

**Lyme School District  
Emergency School Board Special Meeting  
Monday, August 17, 2020  
Electronic Meeting Via Zoom**

approved as is, 8/25/20

Board Members Present: Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden. Jonathan Voegele, Barbara Wilson. Administrators: District Administrator Jeff Valence, Director of Academic Elise Foxall, Director of Special Services Miki McGee, Coordinator of Business Services Janet Mitchell, Building & Grounds Coordinator Doug Fillian. Public: 55 other attendees including staff and public. Recorded by Roger Lohr

**1. Call to Order and Minutes Approval**

Chair Jonathan Voegele called the meeting to order at 6:05 PM and cited the state right-to-know laws associated with emergency electronic meetings. He welcomed attendees and the agenda was reordered to consider the minutes of the previous meeting later in the agenda.

**2. Public Comment**

There were 7 public comments. There was a statement that New Hampshire politicians have been contacted regarding the funding and testing related to reopening schools in the state and it was suggested that others also contact the elected state officials about these issues. Government contacts were posted on the Zoom chat.

A comment was made about prioritizing health over academic progress during the pandemic and that experts should be heeded. The faculty was to be invited to speak later on the meeting agenda. There was a statement in opposition to full opening of the school due to logistical difficulties and cost. One suggestion was that the on site school program should be delayed. There was a question about the back-up plan and a few more supportive statements in support of a strong remote learning program that would not be based on screen-time all day, but would emphasize a social emotional focus.

There being no other public comments, the public comment period was closed by Chair Voegele at 6:22 PM.

**3. Business Requiring Discussion and/or Action**

**3A. Resignation**

Superintendent Valence informed the Board about the resignation of school nurse Rose Knaus.

**A motion was made (Hayden, Bujarski) to accept with regret the resignation of Rose Knaus as school nurse at Lyme School.**

Discussion: Rose worked at the Lyme School for five years. Currently there is a nurse on the staff and there is a proposal to hire a replacement.

**The motion was passed with Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden, Jonathan Voegele, Barbara Wilson voting in favor.**

**3B. Staffing Plan and Teaching Assignments**

Superintendent Valence said that he appreciated and was proud of the work done by the staff and how committed they are to the reopening plan. Instructors will have dual responsibilities covering in class

and remote learning. Two differentiation specialists will cover remote learning for the lower grades and two of the middle school instructors will cover remote learning for grades four and five.

The six foot distancing will be accomplished by splitting classes with a camera used in the different class groups for each cohort. The smaller groups within the cohort could have recess or outdoor classes together. Students in small group instruction or for differentiation would be pulled from the cohort. Teachers would move back and forth between small groups or split classes within the cohort. A para-educator would supervise a part of the time when the teacher was not with the respective group within the cohort. Meals and specials will be done in the classrooms. There is a need for six para-educators to help supervise such split groups in grades 2, 4, 6, 7 and 8, and physical education. Valence explained the need for an extra staff person with the PE class to be available to escort students (back to the building, to the nurse, etc.) when necessary.

Special education needs will require six para-professionals and there is a request for an assistant in the technology area as a one-to-one program with devices has developed. The Nurse Committee has also requested an extra nurse. Details about the need for an isolation area were reviewed.

Costs were reviewed by the superintendent for 5.5 FTE para-professionals; \$3,000 per month for the nurse for 3 months; on call substitute (\$2,218 per month); 1.5 FTE custodian support for 40 hours per week for \$83,829. Other costs included PPE, supplies, and technology. The total request was estimated at \$288,000. The estimates for staffing are based on faculty meetings. Some of the positions would be paid per diem. The Board discussed temporary versus full time positions in relation to the full day reopening plan. Some costs for staffing are not COVID oriented

The Board wanted time to consider the plan recommendations and there is an understanding that it could be difficult to fill the positions because many other school districts are in a similar situation looking for additional staff late in the summer. Another concern about the mitigation efforts is that many of the proposed changes may be different or unnecessary if things change. Superintendent Valence will send the plan to the Board members and he welcomed input.

### 3C. Paycheck Security

The Finance Committee has considered a motion on paycheck security which is similar to one that was passed by the Board last spring. This security would for the 2020-21 school year.

**A motion was made (Berk, Hayden) to guarantee employees be paid under policy GBRIA and GBRIB through the 2020-21 school year at the Lyme School.**

Discussion: The Board discussed the paycheck security would continue if full remote learning was necessary.

**The motion was passed with Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden, Jonathan Voegele, Barbara Wilson voting in favor.**

### 3D. Facility Update

Upgrades for the HVAC system to increase air flow effectiveness at the school have been identified. Venders and installers have been contacted to get prices and timelines.

The ionizing sprayers have been acquired and are expected to arrive next week. These sprayers will make the disinfection process in the school somewhat easier. Modifications to the nurse's office are being planned and the existing faculty room will be used for isolation if needed. When the nurse

office modifications are completed, there will be two rooms for isolation. It was felt that if the isolation could occur within the nurse's office area that a second nurse might be unnecessary.

