

**Minutes of Meeting**  
**August 20, 2020**  
**Frederick W. Hartnett Middle School**  
**6:00 p.m.**

**Introduction of Members:**

Jane C Reggio, Chairperson  
Erin P. Vinacco, Vice Chairperson  
Caryn D. Vernon, District Treasurer  
Tara L. Larkin, District Secretary  
Sarah E. Williams, Member  
Keri Gaudette, Member (new member)  
Tammy A. Lemieux, Member

Jack R. Keefe, Member was absent from the meeting.

Also in attendance were Jason DeFalco, EdD, Superintendent of Schools and Matthew J. Ehrenworth, Assistant Superintendent of Schools.

Welcome newest member Keri Gaudette from Blackstone.

Dr. DeFalco - posted for a District lead nurse for the year. Pleased that Karen Young has recently been appointed to the position. She will be sure we are following all the guidelines and protocols.

Mrs. Reggio is happy to have her on board in the new role.

**Motion:** It was moved by Mrs. Vernon, seconded by Mrs. Larkin to approve Consent Agenda A which includes Warrants and Minutes of July 30, 2020.

There were no items for Public Forum

**Dr. DeFalco - safely reopening our schools.**

We are here to talk in detail about what reopening plans will look like.

He is happy to be at this point. He is looking at real numbers, children and staff members. We have moved our school system in a good place and made the progress we have made.

There will be aspects that our school community will be pleased with and some plans they may not be so happy with. We need to ensure safety for all and the best learning for all.

They are still missing surveys at the high school. If you are watching this and have not completed the survey please do.

Here to inform all and not persuade anyone in any sort of way.

**Goals:** Focus on physical, intellectual social emotional and behavioral health.  
To get as many students back in classrooms as we can while focusing on everyone's safety.

**Elementary School Principals to speak about their reopening:**

Millville and Blackstone

Grade K - Teacher 1 (27), Teacher 2 (26), Teacher 3 (15), Teacher 4 (15) Teacher 5 (19)

Grade 1 - Teacher 1 (24), Teacher 2 (24), Teacher 3 (14), Teacher 4 (14)Teacher 5 (22)

Grade 2 - Teacher 1 (22), Teacher 2 (22), Teacher 3 (14), Teacher 4 (19), Teacher 5 (34)

Grade 3 - Teacher 1 (28), Teacher 2 (12), Teacher 3 (13), Teacher 4 (29), Teacher 5 (36)

Hybrid:

Grade 4 - Teacher 1 (32), Teacher 2 (28), Teacher 3 (20), Teacher 4 (33)(remote of hybrid),  
Teacher 5 (42) (remote of the hybrid), Teacher 6 (22)

Grade 5 - Teacher 1 (28), Teacher 2 (28), Teacher 3 (28), Teacher 4 (22)(remote of hybrid),  
Teacher 6 (42)

**Elementary Model Grade K-3**

In Person: ELA, Math, Social Studies, Science, Specials such as Art, Music, PE

Full Remote: Follow in person schedule

**Grades 4-5**

Hybrid in person: ELA and Math

Remote: Social Studies, Science and RTI

Full Remote: ELA, Math, Social Studies, Specials such as Art, Music, PE

A sample schedule of Grade K-3 was presented with ELA, Math, Social Studies, Science, P.E. and Special.

A sample schedule of Hybrid Grade 4 & 5 Purple Wk. 1 was presented as well as Purple Week 2.

A sample schedule of Hybrid Grade 4 & 5 Gold Wk. 1 was presented as well as Gold Week 2.

Mrs. Lemieux wants to be sure there is feedback time to students built into the schedule. One of the complaints in the Spring was that they did not get feedback on their work before moving onto another lesson.

Mrs. Vinacco - Why wouldn't Monday, Tuesday and Wednesday be the same for the group. She would like to see it the same everyday. They will try to fix this.

Dr. DeFalco - all Kindergartners will be moving to Millville Elementary School. The other grades will stay where they are.

They want this model to seamlessly shift to a remote model if need be. There will need to be a reshuffling of some of the students.

There is one teacher for remote for each grade.

### **Middle School Model - Tonya Curt-Hoard**

Less subjects for students - 7 or 8 classes a day is a lot.

