

Brookline School Board
Tuesday August 17, 2021
Captain Samuel Douglass Academy
5:30 PM

***Note Change in Start Time**

All Times are estimates and subject to change without notice

- 5:30 Call to Order
- 5:35 Agenda adjustments
Correspondence/Resignations/Nominations
- 5:40 Approval of Minutes – August, 2021
- 5:45 Public Input
- 6:00 Principal’s report
- 6:15 Discussion
 - Opening of School Plan
- 6:45 **Deliberations**
 - **To see what action the Board will take regarding the reopening plan as discussed**
 - **To see what action the Board will take regarding the Business Managers recommendation regarding the retained fund balance**
- 7:00 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 7:15 Motion to adjourn

Brookline School Administrator's Report

August 17, 2021

Calendar, Events, Programs

Monday, August 30 - Teachers Return
 Wednesday, September 1 - Para Educators Return
 Wednesday, September 1 - Kindergarten Open House
 Thursday, September 2 - Students Return
 Monday, September 13 - CSDA Virtual Open House
 Tuesday, September 14 - RMMS Virtual Open House

Brookline Administrator's Report

BSD:

- RMMS Staffing Needs: 1 MTSS Paraeducator and 2 Paraeducators
- CSDA Staffing Needs: 2 MTSS Paraeducators, and 1 Paraeducator

Brookline Enrollment Projections for School Year 21-22

	PreK-3	PreK4	K	1	2	3	4	5	6
Projected Enrollment Total			80	81	83	80	88	84	82
Divisor according to Policy IIB			17	17	20	20	23	23	23
Sections	12	12	4.71 sections	4.76 sections	4.15 sections	4 sections	3.83 sections	3.65 sections	3.57 sections
Teacher/Class Size			5 = 16	5 = 16.2	4 = 20.75	4 = 20	5=17.6	4 = 21	4 = 20.5
NESDEC	8	8	97	75	77	75	95	83	83

Bold – Grade Level/Position Change
Bold/Underline – New Staff

Brookline School District Staff
2021-2022

Professional Staff

Richard Maghakian Memorial School

Pre-K

Stephanie Rogers

Grade 1

Lisa Boucher

Megan Healy

Jill Robinson

Darby Shaw

Valerie Gordon

Grade 2

Corrine Noel

Katie Milewski

Jessica Laflamme

Brandon Brown

Grade 3

Kiana Brown

Kathryn King

Lisa Talcott

Caitlin Wirth

Kindergarten

Lauren Arruda

Megan Dever

Emily Ekis

Allie Hills Everett

Janet Auger

Captain Samuel Douglass Academy

Grade 4

Jane Gauthier

Shelley Kosek

Lisa Lindsay

Samantha Meehan

Melissa Davis

Grade 5

Melissa Leafe

Renelle Stone

Bridget Combes

Jessica Coutu

Grade 6

Hanna Furbush

Brittany Hicks

Tim Putnam

Greg Snoke

Brookline School District Specialists

CSDA

Alexis Flanders - Reading Teacher

Lauren Melia – Reading Specialist

Adam Wallis - Band

Christina Catino- Music/Chorus

Kristen Leroux - Gott - Art

Tammy Van Dyke- Phys. Ed./ Health

Maureen Lorden, Nurse

Jessica Visinski Bumpus - Guidance/504 Coord.

Alana Taylor - Library

Karin Pillion- Math Specialist

RMMS

Kim Beaudette – Reading Specialist

Patricia Waller - Reading Specialist

Shannon Sinclair- Music

Monica Boisvert- Art

Steven Martus - Phys. Ed./ Health

Cathy Burbee, Nurse

Deborah Bowry- Guidance/ 504 Coord.

