

**BARRE UNIFIED UNION SCHOOL DISTRICT
COVID-19 PLANNING COMMITTEE MEETING
On-line Meeting via Google Meet
June 3, 2020 – 2:00 p.m.**

MINUTES

PRESENT:

John Pandolfo, Superintendent
Emmanuel Ajanma, Director of Technology
Josh Allen, Communications Specialist
Stacy Anderson, Director of Special Services
Jessica Barewicz, Director of Curriculum, Instruction, and Assessment
Erin Carter, Association Representative
Penny Chamberlin, Director Central Vermont Career Center
Hayden Coon, BCEMS Principal
Jason Derner, Alternative Education Administrator
Jamie Evans, Facilities Director
Allyson Healey, Association Representative
Chris Hennessey, BCEMS Principal
Jen Lyon, Lead Nurse
Carol Marold, Director of Human Resources
Lauren May, Director of Early Education
Jennifer Nye, BTMES Principal
Erica Pearson, BTMES Principal
Lisa Perreault, Business Manager
Natalie Soffen, SHS Director of Athletics & Activities
Rachael Van Vliet, Association Representative
Brenda Waterhouse, SHS Principal
David Wells, Incoming Superintendent
Stacy Emerson, Bus Contractor Representative
Monica Tolman, Food Service Representative

1. Overview of Our Work

Mr. Wells advised that the intent of the meeting is to prepare for the opening of school in the fall of 2020. A number of broad categories have been listed on the agenda. The scope of the work may determine that additional meetings are necessary.

2. Categories to discuss:

- a. Protections for Students**
- b. Maintaining High Academic Standards While Modifying Delivery of Instruction**
- c. Facilities Needs**
- e. Food Service Needs**

Mr. Wells would like participants to think of and identify additional items (not specified on the Agenda) to be considered. Mr. Wells read the categories to the Committee. Participants shared ideas and Mr. Wells updated the document as appropriate.

Ideas that were shared include:

- Students or staff members who are not comfortable or able to return.
- Overall safety and security of the buildings; face masks, visitor protocols, hallway and playground transitions.
- Working with outside agencies.
- Professional Development – how to structure (will be added as a separate category).
- How career and tech education will adjust.
- Athletics – preseason activities begin 08/10/20. Middle school usually starts when school starts
- Safety of staff that have physical interactions with students (students who require assistance or restraint).
- Teacher contracts, including planning time and duties.
- Contracts/Agreements with outside agencies, including Special Education.
- Federal and State Laws, including those pertaining to SPED.
- Planning, within each topic, for ‘rolling closure’.
- General guidelines – ability to re-open in multiple ways, flexibility, and ability to revert back to remote learning

Opening Day with staff
Daily sanitation of buildings
Access to buildings by outside groups/vendors, including evening Adult Learning
Transportation changes including protections and communication with families. (Mr. Wells spoke with STA earlier, and they have advised that they are looking into safety issues).
Food Service
Equity in all aspects of education
High academic standards
Use of technology for teaching and learning
Outside vendors
Collaboration and transparency with the community and families
Modifications to 'spaces' – classrooms, offices, cafeteria etc....
Sanitizing

Discussion was held relating to the availability of CARES funding. Mr. Pandolfo advised that the CARES funding hasn't been released yet. COVID related spending is being documented. The State may try to hold some of the funds for a while and there is the possibility that some of the funds may be subject to a 'claw back' from the State.

The BUUSD has a voter approved FY21 budget, but given the Education Fund deficit, FY21 will be financially challenging and FY22 will be very difficult to budget for.

3. Sub-Committee Suggestions

Define safety protocols for both students and staff in one group.
Utilize members of the Safety Teams and outside agencies (Fire Department/Police)
Add Professional Development under High Academic Standards
It was noted that there will very likely be overlap for staff on sub-committees.
Work will need to be as efficient as possible, and the Committee will need to come together as a whole group to communicate out on plans.
It might be beneficial to obtain copies of any known plans/procedures that have already been written.
Jen Lyon advised that she is on the State Committee for nurses who are reporting to the AOE on PPE guidelines and suggestions.
Secretary French advised that the State is looking into bulk purchases, and distribution of PPE.
Mrs. Nye advised that sign-in sheets are currently in place.
Mrs. Perreault advised that the BUUSD had purchased 50 thermometers, and does have some masks. Mrs. Marold advised that the thermometers will be 'tagged' and distributed.
Mrs. Marold advised that there is an abbreviated safety plan and a longer, more procedural one will need to be finalized. The log sheets are good for intermittent use at the present time.
Mr. Pandolfo advised that orders have been placed for cleaning supplies, but there are some availability issues. It is anticipated that the BUUSD will be reimbursed for past and future supplies related to COVID.

The Committee agreed to begin with two sub-committees;

Protections for Students and Staff Subcommittee (2a):

Subcommittee Members:

Luke Aither, SHS Assistant Principal
Hayden Coon, BCEMS Principal
Jason Derner, Alternative Education Administrator
Jamie Evans, Facilities Director
Scott Griggs, CVCC Assistant Director
Jen Lyon, Lead Nurse
Carol Marold, Director of Human Resources
Lauren May, Director of Early Education
Erica Pearson, BTMES Principal
Lisa Perreault, Business Manager
Natalie Soffen, SHS Director of Athletics & Activities (will assign to Chelsea Hoyt, Certified Athletic Trainer)
Rachael Van Vliet, Association Representative

Teaching and Learning Subcommittee (2b):

Subcommittee Members:

Emmanuel Ajanma, Director of Technology

Stacy Anderson, Director of Special Services

Jessica Barewicz, Director of Curriculum, Instruction, and Assessment

Erin Carter, Association Representative

Penny Chamberlin, Director Central Vermont Career Center

Allyson Healey, Association Representative

Chris Hennessey, BCEMS Principal

Jennifer Nye, BTMES Principal

4. Next Steps

Mr. Wells will reach out to the subcommittees to frame the scope of their work.

Mr. Wells will post the Agenda for the June 10, 2020 meeting.

Mr. Pandolfo and Mr. Wells will compose a joint publication to staff. Mr. Wells will forward the publication to Mr. Allen who will post it on Friday 06/05/20.

Mr. Wells requested that individuals on subcommittees e-mail him if they are comfortable being the subcommittee lead or co-lead.

A representative from each subcommittee will be designated to communicate information to Mr. Allen.

Work on defining Committee work prior to the next meeting.

Mr. Wells will create a shared folder with Committee notes, agendas, minutes, etc.

Mr. Wells thanked Committee Members for participating in this important undertaking.

The Committee adjourned.

Respectfully submitted,

Andrea Poulin