

Harvard Public Schools
39 Massachusetts Avenue, Harvard, Massachusetts 01451

School Committee Meeting/Policy Subcommittee
Monday, August 17, 2020
6:15 p.m.
Virtual Meeting

Join Zoom Meeting
<https://us02web.zoom.us/j/83118855838?pwd=NHlvTnk1MENRd1IDRmE5aGEwRFRzQT09>

Meeting ID: 831 1885 5838
Passcode: fgcZ0V

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+1 646 558 8656 US (New York)
Meeting ID: 831 1885 5838
Passcode: 771304

Call to Order and Read the Vision Statement (6:15)

1. Public Commentary (6:20)
2. Superintendent Update (6:30)
3. HPS Re-Entry Plan Update (Vote) (6:40)
4. 2020-2021 Calendar Adjustment; Vote (6:55)
5. Remote Plan Update (7:05)
6. Policy Update (7:20)
7. Minutes (7:35)
8. Public Commentary (7:40)
9. SC Commentary (7:50)
10. Adjourn (7:55)

Vision Statement: The Harvard Public Schools Community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national, and global communities.

Vision Statement: The Harvard Public Schools community, a leader in educational excellence, guides each student to realize his or her highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They continue to develop the confidence and ability to collaborate, contribute, and adapt in an ever-changing world.



Memo: Four Proposed Changes to the Bromfield Re-Entry; B and D require School Committee votes
Date: August 17, 2020
From: Linda Dwight, Superintendent

The leadership team, after considering additional feedback and input, would like to recommend the following adjustments to our re-entry planning for Bromfield;

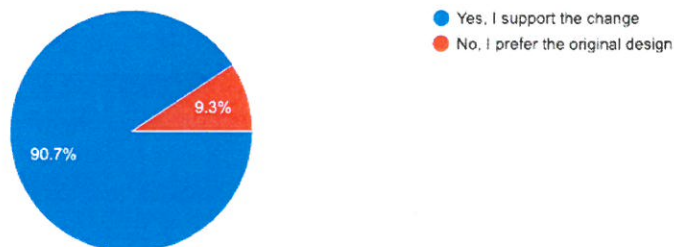
- A. We plan to open in hybrid 1A for the first 2 weeks of school before considering a change to 1B with the potential to stay in 1A long term. With fewer students in the building it will be easier to create a student commitment to the new guidelines. In 1A only .5 the students will attend at a time which will reduce daily exposure and facilitate movement around the school. Also, fewer students will use the bathrooms and contact tracing will be easier, if needed.
- B. Instead of making the student cohorts attend in-person learning two consecutive days as was detailed in the re-entry plan, we would like to change the cohorts to Monday/Thursday and Tuesday/Friday. This will ensure that both groups are at the same point in the curriculum when they meet remotely on Wednesdays. Also, it reduces the number of consecutive asynchronous days. (requires a vote to change the plan; see red lined document)
- C. The 2 afternoon remote classes were going to be held from 1:15 – 1:45 PM and 1:50 – 2:20 PM and now they will be held from 1:40 – 2:10 PM and 2:15 – 2:45 PM. The later start to classes will help families who have students at both HES and TBS, as it gives the older students more time to arrive at home and join their remote classes following the HES dismissal at 1:13 PM.
- D. We would like to make a change to the district calendar for Bromfield. Instead of starting on a Tuesday, September 8th and only seeing .5 of the students before seeing them all remotely on Wednesday, September 9th, we would like to propose starting the Bromfield students remotely on Wednesday, September 9th. To do this, the Professional Development day set for May 14 would move to September 8th for TBS and stay on May 14th for HES to help with the move into the new building. (vote required; see attached calendar draft)

The Bromfield teachers were asked whether they supported these changes and the results of the survey are included in the packet. Thank you for considering these changes.

