

**Provincetown International Baccalaureate World (IBW) Schools**  
**School Committee Special Teleconference Meeting Minutes March 30, 2020**

Due to the restrictions put in place by the governor this meeting was held through teleconference.

1. Call to Order - 3:08 pm

2. Roll Call - Eva Enos, Adrianna Stefani, Ngina Lythcott, Penny Sutter, Liz Lovati(excused)

Staff Present: Suzanne Scallion (Superintendent), Edgar Miranda (Early Learning Center Director), Tim Reynolds (Principal), Jeff Slater (Vice Principal)

3. Public Comments: No public present

4. Review of Minutes

March 18th Minutes: A motion to approve the minutes with an update to 3.3 was made by Eva, Ngina seconded Vote 4-0-0 approved

March 23rd Minutes: A motion to approve the minutes was made by Adriana, Ngina seconded Vote 4-0-0 approved

5. Superintendent's Update - Dr Scallion

5.1 Remote Instruction/At-Home Enrichment - Still waiting for some additional directives from the state commissioner, but also gives local communities the freedom for the students to use chrome books at all levels and the middle and high school level to receive grades. A letter will go out to parents to remind them the building continues to be closed, but learning and expectations for students continues.

- Principal Dr. Reynolds, shared the work being done by MYP and PYP teachers to get the distant learning in place. The school is reaching out to families so all students are receiving and returning the work sent by teachers.
- Jeff Slater addressed the concerns for special education services. He is participating in weekly meetings with the Director of Special Education at the state level and passing that information on to our special education teachers. The support educators are participating in the online student classes, and have the ability to meet 1-1 online with students, after class or as needed to support their assignments. He will be setting up office hours for parents of special education students. Teachers are also documenting the time they are delivering services to meet IEPs. With all students the FRONTLINE(student information system) is being used to keep contact with families.

5.2 COVID-19 - Suzanne shared that the state is expecting huge number of residents in all areas to contract the virus.

- Knowing this, Edgar Miranda shared how we have streamlined the number of people involved in the distribution and handling of food and materials. Staff are wearing masks and gloves. Food is placed in trunks to keep a safe social distance. We had over 100 children of families served meals. In addition to serving food they were distributing laptops, chrome books, learning packets, so all can participate in continuous distance learning.
- Teachers/Staff are participating in online professional development workshops in Early Childhood.

6. Old Business

6.1 Budget: - Suzanne shared that the Choice Funds reallocation will be discussed before June 30.

6.2 Gym - The repair will not be started until the warmer weather.

7. Next meeting Monday, April 6, 3:00pm

8. Adjourned at 3:36 PM, Motion by Ngina, Adrianna seconded Vote 4-0-0 approved