Special Meeting - Virtual Meeting

Wednesday, August 19, 2020 6:30 PM
Town Hall, Council Chambers - Closed to the Public Please click the link below to join the webinar: https://us02web.zoom.us/j/88357911044 Or Telephone: 312 626 6799 or 646 558 8656 Webinar ID: 883 5791 1044, 601 Matianuck Avenue, Windsor, CT 06095

1. **Call to Order, Pledge to the Flag and Moment of Silence**
2. **Revisions to 2020-2021 School Calendar**
3. **Reopening Plan for 2020-2021 School Year**
4. **Policy Adoption - New P 6114.81 Emergencies and Disaster Preparedness, Pandemic/Epidemic Emergencies**
5. **CARES Funds**
6. **Announcements**
7. **Adjournment**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: August 19, 2020

Prepared By: Craig A. Cooke **Presented By:** Terrell Hill

Attachments: Revised 2020-2021 School Calendar

Subject: Revisions to 2020-2021 School Calendar

BACKGROUND:

Governor Lamont provided school districts with flexibility on reopening and no longer required a 5-day, in-person option to start the school year.

STATUS:

The start date for students for the 2020-2021 school year will be Tuesday, September 8, 2020 and the start date for teachers will be Thursday, August 27, 2020.

All Windsor students will start the school year in a Windsor Public Schools' hybrid model. Families will still have the option to have their student attend a full distance learning program. We sent a survey to families on August 13, 2020 asking families to make that selection if they are intending to have their student opt-out of in-person instruction. Families have the option to switch to in-person learning or distance learning by giving the district a five (5) school day notice.

Students will be placed by household into one of two different groups. Each group will attend school in-person two days a week. Group 1 will attend on Monday and Tuesday. Group 2 will attend on Thursday and Friday. Each Wednesday, all school buildings will receive a deep cleaning. The majority of staff will work from home and it will be a distance learning day for all students.

At this time, we anticipate opening schools for 5 days of in-person instruction beginning on Monday, October 5, 2020. This is subject to change based on many factors. There will continue to be a distance learning option.

RECOMMENDATION:

Move the Board of Education accept the proposed revisions to the 2020-2021 school calendar.

Recommended by the Superintendent: CAC

Agenda Item # 2

WINDSOR PUBLIC SCHOOLS

School Calendar • 2020–2021

AUGUST 2020 – 0 DAYS

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	(27)	(28)	29
30	(31)					

SEPTEMBER 2020 – 16 DAYS

S	M	T	W	TH	F	S
		(1)	(2)	(3)	(4)	5
6	7	☆8	9	10	11	12
13	14	15	16	17	18	19
20	21	(22)	23	24	25	26
27	28	29	30			

OCTOBER 2020 – 21 DAYS

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15[W]	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020 – 17 DAYS

S	M	T	W	TH	F	S
1	2	(3)	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020 – 17 DAYS

S	M	T	W	TH	F	S
		1	2*	3*	4*	5
6	7	8	9[S]	10[S]	11[S]	12
13	14	15	16	17	18	19
20	21	22	⬠23	24	25	26
27	28	29	30	31		

JANUARY 2021 – 19 DAYS

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	(12)	13	14	15	16
17	18	19	20	21	22	23
24	25	26x	27x	28x	29x	30
31						

IMPORTANT DATES

Aug. 17-21	New Teacher Orientation
Aug. 27	Opening Day for Staff
Aug. 27-Sept.4	Teacher Professional Days
Sept. 7	Labor Day, All Schools and Offices Closed
Sept. 8	All Students Return - Distance & In-Person
Sept. 22	No School for students. Teacher Professional Day
Oct. 12	Columbus Day, All Schools and Offices Closed
Nov. 3	Election Day, No school. Teacher Professional Day
Nov. 25-27	Thanksgiving Break
Dec. 23-Jan. 1	Winter Break
Jan. 18	Martin Luther King, Jr. Day
Feb. 15-16	Presidents' Day Break
April 2	Good Friday
April 12-16	Spring Break
May 31	Memorial Day

