Bourne Public Schools

BOURNE SCHOOL COMMITTEE

Regular Meeting Minutes

DATE: Wednesday, August 26, 2020
TIME: 6:30 PM
PLACE: Remote Access Meeting

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: Chair Emily Berry; Paul McMaster; Erin Perry; Steven Strojny; Chris Hyldburg; Maureen Fuller; Ryan Bagdonas
SCHOOL COMMITTEE MEMBERS ABSENT:
OTHER ATTENDEES PRESENT: Dr. Kerri Anne Quinlan-Zhou, Superintendent; Melissa Ryan, Assistant Superintendent of Learning and Teaching; Jordan Geist, Director of Business Services; Craig Davidson, Director of Special Education and Student Services

CALL TO ORDER

1. Chair Berry calls the meeting to order at 6:30 PM.

PUBLIC COMMENTS

2. Public Input
   - John Morrell expresses his disappointment with the District Steering Committee and the School Committee's Reopening Plan. He references guidance provided by Governor Charlie Baker. He talks about our state's health statistics and that our children should be going back to in-person learning. In his opinion, he thinks the focus has been taken off of the needs of students and put on whether or not it is safe for our teachers and students to return to in-person learning. Mr. Morrell reads the guidance from the State. He suggests a public meeting with the board for parents and students to discuss their needs and concerns.
   - Lauri Gilbert states that the BEA Negotiations Team fully understands the challenges and concerns families are facing at this time. She says that while this situation continues to rage, leaving no community untouched, they are seeing a rise in children and teens becoming infected. Mrs. Gilbert states that we all want the students to return but safety has to be paramount. She lists items that must be addressed in school buildings before the school opening. She believes that the School Committee must put the safety of students and staff as the number one priority.
   - Sharon Moore says that she is a teacher at the Bourne Middle School. She describes the leaks in the ceiling of her classroom along with health concerns due to this situation. Mrs. Moore states that now with the COVID virus conditions are intolerable. She suggests that we stay out of the buildings until they are deemed safe.
   - Cynthia Beaudoin, also a teacher at the MS, shares the same concerns as Mrs. Moore. She feels her classroom is also unsafe and details the issues of concern. She believes that until the ventilation systems in the schools are addressed she considers the building unsafe. Mrs. Moore says that the vote by the School Committee was to have remote start for all and she believes the same.

Bourne Public Schools

PUBLIC PARTICIPATION

3. Reports and Presentations

a. Superintendent's Report, Kerri Anne Quinlan-Zhou, Superintendent of Schools

- Superintendent Zhou talks about the new look of the School Committee Agenda and that reports will be given by others. She says most of what she is working on is the reopening schools plan. She thanks everyone involved in getting this together and especially the parents for completing the surveys to assist in the planning.
- We have had productive meetings with the YMCA and have strong indications that they will continue the before and after care programs. Communications from them to families will follow in regards to slots available. Other spaces are also being looked at so that more slots can be made available to families.
- Communcations will be sent from the Principals to families about their back to school nights. Students are invited to attend with their parents.

B. Chairperson's Report, Emily Berry, School Committee Chair

- Chair Berry talks about the School Committee's August 12th Summer Workshop. The workshop was a great opportunity for the school committee members, especially those that are new to the board, to become familiar with the procedures and to set goals for the upcoming school year.

C. School Committee Sub Committee Reports, Melissa Ryan, Assistant Superintendent of Learning and Teaching

- Mrs. Ryan talks about the Policy Sub Committee Meeting on Monday, August 24th, which was in part to review and update the anti-harassment and greivance policy. They met to review and update Policy JIIA in order to incorporate the requirements of the Title IV law which went into effect August 1st.
- She respectfully requests that the School Committee approve the revisions to Policy JIIA which was placed in the folder for review by members.

Paul McMaster motions to approve the revisions to Policy JIIA; Seconded by Erin Perry; Roll call vote: 7-0-0

D. Presentation on Reopening of Schools Plan

Task Force for Reopening Schools Steering Committee and Sub Committee reports

- Dr. Zhou shares her screen to show the Reopening School Plan and notes that it is available to view on our website. The Plan should be considered a living plan as any updates from the Dept. of Education will be incorporated into the document.
- One of the items she highlights is the metric that shows a downward trend in community spread. Another is the samples of student schedules of which you can see there are many interactions with teachers. Kerri displays the schedules for when students return in a hybrid model. There are two hybrid groups.
- Kerri talks about athletics and that there has been new guidance regarding phyical education and sports. They are reviewing this guidance. We do want our students participating in sports activities and physical education and therefore careful review is required.

