

*Our mission is to provide rigorous and varied educational opportunities that challenge and engage all students to attain their highest level of intellectual, social, physical, and emotional growth. (2007)*



## LITCHFIELD SCHOOL BOARD

Litchfield, New Hampshire 03052

B. Bourque, Chair

C. Harrison, Vice Chair

**Approved Minutes for August 6, 2020**

**Location: Town Hall**

In attendance: Brian Bourque, Chair  
 Christina Harrison, Vice Chair  
 Elizabeth MacDonald, Board Member  
 Robert G. Meyers, III, Board Member  
 Tara Hershberger, Board Member  
 Dr. Michael Jette, Superintendent  
 Cory Izbicki, Business Administrator  
 Michele E. Flynn, Administrative Assistant

*In an effort to help slow down or stop the spread of the Novel Coronavirus (COVID-19), the School Board has implemented social distancing. We are following Governor Sununu's [Emergency Order #12](#) related to public meetings. Therefore, the town hall will be closed to the public. The meeting will be broadcast live on Litchfield TV, and a phone number will be provided for the public to call and listen to the meeting. Public comments, including concerns about accessing the meeting, must be sent via email to Christina Harrison, School Board Vice-Chair, at [charrison@litchfieldsd.org](mailto:charrison@litchfieldsd.org), and Michele E. Flynn, Administrative Assistant, at [meflynn@litchfieldsd.org](mailto:meflynn@litchfieldsd.org).*

*Public comments shall be made without expectation of a response by any School Board Members to matters raised by such commentary. Comments and statements may be made on matters of public concern directly related to the district's policies, programs and operations. Public commentary shall be limited to 3 minutes per person and must identify the first and last name and address of the commenter.*

**PUBLIC CALL IN NUMBER: 1-877-568-4106**

**ACCESS CODE: 637-867-285**

**I. NON-PUBLIC SESSION: RSA 91-A:3II (a-c) 4:00 p.m.**

*[Minutes of Non-Public Session are written under separate cover.]*

***The Board entered into non-public session at 4:29 p.m. under RSA 91-A:3II (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (b) The hiring of any person as a public employee. (c) Matters, which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.***

***Non-public session ended at 5:23 p.m.***

**II. PUBLIC SESSION**

**A. Call to Order - Board Chair's Statement**

Mr. Bourque called the meeting to order at 5:33 p.m.

**B. Pledge of Allegiance**

**C. Review & Revision of Agenda**

**D. Summary of Non-Public Actions from July 15, 2020:**

*Mrs. MacDonald made a motion to approve the non-public minutes of June 17, 2020. Mrs. Harrison seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

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*Mr. Meyers made a motion to accept the nomination of Jocelyn Duford as CHS Math teacher, at a salary of \$41,729 for the 2020-2021 school year. Mrs. Harrison seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

*Mrs. Harrison made a motion to accept the nomination of Noah Benoit as CHS Social Studies teacher, at a salary of \$41,827 for the 2020-2021 school year. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

#### **E. Presentations and Recognitions**

There were no presentations or recognitions.

#### **F. Correspondence**

Mrs. Harrison reported as of 3:20 pm we received 101 emails regarding reopening of schools since the last meeting. She shared the statistics and a summary of the comments and questions with the Board:

- 38 in support of Full In-Person Reopening Option
  - In-Person facilitates best learning
  - Need for Human Interaction
  - Social Emotional Development
  - Increase Masks in classes to full time
  - Most Effective for Teachers
  - Best for students, if physically possible
  - Working parents need kids in full time
  - Childcare outside school increases exposure
  - Remote option needs to be better defined
  - Kids need to learn how to relate and communicate with others
  - Hybrid “chaotic”, remote “inadequate” without direct instruction
  - No data suggesting risk to kids
  - We pay taxes for schools to be open
  - Safe with precautions in place
  - Concerns with students in foster care losing placement
  - Hybrid cuts instruction by 60%
  
