

BROOKLINE SCHOOL BOARD
JUNE 17, 2020
MEETING MINUTES

A regular meeting of the Brookline School Board was conducted on Wednesday, June 17, 2020 at 6:01 p.m. at the Hollis Brookline Middle School Library.

Kenneth Haag, Chairman, presided:

Board Members Participating: Erin Sarris, Vice Chairman (participation began at 6:11 p.m.)
Karen Jew, Secretary
Rebecca Howie
Alison Marsano

Members of the Board Absent:

Also Participating: Andrew Corey, Superintendent
Gina Bergskaug, Assistant Superintendent
Bob Thompson, Assistant Superintendent of Student Services
Kelly Seeley, Business Administrator
Daniel Molinari, Principal, Richard Maghakian Memorial School

Due to the COVID-19/Coronavirus crisis, and in accordance with Governor Sununu's [Emergency Order #12](#) pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Board members and members of the Administration were participating via Zoom. Each member of the Board was asked to state, for the record, where they were, why their attendance in person was not reasonably practical, who, if anyone, was with them, and whether or not they were able to hear the proceedings.

Member Haag

Stated he was participating electronically from home, his attendance in person was not reasonably practical due to COVID-19, he was alone in the room he was in, and he could hear the proceedings.

Member Howie

Stated she was participating electronically from home, her attendance in person was not reasonably practical due to COVID-19, she was alone in the room she was in, and she could hear the proceedings.

Member Jew

Stated she was participating electronically from home, her attendance in person was not reasonably practical due to COVID-19, she was alone in the room she was in, and she could hear the proceedings.

Member Marsano

Stated she was participating electronically from home, her attendance in person was not reasonably practical due to COVID-19, she was alone in the room she was in, and she could hear the proceedings.

Chairman Haag acknowledged all members participating electronically could be heard, and reminded the Board all votes would be taken by Roll Call.

AGENDA ADJUSTMENTS - None

NOMINATIONS/RESIGNATIONS/CORRESPONDENCE

Assistant Superintendent Bergskaug remarked the District is responding to the racism issues our country is facing. We are approaching this from a professional development standpoint providing all necessary training for our teachers and staff. That will begin next week at the Retreat, and will continue with the opening of school in late August. More information will be forthcoming from the Superintendent in a communication out on Friday.

Since the time of the Board's last meeting, the SAU has received letters of resignation from Beth Penney, Science Specialist, and Megan Gagne, Art Teacher at CSDA. The positions have not yet been posted as work continues to determine what next year will look like, and how best to utilize personnel in the future.

Daniel Molinari, Principal, Richard Maghakian Memorial School, (RMMS) spoke of the recent hiring of a School Psychologist, and noted the new Case Manager at CSDA. The third grade teacher, Kaitlyn Worth, was hired in April.

Other than the Art (CSDA) and Science positions, the District is fully staffed.

PRINCIPAL REPORTS

Principal Molinari spoke of the calendar of events provided with the [agenda](#). He commented on the success of the virtual talent shows. Teacher appreciation week was held with the support of the PTO. The SAU41 virtual field day was a collaborative effort with the Hollis School District and included students K-6.

On June 5th, there was an RMMS parade, which was so well received that consideration is being given to continuing that into the future.

The student pick-up procedure was followed by both CSDA and RMMS, and was really well done. Families drove up with their name in the window, a runner then went inside to grab their bag and bring it out. At the same time, students were able to return any books and/or technology. It was a smooth and efficient process at both schools.

CSDA conducted a parade and graduation that was successful. The District celebrated Ms. Commisso and Mr. Dobe in a parade.

Report cards and a school survey will be sent out on Friday.

Principal Molinari spoke to the enrollment information provided noting CSDA enrollment relatively unchanged, and RMMS has a 15-student difference from the current year. The District tends to receive 15-20 students over the course of the summer. Preschool enrollment is based off of special education need. There is a requirement for the program to be 49% special education and 51% regular education students. The program currently has 2 identified students and 4 regular education students. Because of remote learning, there has not been the opportunity to conduct evaluations. There will be an increase in the number of students as the year goes on. There is the need to ensure we are receiving all students that require special education. We cannot go beyond 12 unless able to provide additional support in the classroom.

