



Southwick-Tolland-Granville Regional School Committee Regular Meeting

DATE: Tuesday, August 25, 2020

TIME: 5:00 P.M. Regular Session

Executive Session to Follow Only if Needed

PUBLIC COMMENT – excluding personnel issues

In order that all citizens who wish to be heard before the committee have a chance and to insure the ability of the committee to conduct the district's business in an orderly manner, members of the public viewing online may make comments by sending their comment, along with their name and address, in an email, in advance of, or during, the meeting to superintendent@stgrsd.org. Comments will be read aloud at the meeting during Public Comment. Any comments received after the first comment period will be read in the second Public Comment period.

Improper conduct and remarks will not be allowed. Comments may offer such objective criticisms of the school operations and programs as concern them, but in public session, the committee will not hear personal complaints of school personnel nor against any member of the school community.

Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.



AGENDA

- I. Routine (5:00 p.m.)**
- II. Public Comment (excluding personnel issues)**
- III. Student Advisory Report - none**
- IV. Educational Presentation**
 - Reopening Update for Each School**
 - Technology Update for Reopening**
- V. Policies**
- VI. Action Items**
- VII. Reports**
- VIII. Sub Committees and Liaisons**
- IX. Public Comment (excluding personnel issues)**
- X. Committee Discussion**
- XI. Adjournment**

I. ROUTINE

- A. Attendance
- B. Opening Ceremony – None
- D. Secretary’s Report
 - A. Move to accept the 8/18/2020 Meeting Minutes
- E. Warrants – have been be emailed, please sign and return
- F. Correspondence



II. PUBLIC COMMENT

In order that all citizens who wish to be heard before the committee have a chance and to insure the ability of the committee to conduct the district's business in an orderly manner, members of the public viewing online may make comments by sending their comment, along with their name and address, in an email, in advance of, or during, the meeting to superintendent@stgrsd.org. Comments will be read aloud at the meeting during Public Comment. Any comments received after the first comment period will be read in the second Public Comment period.

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III. STUDENT ADVISORY REPORT

None



IV. EDUCATIONAL PRESENTATION

Reopening Update for Each School, Building Principals

**Technology Update for Reopening, Benjamin Taglieri, Instructional
Technology Coach**





Southwick-Tolland- Granville- Regional School District

Individual School Opening 20/21
August 25, 2020

Woodland School Reopening Plan



Reopening – Week 1

September 15, 16, 17, 18

- Grades 1 and 2 report to school
- Grade PK and K attend screening on 15, 16, or 17
- On 18, students are assigned to classrooms and families are informed by email

Phased Reopening – Week 2

September 21 & 22

- All grades report to school

September 23

- Grades (AM)PK and K-2 report to school ½ day (AM) (No PM PK) **AM and PM PK will alternate scheduled attendance on Wednesday half days**
- K-2 students participate in teacher assigned learning/activities ½ day (PM)

September 24 & 25

- All grades report to school

Reopening – Week 3

September 28 & 29

- All grades report to school

September 30

- Grades (PM)PK attends afternoon session and K-2 report to school ½ day (AM) (No AM PK) **AM and PM PK will alternate scheduled attendance on Wednesday half days**
- K-2 students participate in teacher assigned learning/activities ½ day (PM)

October 1 & 2

- All grades report to school

Classroom Distribution and Class Sizes

	# of In Person Students	# of Remote Students	In Person Class Size	Remote Class Size	Additional Information
Preschool	21 12 are peers	10 (AM session) 1 Para	(AM) 5,6 (PM) 5,6	10	10 students to be evaluated. If students are found eligible for services, class sizes will increase
Kindergarten (6 teachers)	52(40 + 12 survey)	23 (22 +1 survey)	13, 13, 13, 13 Para in each room	11, 12 Para for each class	7 Enrollment
First (7 teachers)	60(+ 1 survey)	19	10, 10, 10, 10, 10, 11	19 1 Para	Need decision for 2 students 4 Enrollment
Second (8 teachers)	70	33	11, 11, 12, 12, 12, 12	16, 17 1 Para?	3 Enrollment

Woodland School Sample In-Person Schedule

Preschool (AM)	Preschool (PM)	Kindergarten	First	Second
9:00-9:15 Table Time	12:30-12:45 Table Time	8:40-9:35 Morning meeting Word Study	8:40-9:35 Morning meeting Word Study	8:40-9:35 Morning meeting Word Study
9:15-9:35 Morning Meeting	12:45-1:05 Afternoon Meeting	9:35-10:30 Specials	9:35-10:35 ELA Snack/Mask Break	9:35-11:35 Mask Break/ELA
9:35-10:30 Snack/Phonics Recess/Mask Break	1:05-1:45 Centers Sensory bins	10:40-12:35 Math/Mask Break	10:35-11:30 Specials	11:35-12:30 Specials
10:30-11:00 Centers Sensory bins	1:45-2:40 Snack/Phonics Recess/Mask Break	12:35-1:20 Recess/Lunch	11:35-12:15 ELA	12:30-1:00 Math
11:00-11:20 Story Activity	2:35-2:55 Story Activity	1:20-2:55 ELA/Mask Break	12:15-1:00 Recess/Lunch	1:00-1:45 Lunch/Recess
11:30 Dismissal	3:00 Dismissal	2:55 – 3:15 Closing Meeting Independent Reading	1:00-2:45 Math/Mask Break	1:45-2:45 Math /Mask Break
			2:45 – 3:15 Closing Meeting Independent Reading	2:45-3:15 Closing meeting Independent Reading