- 22 in support of Hybrid Reopening Option
  - Manageable by teachers and staff
  - Addresses space needs
  - “Moderate” response to Covid - benefits of in-person for all students
  - Safer, less exposure to other students
  - Need a smaller school population to adhere to safety requirements
  - Can build relationships and routines in class, practice out of class
  - Easy to pivot to remote or all-in from middle ground
  - May be able to avoid switch to full-remote
  - [longerhttps://docs.google.com/document/d/17r-E746FZLi9OAedUXYgLNw\\_nse3Qb8YvpOryUejzzM/edit#heading=h.rc5thglml1cx](https://docs.google.com/document/d/17r-E746FZLi9OAedUXYgLNw_nse3Qb8YvpOryUejzzM/edit#heading=h.rc5thglml1cx)
  - Chance for teachers to meet ALL students at beginning of year
  - When you swing a pendulum you start in the middle
  
- 7 in support of Full Remote Option
  - Equip classrooms for live instruction and class discussions
  - Workplaces advocating work from home, thru the end of the year, doesn’t make sense to send kids back to school now
  - Can’t trust kids to prevent spread (handling masks, hand washing, cleaning, distancing)
  - Learning cannot happen when health and safety needs are not met.

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- 27 in support of Athletics
  - Devastating to miss Senior season
  - Contributes to physical, mental well-being
  - Students only motivation to go to school
  - Helps with academics - eligibility
  - NHIAA has established safety guidelines
  - Just as important as anything taught at school
  - Div 3 teams have very low number of cases
  - If hybrid or remote model, keep athletics running
  
- Suggestions
  - Need a decision as soon as possible
  - Ordering school supplies has been on hold
  - Masks should be worn full time if possible
  - Really listen to input from committee work
  - Build in MORE movement, recess time
  - Create cohorts by academic achievement
  - Create Cohorts by grade level (CHS)
  - Teachers may be more comfortable with face masks AND shields
  - Make use of Town facilities
  - Make quarterly or semester commitment, not for the year. Circumstances change.
  - “Quarantine” student athletes and travelers to keep in-school population safe
  - Involve teachers in planning for Performing Arts
  - Special masks and equipment (music and arts) should not come out of program budget. Those funds should come from the Cares Act.
  - Put “cooling off” remote periods directly before/after scheduled vacations
  - Start slowly - phased reopening
  - Use large spaces to spread out classes
  - Keep co-curriculars and athletics running
  - Make decisions based on current data, not “what if”
  - Decide to be proactive, not re-active only when staff and students fall ill.
  - Give parents a choice between two or more options
  - Offer later arrival for common planning time
  - Think creatively, outside the box
  - Regarding costs - reprioritize and get it done
  - Do away with planned weeks of remote instruction
  - In mid July, the American Academy of Pediatrics clarified their stance on returning to school:
  - "Returning to school is important for the healthy development and well-being of children, but
  - we must pursue re-opening in a way that is safe for all students, teachers and staff. Science
  - should drive decision-making on safely reopening schools. Public health agencies must make
  - recommendations based on evidence, not politics. Leave it to health experts to tell us
  - when the time is best to open up school buildings, listen to educators and administrators to
  - shape how we do it.”
  - Supply teachers and staff with N95s
  
- Questions
  - Band and chorus at LMS and CHS?
  - Temp scanning at arrival?
  - Opportunities to change enrollment due to student experience?
  - How do we assess, evaluate and vote to “flip the model”.
  - Eliminate sophomore and senior projects?
  - HVAC - Merv-13 filters, measure air exchange? (might want to skip?)
  - How does “deep cleaning” differ from daily disinfecting?
  - What’s in place to address SEL needs?

