

Provincetown International Baccalaureate World (IBW) Schools
School Committee Special Teleconference Meeting Minutes October 14, 2020

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

1. Call to Order - 4:38 pm

2. Roll Call - Eva Enos, Liz Lovati, Ngina Lythcott(Left the meeting at 6:42), Penny Sutter, Adrianna Stefani. Staff present: Dr. Suzanne Scallion (Superintendent), Dr. Tim Reynolds, (Principal), Jeff Slater (VP/Spec Education director).

3. Public Comments - No Members of the public were present.

4. Review Minutes -

4.1 Minutes from Sep 9 - A motion was made to approve the minutes of 9-9-20 by Liz, Ngina seconded. Minutes approved by a vote 5-0-0.

4.2 Minutes from September 23 - A motion to approve the minutes including correction of the 3 typographical errors was made by Adrianna, Liz seconded. Motion approved by a vote 5-0-0.

4.3 Minutes from October 1 (Special Meeting) - A motion to approve the minutes was made by Liz, Penny seconded. Motion approved by a vote 5-0-0

5. Leadership Update - Dr. Scallion

5.1 Superintendent's Update - Dr. Scallion - The students have reentered the building. We had a scare regarding the virus when a family was exposed and the class also went remote. Families were notified immediately within 18 minutes of receiving the family's information. Luckily the family all tested negative and classes resumed the In-person Hybrid Model.

Gratitude for assistance from the State and our town Board of Health during our health scare. Grateful to our custodial staff who are working hard to keep the building sanitized.

Teachers are working with students to gain the skills they need to be successful using their tablets in the classroom and also in remote learning. Students are using a new single login program "Clever".

We have a new bus driver, and substitute driver. Now we have 2 full time drivers and subs. We hope to soon increase our schedule for MYP students because we have the new driver. We have two bus runs because of the safety protocol needs.

Question about the Bus: We had discussed a second bus is there any way to use a smaller bus/van for 'late' bus transportation? The smaller vans can be used for fields trips, but not for bus routes (no signal flags etc.) It would cost about \$86,000 (for the bus and driver) to add a bus run.

Question about Travel Time: Are we decreasing the time students are receiving instruction? Travel time is up to 45 minutes and does not count towards teaching time during Covid. Students travel as far as Orleans. Students log in after they return home for an additional hour with their teachers. Some students are walking to the building. Everyone who requires transportation to school is receiving it, as well as a new student who travels in a wheelchair accessible bus, with other able bodied students.

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Question: How many bus drivers did we have in the past? 2 drivers. The transportation cost will go up because we need to do more runs due to the restrictions from the state. We have a grant out to request funding (CVRF-Covid Virus Relief Fund). Liz added that in her 8 years experience we only had 2 bus drivers and a substitute.

Question: How many new students do we have this year? We have 23 new students, and some families moved. We have increased our numbers to 11 over last years' numbers.

Question: Did any families choose not to return to the building because of our virus scare this past week? Yes. Two or three families decided to remain in remote instruction because of this scare. Making this decision is very personal, and we understand their concerns. We are making every effort to have the school environment as safe as possible for everyone.

Question: Did families receive a notification that the family was *Not* infected? Yes.

Question: What is the distance for walking? The limit for student is up to 1.5 miles, but we have no-one walking more than half a mile.

5.2 Principal's Update - Dr. Reynolds. We continue in the Hybrid Modified In-Person Model. Students are in the building. This is the second week. Parent/Student conferences will be held next week.

United Nations Day - will be celebrated remotely Friday, October 23.

Tech Talks continue for families on Tuesdays.

Question: How are we letting parents know about this opportunity? It is on the website, in the newsletter, and on the calendar.

Question about the Infant and Toddler program: We understand the toddlers are not able to attend yet, but what about the infant program? The infant program has begun in the building. We have 3 enrolled, and there are openings.

Question: What are we doing for the toddler age group and their families? The children when they first start walking are at high risk, so the program has not yet opened. Dr. Scallion recommended in a letter to the town manager (June 16th) that the town provide vouchers/stipends/reimbursements to families to assist their need for childcare for that age group. The Toddler Program will not be opened in the near future. (Savings from 2 teacher salaries, and the director of the ELC is going back to the town and can be used for families.)

Question: What is happening with the Toddler Program staff? We have just 2 toddler program staff (2 have resigned). They are assisting with Circle Care (K-8 Child Care) and the Pre-K programs.

