

Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

April 24, 2020

To: *Wachusett Regional School District Committee*

Kenneth Mills, Chair
Christina Smith, Vice-chair
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherrie Haber
Jeffrey Haynes
Robert Imber

Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

From: Darryll McCall, Ed.D., Superintendent of Schools

A handwritten signature in black ink, appearing to be "Darryll McCall", is written over the printed name.

SUBJECT: Superintendent's Report

Posting and Amendments to the WRSDC Meeting Schedule

Attached is the updated posting (attachment 1).

Monday evening's regular School Committee meeting will be by remote participation via Google Meet. An invitation to Monday's meeting has been sent/shared with members of the School Committee, Central Office executive staff, Senator Gobi and Representative Ferguson, and the president of the WREA. If you have not yet done so, please "accept" the invitation if you are intending to participate in the meeting. Using a laptop with the Meet connection is preferable, though calling in by cell phone is also an option, though not the preferred way to participate. I am again attaching the step-by-step instructions for setting up and using this virtual meeting platform, easy to understand and follow thanks to Barry Sclar (attachment 2).

Chair Mills plans to open the meeting at 7:00 PM and will then pass over the first public hearing in order to allow for a report from administration about the status of District and schools operation, following which members will all have the opportunity to ask questions and share comments. At the conclusion of discussion by the Committee and administration, members of the public will have the opportunity to have their questions asked/comments made by emailing them to Chair Mills at questions@wrsd.net, who will bring the public's questions and comments before the School Committee. Following the opportunity for public input, and with time permitting, the remainder of the agenda may proceed.

Jefferson School

1745 Main Street, Jefferson, MA 01522
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www.wrsd.net

Attached is an amended schedule of regular School Committee meetings, which the Committee will be asked to approve at Monday's meeting. The changes to the schedule include adding additional meetings of the full Committee in May and in June, with the expectation the annual Organizational Meeting of the School Committee will be held Tuesday, June 30th, following local elections planned to be held at the end of June. On that date, both the Organizational Meeting and a regular meeting of the full Committee will be conducted (attachment 3). Amending the schedule is on the agenda for Monday's meeting.

For planning and quorum purposes, please advise if you are unable to participate in Monday evening's meeting

COVID-19 and the Impact on Schooling

- *Continuation of School Closure*

As you know, all schools in Massachusetts were closed for the remainder of this school year by Governor Baker earlier this week. With the knowledge that students and staff will not be returning to school and remote learning will continue for the rest of the school year, we will be assessing our plan and making modifications as needed. Fortunately, our plan was purposefully designed to work through the end of the school year if needed.

- *Update on Conference Calls*

This week, I had the opportunity to participate in several conference calls with DESE. Commissioner Riley held an extended call with superintendents to try to answer some of our questions and respond to our concerns. The Commissioner has been proactive and supportive during this time, and we all appreciate being part of the equation. There are several items which he is reviewing and will be sharing guidance through DESE.

- *Central Office and School Administration*

With the remote learning plan in place, Central Office and building administrators have been working together to assess how the process is working. We continue to work together through this learning process, assisting building leaders and staff with support and guidance.

- *Provision of Lunches*

Our remote lunch program continues to be in place, with approximately 100 students utilizing the service. Again, thank you to the hard working staff who are supporting this initiative.

- *Remote Learning*

A remote learning survey has been developed and will be shared with families and staff

this weekend in order to assess how the plan is working on the family side as well as for our teachers. This is a good way for us to take a look at any modifications that might need to be made to better adjust the learning and teaching occurring remotely.

- *Chromebooks*

Our Information Services Department continues to support our remote learning plan by supporting our teachers, students, families, and administrators. I can unequivocally say that our process would not be working as well if we did not have such a strong Information Services Department.

Amended 2019-2020 School Calendar

Following the Committee's vote on April 14th amending the 2019-2020 school calendar by eliminating the April break (Tuesday - Friday), the updated calendar has been posted and shared, and is attached for your information (attachment 4).

Budget Updates

- *FY20 Budget*

Director Deedy and I have been working closely over the past several weeks assessing the impact this crisis has on our current budget. There are some savings that we are experiencing and they will help us navigate to the end of the year. We will be discussing this topic at our Business/Finance Subcommittee meeting Monday evening prior to the full School Committee meeting

- *FY21 Proposed Budget*

Following the April 9, 2020 meeting of the Rutland Finance Committee, we received notification from Rutland Finance Committee Chair McKinlay of that body's vote to formally recommend unfavorable on the proposed FY21 assessment for the District (attachment 5).

Upcoming Annual Town Meetings and Local Elections

Below are the dates, as we know them at this time, for the rescheduled Annual Town Meetings and the local elections. As additional information is known, we will continue to keep you informed of these dates.

	<u>Holden</u>	<u>Paxton</u>	<u>Princeton</u>	<u>Rutland</u>	<u>Sterling</u>
<u>Annual Town Meeting Date</u>	June 29, 2020	June 22, 2020	Postponed until TBD	Postponed until TBD	June 22, 2020
<u>Town Meeting Time</u>	7:00 PM	7:00 PM	7:00 PM	7:00 PM	6:30 PM
<u>Town Meeting Location</u>	WRHS	Paxton Center School	Thomas Prince School	Glenwood Elementary School gymnasium	Chocksett Middle School gymnasium
<u>Annual Town Election Date</u>	June 22, 2020	June 29, 2020	Postponed until TBD	Postponed until TBD	June 29, 2020

4th Quarter Assessment Letters

The District Treasurer has sent out FY20 Fourth Payment Assessment Billing Notices to the towns of Holden, Rutland, and Sterling (attachment 6). We have received notification from Sterling Town Administrator Ross Perry, informing the District that Sterling will be making their assessment payments in two parts, one on May 1st and the second on June 1st (attachment 7).

Open Meeting Law Complaints

Following discussion and deliberation at the April 14th special meeting of the School Committee, District Counsel Stonberg prepared responses to the two OML complaints that were filed on April 7, 2020 (attachment 8).

Class Size Data

I am sharing a class size update with you (attachment 9). This data outlines all elementary and middle school class sizes, by school and grade, based upon our most recent updated numbers.

Policy 3510 *Class Size* recommends class sizes:

- 19 - kindergarten through grade 2
- 22 - grades 3 through 5
- 23 - grades 6 through 12

You will note in the attached document that there are 81 classes (red and bold) that exceed the recommended class sizes stated in Policy 3510 (attachment 10). In order to meet the recommended class size numbers, the District would need to hire 25 more teachers kindergarten to grade 8, and approximately another 10 teachers at the high school. The dollar amount needed if this district were to hire enough teachers to stay within WRSDC policy guidelines would be approximately \$2.6 million.

School Choice

To follow-up the discussions and the motion made at the April 6, 2020 meeting, I am sharing information and documentation about school choice in our district the last several years. There have been years when Wachusett has accepted school choice students and years when choosing to Wachusett schools was not an option. Historical tally below:

2001-2002 – did not participate in School Choice
2002-2003 – did not participate in School Choice
2003-2004 – School Choice for grades K - 5
2004-2005 – School Choice for grades K – 5
2005-2006 – School Choice for grades K - 5
2006-2007 – School Choice for grades K - 8
 Davis Hill, Dawson, Mayo – grades K – 5
 Mountview – grades 6 – 8
 Paxton Center School – grades K – 8
 Thomas Prince School – grades K – 8
 Glenwood, Naquag – grades K – 5
 Central Tree Middle School – grades 6 – 8
 Houghton – grades K – 4
 Chocksett – grades 5 - 8
2007-2008 – School Choice for grades K – 11
2008-2009 – School Choice for grades K – 11
2009-2010 – School Choice for grades K – 11
2010-2011 – School Choice for grades K – 11
2011-2012 – School Choice for grades K – 4, 9 – 11
2012-2013 – School Choice for grades K – 4, 9 – 11
2013-2014 – School Choice for grades K- 11
2014-2015 – School Choice for all grades, on a limited basis, based on seat availability
2016-2017 – WRSD did not participate in School Choice
2017-2018 – WRSD did not participate in School Choice
2018-2019 – WRSD did not participate in School Choice
2019-2020 – WRSD did not participate in School Choice

Currently, there are 71 students who school choice to a Wachusett school. When a student is accepted under school choice, that student is eligible to attend school at the receiving district until graduation from high school, if that is the route the student/family wishes to follow. Attached is a summary of schools and grades in which school choice students are currently enrolled (attachment 11).

If the School Committee votes to not accept school choice students for the coming school year, we have a June 1, 2020 deadline to notify DESE of the School Committee's vote to not participate.

WRSDC Policy 6130 *School Choice* is attached for your reference (attachment 12). Action by the Committee about school choice participation for the coming school year is on the agenda for

Monday's meeting, under Unfinished Business.

Student Opportunity Act (SOA)

The SOA deadline for submittal has been postponed to a later date to be determined by the Commissioner of Education. He has noted that the entire process associated with the SOA will look different now that funding for this may be modified. I will keep the Committee apprised of the status of the SOA as more information is shared with me.

Superintendent's Annual Evaluation

This week, I had the opportunity to meet with the Superintendent Goals and Evaluation Subcommittee where a schedule was defined for the evaluation process. Subcommittee Chair Lavoie will speak to this at our meeting on Monday.

Policies

Attached you will find recently adopted School Committee policies, as well as notification of policies that have been deleted. These policies can be found on the District website, and the policies and updated Tables of Contents have been sent electronically to the Member Towns, school principals, and District administration (attachment 13).

Quarterly Report on Reimbursements

Pursuant to Policy 5273.3 Policy Relating to Personnel Management *Employee Travel for Workshops, Conferences, Visitations* and Policy 5264.1 Policy Relating to Personnel Management *Payment or Reimbursement for Meals*, attached is the Report of Employee Travel for Workshops, Conferences, Visitations for the period January – March 2020 (attachment 14).

Treasurer's Update

Treasurer Dunbar has submitted the Treasurer's Update and Cash Reconciliation for February 2020. Treasurer Dunbar's reports can be found in Google as separate attachments, and as separate links in my cover email.

Should you have any questions, please contact me at your convenience.

cc: Executive Staff
DM:rlp

WACHUSETT REGIONAL SCHOOL DISTRICT
HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

Agenda

Regular Meeting #1342

Monday, April 27, 2020

7:00 PM

Meeting to be conducted remotely, using Google Hangouts

- I. Public Hearing
- II. Chair's Opening Remarks
- III. Student Representatives' Reports (R. Massoni-Nesman, L. Michalowski)
- IV. Superintendent's Report
 - A. Discussion of Report
 - B. Recommendations Requiring Action by the School Committee
 - 1. Motion: To amend the 2019-2020 WRSDC meeting schedule
- V. Unfinished Business

Motion: The Wachusett Regional School District will not participate in the school choice program for the 2020-2021 school year, and the Superintendent is directed to notify the Massachusetts Department of Elementary & Secondary Education, Office of School Finance that this district will not be accepting school choice students for the 2020-2021 school year.
- VI. Secretary's Report
 - A. Approval of Executive Session Minutes of the Wachusett Regional School District Committee held on March 9, 2020
 - B. Approval of #1341 Regular Meeting Minutes of the Wachusett Regional School District Committee held on April 6, 2020 – enclosed
 - C. Approval of #321 Special Meeting Minutes of the Wachusett Regional School District Committee held on April 14, 2020 - enclosed
- VII. Treasurer's Report/Financial Statements
- VIII. Committee Reports
 - A. Management Subcommittee (K. Mills, Chair, C. Smith, Vice-chair, S. Brown, M. Dennis, R. Imber, M. Lavoie, A. Young)

- B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, M. Ayala, S. Haber, L. Kirshenbaum, L. Long-Bellil, A. Silva)
- C. Business/Finance Subcommittee (M. Dennis, Chair, B. Mitchel, Vice-chair, M. Gustafson, L. Long-Bellil, K. Ottmar)
- D. Legal Affairs Subcommittee (S. Brown, Chair, M. Lavoie, Vice-chair, Imber, A. Michalowski)
- E. Superintendent Goals and Evaluation Subcommittee (M. Lavoie, Chair, A. Michalowski, Vice-chair, K. Mills, M. Weeks)
- F. Facilities and Security Subcommittee (A. Young, Chair, L. Woodland, Vice-chair, S. Godbout)
- G. Audit Advisory Board (B. Mitchel, Chair)
- H. Ad Hoc Subcommittees
 - 1. Ad Hoc Subcommittee to Negotiate the Superintendent's Contract (K. Mills, Chair, M. Weeks, Vice-chair, S. Brown, M. Dennis, M. Lavoie)
- I. Building Committees
- J. School Council Reports:
 - Central Tree Middle School (S. Haber), Chocksett Middle School (L. Woodland), Davis Hill Elementary School (K. Mills), Dawson Elementary School (L. Kirshenbaum), Glenwood Elementary School, Houghton Elementary School (M. Ayala), Mayo Elementary School (A. Young), Mountview Middle School (S. Brown), Naquag Elementary School (M. Lavoie), Paxton Center School (K. Ottmar), Thomas Prince School (A. Silva), Wachusett Regional High School (L. Long-Bellil/A. Michalowski), Special Education Parent Advisory Council (M. Gustafson), Early Childhood Center (L. Woodland)

IX. Public Hearing

X. New Business

XI. Adjournment

If you cannot attend the April 27, 2020 Wachusett Regional School District Committee meeting, please contact Rebecca Petersen at (508) 829-1670 Ext. 230.