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- How are SPED and 504 students' needs going to be met? Option for more time in school if we open with hybrid?
  - Attendance taken at home/school/hybrid?
  - Risk of transmission in non-masked high risk areas like gyms/daycares?
  - Do we have the staff willing to accommodate each of the plans offered?
  - If you want classes to be held outside, how many tents are you willing to purchase per school. I believe I read 2 per school somewhere - if so, that is not enough.
  - If an educator needs to purchase special masks or equipment for their class, how does one go about getting the funds and what is the approval process?
  - Are toilets being fitted with lids to reduce the addition of droplets into the air when flushing?
  - How many students and staff must become ill before closing down schools again?
  - Will additional staff be hired so class sizes can be reduced?
  - Are we using county (including Manchester/Nashua) data to determine/evaluate model?
  - 4x4 schedule - AP Classes? <10 students?
  - And finally, please answer this rising Litchfield 7th grader's question which should be the first question in every adult's mind: "If they took us out in March when things weren't so bad, why are they sending us back when it's worse?"
- Comments
    - Thank you for all your hard work
    - Need time to plan logistics, teacher and staff training
    - Consider impact on arrival/dismissal, all areas of day to day logistics
    - Thanks for streaming meeting live
    - Confident remote instruction will be much improved from Spring
    - FERPA is not a reason to not include remote instruction
    - Pulling student and applying for private school - no plan for remote instruction, needs 5 days in
    - Kids are "all hanging out together" now
    - Local day cares are up and running with no spread
    - Disappointed in lack of details on remote learning model. What does it include if hybrid?
    - I cannot give either group my full attention and my best if I am split between them. I could just lecture to them, but that is not my best teaching.
    - PPE and special protective equipment should not come out of classroom/program budgets. Should be funded by CARES.

Mr. Bourque indicated correspondence will be attached to the minutes. Brian - we will put them in the minutes -

#### **G. Comments:**

- **Superintendent's Comments**
  - **Enrollment Update**

Dr. Jette updated the Board on enrollment numbers in the district. He indicated that elementary numbers are relatively unchanged, as are the high school numbers.

- **AP Government & Politics Textbook Request:**
  - **Cengage**
  - **Pearson**

Dr. Jette presented a textbook request from Ms. Widman, Director of Curriculum, Instruction & Assessment. He indicated that AP textbooks (Government & Politics) from two vendors were reviewed by Nate Cooper, CHS Social Studies teacher. He noted that Mr. Cooper's first choice was the Pearson book, which is less costly than that from the other vendor. Dr. Jette added the books have been approved by PERC.

Mrs. Hershberger asked if the research source listed on the recommendation form is what was actually used.

Ms. Widman indicated the research sources are used in conjunction with the recommendation.

Mrs. Hershberger commented that the resources are very broad. Dr. Jette indicated that they will review that.

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***Mrs. Hershberger made a motion to approve the purchase of AP Government & Politics textbooks from Pearson Education as recommended. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.***

- **School Board Comments**

Mrs. Hershberger commented that she believes the hybrid option offered in the school reopening plan is not sufficient. She indicated the options of full in-person and a more vigorous or full remote are appropriate to plan for different scenario throughout the year.. She noted the Board's responsibility is to present a direction and the Superintendent should be granted the authority to choose the plan.

Mrs. Harrison commented she did not have a chance to watch the Oversight Committee meeting yesterday, but was disappointed to hear members of the committee saying the Board will not approve anything other than an all in plan as stated by the Board Chair. She indicated she is siding on the side of safety, regardless of the decision, and she is not willing to make concessions when it comes to the safety of the students and the staff. Mrs. Harrison commented it was sad to read the LEA and LSSA are not in favor of the plan. She indicated we need to address their concerns because without them we cannot reopen the schools. She asked that we trust the administrators because they are in the buildings making this work and trust their input regarding what is and is not possible.

Mr. Bourque clarified that he expressed to the Oversight Committee the Board will not support a hybrid option and pointed out that was the consensus of the Board.

Mrs. Harrison suggested that the Board take a vote on matters for which the Chair will be speaking on behalf of the Board.

Mrs. Hershberger commented she did not think the hybrid option was off the table. She indicated that it was her understanding the plan was incorporating all three options.

Mr. Meyers commented that someone brought up that the Board was ignoring the sub-committees, but the sub-committees did not express any recommendations. He believes there is a misunderstanding that people believe the committees were handing their consensus to the Oversight Committee.

Mrs. Harrison indicated as a member of the operations team she believed their role was to present recommendations to the Oversight Committee.

Mr. Meyers commented the Board failed in not providing a clear direction.

