

**Leicester Public Schools
School Committee Minutes
May 10, 2021 @ 6:30 PM
Google Meet**

1. Call to Order

At 6:33 p.m., Mr. Hagglund reviewed the rules of law pertaining to the meeting, informed that School Committee meetings are recorded by LCAC and that this meeting is being held online per the Governor's orders suspending certain provisions of the open meeting laws. He then called the meeting to order.

Roll Call:

Donna McCance	Present
Tom Lauder	Present
Stella Richard	Present
Scott Francis	Present
Nathan Hagglund	Present

Administrators:

Marilyn Tencza, Superintendent of Schools

Cady Maynard, Director of Finance and Operations

Matthew Joseph, Director of Curriculum, Instruction & Assessment

Jeffrey Berthiaume, Director of Technology & Digital Learning

- Pledge of Allegiance – Mr. Hagglund asked everyone to join him in the Pledge of Allegiance to the Flag.

2. Showcase

Recognition of Student Liaisons

- Dr. Tenzca and School Committee members recognized and thanked School Committee Student Liaisons Abigail Johnson and Morgan Merrell for their excellent work reporting information on current events and activities throughout the district.

3. Approval of Minutes

04/13/2021 Executive Session Minutes

Motion to approve: Member Tom Lauder; Seconded: Member Stella Richard; motion carries – unanimous.

04/13/2021 Open Session Minutes

Motion to approve: Member Tom Lauder; Seconded: Member Stella Richard; motion carries – unanimous.

05/03/2021 Workshop Minutes

Motion to approve: Member Tom Lauder; Seconded: Member Stella Richard; motion carries – unanimous.

05/03/2021 Executive Session Minutes

Motion to approve: Member Tom Lauder; Seconded: Member Stella Richard; motion carries – unanimous.

4. District Data Protocols

Dr. Joseph thanked and recognized the members of the district data team for their hard work. He then reviewed the newly developed data team protocol and tool kit. These new tools will allow the district to have a consistent way to set goals, evaluate student data and close performance gaps.

5. Reports

5.1 Student Liaisons Report

Student Liaisons Abigail Johnson and Morgan Merrell reported on recent and/or upcoming events happening in all the schools for the month of May.

5.2 School Committee Chairperson Report

Mr. Hagglund informed the Committee that it appears that LCAC has acquired the equipment that they need to livestream and the June meetings will be held in the town building.

5.3 Superintendent's Report

a. SWCEC 3rd Quarter Report Approval

Motion to accept the SWCEC 3rd Quarter Report – Member Scott Francis; Seconded Member Tom Lauder; Motion carries – unanimous.

b. COVID Update

Dr. Tencza reported that there were four new cases in the last two weeks and there are currently no new cases for the town and school department. All nurses have been trained to administer the BinaxNOW rapid COVID test and the approved fifth nurse has begun working.

c. Elementary School

Dr. Tencza informed the Committee that tomorrow, parents will be able to visit the new classroom locations for elementary students. She thanked all the teachers and staff for working hard to facilitate the transition and she thanked the staff at Becker College for being very accommodating and making sure that we have everything we need. She also thanked parents for their patience as we work through the transition process.

d. Progress Toward Goals

Dr. Tencza informed the Committee that she has submitted evidence along with her goal setting form and summative evaluation form for comments.

5.4 School Committee Liaisons Report

Member Donna McCance informed the Committee that the Wellness Committee is now finished for the year and next week the district data team will be meeting to go over the final protocols. Member Stella Richard asked that the 8th grade Civics class be added to the June 1st Workshop agenda to speak about social issues that are important to them.

6. Finance Items

6.1 FY21 Expense Report

Cady Maynard, Director of Finance and Operations, gave a brief update on the FY21 Expense Report. Motion to approve the FY21 Expense Report of 05/06/2021 as presented – Member Scott Francis; Seconded Member Donna McCance; Motion carries – unanimous.

6.2 Warrant Signing 44A, 46A

Member Stella Richard made a motion to approve the warrant signing of 44A, 46A, - Seconded Member Scott Francis; Motion carries – unanimous.