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN □ PAXTON □ PRINCETON □ RUTLAND □ STERLING

DRAFT Minutes

Regular Meeting #1341

Monday, April 6, 2020
7:00 PM

MEETING CONDUCTED REMOTELY, VIA GOOGLE HANGOUTS

Wachusett Regional School District Committee

Kenneth Mills, Chair	Laura Kirshenbaum
Christina Smith, Vice-chair	Matthew Lavoie
Melissa Ayala	Linda Long-Bellil
Scott Brown	Amy Michalowski
Michael Dennis	Benjamin Mitchel
Stephen Godbout	Karl Ottmar
Maleah Gustafson	Asima Silva
Sherri Haber	Megan Weeks
Jeffrey Haynes	Linda Woodland
Robert Imber	Adam Young

Committee Members Absent:

None

Administration Present:

Darryll McCall, Superintendent of Schools
Robert Berlo, Deputy Superintendent
Daniel Deedy, Director of Business and Finance
Jeff Carlson, Director of Human Resources
Brendan Keenan, Director of Social Emotional Learning
Christine Smith, Administrator of Special Education
Barry Sclar, Supervisor of Information Technology
Rebecca Petersen, Executive Secretary to the Superintendent

Student Representatives Present:

Rianna Massoni-Nesman

Chair Mills called the meeting to order at 7:05 PM.

- I. Public Hearing
- II. Chair's Opening Remarks
- III. Student Representatives (R. Massoni-Nesman, L. Michalowski)

Chair Mills announced the meeting is streaming live on Holden TV, Channel 194, and is being conducted remotely, via Google Hangouts. Chair Mills extended his thanks to

HCTV for assisting with broadcasting the meeting live. Chair Mills announced he will be taking the agenda out of order, moving the Public Hearing to later in the meeting, with no objections from members. Chair Mills thanked Senator Gobi and Representative Ferguson for joining the virtual meeting.

Chair Mills asked members to observe a moment of silence in honor of and out of respect for Sarah LaMountain, a member of the WRSDC since 2012, representing the town of Sterling. Chair Mills extended condolences to Mrs. LaMountain's husband and daughter.

Chair Mills shared best wishes to all in the Wachusett communities as the nation deals with the uncertainty associated with COVID-19.

Chair Mills explained the format of the virtual meeting, explaining Superintendent McCall would have the floor, providing his update and plans for the next steps for remote teaching and learning, there will be a report from the meeting of the Business/Finance Subcommittee that took place immediately before this School Committee meeting, and that Senator Gobi and Representative Ferguson would be given the opportunity to address the Committee and share this input.

Chair Mills also took the opportunity to speak about local elections, which are scheduled for May 11, 2020, and the May Annual Town Meetings. If the Member Towns postpone their local elections, the School Committee will stay seated as is until the elections are conducted and current members' terms will not expire until the elections.

Lastly, Chair Mills asked members to be conservative when using the CHAT option on Google Hangouts, so as to not violate the Open Meeting Law.

Chair Mills turned the meeting over to Superintendent McCall. Superintendent McCall took a moment to echo Chair Mill's kind comments about Sarah LaMountain, who Superintendent McCall described as a strong advocate for all Wachusett students, a member who never took a vote of the School Committee lightly, and someone who always supported the Wachusett Regional School District.

IV. Superintendent's Report

A. Discussion of Report

Superintendent McCall's first report and update centered on the District's teachers and students moving into an "enrichment model" for teaching and learning. Focused enrichment is not the teaching of new materials, rather it is a review of previously taught lessons, while allowing students to dive deeper into the previously taught materials. Superintendent McCall acknowledged that teaching/learning remotely can be a challenge, and he commended students, families, and teachers for meeting these challenges. Superintendent McCall reported on the several conference calls and webinars he has participated in since the last School Committee meeting, including many opportunities for connecting with Commissioner Riley and his staff. He reported Commissioner Riley had sent some guidance about remote learning, and that the District and the WREA are working on developing on a plan of action to implement remote learning. Superintendent

McCall also reported on conference calls he and Director Deedy have had with DESE Associate Commissioner Jay Sullivan. Superintendent McCall reported DESE is asking all districts to be cautious when making decisions about paying, nor not, vendors during this time when schools are not in session. Districts need to be mindful about the services provided by these vendors, transportation for example, and that when schools are re-opened the services provided by the various vendors will be required and necessary, and it will be important the companies were able to remain open and viable during the COVID-19 shutdowns.

Superintendent McCall gave a thanks to Supervisor of Information Services Sclar and the IT staff for supporting technology and for coordinating and facilitating the distribution of slightly more than 200 ChromeBooks at families' requests. It is anticipated the next phase of this ChromeBook distribution will be to take ChromeBooks from the ChromeCarts that are in the classrooms/schools, and making those devices available for lending. The District shared with families that Comcast and Charter/Spectrum are offering assistance with wifi and internet access for those in need. While speaking about technology, Superintendent McCall reported students' accessing technology for remote learning should be on a limited basis. Superintendent McCall again commended the work being done by teaching staff, recognizing the vast difference from being in front of a classroom of students to connecting with and teaching students via a computer meeting.

7:25 PM HCTV broadcast is frozen.

Chair Mills invited Senator Gobi and Representative Ferguson to address the Committee and the public, after apologizing to them for the technology glitch that prevented them from joining the virtual meeting of the Business/Finance Subcommittee. Representative Ferguson thanked the Wachusett community for all that is being done during these unprecedented times. She reported on meetings and actions that have taken place since March 23, 2020, when she and Senator Gobi last addressed the Committee. Representative Ferguson agreed there are more questions than answers at this time. She spoke about a municipal relief package being debated by the Massachusetts Senate and House, also mentioning the likelihood of districts operating under a 1/12th budget come July 1, 2020. Representative Ferguson reported a waiver for spring 2020 MCAS testing is being considered, and she is hopeful this is something that is resolved and decided soon. Lastly, Representative Ferguson assured the Committee she and Senator Gobi would be looking into Regional Transportation reimbursements and payments and will report back when they have more information.

Senator Gobi reminded members of the re-scheduled Economic Summit scheduled for 10:00 AM on Tuesday, April 14, 2020, encouraging all who are interested and able to log-on to watch this important summit. Senator Gobi noted the economic outlook is not favorable, schools may not reopen again this school year, and that there are no known timelines. When asked by Chair Mills, Senator Gobi confirmed there are no planned 9C cuts at this time.

At the conclusion of Senator Gobi's and Representative Ferguson's updates, members were given the opportunity to ask questions, which members had none. Chair Mills

thanked Senator Gobi and Representative Ferguson for their time, their reports, and their continued attention to the Wachusett District.

7:41 PM Senator Gobi and Representative departed the virtual meeting.

Chair Mills invited members to enter their questions in the CHAT feature, and he would read them in the order received.

Member Young: Do we have a sense of how many families are unable to access the online information?

Superintendent McCall reported that a few emails/phone messages have been received from families with DSL internet service, which can have issues with virtual meetings, like Google Hangouts and Zoom. Supervisor Sclar confirmed parents contacting the Central Office because they lack internet access has been minimal, and when contacted, the District has provided assistance.

Member Lavoie: Do we have a measurement of participation in Enrichment Activities by students? i.e. 80% of middle school students have accessed and participated in enrichment activities?

Member Lavoie: Remote Learning is not just on-line. Has the District 'mailed' out enrichment activities to students? Are there plans to mail out materials as 'Enrichment Activities' become 'Remote Learning'?

Superintendent McCall explained remote participation is not being tracked, per se.

Deputy Superintendent Berlo added that some teachers have shared anecdotal data, but he agreed that tracking participation is not a focus.

When asked by Chair Mills, Superintendent McCall provided assurance that Principals and Assistant Principals are making connections with families they may not be hearing from on a regular basis. Student safety and wellbeing are being watched very closely by District personnel.

Superintendent McCall commented that mailing materials to students is not a viable option, but providing access to enrichment materials to students is a high priority.

Member Kirshenbaum: Given that student engagement may increase when the learning becomes mandatory, what is the plan to identify the "most essential" curriculum for advancement to the next grade and what is the proposed date in which we can expect moving to the remote learning model?

Deputy Superintendent Berlo spoke about Power Standards/Essential Standards have been identified, further explaining that teachers will look at the time that is available this school year and will focus on what is essential.

Member Lavoie: As we dismantle ChromeBooks, what is the potential inventory? How many do we anticipate needing? Lastly, how many students do not have a ChromeBook issued by WRSD?

Superintendent McCall reported all high school students have District-issued ChromeBooks, plus another 200+ have been distributed since schools closed on March 13th. This district does not have sufficient ChromeBooks for 1:1 District-wide. Some

discussion ensued. The importance of determining which families need a loaner ChromeBook for remote learning v families who have computers/technology at home but might like additional ChromeBook for use needs to be carefully considered. When asked about a family being denied the ability to borrow a ChromeBook, Superintendent McCall explained the intent of this loaner program is not to provide every student with a ChromeBook/device, because such can be shared by students in their homes. Superintendent McCall reiterated Wachusett is not a 1:1 technology district, and he reassured the Committee that the Information Services Department is carefully monitoring and managing the lending of ChromeBooks to those in need. Member Lavoie questioned student participation in Google Classroom online opportunities, stating he believes student participation is in the 50% range. Member Kirshenbaum asked about servicing loaned ChromeBooks, if needed. Superintendent McCall said the IT Department is working on this, but it will be challenging.

Member Haber: Have our food distribution numbers increased? Is there a chance we would get better participation if we bussed food to each town? Do we think pick up at the high school is a problem for anyone? Superintendent McCall stated distribution in each town would be a challenge, explaining that ordering is being done for delivery to one location, preparation is done at one location, and the best way to continue is following the current model.

Member Woodland: Regarding student and family access - how are English Language Learners accessing materials? Per Superintendent McCall, ELL students are being looked at the same way as Special Education instruction is being provided. Deputy Superintendent Berlo and the ELL Director are working together to address and assist these students and families, with note being made that communication by text is proving to be the most successful way to connect with ELL families and students.

Member Michalowski: What is the plan for feedback on experiences related to remote learning to make sure the expectations (1/2 day or 3 hours total and not all online activities) are matching student experiences in their homes? Superintendent McCall explained ceilings for instruction are being set for certain grade spans, and he asked that if students are spending more time than the ceiling limit per day, the teachers need to be informed so modifications can be made, if necessary. Deputy Superintendent Berlo will have Principals follow-up with students and families about the amount of time expended. Member Michalowski noted it is important to know how students are spending their time on the various assignments, because if a great amount of time is being spent on a simple task, that is not good use of time.

Student Representative Massoni-Nesman commented that given the number of classes she takes and each class can have a one hour lesson connected to it, she can be working on her learning 5 – 6 hours per day.

Member Gustafson: The understanding is that aides/paraprofessionals are still being paid and the question was asked about what support they are providing, since these employees are unable to provide traditional 1:1 and other support while classes are not in session. Superintendent McCall reported Administrator of Special Education Smith is working on a model to have paraprofessional staff support classroom teachers and students with enrichment activities. He also reported professional development opportunities for paraprofessional staff are being pulled together. Lastly, Superintendent McCall explained ChromeBooks are being made available for loan to paraprofessionals who need this technology at home.

Member Ayala: Will remote learning continue to not be graded and will it continue to be optional through the district?
Superintendent McCall voiced the importance of students being held accountable, and that using the progressing/not progressing, pass/fail system does make students feel accountable. Deputy Superintendent Berlo reported some teachers are feeling anxious about issuing grades during remote learning, and progressing/not progressing, pass/fail seems to be addressing teachers' concerns.

Member Weeks: Question regarding seniors from a constituent, can we get an update on communication to seniors? They understand plans cannot be made right now formally, but would love to have a general update on what may be happening next?
Superintendent McCall will reach out to Principal Beando about the best way to communicate with the high school community.

Member Gustafson asked about moving towards a required remote learning model. If so, how would this impact students who are in the hospital receiving tutoring, etc.? Would they receive services?
Superintendent McCall explained that once the move from focused enrichment to remote learning is made, these questions will be addressed.
Administrator of Special Education Smith added to Superintendent McCall's comments, explaining students in hospital settings may or may not have internet capability. The District works with LearnWell to provide tutoring services for hospitalized students.
Member Gustafson asked about tutoring in homes in consideration of social distancing, to which Administrator Smith responded tutoring is taking place and if a parent has questions or concerns, they should contact her.

