

## Oyster River Cooperative School District

### Hybrid Workshop Meeting\* Minutes

**\*In accordance with Governors Executive Order #12**

**July 14, 2020**

**DRAFT**

**SCHOOL BOARD PRESENT VIA ROLL CALL VOTE:** Dan Klein, Tom Newkirk, Denise Day, Michael Williams, Al Howland. Remote Access: Kenny Rotner. Absent: Brian Cisneros,

**Student Representative:**

**ADMINISTRATORS VIA REMOTE ACCESS:**

**STAFF PRESENT:** Jim Morse, Todd Allen, Susan Caswell, Catherine Plourde, Suzanne Filippone, Jay Richard, Bill Sullivan, Misty Lowe, David Goldsmith, Andy Lathrop, Kim Wolph, Josh Olstad, Jim Rozycki, Doris Demers, Lisa Huppe

**GUEST'S PRESENT VIA REMOTE ACCESS:** Janet Martel, Guild President

#### **I. CALL TO ORDER at 7:00 PM by Tom Newkirk**

Jim Morse introduced himself and informed the listening audience who was attending the workshop and gave a summary of what an actual workshop entails, and that there would be no motions taken or decisions made at this meeting. There would be presentations by the administrators from the elementary, middle, and high school, with input from the Athletic Director, along with the operation divisions of IT, facilities, school nutrition, and transportation. Jim also mentioned that the Guild President, Janet Martel was also available by phone to answer any questions that the Board may have.

Jim mentioned that this is the first time since March 13<sup>th</sup> that we have gathered as a group and that we are following the social distancing guidelines of 6' apart and wearing masks. Jim spoke briefly of the past survey that was circulated and the tremendous response that was received and the questions that it generated. He explained that the power point that was provided at the July 8<sup>th</sup> Board meeting was turned into the Superintendent Newsletter that was sent out last week. Jim went on to state that we learnt a lot about the remote learning process and the areas that need improvement. He explained that a Hybrid Model would be introduced tonight for discussion along with the thoughts on returning fully in the fall.

Jim thanked all the administrators and staff for their hard work and that the next three weeks are going to be intense. He stated that we are working on a plan that will keep the students safe, the faculty and staff safe, and presenting a program that we can put in place and adjust if needed for bringing the students back. Addressing the social emotional issues first before academics will be a priority.

Tom Newkirk complimented the administrators and all additional staff involved in creating this incredible detailed plan that puts us in good position to move forward. He also reminded the audience that this was a workshop, so there would be no public comments, but thanked everyone that did write to both Dr. Morse and the School Board, and encouraged everyone to continue to write and express their thoughts and opinions and also express any questions that they may have.

Jim Morse introduced both David Goldsmith, Moharimet Principal and Misty Lowe, Mast Way Principal to begin their discussion surrounding the elementary schools.

David began with their goal: All K-4 students in school, as much as possible, while maintaining social distance and student/staff health protocols. He also explained the benefits of this plan being Equity: Learning opportunities, Technology. Mental Health: SEL education, SEL support. Instruction: Assessment, Individualized. He then shared Model #1 Full Day All Students In Building which would break down as Classes split into 2 groups, Students learn for ½ day with teacher, Students learn for ½ day with “pod”, Pod is staffed with paraeducators, tutors, Encore teachers. He went on the state the pros and cons for this model and stated that they would have a tough time staffing this model and that Mast Way did not have the staff to do this model.

Model #2A: A/B ½ days Classes which would split into 2 groups, Students learn for ½ day with teacher, Students learn for ½ day remotely. David gave an example of what this type of scenario would look like and explained the pros and cons as well. He stated that this is an excellent option.

Al Howland asked if 1 hour was enough time between for the cleaning of the classrooms. Misty stated that this is only a sample and that further discussion with facilities and transportation would need to happen.

Denise Day asked, after listening to the Governor’s update, if there was funding available.

Jim stated that Oyster River’s allotment of funding amounted to 39K. He agreed that there is additional money available and that we could apply for it.

Kenny Rotner asked that with Model A/B what that would look like for the teacher.

Model #2B: Full-Day K & 1; Half-Day 2-4 which would have K –1 ½ day with classroom teacher in classroom, ½ day with paraprofessional in a different space, 2-4 Classes split into 2 groups. Students learn for ½ day with teacher, Students learn for ½ day remotely.

Model #3 All Remote: Consistent Expectations for Each Grade Level and gave an example of a possible grade 4 schedule.

Denise Day asked with the remote learning in the spring what percentage of children struggled with remote learning.