### **MS Grade 6-8**

Reasoning: Allows for less number of different groups of students with staff each day  
If we move to full remote, this means less classes per day to not overwhelm students.  
Meets state requirement of 935 hours of time on learning.

Overview:

A/B Day modified block schedule

4 blocks

Two 96 minute blocks

One 126 minute block that includes lunch

One 48 minute block (will meet every day)

Hybrid Learning Grade 6 (88), Grade 7 (102), Grade 8 (118)

Remote Learning Grade 6 (24), Grade 7 (29), Grade 8 (28)

No Family Response Grade 6(0), Grade 7 (2), Grade 8 (5)

A sample schedule was shown to the Committee members.

Tried to sum up mainly what they have Core Class, Rotation Class, Lunch, Band, directed study, Humanities, Intervention GEM/STEM, Math, Science. 2 Core classes per day and on the opposite day the 2 core classes they missed.

Mrs. Lemieux - What does Directed study mean: 20 students in total when teachers go around and give support to students. High achieving student that doesn't like band or need support. What do they do in the 48 minutes per day? She feels the higher academic achieving students leave for this reason. They are sitting with no instruction and no enrichment. This is a sticking point for parents and it is still here. If it is a choice okay but if not it doesn't work for her.

Mrs. Curt Hoard cut it back dramatically since she has been here.

Dr. DeFalco - if someone leaves here to go private he asks parents to think deeply about it if it is because of a directed study class.

Mrs. Larkin - Band - how does it work? They will have 2 6th grade band teachers in different locations. They get the extra classroom spaces and they can go outside as well.  
42 students in 8th grade band and it will be cut in ½ in the classrooms.

Mr. Ehrenworth - They have 4 tents coming. 2 20x30 with sidewalls and 2 20x20 with canopy top only.

A sample teacher schedule was presented in Math.

**Mr. Dudek High School**

Grade 9 - 12

Remote learning Grade 12 (11), Grade 11 (15), Grade 10 (22), Grade 9 (16)  
Hybrid Learning Grade 12(76), Grade 11 (91), Grade 10 (79), Grade 9 (66)  
No family response Grade 12 (7), Grade 11 (4), Grade 10 (8), Grade 9 (10)

Remote Teachers (potential)  
1 Science, 1 History, 1 Foreign Language, 1 Math, 1 ELA, 2 Electives

**Daily Schedule information**

Simplify a master schedule that all students/families can follow.  
Limit the exposure of students and staff to the max extent possible in any hybrid or in person model.  
Develop a master schedule that is uniform/consistent and can align easily to all three plans  
Ensure that all academic and social emotional needs are met with built in systems/structures that allow for the delivery of grade level standards based content; SEL embedded practices, and tiered supports.  
Develop a schedule that maximizes time on learning to ensure deeper levels of academic engagement with varied instructional strategies.  
Maintain opportunities for staff to prepare, plan and collaborate  
Address DESE's requirement of time on learning and create formal times/structures for classes to consistently meet while also minimizing transition period and ensure academic engagement with varied instructional strategies.

Mr. Dudek shared the HS 3/2 Hybrid Model, the Proposed Schedule as follows:

Proposed: Hybrid 4x4 block (75/95 minute periods)  
Semester based 4 courses per semester or choice of 3 semester and 2 year long minis  
Students can take 3-5 courses per semester

Teachers will be scheduled to teach 3 courses per semester; 1 prep/PLC included

### **Why 4 x 4 block?**

Making the healthiest schedule possible given the restraints  
Fewer courses to focus on at a time for students and teachers  
Fewer students at once for mixed peers and teachers  
Minimize transitions during in person sessions  
Consistent no course drop in cycle  
Easily transition to hybrid in person remote learning.

Sample 10th grade schedule was presented  
A remote model was presented

### Considerations:

Create a remote cohort of students and align them with content teachers focused in on remote learning and teaching.  
Support students (hybrid/online) with a minimum of 1 content teachers per block to provide direct instruction/support within the school day  
A focus on scheduling to minimize student mixing in varied cohorts/levels

Dr. DeFalco stated he showed a piece of slide that is very important.  
156 students in the building on a given day. That's important to keep in mind.  
You may be able to bring classrooms together and free up a teacher for something else.  
The MS would be about 160 students in a building at a time.

