

BOURNE SCHOOL COMMITTEE

REGULAR MEETING MINUTES

DATE: JANUARY 5, 2022

TIME: 6:30PM

PLACE: REMOTE ACCESS MEETING

ATTENDANCE

SCHOOL COMMITTEE MEMBERS PRESENT: CHAIR EMILY BERRY; PAUL MCMASTER; ERIN PERRY; STEVEN STROJNY; KARI MACRAE; MAUREEN FULLER; RYAN BAGDONAS; STUDENT REPRESENTATIVE VIVECA STUCKE

SCHOOL COMMITTEE MEMBERS ABSENT:

OTHER ATTENDEES PRESENT: Dr. Kerri Anne Quinlan-Zhou, Superintendent; Dr. Barbara Starkie, Assistant Superintendent of Learning and Teaching; Dr. Ryan Place, Director of Special Education and Student Services; Jordan Geist, Director of Business Services; Chris Oliver, Director of Technology

1.CALL TO ORDER

- Chair Berry calls the meeting to order at 6:31 PM.
- Chair Berry does roll call attendance of school committee members for attendance.

3.PUBLIC COMMENTS

- Chair Berry states that each person making a public comment has 3 minutes to make statements. No requests received prior to meeting.
- Chair Berry asked if anyone in attendance has public input. No input from the public is requested.

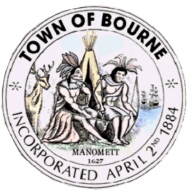
4.REPORTS AND PRESENTATIONS

A. Chairperson's Report

- a. Chair Berry provides a brief report stating that Maureen Fuller will address the only thing to touch upon is correspondence with Cape Cod Collaborative at a later time.

B. Superintendent's Report

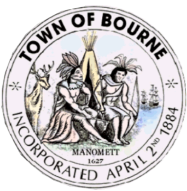
- a. Dr. Zhou states that Chris Oliver is the new Director of Technology and then takes a moment to introduce him.
- b. Chris Oliver discusses his background and prior involvement with.
 - i. Chair Berry calls for questions for Mr. Oliver.
 - ii. Maureen Fuller asks what has Mr. Oliver been doing since he started in the district? Mr. Oliver responds that he is investigating the network infrastructure, reviewing security and data in regards to the network,



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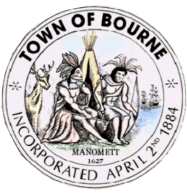
reviewing current vendors to streamline costs, and working on the long range district learning plan. It is a 3 year plan and will involve working with everyone.

- c. Dr. Zhou discusses the parent and staff update
 - i. The website update has been a long time coming because the company has changed hands three times. They have restarted the redesign at least five times. Everything will be streamlined and there will be a branded app. Chair Berry requested that Dr. Zhou resend the survey to the district and community.
 - ii. Dr. Zhou then begins reviewing Covid update. It is linked in the agenda and is very large but compiles all the information that the district sends out in various ways. It is a general outlook of Covid testing and protocols. Dr. Zhou then defers to Dr. Place.
 - iii. Dr. Place begins by stating that the priority continues to be in person learning. There are many resources on the website.
 - 1. The CDC has updated quarantine days from 10 days to 5 days.
 - 2. Classrooms remain approximately 3 ft apart.
 - 3. There is a recommendation that there is no repeat testing after positive result to return.
 - 4. Boosters are not required.
 - 5. Dr. Zhou interjects that 1 test was given to about 360 staff members, including bus drivers and cafeteria workers. About ½ of the district came out on Sunday and the rest early on Monday following return from break. Free Kn95 masks were given to all staff-20 non medical grade. These masks are considered a better standard than cloth. Schools also reviewed mitigation strategies especially with older kids and everyone continues to be extra vigilant on mitigation practices.
 - 6. Dr. Place then takes over and reviews data showing the 1st week of Dec absences vs the first couple of days back. A sharp increase was noted but expected due to variant. Dr. Zhou added that information was pulled from similar weeks.
 - 7. Dr. Zhou goes on to state that this is the same trend that is being seen in other counties but especially Barnstable. Later in the presentation Dr. Zhou to review what we are looking at and going to do in response to the staff absences.
 - 8. Dr. Place then begins to discuss case counts. A spike was seen after Thanksgiving. As a district we have had 225 cases which is higher than it was last year. Close contacts reviewed in school vs out of school where most cases are from out of school contact. Dr. Place also reviewed numbers of current vaccination-BHS is about 12 percentage points from the 80% needed to unmask. Numbers are lower at BES and BIS which is to be expected due to age constraints of the vaccine initially. Out of 360 tests run since the beginning of test and stay only 14 cases have been positive. Dr. Place thanked all staff that have helped along the way with testing and contact tracing-it is a team effort.
 - 9. Dr. Zhou then thanks Dr. Place-this week more than ever for his monumental effort. Dr. Zhou then goes on to discuss town specific data-which is updated every Thursday. Dr. Zhou thanks parents for being so proactive.
 - 10. Dr. Zhou proceeds to inform committee of general mitigation practices that are put into place-virtual staff meetings, delaying BMS concert and virtual PDs. Planning for all scenarios as much as possible but everything is a case by case basis. Calls being made to DESE when 3 kids are positive in one class to see if isolation is needed for class-DESE guides all decision making on a case by case basis.
 - 11. Dr. Zhou then goes on to discuss staffing issues-what if we do not have enough? Alternate staffing plans go into place. DESE may need to approve virtual or call it a "Covid snow day"-these days are only if all else fails. Virtual can only count if approved by DESE.
 - 12. Dr. Starkie then joined the discussion on what a great deal of coordination goes on from administrators to teachers to admin assistants. Teachers giving up their planning times to cover. D. Zhou concurs and states that although it is exhausting, staff and students remain positive.