Bromfield Teacher Feedback on Proposed Changes to the Re-entry Plan

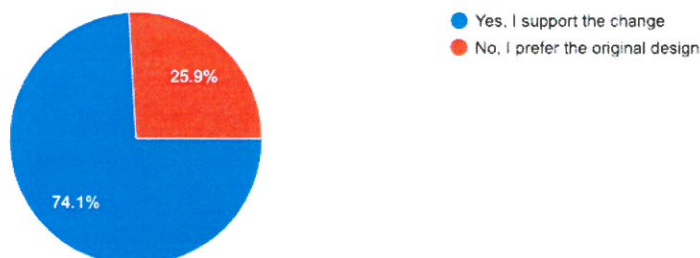
Would you support the change from a hybrid 1A of cohorts that are in-person Monday, Tuesday/Wednesday, Thursday (original design) to Monday, Thursday/ Tuesday, Friday? This change would ensure that you have seen both cohorts by the time you meet with them on the remote Wednesday and it will spread out the in-person contact you have with the students.

54 responses



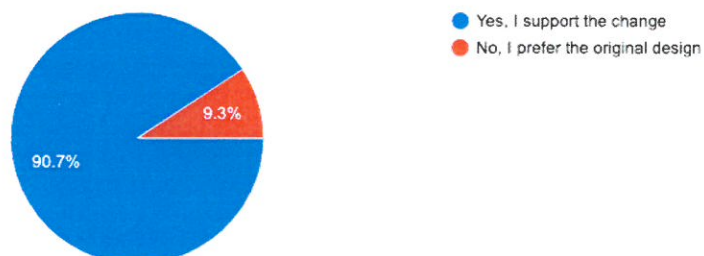
Would you support the shift of the afternoon classes from 1:15 - 1:45 and 1:50 - 2:20 (original design) to 1:40 - 2:10 and 2:15 - 2:45? This change would provide a longer amount of time during the mid-day transition for students and teachers. This would help families with students that are at HES and TBS.

54 responses



Would you support starting the school year on September 9th as a remote Wednesday, instead of seeing one cohort of students on Tuesday, Sept. 8th. To do this, the PD on May 14th would be moved to the 8th and you would have an additional day to prepare. This change keeps the students on a more consistent schedule across the cohorts.

54 responses



2020/21 School Calendar TBS & HES (Voted 7/27/20) Draft 8-17-20

August 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8 _{MT}	9 _{MT}	10 _{MT}	11 _{MT}	12
13	14 _{MT}	15 _{MT}	16 _{MT}	17 _{MT}	18 _{MT}	19
20	21 _{MT}	22 _{MT}	23 _{MT}	24 _{MT}	25 _{MT}	26
27	28 _{MT}	29 _{MT}	30 _{MT}			

October 2020						
Su	Mo	Tu	We	Th	Fr	Sa
				1 _{MT}	2 _{MT}	3
4	5 _{MT}	6 _{MT}	7 _{MT}	8 _{MT}	9 _{MT}	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28 _{ER}	29	30	31

November 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23 _{1/2}	24 _{1/2}	25	26	27	28
29	30					

December 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2 _{1/2}	3	4	5
6	7	8	9	10	11	12
13	14	15	16 _{ER}	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13 _{ER}	14	15	16
17	18	19	20	21	22	23
24	25	26	27 _{ER}	28	29	30
31						

February 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10 _{ER}	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3 _{ER}	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24 _{ER}	25	26	27
28	29	30	31			

April 2021						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14 _{ER}	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 _{ER}	

May 2021						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4 _{1/2}	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26 _{ER}	27	28	29
30	31					

June 2021						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 _{ER}	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2021						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Professional Development: Aug. 27, 28, 31; Sept. 1, 2, 3; May 14

First Day of School: Sept. 8 for HES and Sept. 9 for TBS

Mid-Day Transition: Sept. 8 – Oct. 9

Half Days: Nov. 23, 24, Dec. 2, (conferences); May 4 (town elections)

Early Release: Sept. 8 through Oct 9; Oct. 28; Dec. 16; Jan. 13, 27; Feb. 10; Mar. 3, 24; Apr. 14, 30; May 26; June 17 (Last Day including 5 snow days)

Vacation: Sept. 4, 7; Oct. 12; Nov. 11, 25-27; Dec. 24-Jan. 1; Jan. 18; Feb. 15-19; Apr. 2, 19-23; May 31

School for HES but not for TBS (teacher PD): Sept. 8, Nov. 3, Jan. 19

School for TBS but not for HES (tentative school moving dates): May 14, 17, 18, * 5 extra PD days will be completed in Aug. – Oct 9th

support their child's engagement during the school day, please communicate with your school administration to discuss options.