Kristine Murray- Library

Lisa Winters - Math Specialist

Special Education Staff

CSDA

Sarah Griffin, Case Manager

Kathy Harris, Case Manager

Jaime Matylewski, Case Manager

Kimberly Frye, ESOL

RMMS

Colbi Alvarez, Case Manager

Amanda Bent, Case Manager

Karen Oppelaar, Case Manager

New, Case Manager

Lauren Saltalamacchia - Speech Pathologist

Brooke Wilson- Speech Pathologist

TBD - School Psychologist, RMMS/CSDA

Mary Driscoll, Occupational Therapist RMMS/CSDA



SAU41: Brookline School District

Roadmap to a Safe Return to School 2021-2022

The goal of SAU41 for the 2021-2022 school year is to ensure the continuity of educational opportunities for our students as we continue to navigate the COVID-19 Pandemic.

All schools in SAU41 will continue onsite instruction for all students on **September 2, 2021** (September 1, 2021 for 7th grade and 9th grade orientation). Safely returning all students to the in-person learning environment is a priority for the fall of 2021 as students benefit greatly from this mode of learning.

This updated, Roadmap to a Safe Return to School 2021-2022 was developed utilizing our knowledge gained during the 2020-2021 school year, current community transmission rates, and updated guidance from local and national public health agencies. The District will continue to utilize research-based public health best practices. The resulting roadmap is included below and will be presented to the three individual School Boards in August 2021. The School Board members will deliberate and vote on the SAU41 Roadmap to Reopening our School Buildings. All plans are subject to change based on both the collaboration between administration and local education associations as well as new information available regarding the pandemic.

Guiding Resources

- American Academy of Pediatrics (AAP)
- Center for Disease Control (CDC)
- Environmental Protection Agency (EPA)
- Learning Policy Institute (LPI)
- National Association of School Nurses (NASN)
- National Council on School Facilities (NCSF)
- New Hampshire Grades K-12 Back-To-School Guidance
- New Hampshire School Nurses Association (NHSNA)
- Occupational Safety and Health Administration (OSHA)

Health and Safety

- Although daily symptom monitoring via PowerSchool will no longer be required of students and staff, parents are asked to keep their symptomatic children home from school. Symptoms include:
 - fever, cough, sore throat, runny nose, shortness of breath, fatigue, chills, muscle aches, loss of taste and smell, difficulty breathing, diarrhea, vomiting, or abdominal pain?
- Targeted temperature checks will be taken by the school nurse or their designee for any student who accesses the health office.
- All students returning from an absence must receive clearance to return to school from either a medical provider or the school nurse. Students should not ride the bus on the morning of their return and should report to the nurse's office immediately upon arrival.

- Decisions regarding masks will be made by the Brookline School Board at their meeting.
- Should local conditions change, the District reserves the right to make a change to the mask requirement or an activity based mask requirement.
- Each school will return to pre-COVID dismissal times for the school start and end times as well as mid-day hallway travel between classes.
- Elementary students will return to traveling to their specialist classrooms as appropriate (i.e. music, physical education, art, etc.)
- Elementary students will eat lunch in the cafeteria or outside (weather permitting).
- Hand sanitizer will be available for student and staff use in all classrooms and common areas.
- Students, teachers, and staff who have symptoms of infectious disease, such as COVID-19, should stay home and work with their doctor for testing and care.
- Students, teachers, and staff who have been identified as a close contact for a COVID positive individual will be notified but not required to quarantine.
- Fire and Safety drills will resume based on 2019-2020 school year protocols as required by law.

Instructional

- Teachers will be provided with feedback from prior year teachers related to apparent skill gaps or weaknesses. They will work with their grade level teams to develop plans to spiral the content through the curriculum to reinforce the weaknesses.
- Quarterly collaboration time will be provided on Friday afternoons to ensure appropriate implementation of spiraled curricular content across the grade levels.
- Teachers will continue use a variety of both formal and informal assessment tools to determine each student's present level of performance.
- All students will have assigned seats in their classroom. Seats will allow for 3 feet of separation when feasible.
- Small group instruction may continue to utilize plexiglass for an additional prevention strategy.
- Students will be able to share some instructional materials and instructional spaces (i.e. library media center, elementary art room).
- School teams will continue to implement and utilize the MTSS-b intervention process.
- Google classroom and other online tools will be utilized according to the District established protocols.