Student Representative Massoni-Nesman, speaking for high school students, asked if there are any plans to manage the amount of time high school students are online with remote learning.
Deputy Berlo explained there are no time constraints in place at this time. When time constraints are implemented, the District and the schools will follow DESE guidance and guidelines about the ceiling for time spent on remote learning.
Chair Mills added that lessons and enrichment activities that are being provided to students to date are voluntary. As a process note, he commented that when remote learning is required, there could be a "change in curriculum," which might need School Committee input.

Member Weeks asked how high school students will be “graded” during this credit/no credit process? Will it be a 1-4 school or a simple Pass/Fail? If so, how does this impact GPAs, etc?

Deputy Berlo stated either the student is making process or not, and at the high school, students will receive credit or not.

Member Ottmar asked if there are changes in the grading systems, would the School Committee need to vote on this.

Member Weeks asked if special education students will be reached out to instead of them being expected to reach out to their teachers to ensure FAPE guidelines are being met. Superintendent McCall and Administrator Smith both addressed this question, confirming that students on IEPs are being followed and that BCBAs and special education teachers are reaching out to the families, noting the fine line between being bothersome/meddlesome but wanting to assure families the schools, classrooms, and the District are always available for support and assistance.

Student Representative Massoni-Nesman asked if graduation requirements will be adjusted.

Superintendent McCall asked that her question(s) be emailed directly to him for attention.

Chair Mills took this opportunity to bring forward a question about grading emailed to him by Sterling resident.

Member Woodland asked a clarifying question about students with accommodations on their IEP, but not a different curriculum, get linking plans.

Administrator Smith explained how linking plans work and how they are connected with a student’s goals and objectives and teacher assignments. Administrator Smith clarified that not all special education students will need a linking plan.

Member Dennis asked the plan for providing guidance to teachers for standards and consistency for remote learning and what professional development will be offered to support it.

Superintendent McCall reported Deputy Berlo is working on tying back the Power Standards to curriculum.

Some discussion took place, with Member Dennis suggesting communicating frequently and transparently, with a focused and deliberate approach to rolling out remote learning.

Chair Mills opened the floor to members for additional comments.

Member Gustafson voiced her concerns about the consistency in accessing and the ability to complete curriculum/activities presented, when such is dependent on parental support, which varies, internet access, computer access, special needs, etc. There are a wide variety of needs and access ability across the District and having the ability to access remote learning with these inconsistencies might be problematic.

Member Weeks asked if families are accessing wifi in school parking lots, would this be an opportunity to provide meals at a location in each Member Town.

Member Kirshenbaum asked about utilizing the bus company to deliver F&R meals to a central location in each Member Town.

Member Godbout commended teachers and guidance counselors at the high school for the level of engagement and communication he and his sons have seen and received during these unsettling times.

Member Gustafson asked for further discussion about expectations for special education services, asking if Speech-Language and counseling services will happen remotely via video. If so, is it expected that providers will meet the frequency of their service grid, where possible. She explained that families are having experiences that vary widely and want to know what the District guidelines/expectations are.

Superintendent McCall and Administrator Smith reported on a conference call they had with District Counsel. It was reiterated that schools are not currently in session, the required hours of a school day are not being met, related service providers are not seeing students per services on IEP grid. Notification will be sent to families outlining what students and parents can expect to receive for services.

Member Haber asked about operating under a 1/12 budget and how that will impact Member Towns. Will the towns be asked to vote on the proposed FY21 WRSDC budget, as presented to the towns?

Chair Mills asked that Business/Finance Subcommittee Chair Dennis schedule a meeting of this subcommittee to discuss how to move forward, the impact on the FY21 budget proposal, the likelihood of the District and the state opening the fiscal year under a 1/12th budget.

Chair Mills shared comments made by Supervisor of School Nutrition Margaret Barton. Chair Mills extended his thanks to Supervisor Barton and her staff for all of their services.

Member Lavoie had questions about special education summer programs, as well as stressing the need for social-emotional support during this time of school closure. Administrator Smith reported this date was when teachers were to submit names of students who would be on the ESY (Extended School Year) list. She further explained no plans for ESY are yet finalized, and that compensatory services will be addressed on a case-by-case basis.

Superintendent McCall reported he and Director of SEL Keenan have been looking at SEL and support services, understanding the importance in this area.

Some additional comments by members were made.

9:10 PM Member Young left the meeting.

Chair Mills turned to public comments, referring to Public Hearing guidelines and explaining that this is not the opportunity for back and forth discussion.

Chair Mills then shared/read aloud questions and comments shared by email from members of the public.

Holden resident Geri Herlihy (attachment 1):

Sterling resident Nancy Terlato (attachment 2)

Sterling resident Carlton Grady (attachment 3)

Holden resident and WREA President Heidi Lahey (attachment 4)

Rutland resident Drew Weymouth

Sterling resident Colleen Ferrera (attachment 5)

Sterling resident Sheri D (attachment 6)

Sterling resident Bettyanne Hauver (attachment 7)

Members had additional questions about retrieval of student belongings, when students might be able to get into the schools to pick up musical instruments, the status of April vacation, if clubs that do not require in-person attendance might be allowed to move forward, if private music lessons can take place virtually, the status of A.P. exams.

9:30 PM Member Mitchel left the meeting.

B. Recommendations Requiring Action by the School Committee

1. To determine School Choice participation for the 2020-2021 school year

Superintendent McCall explained the deadline to notify DESE if the District will not be accepting school choice students for the 2020-2021 school year is June 1st.

Motion: The Wachusett Regional School District will not participate in the school choice program for the 2020-2021 school year, and the Superintendent is directed to notify the Massachusetts Department of Elementary & Secondary Education, Office of School Finance that this district will not be accepting school choice students for the 2020-2021 school year.

(M. Lavoie)

(L. Kirshenbaum)

Discussion about the motion and school choice participation began. Member Lavoie asked the Superintendent if he had sufficient class size information to help direct a decision about school choice participation. Member Dennis voice his opinion that addressing this issue at this meeting might be premature, given the uncertainty of school operations due to COVID-19 and taking any financial option off the table might not be in the best interest. Accepting school choice at the discretion of the Superintendent based on class size and enrollment numbers is an option the Committee might want to consider. When left to the

Superintendent's discretion based on numbers, not all school choice applicants are guaranteed acceptance.

As a process clarification, Chair Mills explained the motion on the floor could be amended or action on the motion on the floor could be deferred to a future meeting.

Motion: To postpone action on the motion on the floor.

(M. Weeks)

(K. Ottmar)

Discussion ensued. Member Weeks stated she would appreciate the Committee having more information about school choice before taking an official vote on participation for the coming school year.

Chair Mills explained the motion to postpone is debatable, amendable, and requires a majority vote to pass.

Roll call vote:

In favor:

Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Robert Imber
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:

Laura Kirshenbaum
Matthew Lavoie

Abstained:

Kenneth Mills

The motion passed 15-2-1.

Members were invited to email their questions about school choice participation to the Superintendent.

Chair Mills explained that the motion to be on a future agenda, under Unfinished Business, will be in the negative, to not participate in school choice in the 2020-2021 school year.

V. Unfinished Business

The motion on school choice participation for the coming school year will be on the next agenda under Unfinished Business.

VI. Secretary's Report

- A. Approval of Executive Session Minutes of the Wachusett Regional School District Committee held on March 9, 2029

Deferred

- B. Approval of #1339 Regular Meeting Minutes of the Wachusett Regional School District Committee held on March 9, 2020

Motion: To approve the minutes of the regular WRSDC meeting held on March 9, 2020.

(L. Long-Bellil)
(M. Weeks)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:

None

The minutes were unanimously approved.

C. Approval of #1340 Regular Meeting Minutes of the Wachusett Regional School District Committee held on March 23, 2020

Motion: To approve the minutes of the regular WRSDC meeting held on March 23, 2020.

(L. Long-Bellil)
(S. Haber)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:

None

The minutes were unanimously approved.

VII. Treasurer's Report/Financial Statements

Chair Mills reminded the Committee that if there were questions regarding the Director of Business and Finance's report that Members should contact the Superintendent; if there were questions regarding the Treasurer's Report, Members should contact the Business/Finance Subcommittee Chair.

VIII. Committee Reports

A. Management Subcommittee (K. Mills, Chair, C. Smith, Vice-chair, S. Brown, M. Dennis, R. Imber, M. Lavoie, A. Young)

This subcommittee has not met since the last School Committee meeting.

- B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, M. Ayala, S. Haber, L. Kirshenbaum, L. Long-Bellil, A. Silva)

Subcommittee Chair Imber will schedule a meeting to discuss curriculum.

- C. Business/Finance Subcommittee (M. Dennis, Chair, B. Mitchel, Vice-chair, M. Gustafson, L. Long-Bellil, K. Ottmar)

Subcommittee Chair Dennis will schedule a meeting of this subcommittee to discuss the FY20 budget and the proposed FY21 budget. Subcommittee Chair Dennis also requested additional information about school choice.

- D. Legal Affairs Subcommittee (S. Brown, Chair, M. Lavoie, Vice-chair, R. Imber, A. Michalowski)

This subcommittee has not met since the last School Committee meeting. Subcommittee Chair Brown reported negotiations with three bargaining units are underway.

- E. Superintendent Goals and Evaluation Subcommittee (M. Lavoie, Chair, A. Michalowski, Vice-chair, K. Mills, M. Weeks)

Subcommittee Chair Lavoie reported a meeting of this subcommittee is scheduled for April 27, 2020.

- F. Facilities and Security Subcommittee (A. Young, Chair, L. Woodland, Vice-chair, S. Godbout)

This subcommittee has not met since the last School Committee meeting.

- G. Audit Advisory Board (B. Mitchel, Chair)

No report was made

- H. Ad Hoc Subcommittees

- 1. Ad Hoc Subcommittee to Negotiate the Superintendent's Contract (K. Mills, Chair, M. Weeks, Vice-chair, S. Brown, M. Dennis, M. Lavoie)

Subcommittee Chair Mills reported this subcommittee has been meeting.

- I. Building Committees

- J. School Council Reports:

Central Tree Middle School (S. Haber), Chocksett Middle School (L. Woodland), Davis Hill Elementary School (K. Mills), Dawson Elementary School (L. Kirshenbaum), Glenwood Elementary School, Houghton Elementary School (M. Ayala), Mayo Elementary School (A. Young), Mountview Middle School (S. Brown), Naquag Elementary School (M. Lavoie), Paxton Center School (K. Ottmar), Thomas Prince School (A. Silva), Wachusett Regional High School (L.

No reports were made.

IX. Public Hearing

No members of the public had additional comments for the School Committee.

9:58 PM Member Lavoie left the meeting

X. New Business

There was no new business brought before the School Committee.

Before adjourning, Chair Mills extended thanks to Supervisor of Information Services Barry Sclar, Jay Brunelle of Holden Cable Television, all District students, families, teachers, staff, and administrators for everyone's continuing efforts and work during these challenging times.

XI. Adjournment

Motion: To adjourn.

(M. Dennis)
(A. Silva)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Opposed:
None

The motion was unanimously approved.

The meeting adjourned at 10:00 PM.

Respectfully submitted,

Darryll McCall, Ed.D.
Superintendent of Schools

DM:rlp

Attachments:

- Attachment 1 – Email from Holden resident Geraldine Herlihy
- Attachment 2 – Email from Sterling resident Nancy Terlato
- Attachment 3 – Email from Sterling resident Carlton Grady
- Attachment 4 – Email Holden resident and WREA President Heidi Lahey
- Attachment 5 – Email from Sterling resident Colleen Ferrera
- Attachment 6 – Email from Sterling resident Sheri D.
- Attachment 7 – Email from Sterling resident Bettyanne Hauver



Attachment 1

Rebecca Petersen <rebecca_petersen@wrsd.net>

Fwd: Questions**Kenneth Mills** <Kenneth_Mills@wrsd.net>

Mon, Apr 6, 2020 at 9:17 PM

To: Rebecca Petersen <rebecca_petersen@wrsd.net>, Darryll McCall <darryll_mccall@wrsd.net>

----- Forwarded message -----

From: **Geraldine Herlihy** <mgherlihy@charter.net>

Date: Mon, Apr 6, 2020 at 12:13 PM

Subject: Questions

To: Kenneth Mills <Kenneth_Mills@wrsd.net>

Hi ken - Forgive me if you cover this in your meeting and feel free not to ask my questions if you do. I have my board of selectmen meeting so I will have to watch your meeting afterwards.

1. I am hearing that as of next week education assignments will be mandatory? Is that true?
2. At the last school committee meeting Darryll talked about once we go back to school potentially doing extended days or Saturdays. Is that still on the table?
3. What is the status on April vacation? I didn't see it on the agenda, but I assume you'll talk about it.