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13. Chair Berry asks for clarification on Test and Stay. With the new variant has there been an uptick in testing positive in test and stay? Dr. Place responds that there is an uptick in the amount of people but will know more in a week. So far this week there were 3 but so many are still on vacation and just coming back. Most however are not testing positive. Situation specific cases are out of school not in. Chair Berry reiterates community spread then.
 14. Chair Berry then asks any discussion on cloth masks not being as effective? Dr. Zhou responds that there has been no discussion yet and as of now cloth masks are at a parent's discretion and parents can refer to the policy on the website. Chair Berry clarifies her question by asking if there is state guidance. Dr. Zhou responds that there is nothing new from the state and that the mask mandate remains in effect until they say no.
 15. Maureen Fuller asks about spacing since children are 3 ft apart in school does that mean on the bus they are in every other seat? Dr. Place responds that windows are open and kids are masked and that per DESE transportation (i.e. riding on the bus) is an activity that is exempt from all contact tracing. Maureen thanks Dr. Place.
 16. Principal Norton, BIS, clarifies that children are apart for meals/snacks when they are unmasked but when masks are on they could be seated side by side.
 17. Chair Berry asks for clarification on bussing-is it one person per seat or shares seats with masks on and windows open? Mr. Geist responds that it is one more than 1 person per seat. Dr. Zhou then adds that there has been no change in this since the beginning of the year. The document is on the website that was put out by DESE that Bourne adopted.
 18. Mr. McMaster asks about finding subs for teachers but what are the contingencies for food service and transportation? Mr. Geist responds that there is close work going on with Darlene Grealish, our food services coordinator. They have been working to secure shelf stable foods which are harder to get this year than last. Transpiration is an everyday challenge. A last resort would be to do separate runs if needed but it takes a huge amount of coordination.
 19. Mr. McMaster asks about communication to parents and the timeline to parents if that happens? Mr. Geist responds that is the hard part-they start working to combine runs. Sue Downing, the transportation coordinator, is working and communicating with everyone as soon as she can to get the information out. Mr. McMaster asks how parents are made aware? Mr. Geist responds via email from admin assistants. Principal Norton, BIS, states that a Swift K12 message is sent out well in advance. Chair Berry asked is that the text that goes out to check your email? Principal Norton responds yes and that it goes out in email as well. Mr. Geist then adds yes it is an email and text. Principal Borning, BMS, echoes Principal Nortons sentiments and states that if time is within 5 mins of their usual times no emails are sent. End of the day is when they make sure all students get onto the correct buses. Principal Cetner,BHS, agreed with principal Borning in regards to times of buses with the big kids, Everyone pitches in and that Ryan, referred to as "Covid king" at the high school is a rockstar. His level of professionalism is admired. Chair Berry jokes that Dr. Place deserves a million dollar raise. Chair Berry asked Mrs. MacRae for her question and Mrs. MacRae responded that no she did not have one as her question was pretty much what Mr. McMaster asked.
- d. Dr. Zhou then discusses performance contracting. It is reported that there was a joint commission with the town to come to the final vendor. Final vendor has not been notified about a day or 2 behind so cannot discuss who it is. Once they are notified town council will review the language of the contract sent so it can move quickly and stay on track. It will be a full blown plan development with upgrades to boilers for comfort levels, HVCA for healthiness , roof and solar panels. Looking to present this information at the Spring town meeting so work can be done in summer. It's an aggressive timeline.