    - Chat question: How can we provide space for the YMCA when we are not having our students in our buildings? Dr. Zhou states that they are working very hard to get our students back in the building and the space the YMCA will use, the media center, will not be used by other classrooms.

- Chair Berry asks for Dr. Zhou to speak about the many questions she has seen on social media regarding the amount of time students are expected to spend in front of the computer. Kerri states that even though the schedule looks heavy it is still a sample. More information will be discussed during the sub-committee reports.

- Facilities, Operations and Safety - Jordan Geist, Director of Business Services, speaks to the Indoor Air Quality Assessment Report provided by Fuss & O'Neil Inc. and introduces Dustin Diedricksen who is joining the SC meeting to review the results of the air quality tests that were performed at our schools.
  - Dustin talks about the work he has done throughout New England. His specialty is toxicology and has been involved with BPS for many years. He discusses the scope of this project and includes where the air quality studies were conducted.
  - He talks about the baseline parameters that they follow in the review and the testing done on assembly spaces, functional spaces, and classrooms that were accessible, some areas were not available so they tested outside those areas.
  - They focused on specific items such as temperature, carbon dioxide, carbon monoxide and relative humidity, which is his specialty, as relative humidity is suspect to mold growth. Dustin talked about the instances found in certain areas along with what is being done to address them.

  - Maureen asks Dustin about the O2 levels in the report and if ,without people in the room, it would fluctuate with the results when there are people in the room. He says he would recommed to have testing done when people are in the schools. She asks him if he would send his childen to our schools and he says that he would. Dustin states that these air quality reports are typical to what he normally sees and that there was nothing in the reports that jumped out at him.
  - Maureen asks about the univents and what is the highest filter that can be used on them. He does not know the answer and says that it may not always be best to put out a higher density filter. This is what they are reviewing now in order to know which is the best type of filter for the units.
  - Ryan Bagdonas asks when they can expect the results of the studies being done right now. On the mechanical review it may be a couple weeks which may include recommendations for additional adjustments.
  - Paul McMaster asks if a commercial building or a place you go to for work would have a filtration system as high as a Merv13 filter? Dustin states no, they would not use this filter. He can not give statistics on air quality as this is not his specialty and refers to the mechanical enginerring team. Paul asks him to clarify, commercial buildings do not use this filter and that they use a lower level filtration system. Dustin states that they would have a lower level filtration system.
  - Emily asks Dustin if this is a common assessment that towns are asking for? He states that this not common for towns; schools are requesting testing on 10% and 50% occupied sedentary spaces. This school system is the first that has requested all buildings be studied.
  - Chat questions: What would this air quality report look like if staff and students were in the bulding? Roughly what would the increase be, usually an air quality report is done after th HVAC cleaning and balancing? Why this report first? Mr. Geist states that they cleaned the air vents then requested this indoor air quality be done because he thought it was important to get this information out to the public that may have had concerns. Dustin states that when the buildings are occupied you may see increases in carbon dioxide, with the baseline and the air quality results in the buildings it is not unreasonable that we can get it below the baseline parameter. Humidity will drop once September is here so the only thing you would want watch is the carbon dioxide. Jordan talks about a survey done with the MTA and some of the complaints were dry skin, would this be affected by there not being enough humidity in the air? Dustin reponds that yes, this could cause other isues too such as dry, itchy eyes and can be as a result of the moisture in the room lower than 30. He recommends a comfortable range between 30% and 50%, though the state recommends 40-60%.
  - Emily asks how does relative humidity relate to COVID? The most telling would be the exchange of carbon dioxide within a space. Relative humidity relates to the amount of droplets that are in the air.