Thank you - Geri Herlihy

Sent from my iPhone

--

Kenneth Mills

Chair,

Wachusett Regional School District Committee

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Attachment 2

Rebecca Petersen <rebecca_petersen@wrsd.net>

Re: 3rd Quarter**Kenneth Mills** <Kenneth_Mills@wrsd.net>

Mon, Apr 6, 2020 at 9:17 PM

To: Rebecca Petersen <rebecca_petersen@wrsd.net>, Darryll McCall <darryll_mccall@wrsd.net>

----- Forwarded message -----

From: **Nancy Terlato** <nterlato@comcast.net>

Date: Mon, Apr 6, 2020 at 10:56 AM

Subject: 3rd Quarter

To: <linda_woodland@wrsd.net>, <kenneth_mills@wrsd.net>, <melissa_ayala@wrsd.net>, <stephen_godbout@wrsd.net>

Dear School Committee,

I know there is a meeting tonight so I wanted to send at least some of you a message ASAP about the decision to close the 3rd quarter on March 12. I sent Mr. McCall a message on April 4th but realize he must be flooded with messages and he may not see the message today. I feel this is important and can hopefully be addressed. Please see my email below.

This is such a hard, difficult and stressful time for everyone including our children. So many kids were and are working so hard to achieve a good grade. Many have set goals for the semester, the school year, their middle school years, high school years, etc. Many have set goals for GPAs for college. To have the semester just end without a full assessment and opportunity to succeed seems so unfair. I don't even know what to say. In my son's situation he hasn't even had a test! To have his potentially last graded quarter in middle school just end like this when he has worked so hard for years doesn't seem right in the least. I'm worried how this decision will affect those with anxiety and event those who are not typically anxious. It's a big deal for many kids. I just don't see the point in doing this to them.

I'd really appreciate you discussing this tonight and also letting me know you received this message.

Thanks so much for your hard work and please, most importantly, stay safe.

Regards,
Nancy Terlato
Sterling, MA

Begin forwarded message:

From: Terlato <terlato@comcast.net>**Subject:** 3rd Quarter**Date:** April 4, 2020 at 11:08:46 AM EDT**To:** darryll_mccall@wrsd.net

Dear Mr. McCall,

First and foremost, I hope that you and your family are staying safe during this difficult time. I am emailing you in regard to the decision to grade the 3rd quarter up until March 12. I realize this is a small concern in light of everything that is happening but feel strongly about pointing out how this effects many of the students. My son, Sebastian (Chocksett), set a lofty goal of getting all As in middle school. He has been working very hard and has all As. This quarter, for all subjects, he too has As except in math where he struggled with a few concepts in the beginning of the quarter and did not achieve his usual grades for 2 quizzes (all homework turned in for As). This was during the time my husband's sister passed away unexpectedly so I'm not sure if that contributed as we had a lot going on and were going back and forth to New York often. That said he pulled it together and studied like I've never seen him for the test which would

cover the topics in the quizzes that he had difficulty with and contribute significantly to his grade. He was prepared and ready to take the test that was scheduled for March 11. On March 9th the test was bumped to March 17th (I'm not sure why) which as you know never came. His final grade, based on NO tests, is an 87%. He is going to be devastated and I'm wondering what you suggest I tell him? In reality this is really not fair. This quarter grade is not based on a full quarter. It's not based on an accurate analysis of his knowledge of the key topics covered in the quarter. It is not based on a test that would evaluate his learning. It just ended!

I know I am not alone when I express my view of this decision. What are we to tell our children? They weren't given a chance to redeem themselves. I'm all for taken ownership if this in fact was a final grade that included all tests and assignments but to just cut it short seems so unjust. This is such a difficult time for these kids and now I am struggling with how to tell him he didn't achieve this goal he set 3 years ago because they just ended the semester. The only fair way to solve this problem in my opinion is to only include FULL semester grades for the Presidential Award and not include this 3rd quarter or to rethink this decision and have some way to assess their knowledge of 3rd quarter topics.

I'm sure you are inundated with emails but I would really appreciate a reply to this valid concern.

Thanks for all you do.

Regards,
Nancy Terlato

--

Kenneth Mills
Chair,
Wachusett Regional School District Committee

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Rebecca Petersen <rebecca_petersen@wrsd.net>

Fwd: WRSD

Kenneth Mills <Kenneth_Mills@wrsd.net>
To: Rebecca Petersen <rebecca_petersen@wrsd.net>

Mon, Apr 6, 2020 at 9:22 PM

----- Forwarded message -----

From: **Carlton Grady** <carlton@grady.cc>
Date: Mon, Apr 6, 2020 at 7:36 PM
Subject: WRSD
To: <kenneth_mills@wrsd.net>

Hello,

I would like to thank you and all the other school board members for serving on the board. I know everyone's life has been turned upside down, and I'm just now starting to think about the impact of this Pandemic on my daughters education. She is in 8th Grade at Chocksett Middle School, and is dealing with this as well as can be expected.

I have long wondered why we don't have online learning available to the students. I never thought about it in the face of a pandemic, but my daughter broke her leg snowboarding last year and was out for a few weeks. It was difficult, random, and chaotic to get her the assignments that she needed to complete. I think the current powerschool system was something that would be a good start about 10 years ago. With today's technology we should, in the case of a pandemic, or other major emergency, or just an individual student injury or illness, be able to continue our children's education remotely through technology.

So I would like to know, is anyone working on this, or is it we are looking into it? I don't know if we are still paying teachers, administrators, etc... But either way, shouldn't we be demanding this? Shouldn't all the 4th grade math teachers be working together to have a complete online curriculum available, complete with videos of each days lessons? At the grade school level there has to be 4 or 5 or more teachers available for every grade for every one or two subjects, one from every town's school? Similar at the high school? Can we try and get together with the school and make this happen?

I'm going to close this with this question, "What happens if we are still in this situation in September?" "What happens when the next pandemic, or natural disaster happens?" I feel that a complete remote learning experience is long overdue. If we are still paying people for our children's education now, then I think now is the time, like last week, not we are thinking about it, or we'll see if we can fit it into next years budget.

Please let me know you thoughts and if there is anything I can do to help.

--

Thank you,

Carlton Grady
Animal Shelter Inc
17 Laurelwood Road
Sterling, MA 01564

Good evening.

Heidi Lahey. President of Wachusett Regional Education Association.

I was deeply disturbed by some of the comments made by members of this committee in your last meeting. I am equally disturbed tonight. You demanded answers last time as to why we weren't replicating the school experience at home. Tonight you wanted detailed answers to a multitude of questions and brought forward complaints that we are requiring too many demands. The development of a learning model that is completely different in the middle of social distancing is extremely challenging.

The answers to all of your questions take time and planning.

I also want to remind the committee and the public of some of the factors that have contributed to OUR transition to remote education in Wachusett.

Wachusett has been and remains today, one of the lowest funded school districts in the Commonwealth. We lacked central administrative teams with the capacity for advanced planning for any kind of transition from Brick and Mortar to virtual learning, nor do we have adequate staff during a national emergency.

We lack 1:1 technology for all students and we lack adequate staff to support the technology. Our tech department has one network manager, one supervisor of information services, one information services application specialist, and 7 technology assistants- **a total of 10 people** to manage a network with 13 schools in five towns, more than 1200 staff members and 7,103 students. The district has 4,838 chromebooks- a shortfall of 2,265. Shame on the members of this committee who have forgotten how pitifully staffed and funded this department has been, yet in a global crisis, expect "bold" and "out of the box" action seemingly overnight. We lacked the funding and therefore we lacked the capacity. When a crisis hit, the district needed TIME to problem solve.

Wachusett has also lacked Professional Development sufficient to have allowed ALL educators to have a basic level of digital competence. Many are “self-taught” with a resulting range of skill & efficiency. It has been a very steep learning curve under intense pressure and scrutiny for many of our staff.

There has been much public criticism of our teachers- seemingly driven by the inconsistency of approach and outreach. That falls on district leadership-including my own. I told members to wait for district direction before starting outreach to students. The district needed time to address the hierarchy of student needs as recommended by DESE. A clear directive from the Superintendent to continue contacting families by any means you had customarily employed would have meant teachers could have simply continued what they were already doing...and using methods and technologies that had been vetted. That never happened. Principals went off in different directions, resulting in public outrage over the inequity...exactly what I was trying to prevent by asking teachers to “sit tight until we get some direction.”

Educators are mandated reporters without training or legal guidance around using Zoom and Google Hangout to enter student homes. That liability worries me, and it should worry you too. Remote learning raises student privacy issues, recording concerns, and the biggest concern of all-lack of equity in student home access, home resources and home support. The 15% of students on free/reduced lunch, the 16% of students on IEPs, and the 32% without a district provided device suggest that we have real equity concerns to address.

I truly was appalled to hear some members of this committee suggesting that it was unacceptable to hold back the many for a few weeks in order to address the needs of our most vulnerable students. The majority of our kids won't be harmed forever by a few weeks off...I dare say many of them do

little academic practice over the summer break without serious regression. Perhaps this committee was imagining that we would be resuming our regular programming in just a short while, and distrusted our educators to make adjustments upon the resumption of school. It was clear to me on March 12 that based on the timelines in China, we would most likely be closed for the rest of the year. To overcome the many obstacles to remote learning that Wachusett faced due to our abysmal funding would take time-more time than some of our neighboring districts.

Let me also remind this body that our staff are equally impacted by this virus in their personal and professional lives. Our members are single parents, caregivers of elderly parents, they have pre-existing health care conditions, mental health stresses, spouses on the front lines, financial burdens while we are also watching a global health and economic crisis unfold before our eyes that is truly terrifying.

Compounding the situation is a lack of consistent state and federal guidance that puts more pressure on local district leaders to craft their own solutions while the rules keep changing.

A crisis of this magnitude amplifies the systemic problems that already existed. Wachusett has struggled under routine conditions with consistent communication and implementation. How can anyone on this body be surprised that we are seeing the same issues now? Given your seats at the table where all these things are debated and discussed, I would have expected that members here would have offered some grace and mercy. This has been hellish for everyone- alone in their homes, staff are working very hard to make this transition. Nobody has been on a paid vacation.



Attachment 5

Rebecca Petersen <rebecca_petersen@wrsd.net>

[WRSD Feedback] Q3 grades

1 message

'Colleen Ferrera' via WRSD Feedback <feedback@wrsd.net>

Mon, Apr 6, 2020 at 6:04 PM

Reply-To: Colleen Ferrera <colleenstreet@netscape.net>

To: feedback@wrsd.net

Good evening,

I am writing at the behest of other parents about the unfairness of Q3 grades. The way this is being handled significantly impacts students attaining honor and high honors. My son included. Students lost the opportunity to take the next test, turn in the next paper that could have made a difference between honors or not. And could cost students the presidential award.

I hope this is something the committee will be looking into .

Thank you

Colleen Ferrera
Chocksett and Houghton mom

Sent from my iPhone

--

You received this message because you are subscribed to the Google Groups "WRSD Feedback" group.
To unsubscribe from this group and stop receiving emails from it, send an email to feedback+unsubscribe@wrsd.net.
To view this discussion on the web visit <https://groups.google.com/a/wrsd.net/d/msgid/feedback/7EA89B17-0418-4D3F-B3AA-0AAB9B136217%40netscape.net>.



Attachment 6

ca Petersen <rebecca_petersen@wrsd.net>

[WRSD Feedback] Grades

1 message

sheri_deotte3 <sheri_deotte3@comcast.net>

Mon, Apr 6, 2020 at 6:05 PM

To: feedback@wrsd.net

I know this is an impossible situation. However I'm having a hard time with the grades closing on March 12th. One of my children now ended with a c+ when he could of made honor roll and he was working for that. I am not sure what the alternative is but I think it leaves a lot of kids who were worried and concerned to be devastated and us parents who do care about the grades too. I know we might have to let it go but it's hard. Thank you

Sent from my Verizon, Samsung Galaxy smartphone

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You received this message because you are subscribed to the Google Groups "WRSD Feedback" group.
To unsubscribe from this group and stop receiving emails from it, send an email to feedback+unsubscribe@wrsd.net.
To view this discussion on the web visit https://groups.google.com/a/wrsd.net/d/msgid/feedback/5e8ba7a2.1c69fb81.1082c.c6e0SMTPIN_ADDED_MISSING%40mx.google.com.



Attachment 7

Rebecca Petersen <rebecca_petersen@wrsd.net>

[WRSD Feedback] Quarter 3 grades

1 message

'Bettyanne' via WRSD Feedback <feedback@wrsd.net>

Mon, Apr 6, 2020 at 6:18 PM

Reply-To: Bettyanne <bethauv@yahoo.com>

To: feedback@wrsd.net

Hello,

I know the schools are doing their best to accommodate everyone. The state emergency is an unusual circumstance. I have a middle school child at Chocksett Middle School. She has been an honor student throughout middle school and currently has a C+ in a class, which is out of character for her. She was struggling and was trying to work hard to get her grade up before the end of the quarter. She needed the opportunity to do well on more grades. If grades are given as of 3/12 this will negatively affect her and many other children. There should be an opportunity for those children who want to, to do additional work. Other schools are doing it. I feel the teachers are capable of giving work to be graded at home vs. just enrichment busy work.

I just felt it was important to voice my concern.

Thank you,

Bettyanne Hauver

--

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To unsubscribe from this group and stop receiving emails from it, send an email to feedback+unsubscribe@wrsd.net.

To view this discussion on the web visit <https://groups.google.com/a/wrsd.net/d/msgid/feedback/D80DD20A-1C00-47F7-BBD9-153AA6694A1D%40yahoo.com>.