SCHOOL HOURS

	Hours	Early Dismissal	2 Hour Delay
High School	7:35a-2:20p	7:35a-12:25p	9:35a-2:20p
Middle School	8:05a-2:50p	8:05a-12:55p	10:05a-2:50p
Elementary	8:40a-3:25p	8:40a-1:30p	10:40a-3:25p
Full Day PreK	9:00a-3:00p	9:00a-1:30p	11:00a-3:00p
PreK AM	8:40a-11:35a	8:40a-10:50a	No AM PreK
PreK PM	12:30p-3:25p	11:25a-1:30p	12:30p-3:25p

KEY AND CALENDAR ADJUSTMENTS

- ☆ First or Last Day of School
- ■ All Schools and Offices Closed
- ⬠ Early Dismissal - All Students
- □ No School for students or teachers. Offices open
- ◯ No school for students. Teacher Professional Day
- * PK-5 Parent Conferences, Early Dismissal for PK-5
- S Sage Park Parent Conferences, Early Dismissal for Middle School
- W Windsor High Parent Conferences, Early Dismissal for High School
- X High School Exams, Early Dismissal for High School
- ◆ Potential Last Day of School due to cancellations

School Delay and Closing Information
www.windsorct.org
860-687-2000, 1160
Local radio and television stations

APPROVED 1/22/20, Updated 8.4.20

FEBRUARY 2021 – 18 DAYS

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	⬠9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021 – 23 DAYS

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11[W]	12	13
14	15	16	17*	18*	19*	20
21	22	23	24[S]	25	26	27
28	29	⬠30	31			

APRIL 2021 – 16 DAYS

S	M	T	W	TH	F	S
				1	■2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021 – 20 DAYS

S	M	T	W	TH	F	S
						1
2	3	⬠4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	■31					

JUNE 2021 – 10 DAYS

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8x	9x	10x	11x	12
13	☆14	15	16	17	18	19
20	21	22	23	24◆	25	26
27	28	29	30			

- Calendar allots for eight (8) snow days beginning June 15. If more are needed, they will be deducted from the Spring Break commencing Monday, April 12.
- High School graduation date will be determined in September by Board of Education.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: August 19, 2020

Prepared By: Craig A. Cooke **Presented By:** Craig A. Cooke

Attachments: Windsor Schools Forward Reopening Plan

Subject: Reopening Plan for 2020-2021 School Year

Background:

The Superintendent will give a presentation on the reopening plan for the 2020-2021 school year.

Status:

N/A

Recommendation:

For informational purposes only.

Recommended by the Superintendent:

Agenda Item #: 3.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: August 19, 2020

Prepared By: Craig A. Cooke **Presented By:** Maryam Khan/Craig A. Cooke

Attachments: 1. New P 6114.81 Emergencies and Disaster Preparedness, Pandemic/Epidemic Emergencies

Subject: Policy Adoption, 1st Reading

BACKGROUND:

The Board of Education Policy Committee reviewed the following policy at their meeting on August 6, 2020. The committee is bringing the policies to the full Board as a 1st reading.

STATUS:

1. New P 6114.81 6114.81 Emergencies and Disaster Preparedness, Pandemic/Epidemic Emergencies The Board, through this policy, acknowledges school closures in response to a pandemic/epidemic and would designate the Superintendent of Schools or his/her designee to act as a liaison for the District to ensure the health and safety of students, staff, and community. This new policy outlines the temporary authority given to the Superintendent to address the COVID-19 pandemic emergency.

RECOMMENDATION:

Move to adopt new P 6114.81 Emergencies and Disaster Preparedness, Pandemic/Epidemic Emergencies as a first reading, waiving the second reading and approving the policy for immediate use and distribution.