TBS Scenario 2: Hybrid

For Bromfield students, we are exploring two hybrid possibilities because we are uncertain on the number of students who will be in the building once families consider their options.

Phase 1: Until October 9th...Hybrid Scenario #1A

In this scenario, half of the students in each grade level will attend school on Monday and Thursday and half of each grade level will attend on Tuesday and Friday. Dismissal on these days will be at noon. This scenario will eliminate lunch and the associated concerns. It also reduces the number of hours that students will need to wear masks during the hottest days. The students will attend in-person classes for five periods before heading home for synchronous remote learning in the afternoon for their two remaining classes. Wednesdays will be a remote learning day for all students to allow for a deep clean of the building and for all students to work on assignments, to meet with assigned classes that day, and to check in with teachers.

Deleted: Tuesday

Deleted: Thursday

Phase 1: Until October 9...Hybrid Scenario #1B

In this scenario, **all** students will attend school in the morning and leave at noon. This scenario will eliminate lunch and the associated concerns. It also reduces the number of hours that students will need to wear masks during the hottest days. The students will attend in-person classes for 5 periods before heading home for synchronous remote learning in the afternoon for their remaining two classes. Wednesdays would still be a remote learning day for students to allow for the building to be cleaned and for all students to work on assignments, to meet with assigned teachers and to check in with teachers. The advantage of this plan is that students will be in school at least four days a week.

Phase 2: Potentially starting October 13...Hybrid Scenario #2A In this scenario, half of the students in each grade level will attend school on Monday and Tuesday and half of each grade level will attend on Thursday and Friday. Dismissal on these days will be at 2:20 p.m. Lunch will be served in this model. Wednesdays will still be a remote learning day for all students to allow for a deep clean of the building and for all students to work on assignments, to meet with assigned classes that day, and to check in with teachers. This plan ensures that each student will attend each of their classes in person a minimum of two times a week. When students are not in school, they will be assigned work and we anticipate that teachers will have office hours where a student could check in and receive support. This plan includes up to two days of asynchronous learning.

Family Enrollment Commitment Data

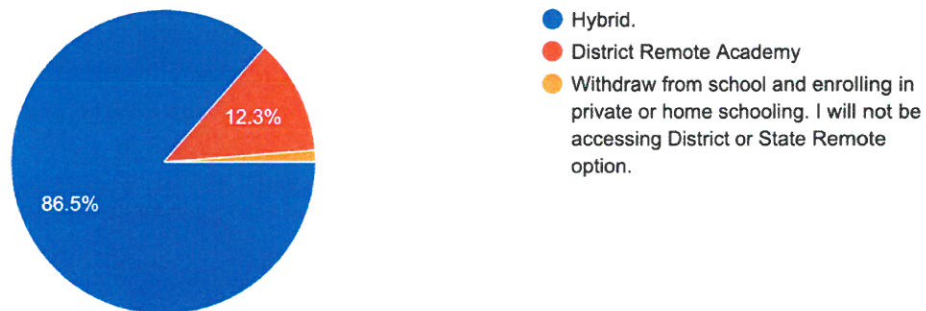
[Click here to see the full report.](#)

TBS - as of 6:00 PM on Friday, August 14, 2020

563 students represented, 488 hybrid, 69 remote

What is your family's decision about how your student will begin the school year (if all options remain possible)?