Woodland School Remote Student Sample Schedule

Preschool	Kindergarten	First Grade	Second Grade	Special
9:00-9:30 Morning Meeting (live)	9:00- 9:20 Morning meeting (live)	9:00- 9:20 Morning meeting (live)	9:00-9:45 Morning Meeting and Math Warm-Up and launch (live)	9:00-9:35 Prep
9:30-11:00 Students complete activities at home and select one to share at closing meeting	9:20-9:35 Word Work	9:20-9:55 Word Work Students will do independent Science/Social Studies	9:45-10:45 Students complete explore and submit work sample to teacher.	9:35-10:30 Kindergarten
11:00-11:30 Closing meeting	9:35-9:50 Special (live) 9:50-10:30 Students complete activity off screen and follow with independent Science/Social Studies	9:55-10:15 Reading Focus Lesson (live)	10:45-11:00 Math share using selected work (live)	10:35-11:30 First Grade
11:30- 12:00 teacher lunch 12:00-12:30 prep	10:30-11:20 Reading Focus Lesson (live)	10:35-10:55 Special (live)	11:00-11:30 Lunch	
12:30-1:00 Morning Meeting	11:20-11:50 Lunch	10:55-11:55 Students complete Specials activity off screen followed by independent reading and I Read Teachers pull small group of students for guided reading	11:35-11:55 Special (live) 11:55-12:20 Students complete activity off screen and follow with Science/Social Studies	11:35- 12:30 Second Grade
1:00-2:30 Student's complete activities at home and select one to share at closing meeting	11:50-12:10 Recess	11:55-12:25 Lunch	12:20-12:40 Recess	12:30- 1:00 Lunch
2:30-3:00 Closing meeting <ul style="list-style-type: none">Sing songShare workPlay game	12:10-12:30 Math Warm-Up and Launch (live)	12:25-12:45 Recess	12:40-1:10 Reading & Writing Focus Lesson(live)	1:00-1:20 Prep
	12:30-2:00 Students will be exploring math, independent reading, iRead (ELA), i-Ready (Math). Teachers will pull small groups.	12:45-1:15 Math Warm-Up and Launch (live)	1:10- 3:00 Independent Reading and Independent Writing. Work on iRead. Teachers pull small groups.	1:20-3:20 Join grade level rooms to work with small groups
	2:00-2:15 Math Share Out (live)	1:15-2:15 Teachers pull small groups. Students do math exploration and i-Ready.	3:00-3:20 Closing Meeting (live)	
	2:15-2:30 Writing Focus Lesson (live)	2:15-2:30 Math Share (live)		
	2:30-3:00 Independent Writing	2:30-2:45 Writing Focus Lesson (live)		
	3:00-3:20 Closing Meeting (live)	2:45-3:10 Independent Writing		
		3:10-3:20 Closing meeting (live)		

Remote materials

For students fully remote, there will be a day planned for parents to pick up educational resources and technology. Resources include:

District will provide

- Rekenrek
- Base ten blocks for 1st and 2nd
- White boards with markers and erasers
- Dice
- Snap cubes
- Subitizing cards/digit cards; Ten frames and number path/lines
- My book
- Reading and Writing Journal
- Books from school's book closet
- Sight word cards
- Decodable readers

Asking families to have on hand:

- Deck of cards
- Counters (pennies, Legos, pasta)
- Pencils, colored pencils, crayons
- Notebook

Remote Planning

For students who need to **pivot from in person to remote** learning, materials will be sent home with students at the start of school

District will provide:

- Ten frames and number path/lines
- Subitizing cards
- Digit Cards
- Base ten blocks for 1st and 2nd
- Sight word cards
- Decodable readers
- Books from school's book closet

Asking families to have on hand:

- Deck of cards
- Counters (pennies, Legos, pasta)
- Pencils, colored pencils, crayons
- Notebook
- White board with marker and eraser (Dollar Tree)



What does the day for our students entail?







- Whether our students are in a remote or in person setting they will be receiving instruction on the same standards, on the same day, trying to mirror experiences as much as possible.

Morning Meeting:

1. **Greeting:** Students and teachers greet one other by name.
2. **Sharing:** Students share information about important events in their lives. Listeners often offer empathetic comments or ask clarifying questions.
3. **Group Activity:** Everyone participates in a brief, lively activity that fosters group cohesion and helps students practice social and academic skills (for example, reciting a poem, dancing, singing, or playing a math game).
4. **Morning Message:** Students read and interact with a short message written by their teacher. The message is crafted to help students focus on the work they'll do in school that day.

Review of Class Norms while in Zoom:

 **WHAT TO DO WHEN ON A ZOOM CALL** 
 

<p>Pretend you're sitting at the carpet at school!</p> 	<p>Make sure you're sitting in one spot!</p> 	<p>Everyone will be muted so there's no extra noise, raise your hand if you have something to say!</p> 
<p>Just like you wouldn't get up and leave the carpet, don't leave the Zoom call until it's time!</p> 	<p>Remember to be respectful of your friends and what they have to say!</p> 	<p>Follow the conversation! Talk about what is being discussed!</p> 

- Attention is focused on the computer and the class that is occurring.
- Attention is to the speaker
- While in main room microphones are muted until the teacher tells student to unmute.
- Chat is for relevant questions to the teacher or responses to the teacher when everyone is asked to answer a question.

Math

- **Warm-up** (whole group): a number sense routine
 - Students post answers in chat or discuss when teacher calls on them.
- **Launch** (whole group): Teacher explains math task to students
- **Explore** (individual): Students explore the answer to the problem. They may draw pictures, or they may use manipulatives. It is about the process not the product!
 - Students will submit their work to the teacher by taking a picture and uploading it. (Instructional videos will be created to help with this)
- **Share** (whole group): Teacher orchestrates which strategies they will share that day based on the goal of the lesson. This is where the 'teaching' by using student work happens.
 - Students will discuss strategies used to show their math reasoning to posed problems

Science and Social Studies

- Teacher may pose a question for students to investigate/create a hypothesis about.
- Independent work: students will think about the question, maybe listen to or read a story/article and then draw a picture or write their ideas down about the question and upload this assignment.
- Share of these ideas will occur during closing meeting
- Students will build background knowledge in both areas during the reading block. Our reading program is broken into modules, four focus on a science topic and four focus on a social studies topic.

Reading

- Reading Focus Lesson (whole group)
- Independent Work Time
 - Students will read independently
 - Complete iRead lessons
 - Meet with teacher individually or in small group

Writing

- Students participate in a whole group lesson
- Students work independently on writing
- Students meet with the teacher in small groups or individually.

Attendance

- Students' attendance will be taken daily.
- Teachers will monitor students' presence in synchronous sessions, as well as their timely submission of assignments.
- Students are expected to be engaged in learning activities for the length of the regular school day with time permitted for lunch, and movement breaks as scheduled by the teacher.
- Failure to check in with the teacher each day and throughout the day will result in an absence. Remote students are subject to the same attendance policy as in-person students.

Grading

- Grades will be provided following the usual outlined grading criteria as in-person learning.