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Question: Is it a state guideline to cancel sports? Yes, The State has cancelled all fall sport events. We were hoping to have a soccer club on Motta Field but we don't have a coach. We also have no late bus available to transport students home.

Question: In terms of staffing are we saving money or spending money? We are definitely saving money. The ELC money will go back to the town, but there is also savings in replacing staff that are on a different salary step than those who retired.

Question: We talked about a second bus, what is the status of that, and we have smaller vans can we use those for transportation? The smaller vans can be used for field trips but are not equipped with lights and signs and therefore cannot be used for daily transportation. Leasing a bus is an option that would cost approx. \$86,000 (the bus plus driver) if we were able to find one, they are in high demand. We do not have funding for that.

5.3 Special Education/VP Report - Jeff Slater

School assemblies have resumed virtually. There were 3 (Pre-K-1, 2-5, and MYP) It gave an opportunity for students to review a highlighted attribute from the IB learner profile and be acknowledged. There is also an Artist of the Month that was presented by Mr. Gillane. The assemblies will continue monthly.

The special education staff is catching up on meetings and completing evaluations and updates.

Social Emotional: We have established a Student Voice Committee with MYP students able to join virtually from 3-4:PM. We have had 20 students partake in the sharing, and 5 adults volunteering to be part of that connection and sharing/processing of emotions/experiences.

Question: How many IEP students do we have, and what grades? We have 26 now (28 last year), they are spread over the grade levels.

Are we addressing the needs of those students? Yes. Students/staff have access to expertise from a Behavior Therapist, Speech/Language Pathologist and Assistant Therapist, Occupational Therapist, School Psychologist, School Adjustment Counselor, and Guidance Counselor.

6. Unfinished Business -

6.1 Back to School Plan -

The Hybrid Modified In-Person plan will continue this week.

7. New Business. -

7.1 Budget Update - The budget was discussed with visuals. A column will be added to show the percentage spent each month and another column representing how money is spent throughout the year. We have spent \$667,000, most expenses happen at the start of the year. Some expenditures are mandated by the State. (eg. Superintendent Dues & Memberships)

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Question: Are there any expenses that were unexpected: No, but Dr. Scallion did ask the town to fund the gym leak \$30,000. We spent more than \$17,000 over the allotted maintenance funds in building repairs. Any Covid cost will come out of state CARES Act funds, including the additional days Dr. Scallion worked. Her work schedule tapering down.

7.2 FY 2022 - (This item will remain on the agenda until we have budget) Dr. Scallion is working on the line item budget for this coming year which will give her a foundation for 2022. The stages we will go through for the budget include: Staff "Wish List" and a "Need List". Dr. Scallion will then develop and propose 'A Level Service Budget'. 80% of the budget is salaries. The budget will be ready for committee approval in the next few weeks, and in time for the January meetings for the select board.

7.3 Home Schooling Application - We received a home schooling application from a first grade student. The application was discussed. A motion to approve the application 2020-1 was made by Ngina, Penny seconded. Motion approved by a vote of 5-0-0.

7.4 Mission and Vision for Provincetown IB World School - A discussion of the work that has gone into creating these with input by the staff followed. Two different proposals were presented. The 2 proposals were also shared with the Student Voice group.

7.5 Current District Goals Review - Visual posted - A discussion of the current district goals ensued: whether they are attainable with the limitations of the pandemic, the safety restrictions and where our focus should be for now, what goals we can add, and how to rewrite goals as SMART (Specific, Measurable, Achievable, Relevant, Time-based) goals. The Committee agreed to continue with IB and math improvement goals. The Committee agreed to revise the following current goals: NAYAC accreditation for ELC and the Creating Premier Soccer Program (lack of equity in this program brought up a suggestion for Premier After School Programing to address interests and needs of all students).

7.6 Policy ACAB - The people to be contacted for sexual harassment are Dr. Tim Reynolds, Principal and Christa Chiarello, MYP School Counselor. A motion was made to accept the ACAB Policy with Tim Reynolds, and Christa Chiarello as the contact people by Ngina, Penny seconded. Approved by a vote of 5-0-0.

7.7 School Committee Workshop Retreat - on hold

8. PSC Comments

- Eva was chosen as a delegate for the MASC Virtual Convention November 7. Ngina offered to be our substitute delegate.
- We appreciate the public's input in the meeting. We cannot comment but we DO listen.

9. Adjourn: A motion to adjourn the meeting at 6:44 PM was made by Eva, Adrianna seconded. Approved by a vote of 5-0-0.

Next meeting October 21, 2020

Minutes submitted by Penny Sutter