Mrs. Hershberger commented we cannot look back. She indicated the task forces have had discussions on everything at every level, and as a result we will have a more carefully thought out plan.

Mr. Meyers commented Dr. Jette is in the worst position with a tough decision.

Mrs. Harrison felt it is important to have three plans and depending on what is going on in and around our schools, it is also wise. She commented it is impossible to ask everyone to agree on an answer.

Mrs. MacDonald commented her goal was to offer the people of the town a choice. She indicated many people need to go to work. She noted she was surprised by the hybrid option.

#### **H. Community Forum**

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There was no public input.

### III. GENERAL BUSINESS

#### A. Public Minutes:

- July 15, 2020
- July 23, 2020

***Mr. Meyers made a motion to approve the public minutes of July 15, 2020 and July 23, 2020. Mrs. MacDonald seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.***

### IV. REPORTS

#### A. Business Administrators Update

- Food Services Price Increase Proposal

Mr. Izbicki commented each year reporting has to be done by the Food Services Department and sent to the State regarding meal charges. He indicated that the district's prices have been stagnant for many years. He noted the State is recommending a price increase of \$0.05 per meal. Mr. Izbicki recommended a price increase of \$.10 per meal. He noted if we do not increase meals by at least \$0.05 per meal, the difference will be absorbed by the general fund.

Mr. Meyers commented we ran a deficit the last two years. He noted our cohort average for elementary school is \$2.83 and \$3.25 for the high school.

Mr. Izbicki explained the state is saying we have to implement a price increase. He indicated if we were serving our average number of meals per year we would not have that deficit, but we were not operating under normal circumstances.

Dr. Jette pointed out that the reason we were running a deficit is because we were investing in the food services program. He indicated offering breakfast will increase revenues and a \$0.10 increase will generate additional revenue.

Ms. Crowley commented that the price increase will be especially helpful since we will lose out on a la carte and extras.

Mr. Bourque commented the last time the Board approved a price increase, adult meal prices was included. Ms. Crowley indicated adult meal prices will be increased.

***Mrs. Harrison made a motion to approve a \$0.10 per meal price increase for district food services. Mrs. MacDonald seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.***

Mr. Izbicki reported the financial statement for the audit has been completed and the bulk of the financials is done. He indicated he will begin preparing the DOE-25.

Mr. Izbicki reported that DDM completed the HVAC assessment for all three schools with A & E Mechanical on hand to repair the issues. He indicated within the next month we will need to contract with a controls vendor to fix control issues in order to reopen the schools. He explained that the controls contractor ensures the controls are working properly to allow a flow of fresh air and monitor that cold air intake so the system does not freeze in the winter. DDM will provide a list of contractors if A & E Mechanical is not available. He reported all filters were changed to MERV-13 filters; however, the overhead units at CHS only hold MERV-8 filters. Also, it was

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discovered that motors to some overhead units were not running and there were no belts on some of the motors.

Mr. Izbicki indicated he provided a list of PPE and Cleaning supplies inventory. He reported that an order was placed for 1,000 pediatric sized face masks, mainly for elementary students, but some may be needed for smaller middle school students. He noted a box will be provided for each bus in the event a student forgets their masks. He mentioned that J & J Janitorial Supplies has plenty of hand sanitizer and wipes available. He indicated the district will pick up those supplies from J & J.

Mrs. Harrison asked about the costs for HVAC systems repairs. Mr. Izbicki indicated in the long term, all systems need to be updated; for the short term repairs, we will not know the costs until they are provided.

Mrs. Harrison asked if the district placed orders for any of the PPE items on the list. Mr. Izbicki indicated that no orders have been placed currently, but he will follow up with the nurses to see what is needed for reopening.

Dr. Jette redirected the discussion back to ventilation. He indicated that Mr. Ross, Director of Facilities, has both institutional knowledge and knows how to get into these systems. He recommended that we need redundancy in the system and assistance for Mr. Ross.