Masks

- In accordance with the STGRSD Face Covering Policy we require all students and staff to wear masks that adequately cover both their nose and mouth. Following the STGRSD Face Covering Policy and the CDC guidelines:
 - The types of masks that will be permitted for use include: disposable surgical masks and washable cloth masks (2 layers are most effective).
 - Masks that will not be permitted include: bandanas and gator style masks.
- All masks and face coverings worn by students must be school appropriate and will adhere to the STGRSD policy, Code of Dress and Grooming.
- Exceptions to mask/face covering requirements will be made for those for whom it is not possible due to medical conditions, disability impact, or other health or safety factors. Staff seeking an exception should reach out to Anne Larkham, Human Resources Manager. **Parents seeking an exception should reach out to the school nurse immediately. School Nurses, in conjunction with the Southwick DPH and the 504 coordinator, will determine accommodations for individual students based on the students' needs.**

Masks cont.

- Mask breaks will occur throughout the day. These breaks will occur when students can be six feet apart and ideally outside or at least with the windows open.
- Masks/face coverings should be provided by the student/family, but extra disposable face masks will be made available by the school for students who need them.
- We encourage families to pack an extra reusable face mask for each student daily.
- The district will have available one disposable face mask per student per week for situations where a mask is soiled or unwearable.
- The district will make available disposable face masks for the staff at DESE's recommended rate. Staff are welcome to provide their own reusable or cloth face coverings also.
- Face shields and plexiglass barriers are additional possible mitigation strategies but do not replace the requirement of mask/face coverings and do not provide adequate protection when used alone. This standard has also been confirmed by the Town of Southwick Board of Health.

Masks cont.

- Students will receive training at the start of the school year in the proper way to put a mask on and take a mask off. This training will be provided by the school nurse to teachers who will then train their class.
- Masks/face coverings are required to be worn by everyone on the bus during transportation.

Closed Campus

- Until further notice, STGRSD will not allow visitors or volunteers on the grounds.
- Whenever possible meetings and conferences will be held remotely. Fall Parent Teacher Conferences will be held via telephone or Zoom.
- When a child is being picked up, a parent or guardian will be screened outside of the building via camera and intercom and the child will be brought to them.
- For any visitor/vendor who has a need to enter the building beyond a vestibule they will be asked to complete a Visitor COVID-19 Symptom Attestation Form.

Signage

- Entrances, hallways and bathrooms will have signs promoting wearing masks, remaining socially distant and the importance of washing hands.
- Hallway floors will be marked to support social distancing.
- Fun and engaging markings will be used to help students understand how distant they need to be from one another.

Classroom Doors

- Classroom doors will be kept open to minimize the need for people to touch doorknobs and increase ventilation.
- The lock will be engaged so that in the case of an emergency the door can easily be closed and locked.

Student Arrival and Dismissal

- The procedure for students arriving and dismissing from school (parent/family vehicle, school bus and specialized transportation) is TBD due to the unknowns surrounding buses but it will be staggered to allow for distancing.

Cubbies

- Cubbies will be available at the start of the year. Students will have access to their cubbies on a staggered basis to support social distancing. Students are encouraged to keep their belongings to a minimum and bring only essential items.

Lunch and Breakfast

- When possible, students will order breakfast in the afternoon prior to leaving school then breakfast will be delivered to the classroom the next morning.
- Lunch, whether brought to school or purchased in the cafe, will be eaten in classrooms or outdoors when weather permits.
- School lunch will be delivered to students' classrooms.
- Payment for school lunch is not accepted in the cafeteria. Parents must prepay for a child's purchases. We strongly encourage the use of online payment at www.SchoolCafe.com. You may also send in a check (made out to STGRSD) with your child's name and PIN on it.
- For students bringing lunch to school, we encourage use of disposable products such as brown bags.

Recess

- The procedure for recess is TBD. All students will have opportunities to be outside, weather permitting throughout the day. The use of the playground structures and typical recess equipment is still under discussion.

Restroom Use

- Prior to exiting the classroom to use the rest room students will wash their hands.
- The number of students entering the rest room at one time will be limited to the number of stalls.
- Each school will use a system so that as students approach the restroom, they will be able to see if the stalls are occupied or if they can enter.
- If students cannot enter, there will be markings on the floor providing them six-foot separation while waiting their turn.
- When reentering the classroom, students will immediately wash their hands.

Lockdown and Fire Drills

- We will work with the Southwick fire and police chiefs to update safety protocols for fire drills and lock down drills to maintain social distancing.
- All students will be taught safety protocols and how to respond in case of an emergency.