Recommended by the Superintendent: _____

Agenda Item # 4

Emergencies and Disaster Preparedness

Pandemic/Epidemic Emergencies

Emergency Suspension of Policy During Pandemic

The Board of Education (Board) is authorized by statute to govern the District, including the adoption, revision, and suspension of Board policies.

The Board, through this policy, acknowledges school closures in response to a pandemic/epidemic and designates the Superintendent of Schools or his/her designee to act as a liaison for the District to ensure the health and safety of students, staff, and the community.

The World Health Organization on March 11, 2020 characterized COVID-19 as a pandemic. Governor Lamont declared a state of emergency and directed implementation of appropriate plans and procedures in response to the novel coronavirus (COVID-19). This action included closure of all Connecticut public schools. President Trump declared a national state of emergency.

The Connecticut State Department of Education (CSDE) has authority to waive instructional hours and school days, to interpret graduation requirements, and to oversee the allocation of resources for nutrition, transportation, and other crucial aspects of public education and is providing written guidance to school districts on issues related to COVID -19, including but not limited to student attendance, distance/online learning, high school credit, meal distribution, and other issues.

Temporary Powers Granted to Superintendent of Schools

The Board grants to the Superintendent the following temporary powers, subject to periodic BOE review, to address the COVID-19 pandemic emergency:

1. Authority to temporarily waive such Board policies or provisions of Board policies as the Superintendent shall deem necessary to comply with guidance from appropriate health or governmental authorities or necessary for other effective response.
2. Authority to take any lawful actions necessary to ensure the continuation of public education, to provide for the health and safety of students and employees, or to respond to direction from appropriate health and government authorities. Such action may include, but are not limited to, adjustments to the curriculum and the provision of alternate educational program options; modifications to the school calendar; adjustments to the delivery of school-provided meals; limitations on access to District property; applying to any governmental body for financial or other aid as may be available; and applying to any governmental body for waiver of regulations or requirements, compliance with which is affected by the COVID-19 pandemic emergency.

Instruction

Pandemic/Epidemic Emergencies

Emergency Suspension of Policy During Pandemic (continued)

3. Authority to close any school facility without further action by this Board. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate health and government authorities, deems it in the best interests of the District and its students to open schools.
4. Authority based upon the needs of the District and the guidance from health and government agencies disseminated by CSDE, to direct staff assignments during District closures, including but not limited to essential employees who must report to work, employees who may be reassigned, and employees whose services are not needed.
5. Authority to limit access to public school grounds and District buildings during school closures.
6. Authority to waive the requirements requiring advertising for bids and competitive bid procedures for purchases which may be necessary due to the emergency. The Superintendent will document the reasons for which prompt remedial action is necessary to prevent physical injury to persons or to property of the District.

Suspension of Policies

The Board hereby suspends provisions of its policies and/or whole policies, as identified by the Superintendent or designee, if such suspension is necessary to implement the written guidance from CSDE relating to containing COVID-19 for the duration identified in the Governor's order of school closure.

Consultation with Board of Education

The Superintendent shall consult with and report to the Board as feasible, appropriate and timely regarding the emergency closure and efforts to implement written guidance from health and government agencies as disseminated by CSDE and other state agencies pertaining to this pandemic situation.

Board of Education Meetings

In the interest of public health, the Board encourages the public to attend its open public meetings via live streaming on television and/or the internet and to limit public comment to written comments. The Board reserves the right to adjust Board meeting dates, times, and locations during the District-wide emergency closure in a manner consistent with the Freedom of Information Act.

