

**Leicester Public Schools  
School Committee Minutes  
December 15, 2020 @ 6:30 PM**

**Location: Per Governor Baker's order suspending certain provisions of the Open Meeting Law, G.L. C. 30A sec. 20, the meeting was held via online:**

Meeting ID

[meet.google.com/tia-ofqp-uvq](https://meet.google.com/tia-ofqp-uvq)

Phone Numbers

[\(US\)+1 409-444-2407](tel:+14094442407)

PIN: 298 061 557#

**Call to order- 6:30**

Roll Call:

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

Also, in attendance were Dr. Marilyn Tencza, Superintendent of Schools  
Cady Maynard, Director of Finance and Operations

**Pledge of Allegiance**

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

**Approval of Minutes**

- 11/10/20 Open Session Minutes
- 11/10/20 Executive Session Minutes
- 12/7/20 Workshop Minutes
- 12/7/20 Executive Session Minutes
- 12/8/20 Emergency Meeting

Member Scott Francis made a motion to approve minutes as submitted. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

**Showcase**

Newsela

Dr. Matthew Joseph, Director of Curriculum, Instruction, and Assessment, discussed the digital tools being used by the classroom teachers. Along with Google Suite/ Classroom and the Core 4 applications, Buncee and Wakelet are online resources used with the students.

Newsela is one of the LPS Core 4 applications that is match to the Mass state frameworks. It has leveled nonfiction articles that includes quizzes, open response questions, and writing prompts. All teachers, grades 2-12, are assigning one Newsela article a month.

## **Reports**

### Student Liaisons Report

Morgan Merrell and Abigail Johnson gave a presentation on how the transfer to remote learning is going at each school. They also listed events happening at the Middle and High School.

### School Committee Chairperson Report

Chairperson Nate Hagglund reported that he has been asked about Superintendent's decision to go remote starting December 14th. There has been a rise of positive Covid19 cases in the school community. With the number of students and staff required to stay home and quarantine, it was decided to move to remote learning to attempt to stop the spread of the virus and maintain the safest learning environment for the students.

### Superintendent's Report

Dr. Tencza praised the teachers for their flexibility and hard work during the shift to remote learning.

### Progress on Goals

A District Improvement Plan committee has been developed. Jeffrey Berthiaume will be the facilitator of the DIP Committee. A survey will be sent to a group of parents for feedback. The committee includes administrators, teachers, parents and community members.

The Data Team meets on a monthly basis. The Leadership Team meets weekly and looks at the observational data. The School Committee will be informed of the data so that they may make decisions.

Dr. Joseph and Dr. Tencza are identifying key instructional practices to enhance digital learning.

### COVID Update

The change to remote learning has gone well. The teachers were well prepared for the shift.

### CDC Guideline Update

The district is currently using November 18th Covid19 guidelines. The CDC released new guidelines December 7<sup>th</sup> have an option which lessened the number of required quarantine days. DESE has not given new guidelines for schools to use. Lead Nurse, Diane Moffat express concern about relaxing the number of required quarantine days if the school goes to in-person learning.

### 1:1 Chromebook Document

A document was presented to the committee regarding the 1:1 Chromebook program.

### Student Learning Time

DESE has released new guidelines about Student Learning Time. A hybrid model requires an average of 35 hours/2weeks of live instruction, a full remote model requires 40 hours/2 weeks.

DESE has stated that the district is not meeting the minimum hours required. The district is require to make adjustments by January 19 2021

### School Committee Liaisons Report

Member Donna McCance reported she attended meetings for DIP, Data Team and the Wellness Committee.

### **Reading of Policies**

#### First Reading-Section E

Dr. Tencza submitted highlighted the changes of the Section E policies. Dr. Tencza would like to speak to Laurie Cascione, Director of Food Service about some of the policy changes.

Chairperson Nate Hagglund asked that the transportation policy be reviewed.

Member Scott Francis made a motion to table the reading of Section E policies to the next meeting. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

#### Second Reading-JQ

The Committee discussed the Athletic Fee portion of the policy. The committee decided to remove the dollar amount from the Athletic Fee portion of the policy.