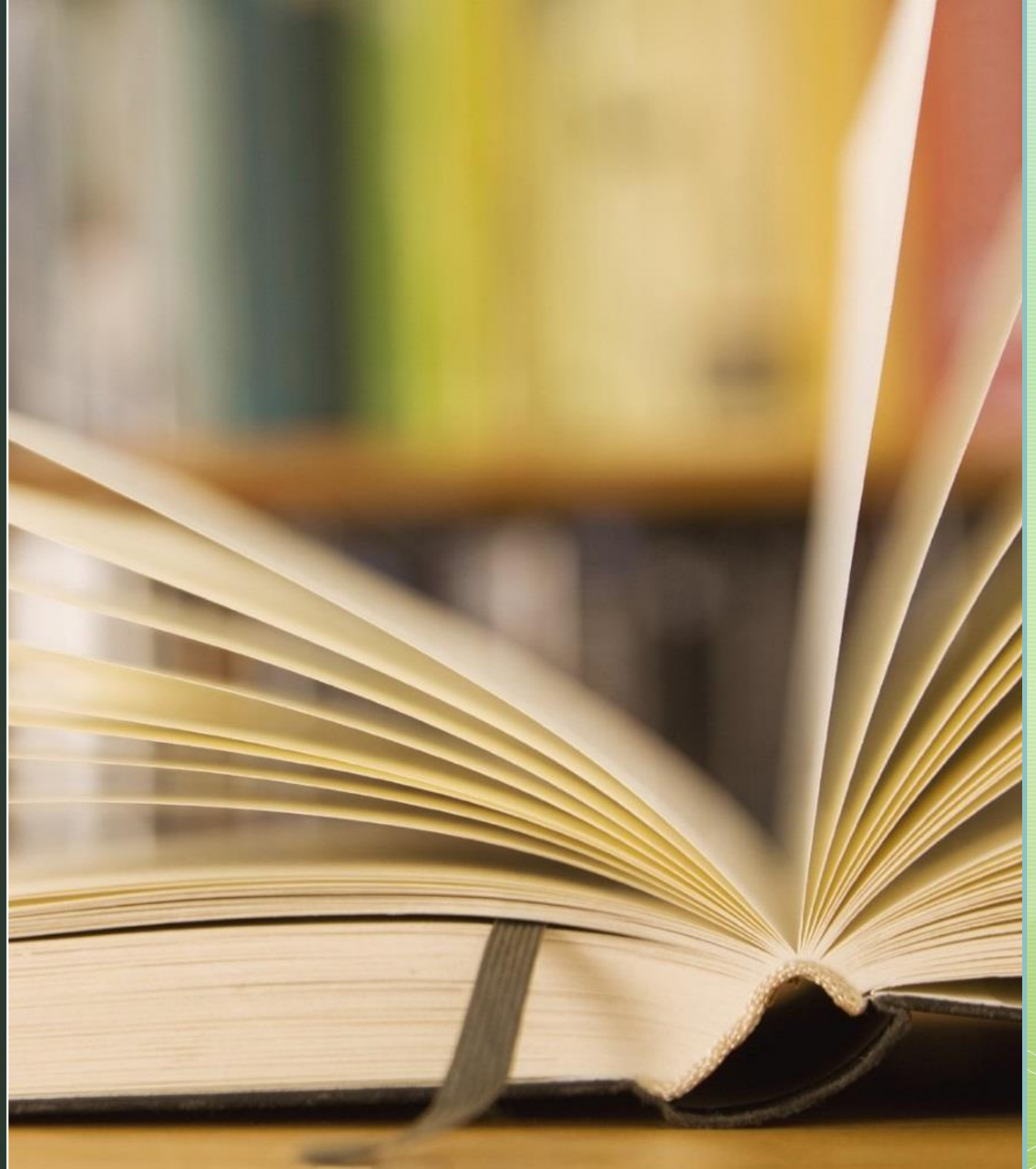
Substitute Teachers

- All school buildings will have identified substitutes who will be trained in our safety protocols and will participate in all professional development. Using building substitutes also decreases exposure to more children. We will also employ Teaching Assistants already assigned to a cohort whenever possible.

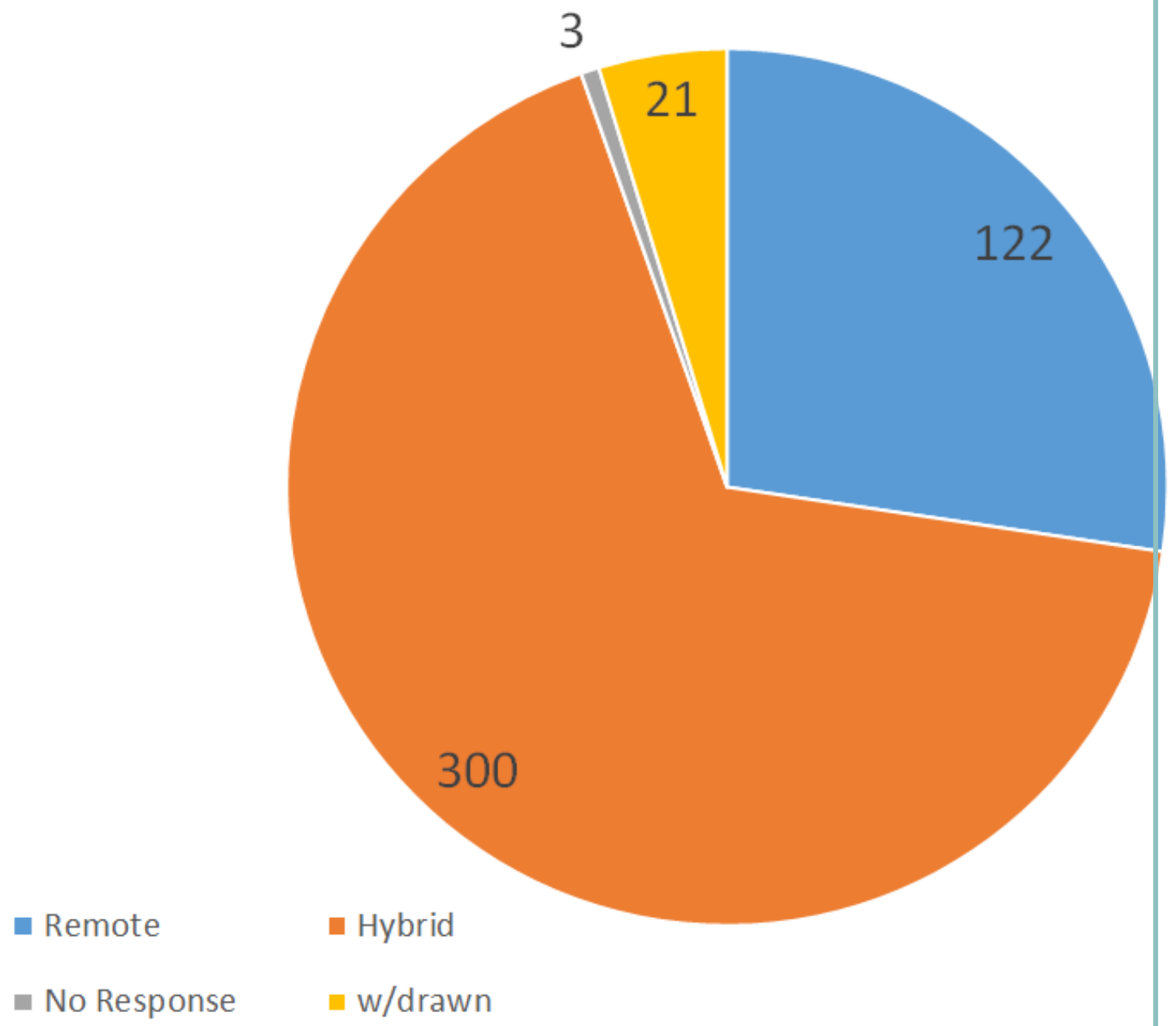
Health Office

- In order to keep students, who need to remove face coverings in order to receive scheduled medical treatments safe, the school nurses need to control the traffic flow of symptomatic students in and out of the Health Office area. Students must be triaged over the phone to limit health office visits to individuals with only valid health concerns for additional treatment in the health office. The use of the phone call will assist the nurses in providing an alternate triage location that the student may need to report to first. Whenever possible the nurse will go to the child and triage the student on site.
- Procedures for the health office will include:
 - hand hygiene protocol entering and leaving the office
 - mandated mask or face coverings
 - maintaining physical distancing
 - visits kept to a brief limited time period
 - no visitors or parent pick-up in the health office
 - visits limited to medically indicated reasons only
- Communication will be sent home to parents explaining how to make an appointment prior to the start of school to bring medication and the health care providers medication order to the school building. Medication drop-off procedures will need to occur outside of the school building with staggered appointment times, parents remaining physically distant, and no medication dropped off by anyone who is ill.