Instruction

Pandemic/Epidemic Emergencies

Emergency Suspension of Policy During Pandemic (continued)

(cf. 1212 – School Volunteers)
(cf. 1250 – Visits to Schools)
(cf. 1330 – Use of School Facilities)
(cf. 3524.2 – Use of Green Cleaning Products)
(cf. 3541 – Transportation)
(cf. 4112.3 – Employment and Student Checks)
(cf. 4118.3 – Guidelines for Acceptable Use of Computers, Networks, and the Internet (Personnel)
(cf. 5113 – Student Attendance, Truancy and Chronic Absenteeism)
(cf. 5141.3 – Health Assessments)
(cf. 5114 – Student Discipline)
(cf. 6340 – Guidelines for Acceptable Use of Computers, Networks and the Internet (Students)
(cf. 9325 – Meeting Conduct)

Legal Reference: Connecticut General Statutes
10-154a Professional communications between teacher or nurse and student.
10-207 Duties of medical advisors.
10-209 Records not to be public.
10-210 Notice of disease to be given parent or guardian.
10-221 Boards of education to prescribe rules.
19a-221 Quarantine of certain persons.
The Family Educational Rights and Privacy Act of 1974, (FERPA), 20 U.S.C. 1232g, 45 C.F.R. 99.

Policy adopted:

Summary of Policies/Regulations Affected by COVID-19 Pandemic

New Policies

- **6114.81 Emergencies and Disaster Preparedness, Pandemic/Epidemic Emergencies**
  - The Board, through this policy, acknowledges school closures in response to a pandemic/epidemic and would designate the Superintendent of Schools or his/her designee to act as a liaison for the District to ensure the health and safety of students, staff, and community. This new policy outlines the temporary authority given to the Superintendent to address the COVID-19 pandemic emergency.

Policies/Regulations Affected by the COVID-19 Pandemic Emergency

1000 Series: Community

- **P/AR 1212 School Volunteers**
  - Allows the administration flexibility to limit or restrict non-essential volunteers into the school buildings, and require any volunteers to comply with the school's health and safety protocols.

- **P/AR 1250 Visits to Schools**
  - Allows the administration flexibility to limit or restrict non-essential visitors into the school buildings, and require any visitors to comply with the school's health and safety protocols.

- **P/AR 1330 Use of School Facilities**
  - Provides flexibility to the administration to limit or restrict the use of school facilities by private and community organizations. These revisions also require compliance with health and safety protocols by any private or community organization that is permitted to use school facilities.

3000 Series: Business

- **P 3524.2 Use of Green Cleaning Products**
  - Allows district to purchase disinfectants and sanitizer that may be used by the schools that are not in compliance with the green cleaning statute, but follows a recent memorandum from the Department of Administrative Services.

- **P/AR 3541 Transportation**
  - Allows the district administration to request that parents volunteer to transport their children to school, in accordance with state guidance, further clarifying that parents are responsible for the safety of their children while walking to and at the bus stop, which includes following health and safety rules.

4000 Series: Personnel

- **P 4112.3 Employment and Student Checks**
  - Timeline allowances regarding state and national criminal record checks may be modified by the district in accordance with any executive order issued by the Governor or any order issued by the Commissioner of Education that is related to the COVID-19 pandemic or public health emergency.

- **P 4118.3 Guidelines for Acceptable Use of Computers, Networks, and the Internet (Personnel)**
  - Allows administration to have computers installed and a computer network (including Internet access) on board premises and may provide other electronic devices that can access the network, but does not necessarily provide computers and Internet access in locations other than the board premises. Administration may use electronic monitoring specifying that employees are expected to exercise appropriate judgment and may be monitored electronically when engaged in remote teaching or use of a digital teaching platform.

5000 Series: Students

- **P/AR 5113 Student Attendance, Truancy and Chronic Absenteeism**
  - Schools will actively monitor student absences and collect data concerning medical absences to allow the district to identify trends that would suggest the spread of illness, such as COVID-19, in accordance with state guidance. Note that we anticipate receiving additional guidance from the State Department of Education concerning attendance and students who do not attend school during the COVID-19 pandemic. We may revise procedures in accordance with that guidance. Administration may revise procedures that link receipt of graduation credits to class attendance, in accordance with the impending state guidance.