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

DRAFT Minutes

Special Meeting #321

Tuesday, April 14, 2020
7:00 PM

MEETING CONDUCTED REMOTELY, VIA GOOGLE HANGOUTS

Wachusett Regional School District Committee

Kenneth Mills, Chair	Laura Kirshenbaum
Christina Smith, Vice-chair	Matthew Lavoie
Melissa Ayala	Linda Long-Bellil
Scott Brown	Amy Michalowski
Michael Dennis	Benjamin Mitchel
Stephen Godbout	Karl Ottmar
Maleah Gustafson	Asima Silva
Sherri Haber	Megan Weeks
Jeffrey Haynes	Linda Woodland
Robert Imber	Adam Young

Committee Members Absent:

None

Administration Present:

Darryll McCall, Superintendent of Schools
Robert Berlo, Deputy Superintendent
Daniel Deedy, Director of Business and Finance
Jeff Carlson, Director of Human Resources
Brendan Keenan, Director of Social Emotional Learning
Christine Smith, Administrator of Special Education
Barry Sclar, Supervisor of Information Technology
Rebecca Petersen, Executive Secretary to the Superintendent

Student Representatives Present:

Rianna Massoni-Nesman Leah Michalowski

Others:

Naomi Stonberg, District Counsel

I. Call to Order

Chair Mills called the meeting to order at 7:04 PM. He announced the meeting was being broadcast live on HCTV Channel 194.

II. Discussion of Memorandum of Agreement Between the Wachusett Regional School District and the Wachusett Regional Education Association, Inc.

- a. Motion: To authorize the Superintendent of Schools to sign the Memorandum of Agreement Between WRSD and the WREA – Second Amendment to Memorandum of Agreement COVID-19 Closure

(M. Weeks)

(B. Mitchel)

Chair Mills turned the floor over to Superintendent McCall, who provided the history of actions taken to get to the proposed Memorandum of Agreement with the WREA, and he then outlined the MOA and the Remote Learning Plan (attachment 1). Superintendent McCall reported the MOA, as written, will address remote learning beyond the current May 4, 2020 returned to school date, to be prepared for school closure extending beyond that date. Superintendent McCall spoke about expectations, length of work day/school day, programs of study. Superintendent McCall will be sending a survey to parents, students (grades 6 – 12), teachers to find out status of remote learning implementation and if expectations are being met. If necessary, modifications will be made.

7:10 PM Chair Mills asked for a short meeting pause, in order to check the status of HCTV broadcasting and streaming.

7:19 PM meeting is back to live streaming.

7:20 PM Member Gustafson lost connection.

Some additional overview about the Memorandum of Agreement and the Remote Learning Plan took place, followed by members being given the opportunity to make comments/ask questions, the timing of which will be monitored. All members were called upon, in alphabetical order, and were given the opportunity to ask questions and make their comments. District Counsel Stonberg participated in the conversation, reminding School Committee members that the Committee will be voting on the Memorandum of Agreement, but implementation of the curriculum is an administration responsibility.

Due to continuing streaming/broadcasting issues, the Supervisor of Information Services will be posting a link to this meeting on the District website, which District Counsel Stonberg confirmed providing access to this meeting on the District website fulfills Open Meeting Law requirements. Attorney Stonberg also reminded members they are voting on the change of condition of employment when voting on the motion on the floor.

Some discussion about services provided and billing to Medicaid took place.

7:25 PM Member Gustafson's remote connection was restored.

Access to technology and internet was included in this discussion. Many members had the same comments/questions/suggestions as other members.

Superintendent McCall again noted that with this MOA and the extended school closure, all are moving from “focused enrichment” to “remote learning.” When asked, Superintendent McCall confirmed neighboring districts are in the same position and are addressing these issues in very similar ways. Superintendent McCall also stated again that we are not in “typical school days,” meaning all cannot follow the schedule/expectations for when students are in schools/seated in classrooms.

Chair Mills reread the motion on the floor.

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Sherri Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

Opposed:

Maleah Gustafson

The motion passed 19-1.

III. Discussion of 2019-2020 School Calendar – April Break

Motion: To amend the 2019-2020 school calendar to have April 21 – 24, 2020 be learning days as part of the academic calendar.

(J. Haynes)
(B. Mitchel)

Superintendent McCall spoke to this motion, reporting on the surveys to teachers and to parents which resulted in 80%/20% support, by both parties, to continue remote learning during the traditional April break (attachment 2). The continuity and consistency in learning will result in the best outcomes. The last day of the 2019-2020 school year would be June 12, 2020 (June 15th for Mountview Middle School).

Chair Mills opened the floor to comments and questions from members, with some members commenting.

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

The motion passed unanimously.

IV Committee Reports

A. Management Subcommittee (K. Mills, Chair, C. Smith, Vice-chair, S. Brown, M. Dennis, R. Imber, M. Lavoie, A. Young)

This subcommittee does not have a meeting scheduled.

Chair Mills announced the next regular meeting of the full Committee will be changed from April 30, 2020 to April 27, 2020, and moving forward he will propose the full Committee meet on an every other week basis (May 11th, May 26th, June 8th, with the Organizational Meeting of the new School Committee scheduled for a date after the postponed annual town elections). Full Committee action on the amended School Committee meeting schedule will be on the agenda for the April 27, 2020 School Committee meeting.

B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, M. Ayala, S. Haber, L. Kirshenbaum, L. Long-Bellil, A. Silva)

Subcommittee Chair Imber will postpone a subcommittee meeting that had been posted for April 30, 2020, and will reschedule to a future date.

C. Business/Finance Subcommittee (M. Dennis, Chair, B. Mitchel, Vice-chair, M. Gustafson, L. Long-Bellil, K. Ottmar)

The report of the Business/Finance Subcommittee was taken out of order.

Subcommittee Chair Dennis reported this subcommittee is scheduled to meet on April 20, 2020. He also reported on the virtual Economic Summit conducted this date. The budget planning processing at the state level is uncertain, which will lead to uncertainty at the district level. For the meeting of the Business/Finance Subcommittee, District administration will be bringing forward different budget scenarios, what a 1/12th budget might look like, time triggers that might need to be thought about and acted upon. Planning is going to be extremely important, and going through these exercises sooner than later is necessary. Discussion began. Member Haynes noted that three of the Member Towns have voiced their town's inability to support the proposed WRSD FY21 budget. The question was asked about amending the proposed WRSD FY21 budget in advance of the rescheduled Annual Town Meetings, which will now be taking place at the end of June. There was discussion about refunding parents and students for fees paid for events that may not take place this school year.

D. Legal Affairs Subcommittee (S. Brown, Chair, M. Lavoie, Vice-chair, Imber, A. Michalowski)

Subcommittee Chair Brown reported this subcommittee has not met since the last School Committee meeting, and that negotiations with three bargaining units are underway. Subcommittee Chair Brown reported on the need to get legal and administrative direction since the three employee contracts (Paraprofessionals, Wachusett Administrators, and the ABA PAs) expire on June 30, 2020.

E. Superintendent Goals and Evaluation Subcommittee (M. Lavoie, Chair, A. Michalowski, Vice-chair, K. Mills, M. Weeks)

Subcommittee Chair Lavoie reported this subcommittee will continue to meet and to work on the annual evaluation of the Superintendent of Schools. Subcommittee Chair Lavoie explained the subcommittee's intent is to evaluate the Superintendent in the same manner and format as has been used in the recent past. The evaluation template will be electronic, Superintendent McCall will provide evidence for the evaluation process, members will provide their input via the electronic template, subcommittee members will compile School Committee members' input, and the Chair of the School Committee will write the evaluation narrative. The general agreement is that the current School Committee should be the body that evaluates the Superintendent. This subcommittee will be meeting with the Superintendent on April 22, 2020, and at

that meeting the specifics and details of what this year's evaluation will be based upon will be discussed. Some additional discussion about the evaluation process ensued.

F. Facilities and Security Subcommittee (A. Young, Chair, L. Woodland, Vice-chair, S. Godbout)

This subcommittee has not met since the last School Committee meeting. Subcommittee Chair Young reported there will be a need for the subcommittee to meet in preparation for the reopening of schools. Questions were asked about students retrieving personal belongings and cybersecurity concerns with the use of virtual meeting platforms.

G. Audit Advisory Board (B. Mitchel, Chair)

This board has not met since the last School Committee meeting. AAB Chair Mitchel reported the FY19 audit is in process.

H. Ad Hoc Subcommittees

1. Ad Hoc Subcommittee to Negotiate the Superintendent's Contract (K. Mills, Chair, M. Weeks, Vice-chair, S. Brown, M. Dennis, M. Lavoie)

This ad hoc subcommittee has been meeting and has a meeting scheduled with the Superintendent on April 21, 2020.

I. Building Committees

J. School Council Reports:

Central Tree Middle School (S. Haber), Chocksett Middle School (L. Woodland), Davis Hill Elementary School (K. Mills), Dawson Elementary School (L. Kirshenbaum), Glenwood Elementary School, Houghton Elementary School (M. Ayala), Mayo Elementary School (A. Young), Mountview Middle School (S. Brown), Naquag Elementary School (M. Lavoie), Paxton Center School (K. Ottmar), Thomas Prince School (A. Silva), Wachusett Regional High School (L. Long-Bellil/A. Michalowski), Special Education Parent Advisory Council (M. Gustafson), Early Childhood Center (L. Woodland)

Member Gustafson – SEPAC – virtual meeting has been postponed, but will be rescheduled.

V. Open Meeting Law Complaints

Chair Mills announced District Counsel Naomi Stonberg is participating in the virtual meeting, to address and advise the Committee about the Open Meeting Law complaints which are on the meeting agenda. Chair Mills reported he had completed and filed with the Secretary a Disclosure of Appearance of Conflict of Interest. Chair Mills reported he will

turn the gavel over to the Vice-chair when discussion of the complaint filed by Member Lavoie is addressed. Chair Mills turned the meeting over to Attorney Stonberg.

Attorney Stonberg explained the OML complaint filed by Christina Smith against Matthew Lavoie alleges deliberations outside a meeting (attachment 3). Attorney Stonberg reported many OML complaints are filed due to alleged violations associated with emails, further explaining that requesting that members of a public board “do not respond” does not mean Open Meeting Law would not be violated. Discussion took place. Following discussion, Attorney Stonberg recommended that moving forward, there should be consensus that deliberations of this fashion will not take place via email. When asked how a member of the School Committee might be able to share information/documents with other members of the Committee, Attorney Stonberg suggested the information/materials could be brought forward at a meeting of the full Committee, or the Superintendent of Schools/School Committee Secretary can disseminate information/materials to the membership of the School Committee. Members voiced agreement with the process of members forwarding information/materials to the Superintendent and to the Secretary, and the information/materials can be distributed to the full membership by that individual, who is not a member of the WRSDC. During this discussion, Attorney Stonberg shared her opinion that a violation of the Open Meeting Law did occur by way of Member Lavoie’s email of April 7, 2020.

Chair Mills asked for a motion to extend, which is not debatable.

Motion: To extend the meeting until 10:30 PM.

(M. Weeks)
(A. Young)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Scott Brown
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland

Adam Young

Opposed:

None

The motion passed unanimously.

10:00 PM Member Brown left the meeting.

Motion: To accept that an Open Meeting Law violation has occurred, to file the complaint and confirm there was a violation of the Open Meeting Law.

(A. Michalowski)

(A. Young)

Roll call vote:

In favor:

Christina Smith
Melissa Ayala
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherrie Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

Abstained:

Kenneth Mills
Matthew Lavoie

The motion passed 17-0-2.

Motion: Moving forward, the Wachusett Regional School District Committee will follow the procedure that all materials to go to the entire School Committee will be sent to the Secretary of the School Committee for distribution, so not to identify the materials being distributed are from a specific member of the Wachusett Regional School District Committee. Further, to authorize Kenneth Mills to write up this recommendation.

Member Imber suggested that in the motion reference should be made to the Chair of the School Committee as opposed to including the name of the School Committee Chair in the motion. Attorney Stonberg agreed with this recommendation and noted that it is clerical edit, which can be made without formal action by the membership.

The motion on the floor, as edited, was re-read.

Motion: Moving forward, the Wachusett Regional School District Committee will follow the procedure that all materials to go to the entire School Committee will be sent to the Secretary of the School Committee for distribution, so not to identify the materials being distributed are from a specific member of the Wachusett Regional School District Committee. Further, to authorize the Chair of the Wachusett Regional School District Committee to write up this recommendation.

(A. Young)
(L. Kirshenbaum)

Roll call vote:

In favor:

Christina Smith
Melissa Ayala
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherrie Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

Abstained:

Kenneth Mills

The motion passed 18-0-1.