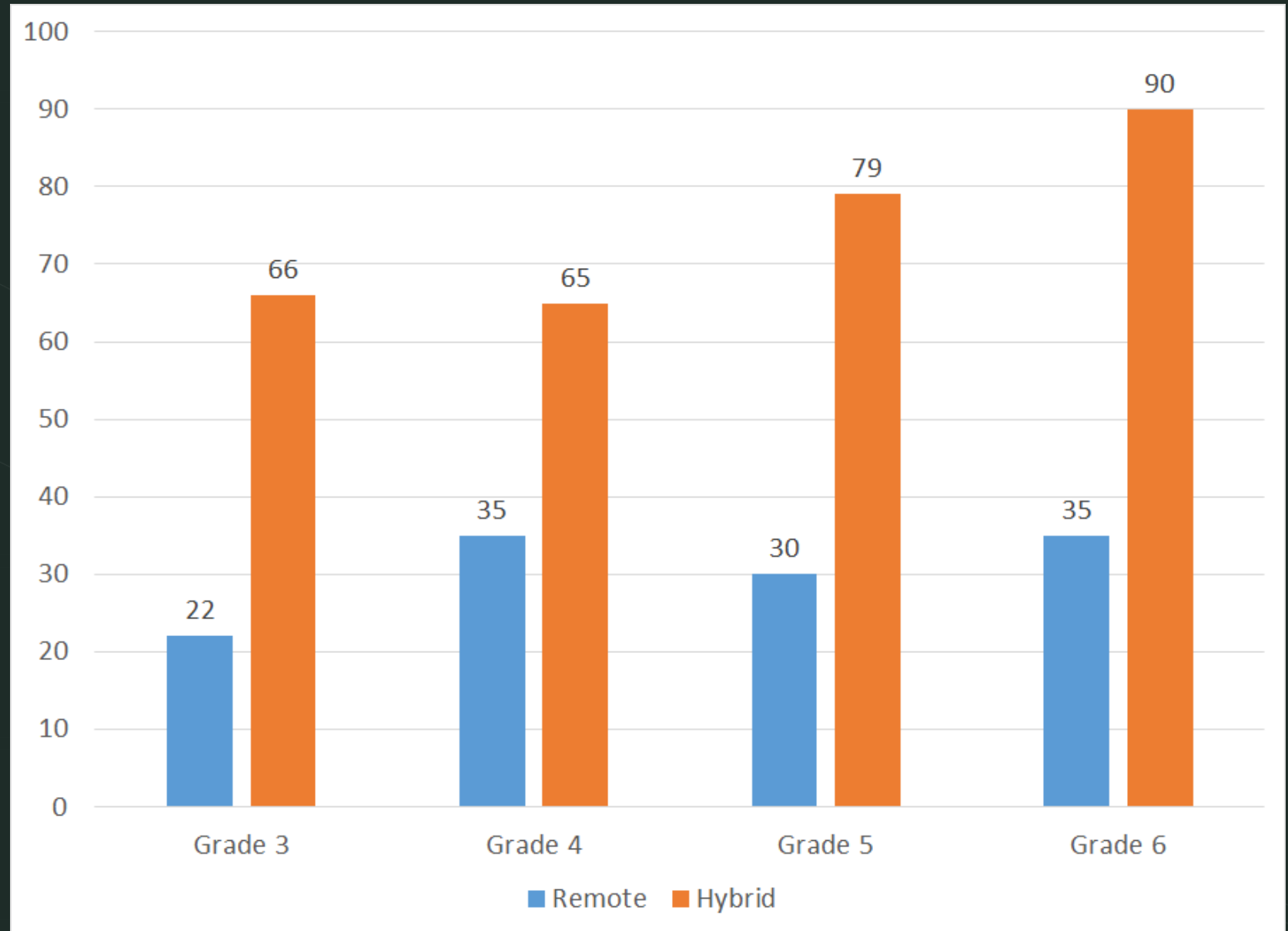
Powder Mill Reopening



Enrollment Numbers



Enrollment by Grade



Grade 3

	Class Size
Remote	22
C117	13
C112	13
C118	13
C116	13
C115	13

Grade 4

	Class Size
Remote	17
Remote	18
C101	16
D101	16
Music	16
Coaches	16

Grades 5 & 6

	M/T	Th/F	5 Day	Full Remote
Grade 5	21	37	21	30
Grade 6	33	37	21	35

Grade 5

	M/T	Th/F
Remote	33	25
Remote	34	26
Library	11	15
Library	11	15
A129	10	15
A130	10	13

Grade 6

	M/T	Th/F
Remote	36	34
Remote	36	34
A135 Art	13	14
A132 DLCS	13	14
Aud	14	15
Aud	14	15

Transportation

M/T	W	Th/F
132	103	145

We will accommodate buses with one tier and will have a soft arrival and soft dismissal over a 20 minute span which will accommodate parent drop off and pick up utilizing Silent Dismissal Software.

Hybrid & Remote

▶ All classrooms will be working on the same grade level standards at the same time.

Equal access for all students to materials and supports.

We will utilize Just In Time teaching to address learning gaps.

Teacher co-planning is an integral part of delivering the curriculum across multiple setting simultaneously.

All students will have a rigorous learning experience.