563 responses

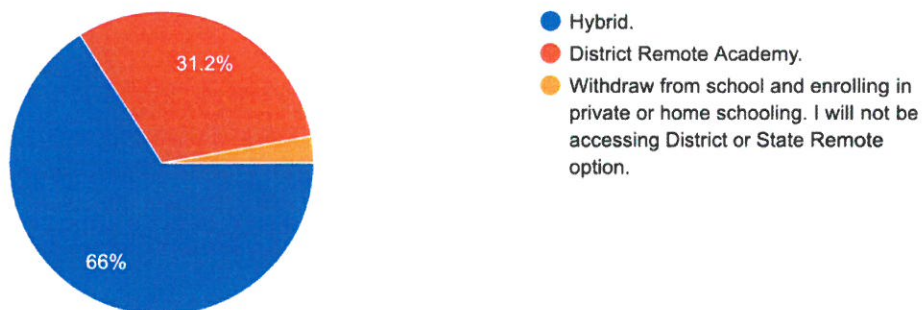


HES - as of 6:00 PM on Friday, August 14, 2020

388 students represented, 256 hybrid, 121 remote

What is your family's decision about how your student will begin the school year (if all options remain possible)?

388 responses



MASKS

For everyone's safety, masks are required in school and district facilities. All individuals including students, teachers, staff, and non-school personnel entering school buildings will be required to wear an appropriate mask at all times, even when physical distancing of 6 feet can be maintained, except during designated mask breaks or designated eating periods.

Masks are also required to be worn by everyone on school transportation including school buses and special education transportation vehicles and while entering and exiting buses/vehicles.

Students, teachers, and staff will be provided with the opportunity for mask breaks throughout the day with distancing of at least 6 feet any time that masks are removed.

Students are expected to bring two (2) masks to school with them daily: one to wear and one as a backup in their backpack. Masks will go home with students each day. Reusable masks should be washed after each wearing. The school will have extra disposable masks available for students who need them during the day.

Appropriate masks:

- Are made of layered, tightly woven material;
- Fully cover the mouth, nose, and chin;
- Fit snugly against the sides of the face with no gaps.

Masks with exhalation valves are not permitted.

The school will provide a disposable mask for a student who brings a mask that does not meet the requirements for an appropriate mask listed above.

Masks should be clearly identified with the student's name or initials to avoid confusion or swapping. Masks may also be labeled to indicate top/bottom and front/back.

Staff and students will be educated on the safe wearing and use of masks. This will include instruction on safe removal and storage of masks during breaks and safe re-application of the mask after a break.

Exemptions to this policy can be made under certain circumstances, such as for students with medical, behavioral, or other challenges who are unable to wear masks. Parents may not excuse their child from the mask requirement by signing a waiver. A written note from a physician or health care provider is required to initiate the exemption process and must be received by the Superintendent of Schools at least two weeks prior to the student's planned attendance at school. Requests for an exemption with the supporting medical note should be sent to Harvard Public Schools, Office of the Superintendent, 39 Massachusetts Avenue, Harvard, MA 01451. Requests for

exemptions are subject to review and approval by the Superintendent who may consult with the district nurse or local Board of Health. If an exemption to this policy is granted, the Superintendent/designee will work with the family to consider alternative methods of keeping the student as well as other students and adults around the student safe. Face shields or physical barriers may provide an alternative in some instances.

Staff seeking exemptions to this policy should follow the same process for requesting an exemption as outlined above for students.

The Superintendent/designee will identify the need for and the use of personal protective equipment (PPE) in addition to masks for certain staff, such as but not limited to school nurses based on job duties and the need to maintain safety for all staff and students. PPE will be made available for use accordingly throughout the school year. Staff will be provided training on the proper use of PPE, including putting on and removing PPE.

Masks must be worn properly at all times. If a student is in violation of this policy, the following steps may be taken:

- Staff will signal to the student to put the student's mask on correctly;
- If a student is not able to immediately comply, staff may take the student outside for a mask break;
- Staff will work with families to discuss challenges and reinforce compliance;
- A student may be required to switch to remote learning if noncompliance is repeated.