- Chat question: What specific information is going to be reflected during the rest of the HVAC evaluation? Jordan states that they are working with Fuss & O'Neil to let us know what is needed to manage maintenance of systems and to identify any potential areas where we can make improvements if necessary.
- Chat question: What is the ventilation system at the middle school on the 2nd floor? Cynthia Beaudoin asks what type of air flow system is on the 2nd floor since there is no air conditioning on that floor? Jordan states that there are air handler units on the rooftop and above the 8th grade hallway which moves air through that area. Jordan is working on getting that unit's noise level reduced and hopes Fuss & O'Neil can give advice on that.
- Chat questions: At this time, do the reports document acceptable air exchange and air flow and that the filtration system's results are not related to humidity or mold? Jordan says that this is not part of the scope of the work being done and that they are looking at the CO2 levels to show that the air is moving.
- Chat question: None of these tests were done with numerous staff and students in the buidings, how can it be guaranteed that they will be safe when they are occupied? Dustin states that it is recommended that tests be conducted in the buildings when there are people in them and just to continue to monitor CO2 levels. Jordan says the air movement or levels of CO2 is just one component to go along with hand washing, social distancing and use of disinfectants and sanitation.
- Chat question: Will samples be taken of insulation to test levels of mold? They did look at various areas of concern and saw that there were very few instances of mold growth. Results of this sampling is part of the report.
- Chat question: Erin Perry reads a question to the group. How do these results compare to the CDC guidelines for a safe environment? As part of the mechanical study, numbers will be compared to these guidelines.
- Ryan Bagdonas would like to thank Jordan for the work that has been done. She states in conjuction with the results and the safety protocols we have in place we believe that our buildings are safe for the students and staff to go back to.
- Paul McMaster echoes what Ryan says. He wants to make sure parents understand that we have been able to accommodate concerns made by the public and that we are doing all that we can do to fulfill these concerns. He believes very strongly that we have done everything necessary to make our buildings safe for returning staff and students even though we are beginning classes remotely.
- Emily asks Jordan to speak briefly on the HS roof project. He gives specifics on the work done and continues to be done and thanks the residents for their support of this project.
- Dr. Zhou adds that they will be doing walk throughs in the buildings tomorrow afternoon to prepare for school opening which includes signage such as what you would see at supermarkets, etc. She offers to do a walk through with SC members on Friday if they would like.

- Teaching and Learning – Melissa Ryan talks about the sub-committee work being done to make the return of students possible. Melissa speaks of the survey sent to parents to select their choice of learning model for their student.
- She states that they are finalizing schedules for all students. She tells parents that if there is a request to change the choice of their student returning to in-person learning, they should contact their child's building principal.
- There were a number of students and families that did not complete the survey. These students were assigned to the hybrid learning model. We plan on you coming to school because if that is not accurate it is easier for us to plan for when you don't show up than it is if we hadn't planned on you being there.
- There will be parent orientation nights scheduled so the principals can share with parents the details of what school will look like when we re-open for students. We will also be offering virtual back-to-school nights. This is an important time for our parents to meet with their student's teachers.

- Melissa speaks to the recommendation they had originally made to hire a remote learning teacher. After working with building principals and the BEA leadership, we realized that we were not specifically looking to hire a remote teacher but to hire a K-5 teacher. What this does is even out the number of grade level teachers to work in teams of two so that one teacher would work on remote instruction and the other on providing the in-person instruction.
- At the secondary level, student schedules will be different. She details what a HS student's schedule may look like.
- Melissa speaks to the 10 day professional development schedule and that some of it will focus on safety and sanitation which we will need to complete in order to open schools. She details other aspects of the professional development that will be provided to staff. She thanks Kelly Cook and Lisa Dix for their help on scheduling and providing the professional development needed.

    - Chair Berry states there is a lot of disrepect in the chat and asks for everyone to be respectful. She states that we should all come together as a community and respect others opinions. There have been over 100 people working on the opening plan and if you have an issue you can direct it to the building principal or you can email the administration.
    - Maureen Fuller knows that professional development will continue throughout the year and would like to know if Modern Teacher will also continue. Mrs. Ryan says that it will continue in the hybrid model and expect it to continue through in-person learning. She gives more information on Modern Teacher.
    - Ryan asks if ESPs are included in professional development. Melissa says they will participate and will include some targeted professional development.
    - Ryan talks about student's schedules in the remote learning model. She is very concerned for families that just can't do it. Melissa asks that families please, please communicate with us about your needs, obstacles and barriers. We are required to have a level of instruction and are more that willing to work with parents.
    - Dr. Zhou talks about home schooling and states that families can change and request remote or hybrid learning. Kerri talks about preparing home work kits for students so learning will not only be screen time.
    - Chat question: When will teacher assignments be sent out? Melissa states that they are just finalizing schedules and that PowerSchool will be rolled over this evening in preparation for the new year. She anticipates that teacher assignments will be sent out in the next couple of weeks.
    - Melissa gives information on the Cohort groups per the parent survey and how the groups were created. There are changes that may be made once the cohorts are scheduled. It will be a matter of numbers.
    - Chat question: Will there be a remote orientation for parents and students to meet with their teacher? Melissa talks about the different ways parents and students can connect with teachers and principals for students in each learning model.
    - Chat question: Will the instructional version of a lesson be recorded so that students can watch it at a later time if they are not able to attend the live session? Melissa doesn't believe remote lessons will be recorded. Students will have resourses that are available to access instruction well after they log off.
    - Chat question: Will there be computer orientation classes for parents with the Chromebook distribution and being able to log on? Mrs. Ryan states they are definately looking for ways to support that not just for parents but for caregivers that would be overseeing student's learning.
    - Chat question: What's going to happen to Kindergartners since the screenings were cancelled? Principal Carpenito is trying to coincide this with the school work materials pickup. She says they plan to work with families to make this school year as comfortable as possible for students and parents. Emily asks when they can expect pick up of materials by families. We have tentatively set both the chromebook and school work materials distribution for Monday, Sept 14th. More details will follow.