Remote Learning
Kits

Remote "Boot
Camp"

Asynchronous
Resources

Parent Resources

Into Reading
Online access for
all

Online Math
Manipulatives

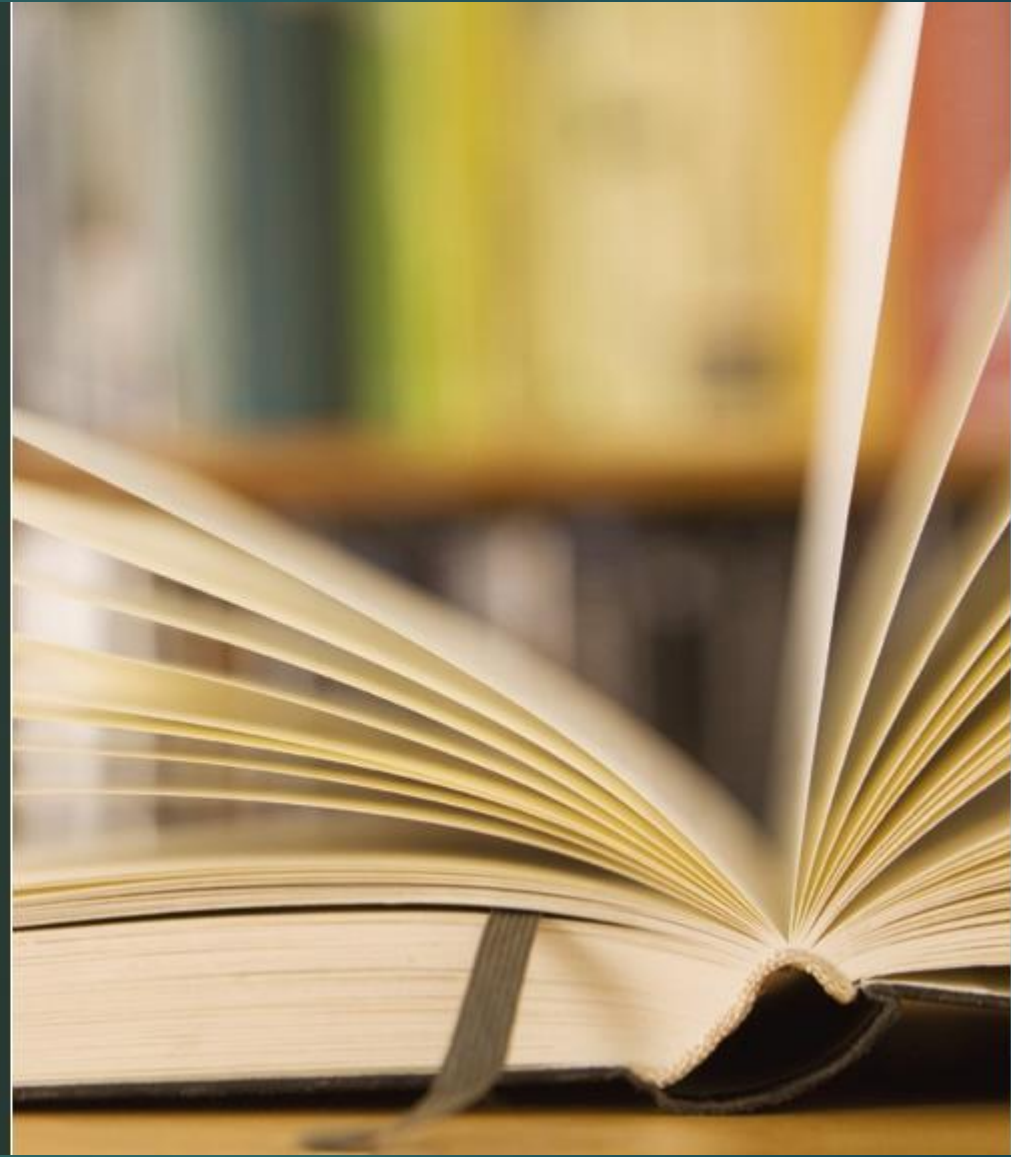
Hybrid to Remote

Multiple student-
teacher
relationships

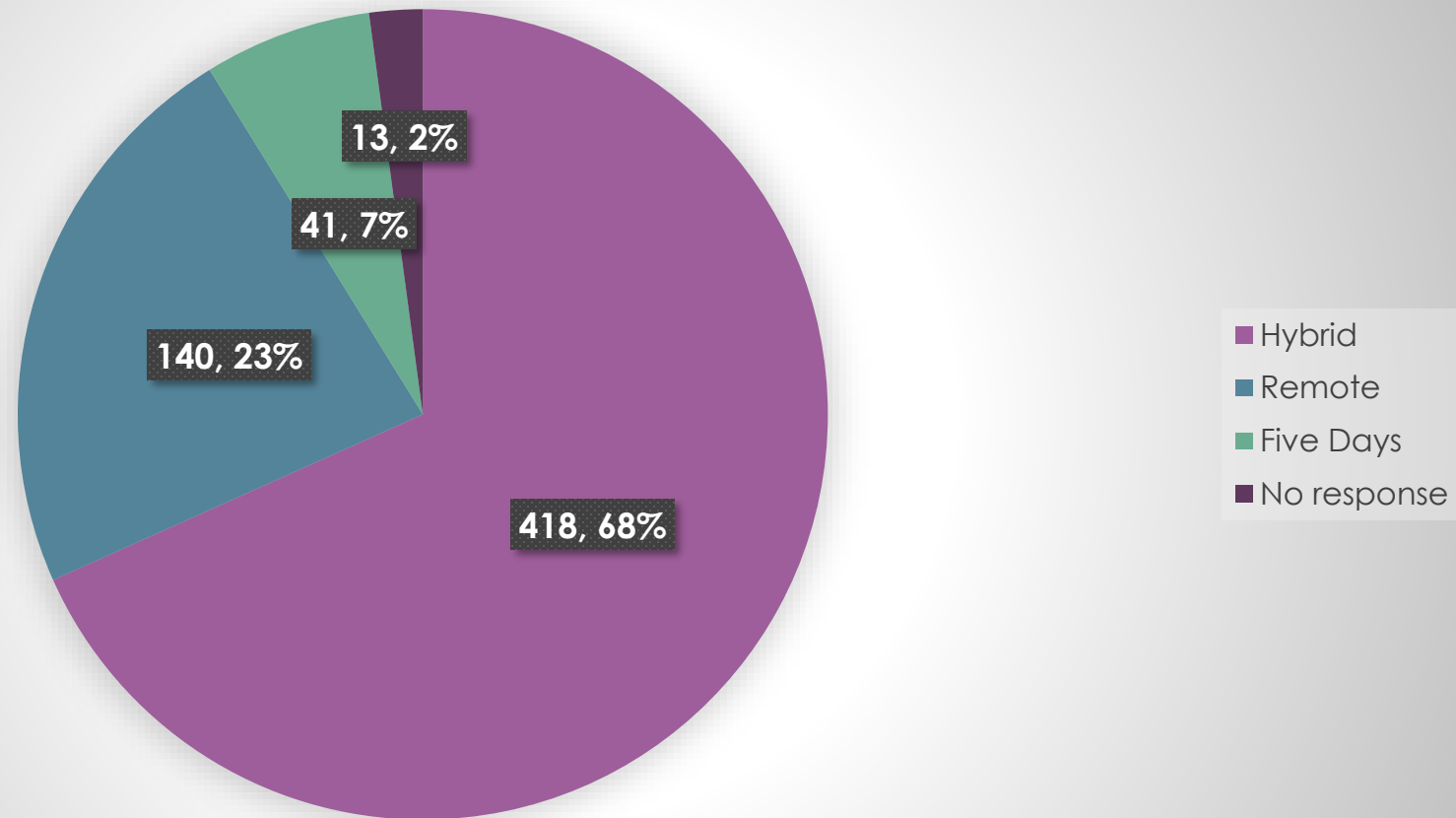
Close Contact
Groups in
Blackboard
Connect

Questions?