Mrs. Vinacco - how does it look for a full return? They could have 5 classes per day. Mr. Dudek would stick to this schedule for the year even with a full return.  
There are 8 A.P. classes total for this year.  
He is thinking of continuing the Saturday schedule of bootcamp style teaching in all core areas. Trying to serve 400+ students in a 4 block schedule twice a year it can't all be offered to everyone at the time they need it. There are a lot of pieces and some things can't be offered. They can take A.P. exams online on VHS. It could be for only 2 students. Some students may need to take an A.P. Physics course on VHS. They have had A.P. Computer Science for 3 years and it is primarily online. We have a full A.P. results presentation in the que.  
Build in P.D. for teachers on the how to's of block scheduling. If done well block scheduling can be great. If you just do chalk and talk lecture you will want to poke your eye out.  
They are working to make sure there is additional Wi-Fi outside and the hot spots they have been purchasing. There is still a huge space under the A wing. It may be better than a tent.

Trying to get something put together for morning meeting since they will not be walking around the building and teachers are not needing to engage the students 20 minutes before 1st period begins. They could get a grab and go breakfast and head to their first period. Kids get off the

bus and want to hang out with their friends. The safety vestibule is done and will change the traffic flow.

### **Special Populations - Students with Special Needs and ELL**

#### **Jill Pilla-Gallerani**

Have about 19% of students are full remote 59 students.

Have about 81% of students full in person and hybrid 251 students.

Look at maximizing in person learning for our youngest students and students with complex and significant disabilities. Preschool aged students with disabilities and students with complex and significant needs are being provided with full in person learning.

High needs ELL will be provided with full in person learning.

Students with disabilities will have their full schedule of instruction and services per their IEP's both in person and/or remote.

Remote special education and related services (fully remote hybrid) will be provided through an instruction and service model of delivery per DESE guidelines.

A focus on scheduling to reduce the mixing of student groups will take place to ensure students with disabilities/ELL are receiving services safely in the least restrictive environment.

13 students ELL in elementary school and 1 of the students are high needs.

No ELL at the Middle School

HS 4 ELL and 2 are high needs

Some students have exited the program in ELL and it is a tribute to the teachers.

Whether hybrid or remote they will be getting their full special education services.

They are developing plans for students and staff will reach out to each family and to let parents know the remote or hybrid in person may look a little different than the IEP. Covid special education learning plan named by DESE.

She has reached out to principals to go about creative and flexible and thinking outside of the box to be sure Special Education students are getting everything they need. Have teachers check in with students when they are in the hybrid remote model. Working with lead nurse to provide activities to our students to still get them out in the community. These are the students who need the transition skills.

Mrs. Lemieux - if a student is a pull out resource model student and only has services in their IEP one day a week do they need to come in for 5 days. No they do not. Only the most complex needs students and the youngest learners.

Pre-School - In person 37 students and 13 remote students

They do not want to stop having role models.

About 24 Special Education students and 26 role models. They have role models both in person and remote.

Mrs. Pilla-Gallerani reviewed the Pre-School schedule.

Class sizes are 4-10 for Pre-School. When they go to a cohort it is no larger than 12.

When will parents be notified which days they will be in school? Parents have been notified for Pre-School already.

Remote services for Pre-K they do not expect them to be on a computer all the time. She will teach them remotely without constant use of the computer.

They need to write the Covid special education plan for the students.

They will have teletherapy for Speech/OT/PT. There may be some in person and some remote.

Mrs. Reggio asked what can parents expect next?

Dr. DeFalco said they will finalize class lists and bus routes and send it out to families in about another 2 weeks. We want to get class dynamics right and then the busing comes afterwards. The high school will be the most complicated.

Next they will need to finalize the Boys and Girls Club plans. They will do their best to make it all work with the Boys and Girls Club.

Dr. DeFalco told Boys and Girls Club they would alter their schedule to adjust times in order for the club to still offer the before school session.

**Sports Dates metrics:** They are a bit misleading. We are yellow. Don't panic. Easy to flip between colors for a small town. 2nd part of guidance that came out from MIAA. List of sports and a floating sports season Fall sports Part 2 when football would be held and any other sports not played in the remote season because of the remote learning model. All have been reorganized.