Technology

- All students will have classroom access to a District assigned Chromebook/laptop if they do not have their own.

- Students will be responsible for ensuring that their device is returned to the charging station prior to leaving the classroom.

Human Resources

- Scheduled school volunteers will be allowed. They will be required to sign in and complete the short, paper health screening.
- All school staff will receive continued professional development training in evidence-based public health practices.
- Teachers will have access to the District developed online professional development training in the use of digital learning tools.
- The District will establish updated cleaning protocols based on guidance from public health agencies.
- Out of state professional development for teachers will be allowed on a case by case basis.
- One full time dedicated substitute will be employed at the District level. The building administration will direct the work of this individual.

Facilities

- Health offices will return to their 2019-2020 school year space but will include one location for routine visits and a separate area for potentially symptomatic students.
- Students will have access to a locker or a cubby (school dependent) for their personal items.
- Excess furniture will be returned to the classrooms.
- The 2020-2021 recommendations of the independent HVAC consultants will continue to be implemented according to the recommended timeline and availability of resources.
- Electrostatic sprayers and misters will continue to be utilized daily by the custodial crew as part of the updated District established cleaning protocols.

Student Services

- Students at all schools will be provided time for socialization during the school day. This will include recess time and morning meeting times at the elementary schools, ROCK time at middle school, and CavBlock time at the high school.
- Each school will implement a developmentally appropriate action plan for addressing the social/emotional needs of their students.
- IEP, 504, and parent requested student progress meetings will continue to have the option be held remotely.
- Staff will receive training in the research based program Mental Health First Aid.
- School counselors will provide additional support to students especially those returning to in-person after a long-term remote learning experience.

Food Service

- Students will be able to travel through the food service line based on 2019-2020 standard protocols.
- Food service will utilize both a cashless and cash purchase model.
- Elementary students will eat lunch in the cafeteria or outside (weather permitting).
- Shared food items such as items donated by parents for classroom celebrations will be prohibited.
- Concessions at sporting events will resume where applicable.

Extra Curricular

- Guidelines regarding student participation in athletics will be developed in accordance with the New Hampshire Interscholastic Athletic Association (NHIAA).
- Masks will be optional for student athletes.
- Student athletes will be asked to bring their own water bottle. Touchless water bottle filling stations will be available for students to use.
- Daily attendance will be recorded and maintained by coaches for both practices and games.
- Attendance by the public at all athletic events will be allowed.
- Visiting teams will have access to the locker rooms.
- Meetings and rehearsals for clubs and activities will be offered in-person or remotely. When in-person meetings take place, attendance will be maintained.
- Facility use by outside organizations will be limited to community-based groups and will require approval by the superintendent's office.
- Overnight school sponsored student group travel, including athletics and field trips, will be approved on a case by case basis by the Superintendent.

Transportation

- Physical distancing is difficult to maintain on a school bus. As a result, families will need to determine their own level of risk tolerance for exposure.
- Masks will be required for students riding the bus.
- Some bus windows will remain open to promote the circulation of fresh air.
- Buses will be sanitized daily after the afternoon run, utilizing enhanced cleaning procedures.



Business Office Memo

To: Superintendent Andy Corey

From: Kelly Seeley

Date: 8/12/2021

Re: Retained Fund Balance – Brookline School District (RSA 198:4-b.II)

Based on the anticipated FY21 balance prior to the audit, it is my recommendation that the school board approves a retained fund balance of \$129,500. This is the maximum amount and is the same number that has appeared in previous Revenue/Expense reports.

This number will still allow \$200,000 plus dollars to be returned to the taxpayer in the form of a reduced tax rate.

If the Board agrees, please request the following motion be made at the August board meeting to define this year's retention amount:

MOTION BY MEMBER _____ TO RETAIN THE SUM OF UP TO ONE HUNDRED TWENTY NINE THOUSAND FIVE HUNDRED DOLLARS (\$129,500) OF SCHOOL FUND BALANCE FROM THE FY21 SCHOOL YEAR AS THE END OF YEAR AVAILABLE FUNDS ALLOW.