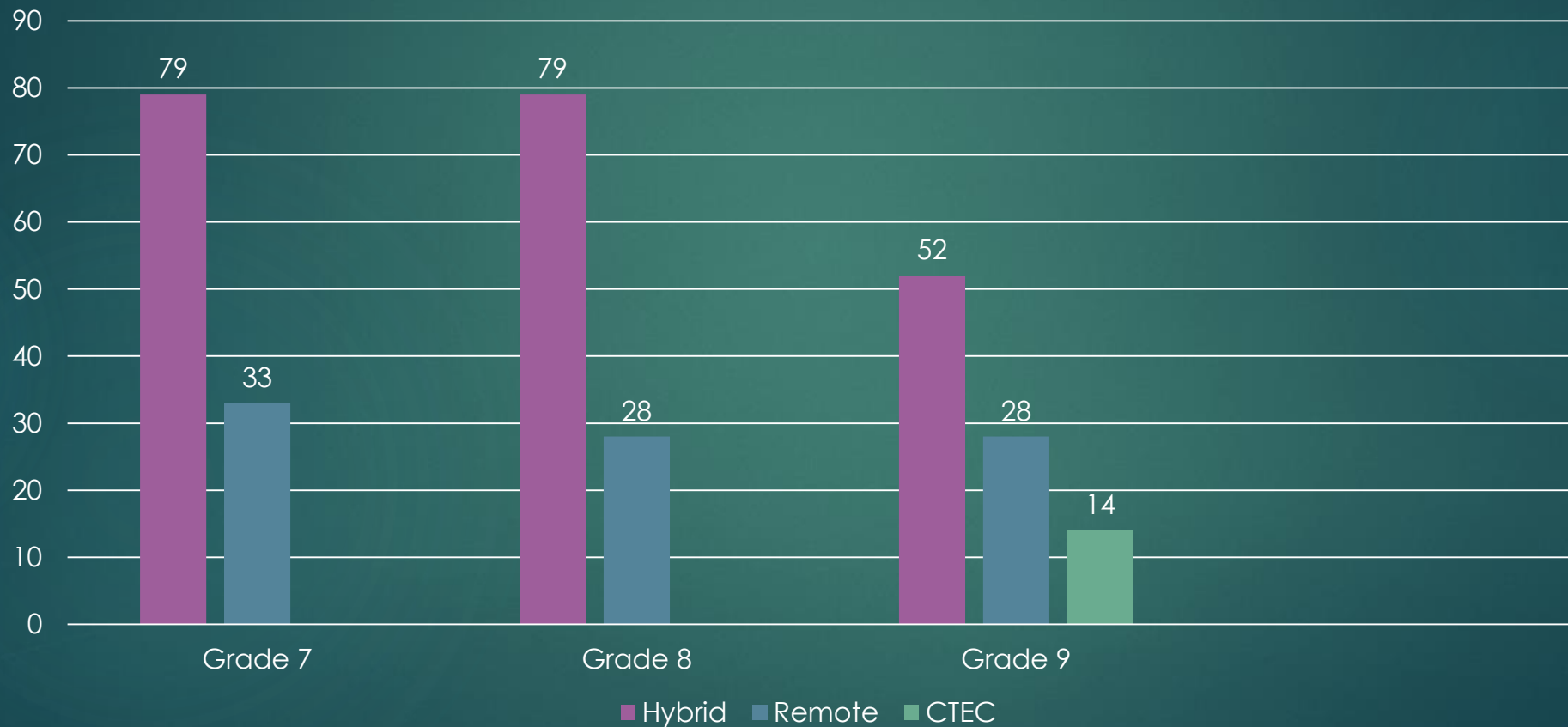
SRS Reopening



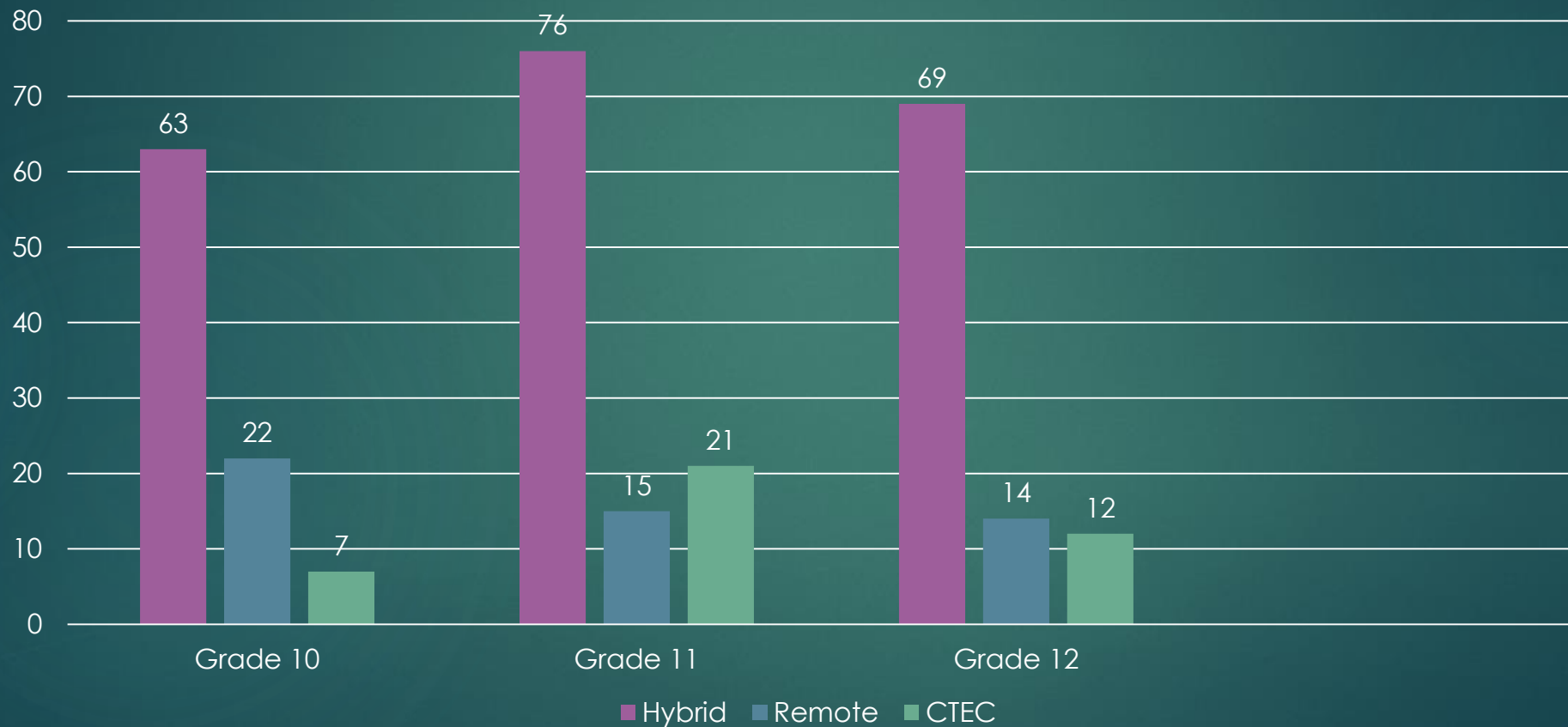
Learning Plans Selected



Grade 7 , 8 & 9 Enrollment



Grade 10, 11, & 12 Enrollment



Cohort A – Monday & Tuesday

In the building



Cohort B Thursday & Friday In the building



Seven Best Virtual Learning Strategies for Student Engagement

Opening of School Professional Development

- Create a supportive and connected community
- Develop a set of explicit expectations for students.
- Use a variety of large group, small group, and individual work experiences.
- Use synchronous and asynchronous activities.
- Design formative assessment, and elicit feedback often
- Prepare discussion prompts that invite responses, questions, discussions & reflection.
- Combine Core concept learning with customized and personalized learning.



Technology Update

School Committee 8/25/20

Internet Needs

In school –

Bandwidth and Wireless Access Points are sufficient

At Home –

53 survey responses indicated need

- Ordering Verizon Hot Spots for families in Granville and Tolland
- Partnering with Comcast for families in need with access to Comcast, income eligibility is a factor



Device Needs

In school – 400 - minimum

K-2 – 4 devices per room

3-6 – full class cart access

7-12 – 1:1

At Home – 602 - indicated need

- 158 - PreK-12 – full remote
- 94 - PreK-2 – full in person
- 65 - 3&4 – full in person
- 97 - 5&6 – hybrid
- 188 - 7-12 - hybrid



Inventory

Laptops that can be used at home – 450

Laptops that can only be used at school – 180

iPads PreK – 1 in school - 14

All in One Desktops – 200

Exploring using at home for full remote students



Orders

Toshiba 13-inch non-touch laptop –

- 400
- Ready shortly after school starts

Lenovo 11.6-inch touch laptop –

- 600
- Expected sometime in October

iPads PreK – 1 in school -

- 50
- Expected for start of school



Summary

Internet –

Hot Spots are new to IT, may be some challenges
Internet Essentials Partner Program also new but should work well once established

Devices -

Back ordered devices and at home need (doubled from spring) are creating shortages

Prioritizing full remote students and students in hybrid format in grades 5-12 until our Toshiba order arrives

In school prioritizing 7-12 who will be instructed simultaneously with students at home

Students receiving a device in 7-12 for home use will need to bring to school

Looking to distribute all-in-ones to students needing a device and opting for full remote