## V. OLD BUSINESS

### A. Policies: 2nd Reading:

- BCB, Board Member Conflict of Interest

*Mrs. Harrison made a motion to approve policy BCB, Board Member Conflict of Interest. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- DAF, Administration of Federal Funds

*Mrs. Harrison made a motion to approve policy DAF, Administration of Federal Funds. Mrs. Hershberger seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- DI, Financial Management & Reporting

*Mrs. Harrison made a motion to approve policy DI, Financial Management & Reporting. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- DJ/DJB, Purchasing

*Mrs. Harrison made a motion to approve policy DJ/DJB, Purchasing. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- DJE, Bidding Requirements

*Mrs. Harrison made a motion to approve policy DJE, Bidding Requirements. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- DKCA/R, Travel Reimbursements

*Mrs. Harrison made a motion to approve policy DKCA/DKCA-R. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- DN, School Equipment & Supplies Disposal

*Mrs. Harrison made a motion to approve policy DN, School Equipment & Supplies Disposal. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

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- GBAA, Sexual Harassment & Title IX (Employees)
- JBAA, Sexual Harassment & Title IX (Students)

*Mrs. Harrison made a motion to approve policy GBAA, Sexual Harassment & Title IX (employees) and policy JBAA, Sexual Harassment & Title IX (students) . Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

#### **B. Policies: New & Revised**

Mrs. Flynn indicated the following policies were reviewed by Heather Murray, formerly with the NH DOE, to analyze how credits can be earned and articulate them into the correct policy, with the subsequent policies revised to reflect changes resulting from the previous Board decision to allow the different credits to be added to student GPAs.

- IK, Earning of Credits

*Mrs. MacDonald made a motion to approve policy IK, Earning of Credits, for a first reading. Mr. Bourque seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- IHBH, Extended Learning Opportunities

*Mrs. Harrison made a motion to approve policy IHBH, Extended Learning Opportunities, for a first reading. Mrs. MacDonald seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- IHCD, Advanced Course Work/Advanced Placement Courses & STEM Dual/Concurrent Enrollment Program

*Mrs. Harrison made a motion to approve policy IHCD for a first reading. Mrs. MacDonald seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- IIMB, Distance Learning

*Mrs. Harrison made a motion to approve policy IIMB, Distance Learning, for a first reading. Mrs. MacDonald seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

- IMBC, Alternative Credit Options

*Mrs. Harrison made a motion to approve policy IMBC, Alternative Credit Options, for a first reading. Mrs. MacDonald seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

#### **C. Coronavirus Review and Update**

- Fall School Reopening Plans Update
  - Task Force Final Report
  - Staff Reopening Survey Results

Dr. Jette commented that the district will be watching schools that open across the country to see what to do in our district. He reported the two associations (LEA and LSSA) are thinking about the safety of employees and could not support the reopening proposals. He indicated there has been diverse feedback from the community. He noted that in the final report it is articulated that a reduced cohort will be safer in the schools.

Dr. Jette reported that in-person services offered are Full Attendance and Hybrid, with the Remote model running with the Full Attendance model for families that do not want to send their children to school physically. He indicated that if we have 20% that choose the Remote model, we will have to select a few additional children to go remote to get to a safer level of in person services. He commented if we get to a lower percentage as the situation changes or if conditions worsen, we would move to a Hybrid, alphabetical division model. He noted the

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next step is to survey parents so we will know how many students and which students will be physically attending classes and their grade levels.

Mrs. Harrison asked which plan the associations do not support.

Dr. Jette commented that the letters received from both associations were about in-person services and questioning if it was safe to do so; if it will increase the likelihood of COVID through proximity and contact. He indicated the associations are advocating for Full Remote for teachers and students and we know that is not what parents want.

Mrs. Harrison commented we know that is not best for the students, but safety is a factor.

Mrs. MacDonald asked who would teach Hybrid classes.

Dr. Jette indicated that is a whole different skill set and is an added phase in the reopening plan for schools. He explained that the proposal includes 8 professional development days for training, such as on how to move through the building, etc., welcoming meetings with remote learners to meet the teachers, and phasing in classes by grade levels over several days, with the first full day of school on September 9.

Mrs. Harrison asked if there is a reason to do a phased in opening by grade level.