Member Scott Francis made a motion to approve policy JQ with the alternate wording of the Athletic Fees. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

#### Wellness Committee Policy

Melissa Ledbetter, Co-chair of the Wellness Committee, explained the proposed changes to the policy regarding caffeinated beverages. The Wellness Committee would like to discourage the student use of caffeinated beverages in schools. The School Committee asked many questions about how the policy can be enforced.

Member Scott Francis made a motion to table the reading of Wellness policies to a later meeting. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

## **Finance Items**

### Warrant Signing

22A [Submit Date: 11-17-2020, Warrant Due Date 11-26-2020]

24A [Submit Date: 12-01-2020, Warrant Due Date 12-10-2020]

26A [Submit Date: 12-15-2020, Warrant Due Date 12-24-2020]

Member Scott Francis made a motion to approve the signing of the warrants 22A, 24A and 26A. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

### **FY21 Budget Expense Report (November)**

Cady Maynard, Director of Finance and Operations discussed the Expense report as of November 2020.

Member Scott Francis made a motion to approve the FY21 expense report as presented. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

### **FY21 Budget Transfer Request**

Ms. Cady Maynard, Director of Finance and Operations discussed the FY21 Budget Transfers with the Committee members.

Member Scott Francis made a motion to approve the FY21 Budget Transfers Request as presented. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

### **FY22 Oil Bid Award**

The School Committee voted to award the FY20 Fuel Oil bid to Peterson Oil Service, Inc. at \$1.6999 per gallon.

Member Scott Francis made a motion to accept the contract bid from Peterson Oil Service at the rate of \$1.6999/gallon. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

### **Contract Addendums – Transportation**

#### County Cab

The district will pay 90% of the contracted price on remote learning days for in district busing. Out of district busing will only be paid once the out of district schools start. County Cab is providing the required PPE and cleaning due to Covid19 at no charge to the district. Member Scott Francis made a motion to approve the County Cab Contract Addendum as presented. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

#### AA Transportation

AA Transportation has agreed to be paid 75% of the contracted price on remote learning days. AA Transportation is providing the required PPE and cleaning due to Covid19 at no charge to the district.

Member Scott Francis made a motion to approve the AA Transportation Contract Addendum as presented. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

#### **Business Items**

##### Wellness Committee Donation Acceptance

The Wellness Committee received a donation of a \$50 gift basket. Dr. Tencza and Ms. Maynard approved the request.

Member Scott Francis made a motion to accept the \$50 gift basket donation to the Wellness Committee. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Abstain. The motion passed (4-0-1).*

#### **Upcoming Meeting(s)**

12/28/20 Open Meeting @ 5:30

1/4/21 Workshop @ 5:30

1/12/21 Open Meeting @ 6:30

#### **Items for next meeting**

Covid19 Update-Learning Plan

Athletic- Winter Season

#### **Public Comment**

Parents of Cohort D asked if the new DESE guidelines regarding student time learning applies to them. Cohort D does not have live teacher instruction.

## **Adjournment – 8:20**

Member Scott Francis made a motion to adjourn. Member Tom Lauder made a second.

*Roll Call vote- Mr. Hagglund-Yes, Mr. Francis-Yes, Mr. Lauder- Yes, Ms. Richard- Yes, Ms. McCance- Yes. The motion passed unanimously (5-0).*

## **List of Documents**

11/10/20 Open Session Minutes  
11/10/20 Executive Session Minutes  
12/7/20 Workshop Minutes  
12/7/20 Executive Session Minutes  
12/8/20 Emergency Meeting  
LPS Instructional Digital Tools Presentation  
1\_1 Program 2021-22  
SC Policy JQ (Revised)  
LPS-Section E-Revised  
FY22 Fuel Oil Bid Award 12-15-2020  
November Expense Report 12-8-2020  
SC Transfer Request 12-15-2020  
FY21 County Cab Contract Amendment Remote 12-9-2020  
Revised Wellness Policy