V. POLICIES

1st Reading: ADF School District Wellness Program

1st Reading: BEDH Public Comment

1st Reading: JICFB Bullying Prevention

1st Reading: KJA Relationships with Booster Organizations

1st Reading: KBE Relations with Parent Organizations



VI. ACTION ITEMS

- A. Approve Leave of Absence
- B. Approve Home Education Proposals
- C. Approve School Choice Seats
- D. Approve Elimination of Transportation Subcommittee



A. Approve Leave of Absence

Move to approve a one-year, unpaid leave of absence for Unit A member Michelle Pelletier for the period August 25, 2020 – June 30, 2021.



B. Approve Home Education Proposals

Move to approve Home Education Proposals
HS-2021-38 through HS-2021-50.



C. Approve School Choice Seats

Move to approve the following school choice seats for the 2020/2021 school year:

1 kindergarten seat per DESE guidance;

1 grade 2 seat for existing student;

1 grade 3 seat per DESE guidance;

1 grade 5 seat per DESE guidance.



D. Approve Elimination of Transportation Subcommittee

Move to approve the elimination of the Transportation Subcommittee effective immediately.



VII. REPORTS

A. Superintendent

A. Director of Finance and Operations



VIII. SUB COMMITTEES AND LIAISONS

Negotiations: Locke, Berry, Schantz

Finance: TBD, Locke, Houle

L.P.V.E.C. Bd. Directors: Petschke

L.P.V.E.C. Bd. Governors: Houle

Policy: Schantz, Berry, Seddon

Buildings and Grounds: Houle

Transportation: Locke, TBD

(ILT): Petschke, TBD, Berry

Wellness Liaison: Locke

SPED Liaison: Petschke

Technology: Petschke, Schantz

Southwick Capital Committee: Berry

Southwick 250th : Berry

Legislative Liaison: Rotating Attendance at MASC



IX. PUBLIC COMMENT

In order that all citizens who wish to be heard before the committee have a chance and to insure the ability of the committee to conduct the district's business in an orderly manner, members of the public viewing online may make comments by sending their comment, along with their name and address, in an email, in advance of, or during, the meeting to superintendent@stgrsd.org. Comments will be read aloud at the meeting during Public Comment. Any comments received after the first comment period will be read in the second Public Comment period.

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X. COMMITTEE DISCUSSION

A. Old Business

B. New Business

Committee meeting schedule for 20/21 school year



XI. ADJOURNMENT