Dr. Jette indicated it is so teachers from other grades can observe and assist the grade level teachers in the school during the phased in approach. He added that Remote student meetings will take place on September 1, from 8 am - 11 am, teachers will meet with small groups of families that will be working with the teacher remotely during the year; Half the in-person class students (K, 1, 5, 6, 9, 10) will meet with teachers on September 1 from 8 am - 12 pm and the remaining half (2, 3, 4, 7, 8, 11, 12) will meet with teachers on September 2 from 8 am - 12 pm to review protocols and expectations.

Mr. Meyers commented he would rather hold remote weeks until after December in the event they are needed.

Mr. Bourque suggested to take remote weeks off the calendar.

Mrs. Harrison commented we should take advantage of every day they are in school, but make it clear that there has to be a Plan B and C.

Dr. Jette asked if there is Board consensus with the phased in approach and removing the remote weeks from the calendar.

***Mrs. Harrison made a motion to approve the phased in approach of the 2020-2021 Reopening Plan and to remove remote days from the calendar. Mrs. Bourque seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.***

Dr. Jette reviewed the Reopening Plan final report with the Board. He mentioned that the district will be using the Harvard Global Health Institute Risk Level Tool, with 7 day rolling average and indicators.

Mr. Meyers asked about attendance policies that may be affected by the plan.

Mr. Lonergan indicated that it is important to track and see who is participating.

Ms. Widman indicated we built that in for parents as well because if a student goes remote because they are ill there has to be engagement. She commented in a competency-based system it is crucial.

Mr. Lecklider indicated that students need to be held accountable for attendance. He noted there is a parent education piece as well, and there needs to be serious expectations of families.

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Mrs. Bandurski commented that we can work together and come up with a plan if there is lack of engagement from the student or family. She indicated there is no active participation to intend to achieve competency.

Mr. Mitchell commented even with the remote option he believes missing students will be noticed quickly.

Dr. Jette indicated there are guidelines for all types of attendance for students and staff. He commented we will have various data and metrics that we will receive and we will communicate when we see trends that are noticeable.

Mrs. Hershberger asked about the availability of PPE and other necessary safety equipment, as well as the overall staffing levels necessary to operate schools under each teaching model.

Dr. Jette indicated that discussion occurred and if we observe several staff are out, it will be covered by the monitoring criteria.

Mrs. Hershberger asked if the district has developed a policy regarding who has the authority to make the reopening decision. She felt strongly it should be the Superintendent's decision.

Dr. Jette expressed his appreciation, but he believes in engaging in discussion and dialogue about it.

Mrs. MacDonald asked who will be teaching remote students.

Dr. Jette indicated currently the vision is that the teacher of the class or that grade will be teaching remote students. He commented we do not have a dedicated remote teacher we can hire. He noted the teacher will be providing the lessons live to students in class and remote learners.

Mrs. Harrison felt that would be a lot of pressure on the teachers. She asked what a remote class would look like. She indicated a description of a remote class will help alleviate much parent concern.

Mr. Lonergan indicated the students are all technology natives and have been brought up with Google and Google Classroom. He commented it is a matter of adjusting to the technology for the teacher, which may be a bit of a learning curve.

Mr. Lecklider commented how the numbers break out will be interesting. He indicated if in school class size is higher in comparison to remote size, that is going to determine what the synchronous model will look like. He noted for 7th and 8th graders, the teachers are content certified.

Mrs. Hershberger asked if administrators are planning on teachers rotating to classrooms.

Mr. Lecklider indicated as much as possible. He noted they are working on cohorting and clustering.

Mr. Lonergan indicated that teacher rotation will not be possible at the high school because of the varying schedules; however, traffic and the flow of students will be managed and monitored. He expressed concern regarding FACS, Tech Ed and Unified Arts and how remote students would access those courses.

The Board discussed with the administrators options to allow remote students to come into the schools for labs and Unified Arts.

Dr. Jette indicated there are guidelines and expectations for Remote 2.0 and Total Remote options. Ms. Widman noted that differentiated expectations are included in the Full Remote option.