Chair Mills turned the gavel over to Vice-chair Smith. Vice-chair Smith turned the discussion over to Attorney Stonberg. Attorney Stonberg explained the Open Meeting Law complaint, filed by Member Lavoie against Chair Mills, alleges the Chair of the School Committee did not follow proper procedures in order to bring a motion made at the

April 6, 2020 meeting of the WRSDC forward at a future meeting of the School Committee (attachment 4). Discussion ensued, with Attorney Stonberg voicing her opinion that Chair Mills did not violate OML requirements. Chair Mills spoke, explaining it was his intent to bring the motion on the floor at the April 6, 2020 regular meeting of the School Committee, a motion to address Wachusett Regional School District's participation in the school choice program for the 2020-2021 school year, back to the Committee for action at a future meeting. Vice-chair Smith gave members the opportunity to ask questions, make comments, or to make a motion. Some discussion ensued.

10:20 PM Member Mitchel left the meeting.

Motion: To find no Open Meeting Law violation as alleged in the complaint filed by WRSDC Member Matthew Lavoie against WRSDC Chair Kenneth Mills.

(A. Young)
(L. Long-Bellil)

Motion: To extend the meeting until 11:00 PM.

(M. Weeks)
(L. Kirshenbaum)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Michael Dennis
Stephen Godbout
Maleah Gustafson
Sherri Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Matthew Lavoie
Linda Long-Bellil
Amy Michalowski
Benjamin Mitchel
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

The motion passed unanimously.

10:30 PM Member Godbout left the meeting.

The motion on the floor was re-read.

Roll call vote:

In favor:

Melissa Ayala
Michael Dennis
Maleah Gustafson
Sherrie Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

Opposed:

None

Abstained:

Kenneth Mills
Christina Smith
Matthew Lavoie

The motion passed 14-0-3.

Attorney Stonberg will draft responses to the two Open Meeting Law complaints, and the Attorney General will be provided with copies of the responses.

10:37 PM Member Lavoie left the meeting.

VI. Adjournment

Motion: To adjourn.

(A. Young)
(L. Kirshenbaum)

Roll call vote:

In favor:

Kenneth Mills
Christina Smith
Melissa Ayala
Michael Dennis
Maleah Gustafson

Sherrie Haber
Jeffrey Haynes
Robert Imber
Laura Kirshenbaum
Linda Long-Bellil
Amy Michalowski
Karl Ottmar
Asima Silva
Megan Weeks
Linda Woodland
Adam Young

Opposed:
None

The motion was unanimously approved.

The meeting adjourned at 10:38 PM.

Respectfully submitted,

Darryll McCall, Ed.D.
Superintendent of Schools

DM:rlp

Attachments:

- Attachment 1 – Second Amendment to MOA COVID-19 Closure
- Attachment 2 – Amended 2019-2020 School Calendar
- Attachment 3 – OML complaint filed by Vice-chair Smith
- Attachment 4 – OML complaint filed by Member Lavoie

**Wachusett Regional School District
and the
Wachusett Regional Education Association, Inc.**

Second Amendment to Memorandum of Agreement COVID-19 Closure

Pursuant to the provisions of Chapter 150E of the General Laws of Massachusetts, this Memorandum of Agreement is made and entered into by the Wachusett Regional School District (hereinafter, "District") and the Wachusett Regional Education Association, Inc. (hereinafter, "Association").

WHEREAS, in connection with the public health emergency associated with the COVID-19 outbreak, school operations for educational purposes have been suspended;

Therefore, the Wachusett Regional School District and the Wachusett Regional Education Association, Inc. hereby agree to the following Second Amendment of the Memorandum of Agreement COVID-19 Closure signed and executed on March 20, 2020 which shall remain in full force with the following modifications:

Section C.6 **Enrichment Resources Support** add new bullet points as shown below:

- **This paragraph sunsets on Tuesday April 14, 2020.**

Create New: **Section F: Wachusett Regional School District Remote Learning Plan**

Effective Wednesday April 15, 2020, the parties agree to implement the Wachusett Regional School District Remote Learning Plan. The plan is attached to this agreement as Appendix B. This plan shall be reviewed by the parties on or before May 4, 2020. Any modifications to the Remote Learning Plan must be mutually agreed upon and reduced to writing.

Modify **Section E: Suspension of School Operations for Educational Purposes Beyond April 13, 2020** as follows:

This agreement shall remain in full force and effect until schools are reopened or until the conclusion of the school year on June 18, 2020. ~~In the event that the suspension of school operations for educational purposes is extended beyond April 13, 2020, representatives of the Committee and the Association will confer and mutually determine whether to extend or modify this Agreement any subsequent period of school closure prior to the end date of the agreement.~~

Dated this _____ day of April 2020.

Darryll McCall, Ed.D.
Superintendent of Schools
Wachusett Regional School District

Heidi Lahey
President
Wachusett Regional Education Association, Inc.

Appendix B

Wachusett Regional School District Remote Learning Plan

Introduction

The purpose of the Wachusett Regional School District's (WRSD) Remote Learning Plan (the Plan) is to provide a sense of continuity for our students, parent(s)/guardian(s), and staff during this unprecedented and extraordinary time. We agree with the Commissioner of Education, Jeff Riley, and also believe that students, educators and people in all of our communities will benefit from clarity with respect to remote learning, and this plan has been developed to provide this clarity.

We recognize, as does the Department of Elementary and Secondary Education (DESE), that the level of instruction that will occur via remote learning cannot replace a student's experiences and what he or she would be taught in a traditional classroom environment when school is in session. We also recognize that families are currently finding their home, work and parental lives intertwined like never before. Provided that many parents may find themselves working from home, sick, or unemployed, we understand that students may have less explicit support, resources, or time available to them for learning than they would in a typical school day. This plan has been developed with all of this in mind.

Finally, as noted in a recent communication out to district leaders by Commissioner Riley's letter, "we must all pull together-parents and caregivers, students, the community, and of course, our educators and staff-to help students continue their learning over this extended period."

Guiding Principles

The safety and well-being of students, families, and staff is our top priority as an educational community. We are focused not only on the physical health, safety, and nutrition of our students, families and staff, but also on their social-emotional and mental health needs. With this in mind, we have developed a section of the Plan focused just on student and family supports. In addition, this guiding principle was used to help inform other aspects of this plan.

During this period of extended school closure, the District has an obligation to engage students in meaningful and productive learning opportunities. This Plan establishes guidance for the development of remote learning lessons, student engagement, student feedback, and grading of student work. The overall focus of the lessons are to engage students in meaningful learning activities that prioritize the development of key concepts and skills.

Maintaining connections between school staff and students is of primary importance during this unprecedented time of extended school closure, particularly for the most vulnerable members of our school community. The Plan lists various tools that educators will use to communicate with students and families during this time. In addition, the plan established the expectation for teacher feedback to students and families on the work that students do.

Overview of the Plan

This plan will begin on Wednesday April 15, 2020, and will be in effect until the schools reopen or 185th scheduled school day, whichever is sooner. The differences between the optional enrichment activities that are in place now and the remote learning lessons which will begin shortly are detailed below.

- **Student participation:** Students are expected to consistently participate in teacher developed activities.
- **Length of student's day:** Remote learning is expected to engage students for *no more than half the length of a typical school day*, executed in a flexible schedule that is intended to work in the home setting.
- **Focus of lessons:** Remote learning lessons will focus on reviewing and reinforcing skills and knowledge already taught this school year, applying and deepening these skills, and may introduce *some essential* new material which may vary based on grade and level. Lessons will also encompass a combination of teacher-directed and self-directed learning opportunities. Please note, teacher-directed does not require direct teacher contact/instruction during the learning activity. Teachers may provide a week's worth of lessons at one time.
- **Method of delivery:** Remote learning lessons may take many forms and vary by age, grade level, and individual needs. A variety of methods will be used, including but not limited to technology, online activities, hands-on activities, exploration of the natural world, paper-based activities, artistic creations, project-based learning, and physical movement to name a few.
- **Student feedback:** Teachers will provide feedback to students on progress made towards relevant standards and/or learning goals as determined by the educator based on a review of student work completed at home
- **Student grading and assessment:** For the duration of this plan, final grades will be reported as pass/fail at the high school level, as "meeting expectations" or "not meeting expectations" for 6-8, and as "progressing towards expectations" or "not progressing towards expectations" for PreK-5. In addition, there will be no final exams given while this plan is in place.

Definition of Remote Learning

Remote Learning occurs when the learner and instructor, or source of information, are separated by time and/or distance and therefore cannot meet in a traditional classroom setting. Remote learning is not synonymous with online learning, synchronous learning or asynchronous learning. While technology can be a supportive tool, especially for online learning, with remote learning, districts and schools should also consider ways that student learning can continue offline, such as helping students to engage with resources in their everyday lives and in the natural world around them.

Remote learning is not intended to replicate the traditional school day, however, remote learning can still provide unique opportunities to support students' curiosity and understanding as well as introduce new content and reinforce existing knowledge and skills.

Remote learning can encompass a wide variety of learning opportunities. This could include exploring the natural world, activities to support students' local communities (with appropriate social distancing), and engaging in hands-on projects and artistic creations that stem from students' own passions and experiences.

Examples of remote learning tools include large-group video or audio conference calls, 1:1 phone or video calls, email, work packets, projects, reading lists, online learning platforms, and other resources to

effectively engage with students. These tools could be used to deliver lessons, provide individual student support, provide resources (including instructional material and student assignments), connect students to each other and their teacher, and provide feedback on student work.

In developing this learning plan, the District has looked to use many of these tools and encourage teachers to employ what makes sense with their grade level, subject, and of students in developing their lessons provided the platform is approved by the District.

Responsibilities of Staff, Students, and Families

Administrator Responsibilities

- Communicate updates from the District to staff, families and caregivers in a timely manner
- Clearly outline remote learning expectations to staff, families, caregivers and provide supports to bring plans to fruition
- Support staff in carrying out their responsibilities and support staff with any potential discipline issues that result from online lessons.
- Chair virtual IEP meetings
- Remain accessible to students, parents, caregivers, colleagues and administrators
- Respond to all staff emails promptly, within 24 hours Monday through Friday.
- Connect biweekly with district administrative team
- Connect weekly with school-level staff
- Communicate with families regarding student progress/participation with the remote learning process.
- Weekly, K-5 administrators will include a brief summary of offerings and links to content, written by their related-arts teachers, in home communication with families.
- Facilitate the distribution of materials as needed for students without internet access on a case by case basis

Educator Responsibilities

- Communicate the daily or weekly lessons, expectations, assignments, and/or plans with students and, as appropriate, families or caregivers.
- Outreach to students and/or families at least twice a week with students via email, phone, video chat, etc.
- Respond to all emails during the next scheduled office hours.
- Educators shall establish daily office hours (at least 2 hours, that need not be scheduled consecutively) within their regularly scheduled work day specifically designated for student/family communication. Educators will notify students and/or families of the scheduled time which can be used to respond to student questions and to support students. In the event of a need to change the time, educators will give appropriate notice to families/students.
- Educators will make every effort to participate in any virtual IEP meetings which shall within the school day. Educators shall be provided with a minimum of two (2) school days notice of the meeting. The District recognizes that from time-to-time, unexpected situations may preclude a teacher from attending a virtual IEP meeting.
- Teachers meet as grade level teams at least once a week as determined by the teacher and share the schedule times of meetings and any products with building Principals.
- Teachers shall participate in no more than one hour long meeting each week with the building principal and rest of the staff.

- Reminder: Teachers are Mandated Reporters and they must report any potential 51A issues to the administrator via email & phone call as soon as possible.
- In the event that an educator is required to cover for an extended absence of a staff member of more than one (1) week or for a vacant position, the educator will be compensated at the rate 1/900th per day.

Elementary Related Arts Specialists Responsibilities

- Educator responsibilities from above as applicable to the elementary specialist setting. Due to the complexity of servicing hundreds of students in multiple classrooms and grade levels the twice weekly communication with parents and students will be provided within the structure of the provided weekly enrichment and learning activities.
- Build and maintain a digital platform for the sharing of activities and lessons using approved district technologies including but not limited to Google Classroom, Google Sites and school websites. Students and families will be able to access this content on-demand, within their own time frame.
- Develop weekly activities and lessons to support the age levels and abilities of each building following the districts guidelines for related arts:
 - 50 minutes per subject in grades 3-5 (See page 7, 4b)
 - 30 minutes per subject/per week in grades K-2 (see page 8, 4b)
- Elementary related arts specialists will collaborate with teachers in district-wide programs based in their buildings to create content for their classrooms.
- Elementary related arts specialists will provide their building administrators with a weekly paragraph summarizing assigned activities for the upcoming week with links to reach materials. The administrators will then forward to families within their weekly update.

Special Education Educators, and English as a Second Language Educators Responsibilities

- Educator Responsibilities from above
- Collaborate with regular education teachers to help modify and adapt lessons to provide access to learning opportunities for special education or English learner students on their caseload
- Create remote learning activities on an as needed basis for students on their caseload
- Document services being offered via email, modified remote learning activities or Linking Plans that address specific goals and objectives from the student's IEP.