Sept 18, 2020 start date to the fall athletic season.

Sept 18-Nov 20th - Fall sports - B/G soccer, Fall gymnastics, B/G Cross country, field hockey, Girls Volleyball, Swim and Dive, Golf and Dance.



Nov. 30th - Feb. 21st winter sports - B/G basketball, B/G hockey, wrestling, Winter Gymnastics, B/G indoor track and field; alpine ski, nordic ski, winter cheer, dance, swim and dive  
Feb. 22-April 25th Fall Sports II (floating season) - Football, fall cheer, Unified Basketball, sports not played in fall season because of remote learning model/other  
April 26th - July 3rd Spring Sports - Baseball, Softball, B/G Lacrosse, B/G Tennis; Boys Volleyball, B/G/U Outdoor track and field, Rugby, Sailing, Girls Golf and Crew.

There are currently captain practices. They have guidance for all sports. We will look to launch what we can of these sports. We put the athletic director position on hold until now. They will look into this person now. We held it since we did not know if we would have fall sports. If we go fully remote then the school committee votes to see if sports continue. The commissioner is having his legal team look into this. Students who are homeschooled are allowed to play sports.

Marching Band will be launched in a modified version. The three music teachers have been working hard to take all the information and making sure the safety measures are in place. There will be no live competitions but opportunity for virtual competitions.

band regulations:

1. Each rehearsal will contain no more than 50 students and staff at a time. Students will be divided into groups or subsections during rehearsals.
2. While playing and or marching, students will maintain at least 10 feet of distance between other students and staff.
3. Students and staff will maintain at least 6 feet of distance during breaks or traveling around the campus.
4. students must have a face mask on their person at all times. When applicable, students will wear a face mask while not playing.
5. A section specific schedule will be created to ensure that each student will be able to participate in rehearsals at least once a week. Rehearsals will be staggered so that no more than 25 students will arrive or leave at one time.

Students will not be traveling to or participating in any live performances this season. We will participate in a virtual critique run by our marching band conference.

They are beginning during the 1st week of school.

It feels like a bit of normalcy and having Marching Band, Athletics and our kids in school to some degree.

### **Transportation Mathew Erenworth**

Cleaning protocols on the buses at all times. Students will be 6 feet apart and across aisles from one another in alternating rows. There will be 2 in a seat only if they are from the same household.



We are in the process of making class lists and getting students together and analyzing the data together. They are being looked at by street and grade level. The goal is that we will have 2 bus routes one for Cohort A and Cohort B. Different routes running when the cohorts are coming to school. There might be a bus 1 and during cohort 1 day it will run a certain route and another route on cohort 2 day. This will help us to equalize class sizes.

Having the minimum amount of trips that the buses need to make is important also. We do not want delays and do not want to cut into time on learning. Right now 1 pickup and 1 drop off at the Middle and High School. We may need to have more at the Elementary level. We are still analyzing this and don't have the answers right now. They hope to have this in a couple of days.

The start times depend on how many buses need to make multiple trips. We may need to be able to get away with one trip per bus.

Mrs. Reggio has a concern with families who have K and 1st graders. Parents may want to drop them off and can't be in two places at one time. If they put them on the bus they don't want the K student to go to the Complex and then have to wait to go to MES. She wants separate buses for them for the Complex and MES.

Want the kids to travel with the same group of students and make sure all siblings are in the same cohort.

There are 3 main factors that come into play which are the class needs that are decided by principals, where the transportation routes lay and where are the kids with siblings.

They are transporting about  $\frac{1}{3}$  of the in person students.

Look into carpooling for parents and communicate between themselves to carpool. Be careful with this plan. Now parents might have lots of requests. Let the principals define their groups. Once the cohorts are established families near each other may want to carpool together. Then again it may go against keeping everyone apart.

### **Food Service**

Waiver approved for us to serve free meals through the first few weeks of September.

1. Continuing our normal summer feeding through August 31st.

#### **Change in system:**

2. We will continue feeding for free during the first 2 weeks of Sept. All families will be able to come to the Middle School between the hours of 11:00 - 12:00 and 4:00 - 5:00 on the following days to pick up several days' worth of food: Wednesday, September 2nd, Tuesday, September 8th, and Monday, Sept. 14th.