Dr. Jette referred to Mr. Pelletier regarding technology.

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Mr. Pelletier indicated that an order has been placed for grades 5 and 9 for 1:1 Chromebooks, but they may not be delivered until October. He commented we are trying to get all the parts and pieces we have at the middle and high schools, but there may be a potential for some students to bring their own devices.

Dr. Jette reviewed the plan for Operations, which reflects criteria for mask wearing, cleaning, distancing, travel, visitors, hygiene protocols, ventilation systems, food service, transportation and staffing.

#### Additional Staffing Needs

Dr. Jette indicated there will be a need for additional staffing in Technology and Custodial. He mentioned that interns can be used for technology, which will reduce the cost of additional staffing.

Mr. Izbicki indicated that additional food service staffing will be necessary as well.

Dr. Jette indicated that there will be an increased need for substitute teachers and monitors for lunches, recess, and buses for mask enforcement. He noted that additional staffing will be needed in nursing due to additional responsibilities with COVID-19. He mentioned based on feedback from the Board, we added in the report that NHIAA has delayed the season to September 8 and only recommendations for fall sports are reflected in the report.

Board members suggested removing the wording that the competitive season is cancelled in the plan.

Mrs. Harrison commented that all after school programs will be affected.

Mrs. Harrison and Mrs. Hershberger both felt that co-curricular activities should continue.

Mr. Lonergan indicated that advisors for co-curricular activities are willing to go forward with them and make them work within the guidelines.

Dr. Jette noted it is up to the advisor to come up with a proposal.

Mrs. Hershberger was concerned that committing to riding or not riding the school bus for the whole year would be too extreme and suggested families commit for each semester.

Mrs. Harrison suggested families commit for each quarter.

Mrs. Flynn explained that changing the routes or bus assignments each quarter would cause too much confusion with not only students and parents, but the drivers themselves. She felt that commitment by semester would be less confusing for all.

Dr. Jette mentioned that each administrator was responsible for developing a drop off / pick up pattern for their school.

Mr. Mitchell reported that he met with Mr. Izbicki and Mr. Preadable (from First Student) this morning to discuss the possibility of using the small loop for buses and the large loop for parents. He indicated that it was determined the buses will not be able to make the turn radius back onto Charles Bancroft Highway safely. He explained that the large loop will be used for bus drop offs and parent drop off/pick up, with the blacktop area being used for afternoon bus pick ups. Mr. Mitchell commented more staff will be used to direct both children and traffic and afternoon pick up will be planned with commitments from parents and assigned groups for dismissal.

#### **VI. NEW BUSINESS**

- **Policies: Review:**
  - **JRB, School Mascots**

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Dr. Jette commented with the issue of diversity and correctness at the forefront, a school mascot policy was developed in alignment with the district's Statement of Unity. He explained we are going to look differently at our mascots as we move forward. He indicated if the Board approves the policy it will trigger the district to examine the mascots we have in place.

Mr. Lecklider commented that we started to discuss this last year, but it did not go further than that. He indicated that there is awareness of the concerns about the LMS mascot. He noted there was something about building spirit and character around the school at that time as students would leave the middle school and go to Alvirne. Mr. Lecklider commented that at LMS we work to build spirit and team. He mentioned he was partial to having the Lion as the new mascot.

***Mrs. Hershberger made a motion to approve Policy JRB, School Mascots, for a first reading. Mr. Meyers seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.***

Dr. Jette asked the Board if they intended to vote on the Reopening Plan.

Mrs. Harrison talked about purchasing items that are needed now, and start hiring additional staff.

Dr. Jette indicated that additional staffing will be hired as needed and some purchasing can begin.

Mrs. Harrison mentioned that she looked into having additional handwashing stations built. She found a plan on how to build them that is inexpensive.

Mr. Mitchell commented that portable handwashing statutes need to be refilled every two hours and custodians are going to be so busy with everything else.

Mrs. Harrison commented our job is to make returning to school as safe as possible and we are falling short on these. She indicated we owe it to our children, staff and teachers to do the safest thing possible.