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- e. Dr. Starkie gives a teacher and learning update. Jan 18th one of our only full day PD's of the year and will be virtual. Thank you to Kelly Cook for receiving a \$5,000 grant for civics work at the middle school. Bourne has also applied for two grants through DESE for Major Literacy Resources at the middle school and Major Math Resources at the elementary schools. Literacy will be to support Major Resource Teams and math Major Resource Teams will be to support work in the elementary levels.
- PD theme is the overarching theme of alignment with the district strategy to build community, promote equity and strive for excellence.
 - The day starts with Dr. Kalise Wornum speaking about diversity, equity and cultural awareness. Staff then engaged in virtual breakout session discussions.
 - After lunch staff listened to DESE sponsored presentations from safe schools in support of LGBTQ-creating and maintaining a safe community.
 - Ed Camp-with Principal Cetner, Principal Borning, BEA leadership and Dr. Starkie-opportunity to work together with MS and HS teachers on major topics-IE grading practices. Meeting has been moved to March to hopefully be in person.
 - BPS is offering the mentoring courses
 - Invitation received today from Sandwich for collaboration for Leslie Course-children involved in trauma
 - Dr. Zhou adds that the DEI community participants and the school committee were invited to attend Dr. Wornum's presentation-zoom link will be shared.

D. Student Advisory Presentation

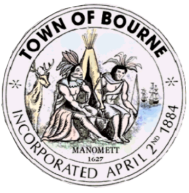
- Dr. Zhou shares her screen for Viveca Stucke's, BHS senior, presentation
- Viveca reviews all the happenings from the fall across the district. Chair Berry comments how this is a highlight of the school committee meeting. Maureen Fuller adds that she has no questions just says how there is so much positivity. Hats off to everyone working to bring a sense of normalcy in these times.

D. SUBCOMMITTEE REPORTS

Curriculum Subcommittee

- Ryan Bagdonas, school committee member gave an update from Dec mtg which discussed Innovation Pathways at the high school. Looking like a 3 year rollout plan for implementation. 10th and 11th graders will still have the opportunity to participate even though they did not start the program.
- Going onto the Jan meeting the Major Resource Team evaluated 4 different resources that will be reviewed again on 1/21 for their effectiveness. They have been using these since mid December.
- BMS literacy team has 2 different resources they have been evaluating-shout out to Sara Riggle, middle school librarian, for really working with these resources. January 14th will be a presentation from both committees regarding these resources.
- Kelly Cook, Curriculum Director 6-12, has applied for a grant to get the cost covered of these resources.
- Program of studies at the high school is being worked on with all the updated offerings and changes.
- ARC was brought up as a concern-teachers feel phonics was missing. Lisa Dix, Curriculum Director PK-5, is working on weaving in the materials as there is lots of phonics; it is just not set up with how teachers typically view it.
- WIN- benchmark assessments are being done to determine needs and placements going forward.

Policy Subcommittee



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- Erin Perry, school committee member, reports on the meeting from 12/16/22.
 - Policy BEDH-needs clarification and revisions based on December school committee meeting. It is on the agenda for a vote later this evening.
 - CHRI-recommended policy and ADDA in connection with the CORI requirements. Integrated proper access and documentation. It is also on agenda for later this evening.
 - IMG policy discussion on therapy/service animals will be on January 20, 2022. Policy is in place will/may need revisions based on middle school staff members and animals being certified now.
 - Discussions on shared positions with the town are ongoing.
 - Chair Berry states there are 2 votes this evening on these later.

Budget Subcommittee

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- Steve Strojny, school committee member. Reports meeting was earlier today.
 - Focus is on the existing budget and FY 23
 - There are no "budget buster" items-meaning we are where we should be at this time.
 - Ready at the next meeting to discuss FY23

SPAC

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- Dr. Place reports that there is a meeting on January 31, 2022.
 - Speaker to discuss dyslexia
 - Review of upcoming DESE visit scheduled for February 8th and 9th. They will be reviewing programs and interviewing staff.

Student Advisory

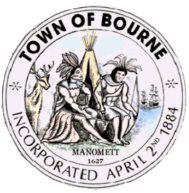
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- Viveca Stucke reports that there are no additional updates
 - College application season so everyone is busy and everyone is just back from break.

