



SCHOOL COMMITTEE

BUSINESS MEETING OPEN SESSION MINUTES

April 28, 2025

Meeting:	School Committee
Date:	April 28, 2025
Location:	MERMHS Learning Commons
Attendees:	Pamela Beaudoin, Superintendent Michelle Cresta, Director of Finance & Operations Chris Reed, Chairperson Jake Foster Kate Koch-Sundquist, Vice-Chair Erica Spencer Theresa Whitman
Absent:	John Binieris Anna Mitchell
Guests:	
Recorded by:	Maria Schmidt
Link to Reports and Presentations	https://www.mersd.org/domain/785

A. **Call to Order of** – Mr. Reed called the School Committee Business meeting to order at 5:32 p.m.

B. Business Meeting Open Session

- 1) **Public Comment (Guidelines for public comment can be found in sections BEDH and BEDH-E of the School Committee policy manual)** – None
- 2) **Chairperson’s Report** – Mr. Reed made no report.

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3) Consent Agenda –

- Acceptance of Warrants: AP Vouchers 1065-1066 and payroll warrant for April 24, 2025.
- Minutes for approval: April 15, 2025
- Out of State Travel Request

Mr. Reed moved to approve the acceptance of AP Warrants 1065-1066 and payroll voucher for April 24, 2025. Mr. Foster seconded the motion.

The motion passed 4-0. Ms. Spencer was not present for the vote.

Mr. Reed moved to approve the minutes from April 15, 2025; Mr. Foster seconded the motion.

The motion passed 3-0. Ms. Whitman abstained from the vote. Ms. Spencer was not present for the vote.

Mr. Reed moved to approve the request for out-of-state travel. Ms. Whitman seconded the motion.

The Manchester Essex Sailing team is seeking approval for out-of-state travel to compete at the O'Day qualifier event for the New England High School Fleet Racing Championship. The qualifier will take place in Portland, Maine on Saturday, May 10.

The motion passed 4-0. Ms. Spencer was not present for the vote.

4) Sub-Committee Reports

- **Elementary Facilities/MSBC Sub-Committee** (John Binieris/Theresa Whitman) – No Report
- **Finance Committee** (Jake Foster/Anna Mitchell) – No Report
- **Negotiation Team Sub-Committee** (Kate Koch-Sundquist/Chris Reed) – No Report
- **Policy/Communication Sub-Committee** (Kate Koch-Sundquist/Erica Spencer/Theresa Whitman) – No Report

- 5) **Superintendent's Report** – Superintendent Beaudoin stated that all budget pages and documents have been loaded to the district website. Interested parties can also find an FAQ page on the webpage. The superintendent said that a previous error in calculations for enrollment in the budget document has been corrected and updated in the final budget document. Superintendent Beaudoin stated that the administration is working to meet the information request from Essex and expects to have a response by midweek. With some caveats, the information is already available in some version. The district will provide insight into where to find the documents. Superintendent Beaudoin said that some information was lost in translation during the shift between business managers. For example, Mr. Urbas previously included a staff headcount

page, derived from the META contract, with the budget package, but it was not originally included this year. The district is working to update this.

Ms. Whitman asked about communication on the information request with Mr. Zubricki, Essex Town Moderator. The superintendent said that she had communicated via email that a response would be forthcoming during the week. Ms. Cresta calculated that the district has some time remaining for a response within the ten-day requirement. Superintendent Beaudoin asked both town administrators for insight into their plan should the budget fail at Town Meetings. Essex plans to discuss this at their meeting this evening. Mr. Federspiel, Manchester Town Moderator, said that they anticipate a special town meeting would be held in mid to late June. This would allow for a week of preparation and the required fourteen days for posting. Ms. Koch-Sundquist expressed the hope that the second Town Meetings could occur before the end of the school year before families leave on vacation. Superintendent Beaudoin replied that it is out of the district's control, but she will continue to communicate with town leadership. Ms. Whitman shared that Ms. Preen, Essex BOS Chairman, communicated that they would work to hold needed meetings as soon as possible.

- 6) Continued Business – FY26 Budget – Town Meeting Preparations.** Superintendent Beaudoin stated that motions for the Manchester Town Meeting were prewritten. Mr. Reed will move the motion and Ms. Harrison, Chair of the Manchester Select Board, will second the motion in a show of support for the district. Moderator Alan Wilson will facilitate questions. Superintendent Beaudoin said that Lindsay Banks has prepared a statement. Mr. Foster confirmed that Ms. Koch-Sundquist will introduce the district's budget motions at the Essex Town Meeting next week. Superintendent Beaudoin said that there have been no changes to the budget or late-breaking news.

7) School Committee Comment - None

C. Adjourn

Ms. Whitman moved to adjourn the School Committee business meeting; Mr. Foster seconded the motion.

The motion passed 5-0.

Meeting Adjourned at 5:45 pm

School Committee Future Meetings

- May 13, 2025 (tentative)
- May 20, 2025
- June 3, 2025