Board of Trustees Meeting Minutes
Date: July 21, 2020

Held via Zoom videoconferencing

Present: Chair: Christie Storniolo (CES),Vice Chair: Secretary: Alyssa Ross (AR), Michael Gendreau (MG), Bob Hawkes (BH), Debbie Kruzel (DK), Christine Miele (CM)
Staff: Chris Smith (CDS), Jessica Wachsman (JW), Aimye Haroutunian (AH), Erin Balfe (EB)
Public:Alison Baldanado, Paige Duncan, Jennifer Griffin, Kelly LeBlond, Jen Madden, Bethany St. Aubin

CES called meeting to order at 5:32pm

General

This meeting is taking place during the COVID-19 pandemic; we are holding the meeting via videoconferencing software. The public was notified and invited to join. CES noted that even when school reopens the Board may continue to meet via Zoom in order to limit activity at school.

Approval of minutes from June 9 meeting. CM motions to approve with change, MG seconds. All approve. None opposed.

Correspondence: none

Next meetings

- July 30: 5:30pm Special meeting regarding school reopening
- August 18: 5:30pm Finance committee
- August 25: 5:30pm Board
- September 8: 5:30pm Finance committee
- September 15: 5:30pm Board

Miscellaneous

- EB is doing 6th grade math and literacy, 7th grade math tutoring in school and via Zoom. It's been a good learning experience for how to teach with kids both in the classroom and remote.

Dean of School update

Enrollment

- 2020-21 enrollment at 224, wait list at 166

Events and Updates

School Reopening

- NH put out its guidance for reopening
- Salem released its plan for reopening; planning to return full time and are mandating masks.
- CDS established a “Reopen the Birches” committee that has been meeting
    - Comprised of staff, teachers at different levels and parents
    - Have done research through articles, webinars, other school plans, other schools that have reopened
    - Considered different learning models: full reopen, hybrid and fully remote
    - Investigated PPE needs
    - Looked at logistics such as how to enter/leave the building
    - Considered what families will need if they opt for remote
    - Measured classrooms based on state guidelines
    - CDS is reaching out to individual teachers to see their impact
    - One more meeting next week to review all workgroups recommendations and to finalize plan, then will share with teachers and present final plan to the Board - July 30 meeting
- Administrative team requested an adjustment to the 2020-21 school calendar to give teachers additional time to prepare for those students who will not return in person. Change will mean moving the start date to September 8 and will end on June 17; Salem ends on June 16.. BH motions to approve, AR seconds. All approve. None opposed.
    - Will adjust calendar and post to the website, communicate to families in a special bulletin
- Makerspace will be put away for the near future due to COVID, to avoid having kids sharing items. Will reopen it as declining cases allow.

Personnel/HR

- Hired a new TA for Mrs. Baldonado’s room - Amanda Saffer

Foundation update

- Plan still under consideration due to COVID, but looking for contactless options such as mum sale in fall, cash calendar in fall (since FYC is in spring), gingerbread contest
- Epilepsy Foundation still on hold due to COVID, perhaps until October
- 2019-20 numbers are still being finalized

Committee updates

Finance

- JW working on a new grant through FEMA for non-technology needs to return to school
- Will review June and July in August

Assessment & Accountability, Capital Campaign, Curriculum, Governance, Outreach, Strategic Planning

- All need to schedule meetings

Personnel

- CDS 2019-20 review in process with subcommttee of AR, CES. CM motions to approve formation of subcommittee, MG seconds. All in favor. None opposed.
- Survey has gone out to teachers
- AR to schedule time with CDS on process/timing

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Policy Reviews

July policies to review

- Suicide Prevention
    - Three parts: Suicide Prevention Policy, Suicide Prevention and Response PlanSuicide Risk Assessment Procedures, the policy and plan; tabled final vote after feedback to make each document consistent
- Daily Physical Activity. AR motions to approve, BH seconds. All in favor. None opposed.

August policies to review/vote on

- Suicide Prevention
- Student Technology
- Employee Technology or SPED Confidentiality

Public comment:

- Paige Duncan asked about hybrid learning and if there is any funding that is available for teachers to help with extra staff if there is remote learning (either fully or with some students choosing to go remote), CDS said this is under consideration but nothing is determined yet, and that all needs must be considered/ranked. CDS also reminded us that JW is applying for grants and will continue to do so. CES confirmed the Board/finance committee will do all possible to support the needs. RT validated that in the spring the school took an all hands-approach using every possible research and that will continue in the fall.

No non public session.

CM motions to adjourn. MG seconds. All agree. 7:07pm meeting adjourned.