Assistant Superintendent Bergskaug added enrollment also has to account for students that turn 3 during the school year that would have to start on their birthday.

PUBLIC INPUT - None

DISCUSSION

- Brookline Budget Committee

The committee has finalized the list of peer towns/schools, and is in the process of data collection. Members continue to strive towards the target of providing recommendations at the end of August. The final presentation/recommendation(s) are due October 1st. The meetings have been conducted virtually.

Vice Chairman Sarris

Stated she was participating electronically from home, her attendance in person was not reasonably practical due to COVID-19, she was alone in the room she was in, and she could hear the proceedings.

- SAU41 School Year Transition Planning

The document included with the agenda provided the framework of how the SAU will develop transition plans for the 2020-2021 school year. The structure follows the methodology of Incident Command, which allows team members to focus great attention on a narrow scope of the work. Sub-committee facilitators (building level leaders) report back to the Superintendent and his group, which includes SAU leadership and community members having backgrounds in medicine, psychology, etc.

The Superintendent will identify areas of intentional or unintentional overlap, allowing him to make decisions with the best interest of the SAU 41 community in mind.

Each sub-committee is tasked with reviewing key considerations that have been given to them based on the guiding references listed. They will also identify additional considerations that might be pertinent only to SAU41. The goal of the sub-committees is to convert these considerations into guidelines or procedures for the individual buildings to follow. Each of the individual buildings will have working groups whose goal will be to take the guidelines and procedures and put them into place in their buildings. The purpose of this work is to ensure the health and safety of all school community members as we begin to plan for the 2020-2021 school year.

The subcommittee descriptors were listed, and additional information provided. Sub-committees meet 1-2 times/weekly.

Instructional

- How do we minimize the transition of the virus through surface contact; consider going paperless
- Do we have the capacity to issue each student a Chromebook if they do not have a dedicated device they can bring to and from school
- Do we consider closing areas that are accessed by large volumes of students, e.g., computer labs, library, and what are the recommendations and protocols for those spaces

Technology

- How many students have dedicated devices, and how many more are needed
- What resources prove to be most effective for each age and stage and what is the amount of time that should be spent on technology tools
- How do we provide professional development for teachers to ensure they are utilizing technology to maximum capacity
- How-to guide for parents and students so that we know those using the tools know how to utilize them

Human Resources

- What type of professional development is needed; do we need additional days
- What restrictions have to be put in place to limit volunteers

Health & Safety

- What is the reasonableness of temperature checking all faculty and students upon entry; is self-reporting a better model of temperature or symptoms

Facilities

- Are masks and/or face shields a recommendation or requirement; do we provide
- How do we manage some of our younger learners if recommending that masks be required or not
- What does the Nurse's office look like; different rooms for those arriving for daily medication versus those arriving due to symptoms
- Do we shift custodial hours to different times of day to ensure sanitizing spaces at hours different from what we typically do in a school day
- What HVAC considerations need to be accounted for and evaluated

Student Services

- How do we account for the intensive social and emotional needs of all students
- How do we progress monitor students (account for gaps created during remote learning)

Food Service

- Do we have lunches; do bag lunch and deliver to classrooms – what does supervision look like (CBA requirements for duty-free lunches)
- What does that do to food-based allergies

Extra-Curricular

- How soon should outside organizations access our buildings

Transportation

- Transportation company providing their proposal
- Fieldtrips; do we restrict busing to locations we do not have as much control over, out of State
- Buses; social distancing
- Do we have to make modifications to carpool or parking

Chairman Haag questioned if, being more a local control issue as opposed to mandated by the State, the Superintendent and the three school boards would review and vote collectively on a plan for moving forward.

Assistant Superintendent Bergskaug remarked if there is a State level mandate it will be followed, but it appears as though the direction is that we are headed more toward local control, and what each community feels is an acceptable level of risk.

The Administration is planning for three models. Even if we start in-person we may have to flow over quickly and seamlessly to remote or start in remote and then flow back into onsite learning. There could be a cohort of students who could not return to school due to complex medical needs; that would be the hybrid version where some are in person and some remote. In terms of local control, the Administration will make recommendations for the whole model, and then, as we get closer to the start of school, a decision will be made as to which specific model; remote, in-person or hybrid, will be utilized for the start of the school year. At this point, it looks as though that will be the Superintendent's decision with the Board alongside him, but if the State issues a mandate that we are in remote, then we will be in remote.