- Chat question: Will remote teachers be assigned a grade level and will they be reassigned mid-year? The remote teacher would be part of a team and would be assigned to a consistent group of students for the school year. Dr.Zhou gives additional information regarding teachers and students' learning, whether they are remote or in-person.
- Chat question: Will there be a face to face meet with teachers and students especially the younger students at Bournedale? Melissa states that we are still working on this and whether it will be a possibility.
- Chat question: Why is this meeting being held remote tonight if we expect students to go back to the buildings? Chair Berry states that the only reason this meeting is being held remote is due to technical issues with BourneTV. She says they have met in person when necessary.
- Chat question: Are the School Committee members sending their children back to in-person school learning? Emily says that her two children will attend in person school when the buildings are ready. The School Committee members all agree that their children will be attending school as they know the buildings are safe.

- Student Support – Director of Special Education and Student Services Craig Davidson talks about the meetings they have had in the last several months to support staff and students. Principal Carpenito give the members information regarding the break-out sessions to support students' social emotional needs in which ever learning model they are in.
- Craig discusses the ways they can support student learning when there is a transition from remote to in-person or hybrid learning. He highlights the work done with Dr. Hirschburg, a physchologist from Western Mass who also works on the social emotional wellbeing of students. He talks about the two plans, one for remote and another for the hybrid model. The highest priority at this time is to be able to bring our high-needs students back to full time and talks about the work done by the sub-committees.

- Maureen

4. Discussion Items

a. Continued discussion about the Reopening of Schools – Dr. Zhou states that there has been a tremendous effort to get the schools ready for in-person learning. In all of the discussions, she states that they are strongly advocating for our staff that have medical concerns. She asks the School Committee to allow temporary accomodations to the people that have serious concerns or may have child care needs.

b. Student and Staff handbook revisions – Mrs. Ryan states that there are no major changes to any of the handbooks. She states that the addendums are specifally to address the things that could be different in our handbooks as a result of COVID. Melissa would like to ask that the approval of the staff handbooks come at the next meeting as there are some items in it that may need to be reviewed per negotiations.

- Staff Handbook
  - Staff Addendum
- BHS Handbook
- BMS Handbook
- BIS Handbook
- BES Handbook
- Student Handbook Addendum

Maureen Fuller motions to approve the student handbooks; Seconded by Paul McMaster; Roll call vote: 7-0-0

5. Action Items

   a. Vote to approve Student Anti-Harassment and Greivance Policy – JIIA

   b. Vote to approve the minutes of 6/30/2020

Maureen Fuller motions to approve the June 30th Minutes as written; Seconded by Paul McMaster; Roll call vote: 7-0-0

   c. Vote to approve student and staff handbook resisions/addendums

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6. *Maureen Fuller motions to enter into Executive Session with the intent to not to return to Regular Session: seconded by Paul McMaster; Roll call vote: 7-0-0*

Meeting ended at 8:45 PM

RESPECTFULLY SUBMITTED,

Teresa Vicente
Recording Secretary

List of documents and exhibits used (GL c.30A, sect 22(a))

Agenda Item	Document
0	Amended Agenda
3	Bourne Harrassment Policy
3	Bourne Indoor Air Quality Report by Fuss & O'Neil
5	School Committee Mtg Minutes – June 3, 2020