Misty explained that it would be hard to give you a percentage, but teachers, counselors checked in weekly with students. The Tier 2 and 3 students were also supported.

Catherine explained that there were small groups of students that we could provide in service to, keep the cohorts small in school with adult support helps with the engagement piece.

Jim explained that he recently sent a memo to all staff asking if staff cannot come back to work due to the Covid-19 restrictions. He reminded the Board that the information he is asking for is extremely private and that it will not be shared with anyone other than the HR Coordinator, Theresa Proia. He also worked closely with the Guild President, Janet Martel on the wording of this memo and with legal counsel. He explained that Theresa has begun to set up meetings with these individuals and that she will be consolidating a list as he gave a deadline of July 24th.

David explained that all these models will affect some families. ½ day and remote we can do. All in is physically possible at Moharimet but not at Mast Way.

Tom Newkirk can’t image social distancing with young children and masks.

David stated it is one of the most challenging.

Todd Allen stated that there has been a lot of discussion surrounding utilizing outdoor spaces whenever possible.

Tom thanked David and Misty and Jim asked Jay and Bill to the podium.

Jay Richard, Principal and Bill Sullivan, Asst. Principal introduced themselves and Jay thanked Andrea B. for her assistance in creating this draft plan. Jay began by explaining that they have been measuring classrooms to see how many desks they could place in each room. They would keep the cohorts small and that teachers would move class to class instead of students moving. They will not be using the lockers, have staggered dismissal, lunches would be delivered to classrooms. There is no outdoor space for PE. The construction manager suggested an area, but that will not work. There is talk of use of Woodman Park with transportation being utilized.

Jay began by explaining the first possible option of returning to school in the fall with the thought in mind that that it is possible that we start in one model and transition to another model at some point in the fall. Jay shared the challenges they will face and the possible solutions.

The Hybrid Model for 5th and 6th grade in school all day the benefits: Equity, Mental Health, and Instruction. For the 7th and 8th grade it would be 2 days per week (50% of students) with the benefits: Live classes for core subjects, WL, and UA (Block Scheduling-90 minutes), Maintain recommended social distancing, Smaller Bobcat groups when in school, Very similar schedule as high school.

Assumptions for 5th and 6th grade in school all day, All students in school Monday, Tuesday, Thursday, Friday (Wednesday – relearning), Block scheduling for 6th grade, Classrooms large enough to provide adequate social distancing, UA (Health, PE, Art, STEM) will occur either daily or every other day, Lunch in classroom, Teachers rotate – not students (students stay in cohort) Minimal travel in hallway.

Assumptions for 7th and 8th grade 2 days per week, ½ the students are in school either Monday and Tuesday OR Thursday and Friday (Wednesday-relearning), Other two days are remote, Maintain recommended social distancing, Smaller Bobcat groups when in school, Lunch in classroom, Teachers rotate – not students (students stay in cohort as much as possible), Minimal travel in hallway.

Remote Learning Model All Students have Dell laptop, All teachers take attendance and hold advisory at the same time daily, Two core classes and either WL or UA daily, Screen time per class would be limited to 30 minutes, Synchronous classes expected, Team meetings daily from 8:10 am-8:55 am, Similar schedule to hybrid model so back and forth will not be significant change.

Jay provided sample schedules for each of the models to show the Board.

Dan Klein asked if the lockers could be removed completely to provide additional square footage for students. Dan also asked of the possibility of removing any of the antiquated countertops and shelving throughout the building for additional space to be utilized by students. He also noted that this would assist with the cleaning time as there would be less clutter.

Ken Rotner thanked everyone for all of the work that went into developing this proposal but questioned what would happen to the students and families that opt not to return to school, and the splitting of grade levels on different days. What would that experience be like?

Jim stated that this is the million-dollar questions and that we do not have that answer right now.

Catherine explained that it can mirror the elementary AM/PM model which would reduce the amount of space required and allow easier movement for students.

Jim stated that the middle school has a lot of issues in returning students to school.

Al Howland felt that the Hybrid model was the best option at this time.

Denise Day is concerned about returning to a full remote learning environment and asked if classes for the MTSS Tier 3 and 4 students was possible.

Catherine stated that we did identify students through that model and using the strategic plan as a guide to follow.

Jim stated that there were students that were not successful in the remote learning environment.

Tom Newkirk stated that we cannot bring back middle school students for 5 days per week.

Jay stated that this is correct as it would not be safe for students and staff.

Tom Newkirk re-iterated that the situation is impossible for all in and thanked Jay and Bill for their input. Jim invited Suzanne to the podium.

