

**GROTON BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
AUGUST 17, 2020 @ 6:00 P.M.
CENTRAL OFFICE, ROOM 11 ***

* Due to limited seating, only Groton Board of Education members will be allowed to attend this meeting in-person. Members of the public may view or listen to the meeting by following the below steps:

- 1) Using Google Chrome browser, go to www.grotonschools.org
- 2) Hover your mouse over "About Us" and click on Board of Education
- 3) The link to the meeting will be posted prominently on the Board of Education page

Mission Statement: Our mission is teaching and learning.

Board Goals: (1) Provide Dynamic Rigorous Curriculum, (2) Ensure Effective and Engaging Instruction, (3) Embrace Excellent Learning Environment

AGENDA

1. Call to Order
2. BoE Regular Business
 - a. Approval of the COW meeting minutes of July 13, 2020 (Attachment #1)
 - b. Approval of the COW special meeting minutes of August 3, 2020 (Attachment #2)
3. Discussion of the revised student and staff calendar for 2020-21
4. Update re: Groton Middle School opening
5. Discussion of health and safety protocols
6. Discussion of the FY21 budget regarding addition of COVID-related expenses
7. Update re: ongoing parent focus groups
8. Review of Referral List (Attachment #3)
9. Suggested Future Topics
10. Adjournment

GROTON BOARD OF EDUCATION
 COMMITTEE OF THE WHOLE MEETING
 JULY 13, 2020 @ 6:00 P.M.
 REMOTE MEETING

MEMBERS PRESENT: Kim Shepardson Watson-Chairperson, Andrea Ackerman-Vice Chairperson, Jane Giuliani, Gretchen Newsome, Liz Porter, Rita Volkmann, Jay Weitlauf, Lee White

MEMBERS ABSENT: Rosemary Robertson,

ALSO PRESENT: Mike Graner, Susan Austin, Sam Kilpatrick, Ken Knight, Dennis Colclough, Denise Doolittle,

I. CALL TO ORDER –Chairperson Kim Watson called the meeting to order at 6:04 p.m.

II. BOE REGULAR BUSINESS

MOTION: Porter, White: To approve the COW meeting minutes of June 15, 2020.
 PASSED - UNANIMOUSLY

III. UPDATE RE: CSDE SCHOOL REOPENING PLAN

- Overview of the CSDE Document Adapt, Advance, and Achieve – Dr. Graner stated that the Commissioner and the Governor have required districts to develop 3 models to come back to school:
 - Full capacity
 - Hybrid Plan – 50% occupancy
 - Remote learning model.

Dr. Graner noted this plan needs to be developed by July 24, 2020. Dr. Graner noted that he is sending out a survey to all parents asking 2 questions. Dr. Graner also noted that he is sending out a survey to teachers regarding whether they will be returning in-person or on some form of leave.

- Financial Requirements – Dr. Graner and Mr. Knight explained the financial requirements being used.
- Transportation Issues – Dr. Graner noted that the plan submission date is July 24, 2020. Dr. Graner stated that the State doesn't approve the plan, they just want to know what districts are doing.

IV. DISCUSSION OF PROPOSED STAFFING POSITIONS

- APEX/Transition Academy Teacher – Denise Doolittle gave an overview of the Transition Academy Program to date and outlined the proposal for the new position noting that the expansion of the program would include homebound students. A portion of the day will be allocated to managing the APEX Academy Program and the remaining portion will be dedicated to supervision of the Transition Academy students at their job sites. Dr. Graner and Mr. Knight reviewed the cost and funding for this position.
- Student Data Manager – Susan Austin stated that there is a need for this position in the Central Office and she outlined what this person would handle. Dennis Colclough gave further explanation of the need for this position; he noted the increased demand for data by the State Dept of Education. Dr. Graner and Mr. Knight shared the cost and funding for this position.

V. REVIEW OF THE REFERRAL LIST

The Board reviewed the Referral List.

Mrs. Porter stated that she attended the PSBC meeting and that they had approved putting the lines on the new field for Hockey.

VI. SUGGESTED FUTURE TOPICS

MOTION: Newsome, Watson: To add to the agenda the moving of all memorials from the Middle schools and discuss their relocation at the Groton Middle School.
PASSED - UNANIMOUSLY

A referral was made to the Finance/Facilities Committee to determine the best place for the memorials to be placed.

VIII. ADJOURNMENT

MOTION: Ackerman, White: To adjourn at 7:30 p.m.
MOTION PASSED UNANIMOUSLY

GROTON BOARD OF EDUCATION
COMMITTEE OF THE WHOLE
SPECIAL MEETING MINUTES
AUGUST 3, 2020 @ 6:00 P.M.
REMOTE MEETING

Members Present: Chairman Kim Shepardson Watson, Vice Chairman Andrea Ackerman, Jane Giuliani, Gretchen Newsome, Elizabeth Porter, Rosemary Robertson, Rita Volkmann, Jay Weitlauf, Lee White

Also Present: Michael Graner, Susan Austin, Sam Kilpatrick, Ken Knight, Dennis Colclough, Denise Doolittle

Chairman Watson called the meeting to order at 6:02 p.m.