Chairman Haag questioned if the Administration has heard anything resulting from the survey at the State level. Assistant Superintendent Bergskaug stated the expectation that something will be learned by the end of the month. If and when that is released, that information will be compared to where we are at with the sub-committee work/recommendations, and we will look to reconcile any potential differences. She stated uncertainty with how specific the work of the School Transition Reopening and Redesign Taskforce (STRRT) is to the work the SAU is doing.

Member Marsano commented on the need to ensure better consistency with the dispersion of instruction, particularly school-wide, if moving to remote learning. Assistant Superintendent Bergskaug responded that is one of the outcomes that is hoped for. Having switched to remote learning with lightning speed and figuring it out as we went along, they were intentionally flexible understanding the intent for reflection and changes. If continuing in remote learning, the intent is to set parameters so that there is an expectation for when students will be participating, which will support teachers in their attempt to address instruction uniformly across the board.

Both the instructional and technology groups are coming together to identify what that sweet spot is for instruction, what were the best tools, and how do we make sure we are all utilizing them.

Member Marsano spoke of parents being a key part of that; not normally with students in school and don't necessarily know what they should be doing, what their writing should look like, how much assistance they should be provided, how much struggle they should have, etc.

Member Sarris questioned if there is a need for additional training for teachers prior to the start of the school year, and how that might work. In addition, are the unions looking to address the possibility that there may be teachers who, for whatever reason, feel they cannot return to the in-person environment.

Assistant Superintendent Bergskaug stated that is being discussed in a number of sub-committees. She, Superintendent Corey, and Assistant Superintendent Thompson meet with union leadership from all 3 districts

regularly to address bigger picture issues. This week a survey was sent out to all who are working with students in an instructional capacity. The survey sought feedback on what did and did not work during remote instruction, what professional development would be needed/desired if in an in-person or remote environment.

Superintendent Corey remarked as we get further along in the process of discussions with the union, it may be that we have to look to a sidebar around some of these items. This year we pivoted on a dime and the union was very accommodating. As we move forward, we want to provide more consistency. Sometimes that can take place by way of a sidebar or Memorandum of Understanding.

Member Jew questioned what the mechanism was for teachers to provide feedback during remote learning and what it will look like going forward. Assistant Superintendent Bergskaug stated feedback was teacher to teacher, Administration, parents, students. Professional Learning Community meetings continued. Staff meetings went from monthly to optional, e.g., every week. While she did not send a survey out to teachers earlier, there were ample opportunities for feedback. There are grade level team leaders that meet with building administration and share feedback. There were multiple pathways. The most formal is the survey that was just sent out. To date, 172 responses have been received.

Member Jew commented on the potential for shifting of job roles, and questioned if contracts would need to be renegotiated. Assistant Superintendent Bergskaug responded it would depend on specifically what role, what the CBA looks like, what the certifications are, if required, etc.

Chairman Haag stated his expectation the majority of the July meeting would be dedicated to this topic.

- Extended School Year Update

The Extended School Year (ESY) will begin June 29th and run until August 13th. The ESY program provides services and instruction to students with disabilities as a continuity of their program over the summer; helps to avoid regression and contributes toward progress on their goals.

This year the Brookline School District has 46 students who will participate in ESY remotely and 1 student who will be serviced onsite. Onsite services will be provided at the high school. There has been a small cohort of students who have been going onsite for remote learning. There are very tight safety protocols in place.

Two additional weeks have been added; one to account for earlier end to current school year and the other at the end of the program accounts for the fact that we start the next school year a little later in the fall.

- Brookline After School Summer Program

Superintendent Corey stated there is a need to offer the summer program to students. Many of our families are returning to work and need daycare opportunities. The Brookline After School Program has been running for decades. They have submitted a plan that meets all of the State guidelines in regard to social distancing, cleaning, etc. The desire was to make the Board and public aware that the program will be permitted to begin in the coming weeks. They have 16 families who have committed, which is a number expected to grow as more organizations and companies return to work. He expressed gratitude to the Director for her ongoing relationship with the District and the continued efforts to provide for the families of Brookline.