DEI

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- Dr. Starkie discussed mtg from December
 - Review of student survey results from last year
 - Used to make questions for the student listening session for after February break.
 - Took a step back for some unfinished business. Looked at mission and vision and took a vote that current members are inline with those.
 - Reviewed norms of group
 - Chair Berry asked when the next meeting was. Dr. Starkie requested a minute to look up and Dr. Zhou responded with a date of 1/24/22. Chair Berry was pleased it was before the next school committee meeting and is looking forward to the update.

District Technology Subcommittee

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- Chair Berry asks Paul McMaster to speak and Mr. Mc Master turns it over to Chris Oliver as he will be leading this committee.



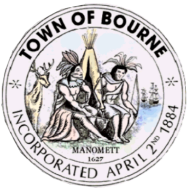
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- 12/9/22 was first meeting for Chris Oliver and only second meeting since beginning of school year
- Discussion of the state of technology-where we are at.
- Media concerns are at the forefront. Upgrades of essential devices.
- Reports bandwidth for schools is almost at capacity based on weekly reports being received by him. Company updated to 1 GIG at no charge based on Mr. Oliver's request.
- Working on the creation of long range district plan-plans to survey parents, staff and students
- Discussion on student data privacy-applied to be in education cooperative-part of student data privacy alliance nationally.20 something different states involved. Work with our vendors to develop student data privacy agreements. Zoom given as an example.
- Lots of great educational technology integration going on
- Mr. McMaster questions what would keep Mr. Oliver up at night in regards to our technology. Mr. Oliver responds to the aging server infrastructure, security vulnerabilities. Attended a state conference and the #1 topic discussed was network security. Mr. McMaster states that a lot more recognition within the school committee is needed as it is a necessity. It affects the esteem of staff and students. Ms. Fuller adds that she is glad to hear the goal is staff and students' involvement and getting them comfortable.

5.DISCUSSION ITEMS

A. Safety and Communication Protocols

- Dr. Zhou introduces the 4 police officers she is working with- meeting even as of today. Paul Shastany, Director of Police Services, Lt. Brandon Espip, Lt. John Stowe and School Resource Officer Connor McAnough
- Also in communication with Bourne Fire Department and Department of Public Works
- Reviewed presentation on crisis and emergency plans
- Communication really comes after investigation . Sometimes it cannot be real time.
- Different situations calls for different alerts-timely announcements are text and email where real time emergencies are email, text and call. Example given is school closures. Branded APP is coming that will help with this as well.
- Staff are highly trained to manage emergencies and diffuse situations. 25 pages in the staff handbook on scenarios.
- Not all details can be shared as well due to safety.
- Chair Berry asks for a walk through of an initial threat from beginning to end. Dr. Zhou can give the basics but it depends on the situation. As soon as they hear of threat immediately contact Bourne PD beginning with Officer Mc Anough, SRO. Principal and SRO then work together on investigation to see if it is credible. Lots of investigation to determine what procedures must go into place. When a good level of clarity on the situation is received then the real time notifications happen. As soon as parents know of anything they need to alert the school so they can start working sooner and faster.
- Chair Berry follows up with when situations affect the entire building and what is the method to reassure and address students. Example given the TIK TOK situation. Dr. Zhou responds with administrators, crisis management team, school adjustment counselors to discuss and debrief students to address heightened anxiety. Principal Borning adds that an email goes out to parents to pre start conversations-example tik tok. Extra eyes and ears on kids throughout the day and buildings and will interject on conversations kids are having. MS guidance counselors play a huge role.
- Ms. Fuller asks if SRO McAnough visits all 4 schools what is his capacity while there? Dr. Zhou starts with how SRO builds a relationship with the kids so when something happens they can feel comfortable in going to him. SRO McAnough is exceptional. SRO McAnough then addresses the question with how he predominantly spends time at the middle school and high school. Lunches at both schools and is in full uniform. Wants to get kids used to a police presence but wants them to understand he is a regular person. Principal Cetner adds further that SRO is humble but makes a lot of effort in forming



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relationships. Example given “cornhole with the cop” Principal Carpenito adds that SRO jumps right in serves lunches and bridge those relationships with parents and community. He is a celebrity at Bournedale.