Related Service Providers (SLP, PT, OT) Responsibilities

- Connect to students and/or families of students on IEPs and 504s at least twice a week via district approved platforms such as email, Google phone, Google Classroom post, video chat AND based on student's age/grade access needs and applicability.
- Respond to all emails during the next scheduled office hours.
- WREA provider shall establish daily office hours (at least 2 hours, that need not be scheduled consecutively) within their regularly scheduled workday specifically designated for student/family communication and communicate this on a weekly basis. In the event of a need to change the time, educators will give appropriate notice to families/students.
- Participate in any caseload specific virtual IEP meetings that shall occur within the school day. Members shall be provided with no less than two (2) school days notice for the meeting. The District recognizes that from time-to-time, unexpected situations may preclude a teacher from attending a virtual IEP meeting.

- Finalize IEP “paperwork” following meetings in accordance with the district recommended timeline of 10 days and past WREA bargained member responsibilities.
- Participate in either a school or department alike virtual meetings at the same frequency and duration of other WREA members.
- For students receiving B grid services: provider will connect with content area instructor and/or case manager as appropriate based on student needs to offer suggestions to the educational team to support the provider’s area of expertise AND attend occasional live remote learning opportunities, if applicable and available given schedule demands.
- For students receiving C Grid/pull out services: create remote learning opportunities, using best practice for service area to meet which are planned to take no more than 50% of the students’ weekly C grid services, for students on their caseload
- Document supports/instruction and communication being offered via remote learning modalities that address specific goals and objectives from the student’s IEP/504 on a documentation form agreed upon and then created and shared by the team chairperson.
- Follow state, national and/or educator licensure requirements as appropriate inclusive of remote learning or teletherapy requirements.
- Complete supervision requirements for assistants, as applicable
- Reminder: Teachers are Mandated Reporters and they must report any potential 51A issues to the administrator via email & phone call as soon as possible.

School Guidance and Adjustment Counselors and School Psychologists Responsibilities

- Contribute to district-wide health and mental health online resource guide for students and families, as needed
- Collaborate with grade-alike colleagues to generate weekly enrichment activities related to mental health, social-emotional learning, and/or self-care, as well as other related subject areas to promote student wellness
- When deemed appropriate by the counselor or requested by the parent or student, the counselor will review with the student and/or parent the means by which counseling services may be delivered remotely and how the remote counseling may be accessed before initiating remote counseling services.
- Teachers meet as grade level teams at least once a week as determined by the teacher and share the schedule times of meetings and any products with building Principals.
- Teachers shall participate in no more than one hour long meeting each week with the building principal and rest of the staff.
- Collaborate with parent(s)/guardian(s) to provide case management and offer support as needed
- Communicate with outpatient providers as needed
- When deemed appropriate by the counselor, provide periodic phone check-ins with identified students

ABA Teacher Responsibilities

- Connect at least twice a week with families and/or students via email, phone, video chat, etc.
- Set clear expectations for students
- Respond to all emails during the next scheduled office hours.
- Educators shall establish daily office hours (at least 2 hours, that need not be scheduled consecutively) within their regularly scheduled work day specifically designated for student/family communication. Educators will notify students and/or families of the scheduled time which can be used to respond to student questions and to support students. In the event of a need to change the time, educators will give appropriate notice to families/students.
- Remain accessible to students, parents, caregivers, colleagues and administrators

- Educators will make every effort to participate in any virtual IEP meetings which shall within the school day. Educators shall be provided with a minimum of two (2) school days notice of the meeting. The District recognizes that from time-to-time, unexpected situations may preclude a teacher from attending a virtual IEP meeting.
- Teachers meet as program teams at least once a week as determined by the teacher and share the schedule times of meetings and any products with building Principals.
- Teachers shall participate in no more than one hour long meeting each week with the building principal and rest of the staff.
- Create remote learning activities to support skill maintenance and acquisition of IEP Goals and Objectives on an as-needed basis for students on their caseload
- Collaborate with teachers to help modify and adapt lessons to provide access to learning opportunities for special education students on their caseload that attend those specific general education content areas
- Document services being offered via email, modified remote learning activities or Linking Plans that address specific goals and objectives from the student's IEP.
- Provide home consultation remotely with parents and district-wide BCBA when requested by any team member, but not to exceed what is described in the child's IEP.
- If direct remote learning opportunities (or remote discrete trials) are utilized the ABA teachers should consult with and supervise at least one ABA PA conducting at least one teletherapy session per week lasting no more than 30 minutes
- Write Individual Education Plans, and Three-Year-Revaluations in line with current timelines based on historical student performance, in lieu of additional formal testing

Student Responsibilities

- Regularly participate in remote learning
- Complete assigned work on time as directed by teacher
- Respond to teacher prompts
- Use teacher office hours to ask questions/seek assistance as needed
- Submit work that demonstrates one's best independent effort during this time

Parent/Guardian Responsibilities

- Remind students of remote learning expectations
- Help to create a structure by developing a daily or weekly routine
- Encourage students to work diligently on assignments
- Encourage students to utilize office hours/virtual opportunities to connect with their teachers or to receive help or feedback

Grade Level Specifications

Grades 9-12

1. **Available resources to engage students:** Examples of remote learning resources available for staff to use include the following:
 - a. Approved district technologies including but not limited to Google Hangouts/Google Hangouts Meet, group video or audio conference call software to engage with students.
 - b. Gmail or Google Classroom for connecting with families and students.

- c. Textbooks and ancillary material available electronically
 - d. Printed, scanned, or electronically shared lessons, materials, projects, readings, etc.
 - e. Google Classroom and Actively Learn for online learning platforms.
 - f. The items above can be used to deliver lessons, provide individual student support, provide resources that include instructional material and student assignments, connect students to each other as well as with a teacher, and to provide feedback to students on their work.
2. **Focus of Remote Learning Lessons:** At the high school, remote learning lessons will focus on reinforcing and reviewing skills already taught and may focus on new material as aligned with the applicable curriculum framework. Lessons will also encompass a combination of teacher-directed and self-directed learning opportunities. Please note, teacher-directed does not require direct teacher contact/instruction during the learning activity. Teachers may provide a week's worth of lessons at one time.
 3. **Length of remote learning day for students:** Not to exceed 3 hours in total for all content areas.
 4. **General Guidance for the length of time a student would be expected to spend on each class:**
 - a. Not more than 30 minutes per day for each honors and AP class. For a week, this would be not more than 150 minutes (2.5 hours) for classes that meet every day, and not more than 60 minutes per week for classes that meet every other day.
 - b. Not more than 25 minutes per day for each CPA class. For a week, this would be not more than 125 minutes for classes that meet every day, and not more than 50 minutes per week for classes that meet every other day.
 - c. Not more than 20 minutes per day for each CP, unlevleed, pull out/small group class. For a week, this would be not more than 100 minutes for classes that meet every day and not more than 40 minutes for classes that meet every other day.
 - d. Staff are asked to develop lessons that will not exceed these time limits.
 - e. Everyday classes are 5x and every other day classes will be 2x.
 - f. Teachers can develop lessons based on the amount of time they have in a day or based on the amount of time they have available in a week.
 5. **Feedback to students:** Teachers will provide feedback to students on progress made towards relevant standards and/or learning goals as determined by the educator based on a review of student work completed at home.
 6. **Student grading:** For the fourth quarter, all courses will be graded as pass/fail (credit/no credit).
 - a. At the midpoint of term four, teachers will provide a list of students who are not meeting standards to administration. Administration will then reach out to parents/guardians to determine whether learning opportunities were equitable, specifically keeping in mind home access to the internet, problems with technology, the variety of disability, health, and language challenges that could occur.
 - b. Before failing a student in any course, teachers will provide a list of students who did not meet the standards set for a passing grade to administration. Administration will again investigate to determine whether the learning opportunities were equitable as described above. Upon concluding the investigation, administration will confer with the teacher to determine what grade will be assigned.

Grades 6-8

1. **Available resources to engage students:** Examples of remote learning resources available for staff to use at the middle grade level include the following:
 - a. Approved district technologies including but not limited to Google Hangouts Meet, group video or audio conference call software to engage with students.
 - b. Gmail for connecting with families and students.
 - c. Textbooks and ancillary material available electronically

- d. Printed, scanned, or electronically shared lessons, materials, projects, readings, etc.
 - e. Google Classroom and Actively Learn for online learning platforms.
 - f. The items above can be used to deliver lessons, provide individual student support, provide resources that include instructional material and student assignments, connect students to each other as well as with a teacher, and to provide feedback to students on their work.
2. **Focus of Remote Learning Lessons:** At the middle school level, remote learning lessons will focus primarily on reviewing and deepening skills and understanding of content already taught with a few lessons focused on introducing new skills and content. This means that most of the lessons should focus on review, and teachers are asked to have at least 70% of their remote learning lessons focused on reviewing and deepening students' skills and knowledge of material already taught. Middle School teachers are also asked to have no more than 30% of their remote learning lessons focus on new skills and new content as aligned with the applicable curriculum framework. Lessons will also encompass a combination of teacher-directed and self-directed learning opportunities. Please note, teacher-directed does not require direct teacher contact/instruction during the learning activity. Teachers may provide a week's worth of lessons at one time.
 3. **Length of remote learning day for middle school students:** Not to exceed 2.5 hours in total per day.
 4. **General Guidelines for the Length of time a student would be expected to spend on each subject:**
 - a. For the core content subjects (ELA, social studies, math and science) no more than 25 minutes per day. For a week this would be no more than 125 minutes that a student would be expected to spend on each core subject.
 - b. For the related arts (art, physical education, music, world language and technology), a student would be expected to spend no more than 50 minutes per week on each subject.
 - c. Staff are asked to develop lessons that will not exceed these time limits.
 - d. Schools may decide to cluster subjects or to have a day focus on one or more subjects.
 5. **Feedback to students:** Teachers will provide feedback to students on progress made towards relevant standards and/or learning goals as determined by the educator based on a review of student work completed at home.
 6. **Student grading:** For the fourth quarter, all courses will be graded as "meeting expectations" or "not meeting expectations." Please note that although final grades for the fourth quarter will be "meeting expectations" or "not meeting expectations" individual assignments may receive a numerical or percentage grade.
 - a. At the midpoint of term four, teachers will provide a list of students who are not meeting standards to administration. Administration will then reach out to parents/guardians to determine whether learning opportunities were equitable access to the learning opportunities during the closure, specifically keeping in mind home access to the internet, problems with technology, the variety of disability, health, and language challenges that could occur.
 - b. Before awarding a grade of not meeting expectations in any course, teachers will provide a list of students who did not meet the standards set for a passing grade to administration. Administration will again investigate to determine whether the learning opportunities were equitable as described above. Upon concluding the investigation, administration will confer with the teacher to determine what grade will be assigned.

Grades 3-5

1. **Available resources to engage students:** Examples of remote learning resources available for staff to use at the upper elementary grade level include the following:

- a. Approved district technologies including but not limited to Google Hangouts Meet, group video or audio conference call software to engage with students.
 - b. Gmail for connecting with families and students.
 - c. Textbooks and ancillary material available electronically
 - d. Printed, scanned, or electronically shared lessons, materials, projects, readings, etc.
 - e. Google Classroom and Actively Learn for online learning platforms.
 - f. The items above can be used to deliver lessons, provide individual student support, provide resources that include instructional material and student assignments, connect students to each other as well as with a teacher, and to provide feedback to students on their work.
2. **Focus of Remote Learning Lessons:** At the upper elementary level, remote learning lessons will focus primarily on reviewing and deepening skills and understanding of content already taught with a few lessons focused on introducing new skills and content. This means that most of the lessons will focus on review, and teachers are asked to have at least 70% of their remote learning lessons focused on reviewing and deepening students' skills and knowledge of material already taught. Elementary teachers are also asked to have no more than 30% of their remote learning lessons focus on new skills and new content as aligned with the applicable curriculum framework.
3. **Length of remote learning day for upper elementary students:** Not to exceed 2 hours in total per day.
4. **General Guidelines for the Length of time a student would be expected to spend on each subject:**
 - a. For ELA and math, a student would be expected to spend no more than 30 minutes per day on each subject. For a week this would be no more than 150 minutes that a student would be expected to spend on each subject.
 - b. For social studies and science, related arts (art, physical education, and music), a student would be expected to spend no more than 50 minutes per week on each subject.
 - c. Also, students will be provided with 50 minutes of self-directed learning time per week. The student can choose how to use this time and what they would like to explore.
 - d. Staff are asked to develop lessons that will not exceed these time limits.
5. **Feedback to students:** Teachers will provide feedback to students on progress made towards relevant standards and/or learning goals as determined by the educator based on a review of student work completed at home.
6. **Student grading:** For the fourth quarter, students will be graded using two broad statements: "progressing towards expectations" or "not progressing towards expectations" as opposed to the way student work has graded earlier this year prior to the closure.
 - a. At the midpoint of term four, teachers will provide a list of students who are not meeting standards to administration. Administration will then reach out to parents/guardians to determine whether learning opportunities were equitable during the closure, specifically keeping in mind home access to the internet, problems with technology, the variety of disability, health, and language challenges that could occur.
 - b. Before providing a student with a "not progressing toward expectations" grade in any course, teachers will provide a list of students who did not meet the standards set for a passing grade to administration. Administration will again investigate to determine whether the learning opportunities were equitable as described above. Upon concluding the investigation, administration will confer with the teacher to determine what grade will be assigned.