Suzanne Filippone, HS Principal introduced herself and began her proposal by explaining the Goal for ORHS is to provide a safe and equitable environment for rigorous and engaging studies which reflects our Vision of a Graduate and Mission as a school. She began explaining her proposals.

Model 1 – 50% return per day/alternating days (alphabetical) – all students 2 days/week.

Benefits: Equity, in person/in time monitoring of student learning and growth for academic success (which compliments remote instruction and learning), SEL/Mental Health Supports in Person Human Connection, School Community.

Challenges: Cohorts and social distancing, Electives, lunch, hallways, larger classes, classroom size, student privilege, arrival and dismissals, Cleaning spaces and materials throughout the day Faculty and students who do not return –Staff Dependent, Creation of robust and engaging curriculum and instruction for dual modes (remote and in-person).

Suzanne went on to explain the Bell Schedule: Classes are on alternating days A Day and B Day Classes are blocks of time; same schedule could be used regardless of model making transitions between models easier. Schedule has been created/adjusted according to student input. She also provided a sample schedule of what the week would look like.

Model 2 – Remote and bring in targeted populations to campus.

Benefits: Equity, SEL/Mental Health Supports in Person for identified students Human Connection, Cohorts, cleaning, and social distancing, focus on creation of robust and engaging remote curriculum and instruction (single mode).

Challenges: Faculty time to adjust curriculum & instruction, School Community, Structure/protocols to determine individuals or groups for in-person experience (examples: 9th grade transition or student needing services) Some faculty working from school with student's others from home.

Denise Day asked how this would work with our students that attend the alt programs at other schools, like Dover, Rochester, and Somersworth and how many students that encompassed.

Suzanne stated that she is meeting with these schools and there is no decision yet and that there are about 60 students in these programs, 4 in Rochester, 11 in Somersworth and the rest in Dover.

There were additional Board questions pertaining to the number of students affected by each of the individual proposals and that the decision at the middle school could affect the high school.

Jim stated that is why the principals have been working closely on aligning their proposals.

Al Howland stated that with consistency in and inconsistent world being what it is, the structure of the schedules needs to remain the same.

#### Model 3 – Remote

Benefits: Cohorts, cleaning, and social distancing, Pull from experience in the Spring, Focus on creation of robust and engaging remote curriculum and instruction, Ability for students to work synchronously and asynchronously depending on personal and family needs, Learning everywhere, anytime.

Challenges: Equity, SEL/Mental Health Supports, Human Connection, Faculty time to adjust curriculum & instruction, Lack of in person/in time monitoring of student learning and growth for academic success, School Community.

Fluid Option - Start with two or three weeks of Model 1 (50%) and transition to Model 2.

Goal for first 2-3 weeks at 50% is to build connections with kids and provide specific training focused on areas that we know kids struggled with in the remote setting. Schoology, Teams, PowerSchool, Email, Digital Citizenry and Academic Integrity, Executive Functioning, SEL/Mental Health and Wellness, Use of FLEX and Access to Faculty.

Faculty plan for a robust and engaging remote learning experience, bring in specific students who need supports and/or programming, SEL, Mental Health, Spec. Ed. Services, Academic Supports Depending on community outbreak of COVID-19 bring in targeted groups based on student needs and faculty requests.

Denise Day asked how many students opted for grades? Suzanne stated that she did not have that information with her but could get it. Denise felt that this would be good to have if we go fully remote. Suzanne stated that the grading scale would need to be looked at.

The Board had additional questions pertaining to the number of staff and students in the building, what modifications will need to be addressed and put in place for the different scenarios and the thought that the option of all in for 5 days was pretty much unworkable. There was additional discussion and thoughts surrounding opening school. Tom thanked Suzanne and Jim invited Lisa Huppe to the podium.

Lisa Huppe introduced herself and began by stating that she is using the guidelines that she was given for bus transportation. Currently there is a max of 39 students to a bus which would be 3 to a row with 13 rows using facemasks. She is also in the process of working the routes.

Jim stated that he met with Lisa and Sue Caswell this past week to discuss the different scenarios that could possibly work. They will continue to watch the guidelines and adjust accordingly.

There was discussion surrounding the possibility of parents driving students to school, possible traffic jams at the schools, whether additional parking passes will be given to students who drive with the option of carpooling families given priority.

Suzanne stated that until we know more, they will be delaying the parking permit requests.

The Board thanked Lisa and Jim invited Doris Demers to the podium.

Kenny Rotner asked Jim about the status of Barrington students.