They sent out a survey for those 2 weeks those meals are free to anyone who wants to come to get them whether you are approved for free and reduced lunches.

**Once they begin the school year:**

1. Families are asked to charge student accounts to minimize exchange of money.
2. ID cards will be scanned to avoid keypad contact.
3. Students will eat lunch in classrooms (some principals are deciding whether or not an alternative is possible).
4. There will be 2 choices daily
5. All food will be packaged in a "grab and go" fashion
6. Trash will be removed after lunches and liners will be replaced
7. Hand sanitizer will be available for all students to use
8. Recess will accompany lunch at the elementary grade levels

During the hybrid days there will be food available for pickup. Trying to get families in the mode of picking up the food.

They will deliver food to the Boys and Girls club.

If families are in their individual homes they will pick up their meals on a daily basis.

They are hoping that the government will continue the free food service.

If they approve the waiver they will go back to giving away the food for free.

We need to wait and see how it all works out. They need to see what the food service program will look when the kids get back to school. They are prepared to pivot.

There is no specific guidance on systems for delivery from DESE.

**Staffing Dr. DeFalco:**

Long term subs - over 24 applicants some of them are alumni and work in the classrooms.

Posted for custodians and LPN's or CNA's

Adjustment Counselors/Clinical Support (2)

School Resource Officers (2) for the first 30-45 days - reasonable hourly rate and part of start up money they will use from the Covid relief grant.

All positions have been posted. Screening, interviewing and offers are being made.

RSO Officer - Mrs. Lemieux feels this person is on the high covid level and the contact they have with the public and isn't sure this is a good idea. We are saying to parents they can't come into the building but we are allowing the RSO officer in. They still are police officers and could potentially do other things on the weekend.

They are full time assigned to our schools and don't go any other place. Dr. DeFalco doesn't want a parent to give teachers a hard time and wants the RSO calming presence there to help out.

He will speak to the police chiefs to see how to manage this.

Mrs. Reggio likes having the police around the students and feels it is a good thing.

**Next Steps:**

Regular ongoing updates to the school community

Facebook live 8/27 & 9/3 at 5:00 pm

Leadership Retreat (8/25 and 8/26) full in person

New Staff Orientation (8/27)

First day for staff (8/31)

Staff P.D. 8/31 - 9/15

First day of school for students 9/16

Finalize plans for Boys and Girls Club

Plan on the 26th is to finalize the buckets of work we will do during the 10 days of p.d. time. They will discuss the Chromebook pickup and other things.

Mrs. Williams -careful keeping elementary kids separate and why are we exploring lunch in the cafeteria? Doesn't want to see it fall apart.

Mrs. Larkin wants to enforce that during parent drop off there should be no stopping and chatting, etc.

Dr. DeFalco - if everyone does their part and take this seriously we can do this regardless of what is going on around us. We need to do it together and make it work. Parents will need to make some tough decisions.

**School Committee Forum**

Mrs. Lemieux - students need flu shots before Dec. 31st. From a policy point of view it says we will follow whatever guidelines the Mass Dept. of Public Health sets. Is it true that we do not need to change the policy?

Mrs. Reggio - Yes. We need to change procedure, not policy.

Mrs. Lemieux - question on fans. Reading on DESE that box fans can be used in the window if air conditioning is not available.

Mr. Ehrenworth - can't be used to circulate around the room. It can be set up by a window to bring in fresh air.

Next meeting live Sept. 10th here at HMS at 6:00 p.m.

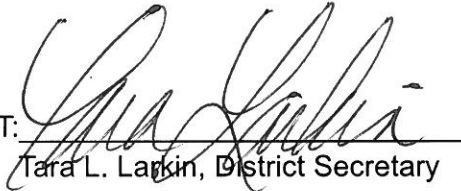
**Motion:** It was moved by Mrs. Lemieux, seconded by Mrs. Larkin and unanimously voted to adjourn the meeting and enter into Executive Session at 9:00 p.m. and not to return to the regular meeting. A roll call vote was taken.

Respectfully submitted,



Monique F. Simard  
Recording Secretary

ATTEST:

  
Tara L. Larkin, District Secretary