6.3 Contract Award – Regular Transportation FY22-24

Cady Maynard, Director of Finance and Operations, informed the Committee that AA Transportation was the lowest bidder for the FY22-24 Regular Transportation bid at \$2,687,268 and recommended that they be awarded the bid. Motion to approve the bid made by AA Transportation for regular transportation FY22-24 at \$2,687,268 – Member Scott Francis; Seconded Member Tom Lauder; Motion carries – unanimous.

7. New Business

7.1 Donation LPA – Personal Hygiene Products & Clothing

7.2 Donation LPA – Personal Hygiene Products & Clothing

7.3 Donation LPA – Clothing

7.4 Donation Tracy Arsenault - Tri-M Service Project

7.5 Donation Walmart - Graduation Supplies

7.6 Donation Deja New – Tennis Teams

7.7 Donations In Memory of Pete Belsito

Motion to approve the Donations as presented – Member Tom Lauder; Seconded Member Stella Richard; Motion carries – unanimous

7.8 LHS Student Handbook Approval

Motion to approve the 2021-2022 LHS Student Handbook as presented – Member Tom Lauder; Seconded Member Scott Francis; Motion carries – unanimous

7.9 Job Descriptions

a. Director of Technology

b. Director of Curriculum, Instruction & Assessment

Motion to accept the Director of Technology and Director of Curriculum, Instruction & Assessment job descriptions with two amendments to the Director of Technology job description:

- Under Specific Duties, add “In conjunction with the Director of CIA” to bullet fifteen; and
- Combine bullets sixteen and seventeen; revise to say “Support the efforts of the Director of CIA in the review of existing curriculum and collaborate in the evaluation, selection, and implementation of the 21st century curriculum.”

Member Tom Lauder; Seconded Member Scott Francis; Motion carries – unanimous.

10. Public Comment

Tammy Tebo – Is there an opportunity to clarify now what a close contact is for the district and what happens to a child that is deemed a close contact? What is the district’s intension with regard to applying for state funding for summer educational opportunities? Dr. Tencza answered that within a three foot distance and present for 15 minutes or longer is considered a close contact. She also explained that Dr. Joseph is looking into securing a grant to be able to offer summer school. She also stated that offering summer school will also depend on available space within the district.

Michael Mercer – How will the drop off and pick up operate within the three sites? Cady Maynard explained that she will be meeting with Leicester PD tomorrow and the details are still being worked out at this time.

Alexis Phillips – Thanked School Committee members and Tracy Arsenault for approving the donation so students could plant flowers ahead of senior events.

11. Upcoming Meetings

June 1, 2021 – Workshop

June 7, 2021 – Open Meeting

Member Nathan Hagglund thanked Member Scott Francis for his nine years of service on the School Committee.

12. Convene in Executive Session

A motion was made by Member Stella Richard to go into executive session to conduct strategy sessions in preparation for negotiations with unions EAL (Education Association of Leicester), IUPE Local 175 (Clerical and Administrative Support), Local 4 (Food Service Unit) and not to reconvene in open session; Seconded by Member Scott Francis.

Roll Call

Donna McCance	Present
Tom Lauder	Present
Stella Richard	Present
Scott Francis	Present
Nathan Hagglund	Present

All in favor. Motion carries – unanimous

13. Adjournment

A motion to adjourn was made by Member Stella Richard; Seconded by Member Scott Francis; Motion carries - unanimous. The meeting adjourned at **7:36 p.m.**

List of Documents and Materials used during this meeting which are on file at the Leicester Public Schools Central Office.

- 04/13/2021 - Open Session Minutes
- 04/13/2021 - Executive Session Minutes
- 05/03/2021 - Workshop Minutes
- 05/03/2021 – Executive Session Minutes
- Student Liaison Report 5/10/21
- SWCEC 3rd Quarter Report
- FY21 Expense Report 05/06/2021
- FY22-24 Regular Bus Transportation Bid Award
- Donations
 - Leicester Paraprofessionals Association 4/12/21
 - Leicester Paraprofessionals Association 4/13/21
 - Leicester Paraprofessionals Association 4/13/21
 - Tracy Arsenault 4/12/21
 - Walmart 4/12/21
 - Deja New 4/15/21
 - Peter Belsito
- Leicester High School 2021-2022 Student Handbook Revisions
- Revised Draft Director of Educational Technology Job Description
- Revised Draft Director of Curriculum, Instruction, and Assessment Job Description