Jim explained we are in good shape with Barrington and that he is in constant contact with the area superintendents to keep abreast of the changing scenarios for opening school.

Doris Demers, School Nutrition Director informed the Board what the meal service would look like. K-8 meals would be prepared and package and delivered to classrooms and handed to them. HS options are limited, and the Ala carte has been removed from the kitchen area. Students would be spread out between the café and MPR. She also explained that a new point of service program that was just signed has an option for parents to preorder meals. They might need to juggle staff and re-assign and have stopped local dairy delivery.

Michael Williams expressed concern for a lot of students in and out of the MPR and café and asked if the same program that is being suggested for K-8 be considered for the HS as well.

Doris stated that they will do whatever is needed. Tom thanked Doris and invited Jim Rozycki to the podium.

Jim Rozycki, Facilities Director thanked the Board for having him and wanted to address two issues. One being ventilation and one being custodial. He started with ventilation stating that the District has spent a tremendous amount of money insuring that the ventilation systems for all the schools are always constantly being maintained and running efficiently. The vents are continually checked for obstructions and change regularly. The air exchange has monitors for carbon monoxide levels and we are running the systems a lot longer beginning an hour before school and an hour after school. We are currently investigating an ION Cleaning system and there is a constant flow of information coming to the District that we review carefully.

Michael Williams asked if this applied to the middle school as well. Jim R. confirmed it did.

Custodial concerns for an all-in scenario. We are following the CDC guidelines for all areas. Full cleaning would happen at the end of each day, but the common areas would require a constant daily rotation of thorough cleaning throughout the day, bathrooms, doorknobs. This model would require an additional 2.6 fte positions. If we go with a 50%- or 4-day scenario, I would like to

Explore the possibility of 4 10-hour day work schedules so we won't have to hire more, but I would like to beef up the sub roster. We also have disinfecting cleaning supplies, hand sanitizer that will be placed in all rooms where students or staff would have access to it.

Al Howland asked about funding due to COVID-19.

Jim Morse stated that Sue Caswell has been keeping a COVID list of the costs. Tom thanked Jim and invited Kim Wolph, the high school nurse to the Podium.

Kim Wolph introduced herself and stated that the nurses have been working closely together and are following all the guidelines that they receive and share that information with the administration. She explained that along with COVID-19 there are additional health concerns out there that need to be monitored. She explained the need for isolation areas within the schools that would need to be created and that not all school nursing offices can accommodate this. Kim additionally stated that at the high school there are many immuno-compromised students and keeping them isolated is imperative. They are also investigating UV Lighting.

Catherine stated that she meets with the nurses and that they have discussed the various scenarios, review of the supplies on hand and what would be needed, restructuring of the nursing areas and review of the governor's protocols.

Kenny Rotner asked about the feasibility of screens at the schools for staff and students.

Catherine explained that we have put in screening protocols at all district buildings that need to be followed before anyone can enter and an application is filled out as well. In terms of testing agency support would need to come in.

Jim stated that the nurses have been amazing during this process and thanked Kim for her input. Jim invite Andy Lathrop, Athletic Director to speak on Athletics in the District.

Andy Lathrop, Athletic Director stated that he is waiting on additional guidance from NHIAA who are having sports be a local decision. He explained that he has been in contact with other area athletic directors who are in similar situations. There are a lot of things to take into consideration. Can we offer other programs? He stated that he will continue to keep everyone informed as information is provided to him. Tom thanked Andy for his input.

Tom Newkirk asked that the function for the next workshop is that the administration will come back with answers to the questions posed and refine of the various models proposed.

Jim Morse stated that we need to look at all 3 models in detail, take those models and build out from there with more details and present those on the 30<sup>th</sup> so that the Board will be informed and able to make a decision on August 5<sup>th</sup>.

Denise Day asked if examples of schedules for all levels could be presented to show how they would interact with each other.

Catherine asked the Board if any of them saw us as being fully in session come the fall.

Todd asked if we were going to only present proposals for Hybrid and Remote and remove all in.

There was a brief discussion among the Board Members surrounding the various models, parent input through the survey and letters sent to the Board, state guidelines and which do we follow when we return. What safety measures will be implemented regarding social distancing, masks, in schools on the buses. What guidelines need to be for student interaction limitations that we will follow in a hybrid or all in scenario, and the plan that needs to be in place if the shift moves to 100% remote.

**XIII. ADJOURNMENT:**

Tom Newkirk thanked everyone and appreciated all the presentations. The meeting ended at 9:22 PM.

Respectfully Submitted,

Wendy L. DiFruscio  
Executive Assistant to  
Superintendent of Schools