Mr. Mitchell agreed that hand washing is very important, but was not sure portable sinks were the answer.

Dr. Jette noted we are not set up for the ideal situation for hand washing.

Mr. Bourque suggested staggering lunches, breaks; using hand sanitizer; placing cohorts together. He mentioned that the hybrid option schedule was not discussed.

Dr. Jette indicated that the team will go back to look at it.

Mrs. Harrison asked about temperature checking the students when they arrive at school. Dr. Jette indicated that parents will be responsible for taking their child's temperature at home.

Mrs. Harrison asked about band and chorus classes. Dr. Jette indicated music educators put out their own report and principals will meet with the teachers and discuss specific plans for their classes.

Mrs. Harrison was concerned about AP classes in a four block model. She asked how other schools make sure their AP students are ready for the exams.

Mr. Lonergan indicated that CHS will have to be a bit creative with AP classes. He commented that there are teachers that have experience with the four block model. He noted the challenge is if the AP course is a first semester course and we will need to continue that first semester support.

Mr. Bourque asked if Board members had any further comments or questions. Hearing none, he asked for a motion to approve the Reopening Plan.

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Mrs. Harrison asked to which plan the Board would be voting on.

Dr. Jette indicated the intent is to reopen with Full Attendance with a Remote Option and if it is not safe to open we will move to the next part of the plan.

***Mr. Meyers made a motion to approve the School District Reopening Plan as recommended. Mrs. Hershberger seconded.***

Mrs. Hershberger asked about staff concerns and accommodations.

Dr. Jette indicated they have not looked at ADA letters received yet and cannot make a determination until a plan is in place.

Mrs. Hershberger asked what is the maximum percentage of the student population will be participating in the full reopening.

Dr. Jette indicated that the district will do a survey to determine what we are committing to and those are the numbers we are going to base it on.

Mrs. Hershberger asked if conditions change a week prior to opening, parents need time to plan for this. She was concerned over how soon a final decision will be made. She asked who makes the decision about reopening after the Board approves the plan?

Dr. Jette indicated that the Administrative Team and School Board would meet remotely to discuss it and decide.

***The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, no; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.***

**VII. MANIFEST**

There was no manifest.

**VIII. PUBLIC INPUT**

A. Community Forum

Mrs. Harrison summarized public input that was received during the meeting.

John Son, resident, commented that he was confused by the reopening document released today. He believes the Hybrid option is a better solution. He asked why the Board was deciding against the wishes of the Task Force Committees. He also indicated that a BYOD option is a short term solution.

Carey Tanguay, resident, was in support of the in-person, five day in school option.

Shanna Dodge, resident, was in support of the Hybrid option.

Debi Leary, resident, asked to add Kindergarten to the 1:1 grant.

Michelle Gill, resident, asked about the playground cohort information and was concerned about transportation.

Debi Leary, resident, was concerned about the parking and drop off/pick up option for GMS.

High School Special Education Teacher was disappointed in the change from the Hybrid option to the Full In-Person option.

Kristen Starret, teacher, shared a picture of a handwashing station.

**IX. NON-PUBLIC SESSION: RSA 91-A:3II (a-c)**

***Upon a motion made by Mrs. MacDonald, the Board entered into non-public session at 10:08 p.m. under RSA 91-A:3II (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (b) The hiring of any person as a public employee. (c) Matters, which, if discussed in public, would likely affect adversely the***

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*reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Mrs. Hershberger seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

**X. RETURN TO PUBLIC SESSION**

Due to the emergency rules in place, the Board will not conduct additional meeting items following the non-public session. Once the vote to come out of non-public session is approved, the board will immediately adjourn the meeting.

*Upon a motion made by Mrs. MacDonald, the Board returned to public session at 10:24 p.m. Mrs. Harrison seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

**XI. ADJOURN**

*Mrs. MacDonald made a motion to adjourn the meeting at 10:25 p.m. Mrs. Harrison seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mrs. MacDonald, yes; Mr. Meyers, yes; Mrs. Hershberger, yes.*

Respectfully submitted,

Michele E. Flynn  
Administrative Assistant to the School Board