Violations of this policy by staff will be handled in the same manner as other violations of School Committee policy.

Visitors in violation of this policy will be denied entry to the school/district facility.

This policy will remain in place until rescinded by the School Committee.

LEGAL REF.: Commonwealth of Massachusetts, COVID-19 Order No. 31 – <https://www.mass.gov/doc/may-1-2020-masks-and-face-coverings/download>

REFS.: Center for Disease Control and Prevention – Considerations for Wearing Masks – <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

Massachusetts Department Elementary and Secondary Education – Reopening Guidelines – <http://www.doe.mass.edu/covid19/>

Commonwealth of Massachusetts – Mask Up MA! – <https://www.mass.gov/news/mask-up-ma>

FIRST READ: August 10, 2020

ADOPTED on an emergency basis: August 10, 2020

REVISED: August 17, 2020

LEARNING MODEL DECISION POINTS

Families with students in the district will be asked to select one of two learning models, either the in-person model or the remote model, by August 14, 2020. A family does not need to select the same model for all of their children. If a family does not select a model by August 17, 2020, the students in that family will be assigned to the in-person model.

If the in-person model is selected or assigned, families may elect to change to the remote learning model at any time.

If the remote model is selected, families will have the opportunity to change to the in-person model at certain times. This allows the school time to adjust safe spacing plans in classrooms as needed. For the 2020-2021 school year, the dates that students are able to change from the remote model to in-person model are October 9th, November 20th and January 4th. Additional dates will be added later in the school year.

Requests to change from one model to another must be received in writing by the building principal at least one week prior to the specified or requested change date.

If a student in the in-person model must stay home for quarantine or isolation, the school will work with the family to provide the student with access to remote learning. Following the period of quarantine or isolation and, the student in the in-person model may return to school. If a student in the remote model is under quarantine or isolation, the student will continue with remote learning through the remote model.

This policy will remain in place until rescinded by the School Committee.

FIRST READ: August 10, 2020

ADOPTED on an emergency basis: August 10, 2020

REVISED: August 17, 2020

School Committee Minutes
Virtual Meeting
Monday, August 10, 2020

Members attending: Sharlene Cronin, SusanMary Redinger, Suzannne Allen, Shannon Molloy, Abby Besse, Maureen Babcock and Linda Dwight

Others in attendance Aziz Aghayev, Taylor Caroom, Brooke Caroom, Felicia Jamba, Maible Daly, Scott Hoffman and Josh Myler.

SusanMary Redinger called the meeting to order at 6:15 p.m.

Taylor Caroom read the Vision Statement

SusanMary Redinger read a statement indicating that the meeting was being held remotely and the meeting was being held via video conferencing. Members in attendance were identified through a roll call process.

Public Comment:

Kate Cavino – 160 Depot Road – School Re-entry

Jenn Manell – Stow Road – School Re-entry

Jennifer Finch – Codman Hill Road – School Re-entry

Dan Daly – Littleton Road – distribute school committee packet – state remote option

MaryAnn Prouty – Candleberry Lane – School Re-entry

Alexandra Moussouris – School Re-entry

Superintendent Update - Attached

HPS re-Entry Plan

Student Feedback - Taylor Caroom, Felecia Jamba and Maible Daly shared an analysis of the student responses to the re-entry survey. 207 students responded.

Parent Feedback – Dr. Dwight reported on the analysis of the parent responses to the re-entry survey. 250 students at TBS and 150 students at HES students are represented in the data. The deadline on the survey is August 14th.

COVID-related Policy Introduction

Shannon Molloy and Suzanne Allen worked in consultation with Dr. Dwight to create two policies related the COVID issues. Being presented for adoption tonight are Policy EBCFA – Masks and Policy E-TBD Learning Model Decision Points.

Shannon Molloy did the first read of Policy EBCFA – Masks.

Suzanne Allen did the first read of Policy E-TBD – Learning Model Decision Points.

SusanMary Redinger determined that the new policies could be approved tonight under the emergency need criteria. SusanMary Redinger asked School Committee members if they would feel comfortable approving the policies tonight pending legal review.