The classroom modifications for storage areas are underway and the additional space that is freed will be helpful for distance spacing in the classrooms.

### 3E. Faculty

The Board Executive Committee met with LEA leaders and there is a commitment to the implementation plan. The hard work by the faculty was applauded by the Board.

Superintendent Valence raised some details relating to instruction practices in the plan. These issues included proximity within six feet; classroom expectations; impact of mitigation efforts on instruction; small group instruction and circumstances at three feet; assigned seating with desks facing forward vs. other configurations; removing masks outside while stationary at six feet; etc. The Board discussed the state guidelines in some of these areas and that the Lyme School exceeds those guidelines. It was suggested that the faculty could send emails to Lara who could inform the Board about specific recommendations and issues.

### 3F. Faculty Comments

Teachers voiced concern about the challenges with the mitigation efforts and its impact on instruction. Preparations are being made and dialogue continues about reopening concerns. The medical issues are worrisome for many teachers and there is concern about finding candidates to fill the open positions. Differences between the lower and middle schools were mentioned and staffing levels will be important.

There was some discussion regarding live streaming (without recording) classes for remote learners for grades 6-8. Two teachers will be dedicated to remote learning in grades 1-3. In grades 4-5 the remote learning teachers for English and Math would be Stadheim and Merrill. There would also be opportunities for students to interact with their peers.

### 3G. Half Day Kindergarten

Currently there are 16 expected to be in kindergarten at the Lyme School. Superintendent Valence informed the Board about the idea suggested by the kindergarten teacher Nancy Fleming to offer a half day program with the purpose to make the class size with the mitigation efforts more manageable. Given the option, 13 parents were in favor of half day and three wanted a full day program. There would be a need to balance the AM and PM classes with time in between for disinfection.

**A motion was made and seconded (Barta, Hayden) to approve the kindergarten program to offer an option for students to enroll for full day or half day as long as class groups are about the same size.**

Discussion: The survey was read by the superintendent. All commitments for options (including the kindergarten program, in school, and remote learning) will be for the first quarter.

**The motion was passed with Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden, Jonathan Voegelé voting in favor, and Barbara Wilson opposed.**

### 3H. Screening

Superintendent Valence explained the plan for coordinating station sites to screen students around town. Four sites have been identified for traffic flow and balance between the stations. Suggested sites were discussed and permission would be sought for using those sites. Fewer sites would be possible and there would be screening at the school entrance with the school nurse, too which can also be the appeals (or second opinion) site. Volunteers would be trained to perform the screenings and make determinations. Decisions about exclusion could be appealed with the school nurse.

Exclusion would be 14 days for those exposed to the virus or those who have traveled outside of New England. The isolation period is 10 days for those who do not want to get a test.

For students taking the bus, they would be screened before getting on the bus. Para-professionals will ride the bus to perform the screening.

### 3I. PPE Acquisition

Superintendent Valence explained a spread sheet for the PPE inventory and operation needs. He reviewed the list including for example 1,400 flat disposable face masks. Face shields and plexiglass will be ordered. The use of plexiglass in classes was described.

### 3J. Communication

The Board discussed communicating to the families and staff with an update regarding the implementation plan. A FAQ format or outline could be incorporated in the update. There was a suggestion to provide parents details regarding a typical day at school if such an outline could be developed prior to the reopening. Barbara Wilson volunteered to draft the update.

## 4. Minutes Approval

**A motion was made and seconded (Hayden, Wilson) to approve the Lyme School Board meeting minutes for August 7, 2020 as submitted and amended. The motion was passed with Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden, Jonathan Voegelé, Barbara Wilson voting in favor.**

The changes included to add Janet Mitchell to the attendee roster and repair the title on item 1.

## 5. Non Public Meeting

**A motion was made and seconded (Hayden, Barta) to enter nonpublic session in accordance with NH RSA 91-A:3 II (a) to address matters related to a hiring. The motion was passed with Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden, Jonathan Voegelé, Barbara Wilson voting in favor.** The roll call was conducted and the Board entered nonpublic session at 10:10 PM.

**A motion to reconvene the public meeting was made and seconded (Hayden, Wilson). The motion was passed with Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden, Jonathan Voegelé, Barbara Wilson voting in favor.** The public session reconvened at 11:26 PM.

## 6. Next Meeting

The Board is scheduled to meet at on Tuesday, August 25, 2020 at 7:00 PM. The Finance Committee could meet in advance of the next Board meeting to consider funding options for the implementation plan.

## **7. Adjournment**

**A motion to adjourn was made and seconded (Hayden, Wilson). The motion was passed with Phil Barta, Vince Berk, Yolanda Bujarski, Hayes Greenway, Matthew Hayden, Jonathan Voegele, Barbara Wilson voting in favor. The meeting was adjourned at 11:30 PM.**