- Donel Beals, parent of middle school and high school children, loves driving up to school and seeing him there welcoming students. Thank you to SRO and Lt. Espi.
- Director Shastany then speaks to how having the SRO in the building speaks to the philosophy of community. Wants the view to be as caretakers/caregivers and the commitment the department has to the schools.
- Working on trying to reset the negative philosophies about police officers.
- Mr. McMaster thanks all for their attendance. Then ask are there things we do not have? Are there investments we should be making to make our schools safer? Are there gaps? School security audit? Are we as safe as can be? Director Shastany replies with budget issues with the PD and school budget so you can only do so much. Would like to put another officer in schools. The return on that kind of investment is unmeasurable. Dr. Zhou adds having 2 SROs would double the impact. Hopefully look at this in the near future and not too far in the future. Need to talk at the town level. Looking at digital communications services that would link all departments.
- Mr. McMaster questions whether there is an active process to assess where we are? Dr. Zhou responds it is an ongoing process and the next meeting in the next couple of weeks to have more eyes on the process. Long answer is hopefully more info coming soon.
- Chair Berry adds that this is an invaluable discussion and that anything the town or school district can do. Looking forward to more updates.

B. Prep of FY 23 budget

- Dr. Zhou discusses that there are multiple layers of meetings and several discussions that have occurred. A budget preview will occur at the February meeting.
- Mr. Geist stated that a 2.38% increase (over last year) of the budget was proposed to the town through the Interim Town Administrator as part of his preliminary presentation to the Board of Selectmen. We will be requesting a level service budget.
- We are currently in negotiations with all 4 bargaining units this year. This is due to negotiating a 1 - year extension for teachers and custodial staff.
- The current proposed amount is a \$24,938,159.00 which constitutes an increase of \$686,912.00. (or 2.38%)

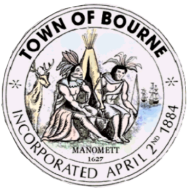
6.ACTION ITEMS

D. Vote to approve Payroll and Warrants

- ❖ ***Maureen Fuller motions, Paul McMaster seconds-Unanimous approval 7-0***

B. and C. Vote to approve policy items

- Erin Perry discuss BEDH clarification and revisions
- #4 clarification needed school personnel/school community-simplified to school personnel
- #3 preference given to Bourne School Community /Residents when public speaking is allowed
- Maureen Fuller motions to approve BEDH.



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- Steve Strojny brings up questions and discussion surrounding the policies. What are the differences between the old policy and new policy? Erin Perry responds that revisions took pieces of both and streamlines into one.
- Steve Strojny asks that before we adopt another should we get rid of the old ones? Chair Berry responds that it was done last month at a school committee meeting. Erin Perry adds we had BEDH on books and abolished BEDH-E.
- Steve Strojny asks, does this policy suggest that the chair will be making a decision on speaking? Erin Perry responds this is the same language as other districts. Steve Strojny then asks Chair Berry if she feels that she can do this? Chair Berry responds that she can and would only stop people from speaking should they swear or become derogatory.
- Steve Strojny then asked how this policy got brought up for revision? Erin Perry responds that it has been on as flagged policies since she joined the policy committee because they conflict. Kari MacRae questions that based on this policy does that mean that what happened to her by the public should not have happened. Chair Berry and Paul McMaster respond no. Paul McMaster adds that we are in the public eye. As long as people aren't personally attacking our families or relatives then they have a right to say what they need as long as it is respectful.
- Steve Strojny when asked by KariMacRae if he can say it better than she is and Steve Strojny answers that he is done with comment/discussion on this matter.
- Chair Berry called for a roll call vote. **Steve Strojny and Kari MacRae are both NO. Paul McMaster, Chair Berry, Viveca Stucke, Erin Perry, Maureen Fuller, Ryan Bagdonas are all YES. Vote is 5-2 to approve BEDH policy revisions.**
- Chair Berry then calls for roll call vote to approve ADDA policy-security of digital files. **Maureen Fuller motions Steve Strojny, Kari MacRae, Paul McMaster, Chair Berry, Erin Perry, Maureen Fuller, Ryan Bagdonas are all YES. Vote is unanimous 7-0 to approve ADDA policy. Viveca Stucke left-not included in the vote for this.**

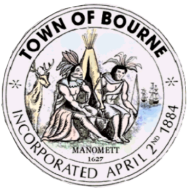
Maureen Fuller motions to adjourn meeting unanimous vote 7-0 to adjourn

9:15pm meeting adjourned

Respectfully Submitted,
Tracey Francis
Recording Secretary

List of documents and exhibits used (GL c.30A, sect 22(a))

Agenda Item	Document
0	Agenda
1	Covid update
2	Fall recap-Student Advisory
3	Emergency Crisis Planning
4	Policy redline revisions BEDH and ADDA policies
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