- **P/AR 5141.3 Health Assessments**
  - Administration may implement flexibilities in the timing for required health assessments upon initial entry to school, in either 6th or 7th grade, and in either 9th or 10th grade per state guidance. Of note, the Department of Public Health has not at this time relaxed or otherwise amended the immunization requirements for school attendance.

- **P/AR 5114 Student Discipline**
  - Administration may discipline students, including suspension or expulsion, for failing to comply with the school's health and safety protocols developed as a result of the COVID-19 pandemic. Expulsion hearings may be held virtually if physical presence in school is limited or restricted.

6000 Series: Instruction

- **P 6340 Use of District Computer Systems**
  - Allows administration to have computers installed and a computer network (including Internet access) on board premises and may provide other electronic devices that can access the network, but does not necessarily provide computers and Internet access in locations other than the board premises. Administration will implement technology protection measures (*e.g.,* filtering technology) for board-owned computers or devices and board-provided Internet access, to the extent practicable.

9000 Series: Bylaws

- **BL 9325 Meeting Conduct**
  - Allows the board of education to convene virtually and limit or restrict public comment during virtual board meetings.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: August 19, 2020

Prepared By: Craig A. Cooke **Presented By:** Danielle Batchelder/Craig Cooke

Attachments: Federal CARES Act – Elementary and Secondary School Emergency Relief Fund

Subject: CARES Funds

Background:

The Superintendent will lead a discussion on the CARES Act funding.

Recommendation:

For discussion only. No action required.

Reviewed by:_____ **Recommended by the Superintendent:** **CAC**

Agenda Item # 5.

Federal CARES Act - Elementary & Secondary School Emergency Relief Fund

The United States Department of Education (USED) announced grant funding for Connecticut under the Elementary and Secondary School Emergency Relief Fund (ESSERF) of the Coronavirus Aid, Relief, and Economic Security Act, or CARES Act (P.L. 116-136 (H.R. 748), 34 Stat. 281 (March 27, 2020). SEAs must award at least 90% of their Elementary and Secondary School Emergency Relief Funds to LEAs. LEAs receive funds based on the proportion of Title I, Part A funds they received in the most recent fiscal year.

CARES Act Allotment for WPS	**$476,801**	
Amount to Private Schools	**$2,399**	
Total Funding for WPS		**$474,402**

Site/Dept./Areas of Funding

LEAs may use funds for activities authorized under the major federal grant categories including; *ESSA, IDEA, AEFLA, Perkins, or the McKinney-Vento. Categories include but not limited to:

- ❖ Equitable Access to Technology
- ❖ Equitable Access to High Quality Online Curriculum including necessary supports
- ❖ Remediation/Compensatory Education
- ❖ Social/emotional well being
- ❖ Activities to support the LEA's ability to continue to provide educational services to its students and to support the LEA's ongoing functionality.

Funding Initiative	Cost	Description
1.0 FTE Elementary Teacher (3-5)	$55,000	Provide lower class sizes
Additional Custodial Support	$50,000	Provide support for increased cleaning initiative
Technology - Digital Texts & Subscriptions	$50,000	Access to high quality online curriculum & equitable access to technology
Furniture, Fixtures & Equipment (FF&E) such as: ❖ High Volume, High Productivity Cleaning Equipment ❖ Room/Table Dividers for Classrooms ❖ Classroom Furniture (Desks vs. Tables) ❖ Signage (Directional, Social Distance, Proper Hygiene)	$319,402	Support the LEA's ability to continue to provide educational services to its students and to support the LEA's ongoing functionality
Total	**$474,402**	

* Elementary and Secondary Education Act (ESSA), the Individuals with Disabilities Education Act (IDEA), the Adult Education and Family Literacy Act (AEFLA), the Carl D. Perkins Career and Technical Education Act (Perkins), or the McKinney-Vento Homeless Education Assistance Act.