- SAU Rent

With a look towards renovating the SAU barn, part of the discussions from the point of view of the Hollis School District, was the rental payment. If investing approx. \$1.5 million to upgrade the facility, the desire is for the compensation to increase to recognize the new square footage that would be available as well as the quality of that space. They do not intent to go up to present commercial rates for the two towns, but more of an equitable rate.

PUBLIC HEARING

- Brookline School District Maintenance Trust

**MOTION BY MEMBER MARSANO TO RECESS UNTIL THE CONCLUSION OF THE PUBLIC HEARING ON THE BROOKLINE SCHOOL DISTRICT MAINTENANCE TRUST
MOTION SECONDED BY MEMBER JEW**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Karen Jew, Rebecca Howie, Alison Marsano, Erin Sarris, Kenneth Haag
5
Nay: 0

MOTION CARRIED

*The Board recessed at 6:42 p.m.
The Board reconvened at 6:48 p.m.*

DELIBERATIONS

- To see what action the Board will take regarding the Administration’s recommendation for the Brookline School District Maintenance Trust

FY21 Requested Items/Estimated Cost

CSDA	Playground Renovations	\$25,000
	Security Cameras	<u>23,000</u>
		\$48,000
RMMS	Security Cameras	\$25,000
	Total	\$73,000

Current Balance:	\$57,422
To be added in FY21:	75,000
FY21 Expenditures:	<u>73,000</u>
Resulting Balance	\$59,422

**MOTION BY MEMBER MARSANO TO AUTHORIZE THE EXPENDITURE OF AN AMOUNT NOT TO EXCEED SEVENTY THREE THOUSAND DOLLARS (\$73,000) FROM THE SCHOOL BUILDING MAINTENANCE EXPENDABLE TRUST FUND FOR THE PURCHASE OF THE MAINTENANCE ITEMS IDENTIFIED DURING THE PUBLIC HEARING
MOTION SECONDED BY MEMBER HOWIE**

ON THE QUESTION

Member Sarris echoed the remarks made during the Public Hearing regarding the discussions that have occurred around the expenditures from the fund.

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Karen Jew, Rebecca Howie, Alison Marsano, Erin Sarris, Kenneth Haag
5
Nay: 0

MOTION CARRIED

APPROVAL OF MINUTES

Brookline School Board [May 13, 2020](#)

**MOTION BY MEMBER SARRIS TO APPROVE, AS PRESENTED
MOTION SECONDED BY MEMBER HOWIE**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Karen Jew, Rebecca Howie, Alison Marsano, Erin Sarris, Kenneth Haag
5
Nay: 0

MOTION CARRIED

NON-PUBLIC SESSION

**MOTION BY MEMBER HOWIE THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC EMPLOYEE AND RSA 91-A:3, II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF
MOTION SECONDED BY MEMBER JEW**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Karen Jew, Rebecca Howie, Alison Marsano, Erin Sarris, Kenneth Haag
5
Nay: 0

MOTION CARRIED

*The Board went into non-public session at 6:51 p.m.
The Board came out of non-public session at 7:00 p.m.*

**MOTION BY MEMBER MARSANO TO SUPPORT THE SUPERINTENDENT'S
RECOMMENDATION REGARDING CONTRACT NEGOTIATION
MOTION SECONDED BY MEMBER HOWIE**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Kenneth Haag, Rebecca Howie, Karen Jew, Alison Marsano

4

Nay:

0

MOTION CARRIED

**MOTION BY MEMBER HOWIE TO SUPPORT THE SUPERINTENDENT'S RECOMMENDATION
REGARDING COMPENSATION
MOTION SECONDED BY MEMBER MARSANO**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Kenneth Haag, Rebecca Howie, Karen Jew, Alison Marsano

4

Nay:

0

MOTION CARRIED

ADJOURNMENT

**MOTION BY MEMBER MARSANO TO ADJOURN
SECONDED BY MEMBER HOWIE**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Kenneth Haag, Rebecca Howie, Alison Marsano, Matthew Maguire, Erin Sarris

5

Nay:

0

MOTION CARRIED

The June 17, 2020 meeting of the Brookline School Board was adjourned at 7:01 p.m.

Date _____ Signed _____