1. Presentation of the Groton Public Schools Reopening Plan

Dr. Graner noted the 3 options submitted to the State:

- Face-to-Face
- Distance Learning
- Hybrid Model

Ms. Susan Austin explained the exceptions to the Hybrid Model. Ms. Austin noted that there were 8 subsections to the Reopening Plan:

- Academics
- Cancellation of Classes
- Career & Technical Education
- Facilities & Operations
- Family & Student Engagement
- Health Practices, Protocols & Monitoring
- Staffing & Personnel
- Transportation

Ms. Austin gave an overview of the Academics section regarding Special Education and ELs. Mrs. Doolittle highlighted the Special Education piece. Ms. Austin highlighted the ELs section. Ms. Austin highlighted the Remote Blended Learning section with input from Jamie Giordano, Matt Brown, Amy McKenna, Steve Wheeler on what their respective committees worked on.

Dr. Graner addressed the Cancellation of Classes by noting that the district will work closely with Ledge Light Health District when cancelling classes.

Mr. Kilpatrick highlighted the Facilities and Daily Operations section.

Mr. Kilpatrick gave an overview of the Custodial Scope and Frequency section. Christy Post highlighted social distancing and following all safety protocols.

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Mrs. Doolittle gave an overview of the Health Practices and Protocols section noting input from Leah Hendricks, VNA Director, and Ledge Light Health District. Mrs. Doolittle also highlighted Reporting Illnesses and Addressing Vulnerable Populations, Social Distancing, Use of Face Covering Masks and Face Shields, Health Monitoring as well as Planning and Distribution of Information, Containment Plan.

Staffing and Personnel – Ms. Austin highlighted staffing, Mrs. LePine highlighted personnel, and Mr. Knight highlighted the financial portion. Mrs. LePine noted that the staffing model is anticipating students every day; substitutes for teachers and paraprofessionals are being mapped to specific schools, and the protocols in place over the summer have been going well. Mr. Knight gave an overview of the ordering process in spending the CARES Act funds.

Mr. Kilpatrick gave an overview of the Transportation section.

The Board held an extensive discussion of the overall report presented.

MOTION: Ackerman, Robertson: To adjourn at 8:54 p.m.
PASSED UNANIMOUSLY

BOARD OF EDUCATION - REFERRAL TRACKING SHEET

As of August 17, 2020

FCM = Future Committee Meeting

Referral #	Date Initiated	Subject	Referred to	Action	Status Report
		Curriculum/Instruction			
R2015-37	12/10/18	Review the assessment of grammar (A.A)	Curriculum	FCM	
R2018-13	12/10/18	More robust Summer School (funding/structure) (A.A)	Curriculum	FCM	
R2018-14	12/10/18	Review of spelling and cursive writing	Curriculum	FCM	
		Policy Development			
R2017-6	3/6/17	Review policy P 3520.11 Electronic Information Security	Policy	FCM	ongoing
R2017-7	3/6/17	Review policy P 3543.31 Electronic Communication Use and Retention	Policy	FCM	ongoing
R2018-10	6/4/18	Review policy P 5111.3 Protection of Undocumented Students	Policy	FCM	ongoing
R2018-25	1/7/19	Review policy P 6146.1 Examination Grading	Policy	FCM	ongoing
R2019-16	9/9/19	Determine where the limits are for having advertising done	Policy	FCM	
R2020-9	5/20/20	Review policy P 1230 Parent Organizations and Booster Clubs	Policy	FCM	1 st reading 8/24/20
		COW			
R2018-17	12/10/18	Investigation of racial bias (Retreat) (KF)	COW	FCM	Retreat
R2018-18	12/10/18	Discussion of student achievement by sub groups (KF)	COW	FCM	ongoing
R2020-8	5/18/20	Discussion of a regional approach to Transition Academy and the need for an alternative high school and how to support each	COW	FCM	ongoing
R2020-10	6/8/20	Review of Report Cards	COW	FCM	
R2020-11	6/8/20	Review of the fields in the district	COW	FCM	
R2020-12	6/8/20	Assessment of what went well and what went wrong with distance learning	COW	FCM	
R2020-13	6/15/20	Review of additional elementary neighborhood plans	COW	FCM	
		Facilities			
R2020-14	7/13/20	Determine the best placement for the memorials from the schools that were closed	Facilities	FCM	
		Finance			
		Miscellaneous			