Science, Erica Telle.
- Plan for reorganization of IT-related functions. 2 staff members (Registrar, and Director of Technology, MJ) of the 3 positions involved are leaving the district. Tim Lufkin fills third position; the suggestion is to reassign some of the IT Director duties to the Registrar position, and subsequently changing it to a Data Manager position. The IT position duties would be further reduced by a new position--Coordinator of Curriculum and Instructional Technology. The IT Technician position would not be filled, maintaining 3.0 FTE. Curriculum Development/Coordination is something that has not been done in the district and is needed going forward. SC members asked questions of MJ and WC regarding the specifics of the revised roles.

MOTION by VF and seconded by MK to approve the proposed new organization plan which creates a Coordinator of Curriculum & Technology and to reassign duties to the two other positions. RM opposed to creating a new position without input from the new Superintendent. RV: Understand your concerns, will be advertising for positions very late if we hold off. RM: Propose revising the reorganization to include only Data Manager and Coordinator of IT at this point, and wait to create the Coordinator of Curriculum & Instructional Technology until the next meeting. Discussion ensued regarding amending the motion, or voting on the original motion and possibly make a new motion if the motion on the floor is defeated. VF rephrased motion to read: Eliminate Registrar, IT Director, and IT Technician, and replace with 3 new positions (Data Manager, Coordinator of Curriculum & Instructional Technology, and Coordinator of Technology), as outline in the memo, with a neutral budget proposal.

OC: aye

CM: aye

RM: nay

VF: aye

DR: aye

MK: aye

RV: aye

Approved 6-1.

- School Physician's Contract - Vote Required. Discussion regarding changes to contract and the fee provided for in the contract.

MOTION by OC and seconded by CM to approve the contract of the school physician.

VF: aye

CM: aye

RM: aye

OC: aye

DR: aye

MK: aye

RV: aye

Approved 7-0.

- Summer Programming. Summer programming at both schools. For students who need extended help in preparing for the next school year. LMMHS also focusing on advanced students as well, to prepare them for those classes in the 2021-22 school year.
- Revision of protocols regarding the wearing of masks at certain school situations. Governor and DPH have relaxed mask mandates. SC approved original COVID-19 protocols, WC asking for vote to revise as current guidance indicates. RV: suggest, in addition to this specific change, we authorize School Administration to make other adjust protocols based on DESE and DPH guidance.

MOTION by CM and seconded by VF to update mask protocols to match current state and DESE updated guidance.

RM: aye

CM: aye

OC: aye

DR: aye

MK: aye

VF: aye

RV: aye

Approved 7-0.

MOTION by OC and seconded by MK to authorize the school administration to modify COVID-19 protocols between now and the end of the school year as appropriate in alignment with DESE guidance and further that we appeal travel restriction and guidance and simply comply with state guidance in that respect as well. CM: Need to clarify what we are voting on. RV: OC is giving administration authority to adjust protocols based on updates provided by state, as well as the travel guideline. OC: Should repeal any travel guidelines for our students and staff to the extent allowed by law. CM: Becoming less clear. In favor of our policies aligning with DESE guidance. Are we clear enough to vote on this motion? OC: Withdraw initial MOTION, and make a new MOTION by OC and seconded by MK to authorize admin to adjust COVID-19 protocols in line with any forthcoming DESE guidelines between now and the end of the school year.

RM: aye
CM: aye
OC: aye
MK: aye
DR: aye
VF: aye
RV: aye
Approved 7-0.

OC: Requests administration to review the travel guidance relating out of state travel. CM supports this request. RV asked WC to check on this.

VII. UNFINISHED BUSINESS

- End-of-Year Ceremonies. BK: Fifth Grade June 4 Zoom intro to Middle School, June 14 tie dye T-shirts together, June 15 summer reading kick off, June 16 walk to picnic lunch at Lilac Park. June 11 Field Day, rain date of June 14. Being held in two groups, Pk -2 and 3-5, this year. Ice Cream socials will follow completion of MCAS testing. RV: please provide us with list of volunteers we should recognize for the donation of time and materials in the creation of the outdoor learning spaces. MK: adapting plans for EOY activities in line with the restrictions being lifted. Seniors May 28 1:30 – 3:30 pm yearbook signing, music under the tent. Parents will be able to drive by after 3:00 for photographs. June 1-4 final exams. June 7 is Senior Gala dress like prom, dinner, DJ and dancing. Senior slideshow. Hope to livestream the slide show. June 9 Class Day and Scholarship with capping ceremony. June 11 graduation rehearsal, June 13 graduation with same large LCD screen as last year. Adjusting procedures based on revised protocols. Awards day for balance of high school via video, and the 8th grade ceremony will be June 17.

VIII. NEW BUSINESS

- New School Committee members initial orientation. MASC offers training for new SC members. One scheduled in June, in person or virtually. Additional opportunities later as well. Should complete the Charting the Course training in the next few months. RV: screen shared the MASC website and highlighted areas of interest for the new members, outlined major duties and roles of the School Committee.
- RM inquired re: the status of the Joint Labor Management Committee. WC: Less focus now that schools are back to in person learning. Committee is meeting primarily online, not actually met in 2-3 weeks.

IX. SUBCOMMITTEES

- Human Resources. RV, RM
- Finance. RV, CM
- Teaching and Learning. RM, DR
- School Culture and Community Relations. DR, RM
- Governance and Leadership. CM, RV
RV inquired about changes for continuing members and areas of interest for new members.
MK interest in HR. RV suggested also Governance and Leadership, MK agreed.
OC interest in HR and Finance
VF interest in HR and Teaching & Learning and School Culture and Community Relations

MOTION by RM and seconded by DR to adjourn the meeting.

RM: aye

DR: aye

CM: aye

MK: aye

OC: aye

VF: aye

RM: aye

Approve 7-0.

Meeting adjourned 8:49 pm.

X. DOCUMENTS IN PACKET

- Nomination procedures
- School Committee meeting minutes – April 26, 2021
- Draft meeting calendar
- Reorganization of IT-related functions
- School Physician's Contract
- Orientation for School Committee members

Submitted by *Amy Noble Novitsky*.