Suzanne Allen made the motion and Shannon Molloy seconded to move to approve the Learning Model Decision Points and the Mask Policy as presented and amended tonight pending legal review.

VOTE: Allen (Aye), Besse (Aye), Cronin (Aye), Molloy (Aye), Redinger (Aye)

Review of Side Agreement re: Teacher Leave & Pay for Additional Sections

Dr. Dwight presented two Memorandum of Agreements between the Harvard School Committee and The Harvard Teachers' Association related to a COVID unpaid leave for the 2020-21 school year and a COVID related extra teaching sections and remote learning assistance at Bromfield for the 2020-21 school year.

Suzanne Allen made the motion and Shannon Molloy seconded to move that we authorize the Chair to sign and present the side letter of agreement to the HTA for COVID unpaid leave for the 2020-21 school year.

VOTE: Allen (Aye), Besse (Aye), Cronin (Aye), Molloy (Aye), Redinger (Aye)

Sharlene Cronin made the motion and Suzanne Allen seconded to approve the MOA between the Harvard School Committee and the Harvard Teachers' Association related to extra teaching sections and remote learning assistance as presented.

VOTE: Allen (Aye), Besse (Aye), Cronin (Aye), Molloy (Aye), Redinger (Aye)

Budget Impact Update

Aziz Aghayev presented a spreadsheet that he is using to track COVID expenses. It shows actual expenses and what is forecasted to be spent for the whole school for COVID related expenses.

Special Services Zoom Feedback

Dr. Dwight held a special zoom meeting for parents of students who receive special services. There were 45 people who attended.

Harvard Teacher's Association Feedback

Melissa Niland, President of the HTA shared an analysis of the teachers' re-entry survey. Based on the data the HTA will not be recommending a re-entry plan.

HPS Re-Entry Plan; Vote

The School Committee weighed in on their decision to which re-entry plan they preferred and then took a vote.

Suzanne Allen made the motion and Abbie Besse seconded to move that we vote as a Committee to direct the Superintendent and the administrative team to reenter the 2020-2021 school year in the hybrid plan given that the numbers in our community and surrounding communities stay such that it will be safe.

VOTE: Allen (Aye), Besse (Aye), Cronin (Nay), Molloy (Nay), Redinger (Aye)

Future Meeting Dates

August 17th

August 24th

Agenda Items

Policy

Re-entry updates

Hourly employee update

Approval of Meeting Minutes

With no objection SusanMary Redinger approved the minutes of the August 3rd meeting as amended.

Liaison/Subcommittee Reports

Shannon Molloy reported that we continue to follow up with the group who wrote the “Open letter”. The next meeting is scheduled for tomorrow.

SusanMary Redinger reported that HCTV recorded a walk-through tour of the inside of the elementary school building project. Stu Skar served as the resident host, accompanied by project manager John Seymour. The filming is posted to the local cable channel for all to enjoy

Public Commentary

MaryAnn Prouty – Candleberry Lane – Re-entry

Heather Daly – Littleton Road - remote equity

School Committee Commentary

Suzanne Allen – Agrees that this is the most important decision we will make as a committee. Thanked everyone for their input and appreciates the insight and strength everyone brings to the discussion. Appreciate you all. Thank you to the administration and Dr. Dwight.

Sharlene Cronin – We need to be thoughtful about how we frame this dialogue as we move forward. Our kids and our families are counting on us to get this right. We need to lean in on remote plan and decision rubric from the Board of Health. We might want to give families the opportunity to pivot on their decision based on the backs of these two conversations.

SusanMary Redinger – Thanked you to everyone, it is an impossible situation –wish there was a way to eliminate all risks in all directions. We will continue to move forward and rely on

leadership to develop and communicate going forward. Thank you for your participation, care, commitment and compassion. It will take a village.

Adjourn:

With no objection SusanMary Redinger called the meeting adjourned at 9:45 p.m.

Respectfully submitted,

Mary Zadroga