Grades K-2

1. **Available resources to engage students:** Examples of remote learning resources available for staff to use at the lower or primary elementary grade level include the following:

- a. Approved district technologies including but not limited to Google Hangouts Meet, group video or audio conference call software to engage with students.
 - b. Gmail for connecting with families and students. Students now have email addresses and teachers can access these in PowerTeacher.
 - c. F & P Classroom resources, Eureka math resources, books, and other learning materials
 - d. Printed, scanned, electronically shared lessons, audio books and recordings, materials, projects, reading lists, etc.
 - e. Google Classroom to support online learning.
 - f. The items above can be used to deliver lessons, provide individual student support, provide resources that include instructional material and student assignments, connect students to each other as well as with a teacher, and to provide feedback to students on their work.
2. **Focus of Remote Learning Lessons:** At the K-2 level, remote learning lessons will initially focus on reviewing essential skills and content that have already been taught and may focus on introducing some new material as aligned with the applicable curriculum framework once students have adjusted to the routine of remote learning.
3. **General Guidelines for the Length of remote learning day for students in the primary grades:** Not to exceed 90 minutes (1.5 hours) in total per day covering a total of 5 days in any week.
4. **General Guidelines for the length of time a student would be expected to spend on each subject:**
 - a. For K-2, the primary focus of remote learning will be on ELA and math. A student would be expected to spend no more than 30 minutes per day on each subject. This would mean that a student would spend no more than 150 minutes on each of these subjects each week.
 - b. For the related arts (art, physical education, and music), a student would be expected to spend no more than 30 minutes per week on each of these subjects, which can be incorporated into any ELA/math content.
 - c. Also, students will be provided with 60 minutes of self-directed learning time each week. The student can choose how to use this time and what they would like to explore.
 - d. Staff are asked to develop lessons that will not exceed these time limits.
5. **Feedback to students:** Teachers will provide feedback to students on progress made towards relevant standards and/or learning goals as determined by the educator based on a review of student work completed at home.
6. **Student grading:** For the fourth quarter, students will be graded on a much broader range. Students will be graded using two broad statements: “progressing towards expectations” or “not progressing towards expectations” as opposed to the way we have graded them earlier this year.
 - a. At the midpoint of term four, teachers will provide a list of students who are not meeting standards to administration. Administration will then reach out to parents/guardians to determine whether learning opportunities were equitable during the closure, specifically keeping in mind home access to the internet, problems with technology, the variety of disability, health, and language challenges that could occur.
 - b. Before providing a student with a “not progressing toward expectations” grade in any course, teachers will provide a list of students who did not meet the standards set for a passing grade to administration. Administration will again investigate to determine whether the learning opportunities were equitable as described above. Upon concluding the investigation, administration will confer with the teacher to determine what grade will be assigned.

Grade PreK

1. **Available resources to engage students:** Examples of remote learning resources available for staff to use at the preschool grade level include the following:

- a. Approved district technologies including but not limited to Google Hangouts Meet, group video or audio conference call software to engage with students/families.
 - b. Email for connecting with families and students.
 - c. Books, and other learning materials.
 - d. Audio books and video recordings, video modeling, recorded activities.
 - e. The items above can be used to provide individual student/family support, provide parent(s)/guardian(s) with resources that help with carryover and practice, provide family with the means to connect with teachers and related service providers, and to provide opportunity for parent(s)/guardian(s) to discuss with teachers their child's progress towards expectations.
 2. **Focus of Remote Learning Lessons:** At the PreK level, remote learning lessons will focus on supporting students' social-emotional skills, play, behavior regulation, fine/gross motor and language. Pre-academics will be a secondary focus. These lessons will focus primarily on deepening student understanding of previously taught material.
 - a. Wherever possible, learning should take place via a combination of educator-directed resources and activities, student exploration, and parent/guardian-facilitated activities.
 - b. Teachers will provide a minimum of one choice board with 6-10 activities each week. Choice boards may be supplemented with additional activities, videos, website, and on-line resources.
 3. **Length of time a student would be expected to spend doing remote learning:** Families would be expected to spend no more than 20-30 minutes 3-4 days/week accessing on-line resources, engaging in choice board activities, and connecting with teachers and related service providers
 4. **Feedback to students:** Teachers and building-based related service providers will be available 1-2 hours day/3 days a week to connect with parent(s)/guardian(s), provide support as needed, and to assess continued development.
 5. **Student grading:** For the final progress reporting period, students will be rated on a much broader scale: "progressing towards expectations" or "not progressing towards expectations" as opposed to the way we have graded them earlier this year. Before providing a student with a "not progressing towards expectations" rating for any subject, staff and administration are asked to consider whether the student had equitable access to the learning opportunities during the closure, specifically keeping in mind home access to the internet, problems using technology, the variety of disability, health, and language challenges that could occur.
-

ABA Classrooms PreK-Post Graduate

1. **Available resources to engage students:** Examples of remote learning resources available for staff to use at all grade levels may include, but not be limited to:
 - a. Google Hangouts Meet, and Zoom, Gmail for connecting with families and students. Students now have email addresses and teachers can access these in PowerTeacher.
 - b. Teachtown, Boardmaker online, books, or other learning materials
 - c. Printable materials, audiobooks and recordings, materials
 - d. The items above can be used to deliver lessons, provide individual student support, provide resources that include instructional material and student assignments, and connect students to the teacher.
2. **Focus of Remote Learning Lessons:** Remote learning lessons will initially focus on reviewing essential skills and content that have already been taught and may focus on introducing some new material once students have adjusted to the routine of remote learning.
 - a. Functional academics and activities of daily living will be the primary focus of remote learning for this grade span. For any new learning, staff are asked to prioritize content based on a review of student IEP goals and objectives.

3. **Length of remote learning day for students in the primary grades:** Not to exceed 90 minutes (1.5 hours) in total per day covering a total of 5 days in any week.
 4. **Length of time a student would be expected to spend on each subject:**
 - a. The primary focus of remote learning will be on functional academics and activities of daily living. A student would be expected to spend no more than 30 minutes per day on each subject. This would mean that a student would spend no more than 150 minutes on each of these subjects each week.
 - b. For the related arts (art, physical education, and music), a student would be expected to spend no more than 15 minutes per week on each of these subjects.
 - c. Staff are asked to develop lessons that will not exceed these time limits.
 5. **Feedback to students:** Teachers will provide feedback on student work done at home in the form of parent consult via email.
 6. **Student Assessment via Progress Reports:** For the fourth quarter, students will be assessed in a much broader range. Progress Reports will reflect student participation and progress towards current goals and objectives using two broad statements: “progressing towards expectations” or “not progressing towards expectations”
 - a. At the midpoint of term four, teachers will provide a list of students who are not meeting standards to administration. Administration will then reach out to parents/guardians to determine whether learning opportunities were equitable access to the learning opportunities during the closure, specifically keeping in mind home access to the internet, problems with technology, the variety of disability, health, and language challenges that could occur.
 - b. Before providing a student with a “not progressing towards expectations” denotation for any objective, teachers will provide a list of students who did not meet the standards set for a passing grade to administration. Administration will again investigate to determine whether the learning opportunities were equitable as described above. Upon concluding the investigation, administration will confer with the teacher to determine what grade will be assigned.
-

Student & Family Supports

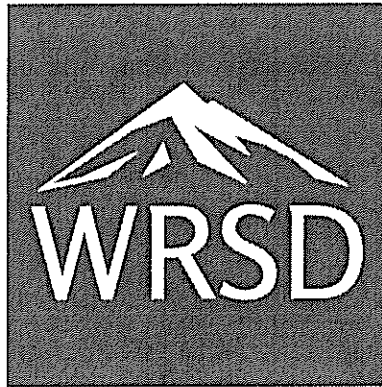
Wachusett understands that families are adjusting to the current circumstances, and that the school district’s administration, faculty, and staff can serve to decrease the stress experienced by families. We hope to institute accountability with flexibility and grace in order to assign students responsibility for engaging with assignments and learning tasks, while doing our best to support students and families who are facing significant challenges. District and school-based administrators, faculty, and staff welcome parents, guardians, and students to be transparent and open about the ways in which they are impacted by the COVID-19 outbreak and the extended school closure in the hopes that the district’s response *helps students and their families* to acclimate to these new circumstances.

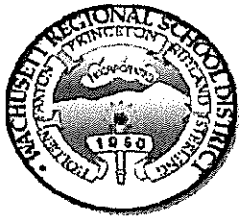
While these interactions cannot fully replicate a face-to-face interaction, it is the hope that this outreach will increase feelings of student and family connectedness with school during the school closure. This sense of engagement and connectedness will support the transition back to school when schools reopen district-wide.

A list of health and mental health resources has been made available to WRSD families during the school closure. These resources are intended to provide practical guidance to parents/guardians about how best to explain the COVID-19 outbreak, as well as link families with area resources to mitigate the negative impact of the school closure on the functioning of families in the school district. [Link here for resources website](#)

WRSD school counselors, psychologists, and nurses are valuable resources for students and families to navigate through barriers to health and mental health treatment that have resulted from the COVID-19 quarantine, to the extent that is possible.

Feel free to reach out to your child's Principal or Assistant Principal as a first point of contact. You can also email Brendan Keenan, District Director of Social-Emotional Learning (Brendan_Keenan@wrsd.net), Christine Smith, Administrator of Special Education (Christine_Smith@wrsd.net), or Jeffrey Carlson, Director of Human Resources (Jeff_Carlson@wrsd.net) if you have any questions, ideas, or feedback.





WACHUSETT REGIONAL SCHOOL DISTRICT

School Calendar

2019-2020

Attachment 2

REVISED 4/13/2020

JULY				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28*	29	30

SEPTEMBER				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JANUARY				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MARCH				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE				
M	T	W	T	F
1	2	3	4	5
8*	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

First and Last Days of School

First Day of School	Aug 27
*First Day of Kindergarten	Aug 28
*Last Day of Kindergarten (Full Day) (pending snow days)	June 8
Half-Day 180th Day of School-Grades 1-12	June 11
Half-Day 185th Day of School-Grades 1-12	June 12




*The District is required to provide a school calendar with 185 days of school scheduled. The last day of school will be a half-day whenever it falls.

Holidays & Vacations

Labor Day	Sep 2
Columbus Day	Oct 14
Veterans' Day	Nov 11
Thanksgiving Recess	Nov 27-29
Winter Recess	Dec 23-Jan 1
Martin Luther King, Jr. Day	Jan 20
February Recess	Feb 17-21
Patriots Day	Apr 20
Memorial Day	May 25

Staff Development Days

Full Day	Nov 8
Full Day	May 11
Half-Day	Sep 26
Half-Day	Oct 24
Half-Day	Jan 30
Half-Day	Mar 12
Half-Day	May 22
Half-Day	Last day of school

-  Half Days
-  School not in Session
-  First day of school

Approved by WRSDC 2/11/2019

Approved as amended by WRSDC 7/9/2019



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Christina Last Name: Smith

Address: 362 Sterling Rd

City: Jefferson State: MA Zip Code: 01522

Phone Number: 508-468-7929 Ext.

Email: christina_smithSC@wrsd.net

Organization or Media Affiliation (if any):

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☒ Individual ☐ Organization ☐ Media

Public Body that is the subject of this complaint:

☐ City/Town ☐ County ☒ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Wachusett Regional School District Committee

Specific person(s), if any, you allege committed the violation: Matthew Lavoie

Date of alleged violation: 4/7/2020

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

At the WRSDSC meeting on 4/6/2020, the topic of school choice was on the agenda. When it came up on the agenda, member Lavoie stated that it was his intention not to support school choice for the 2020-21 school year. Member Dennis and another member made a request for more information. Subsequently, a motion was passed by the body to take up the topic of school choice at a future meeting. Member Lavoie voted against the motion.

On the morning of 4/7/2020, member Lavoie sent successive emails to the WRSDSC members. One was sent at 6:08 a.m. and stating that it was "For information only" and then member Lavoie wrote a personal message to the body stating: "Since the majority of the body last night did not have enough information to decide on School Choice or there was too much stress to make an informed decision, I have provided an article from MASC (the body we use to guide our policies) on their stance on School Choice as an unfunded mandate. The original article is here: (he provided a link). The document that he provided a link to has two bullet points about school choice. Member Lavoie copied both of these in the text of his email. A second email was sent at 6:17 a.m. and stated: "For information purposes only. I know Dr. McCall was given the opportunity to address his beliefs on School Choice, but unless something has changed, this was/is Dr. McCall's statement on School Choice: 'After we spoke the other evening I had already made a decision not to pursue school choice at this time as we agreed the best thing for the district would be to focus on keeping our students from leaving. As I mentioned when I became superintendent, we can't use school choice as a financial bandage.'"

Over the course of the last two weeks, Member Lavoie has sent emails to the entire WRSDSC and the Chair of the WRSDSC on 3/24/2020, 3/26/2020, and on 4/7/2020 sent messages in response to Member Lavoie's emails asking that the committee to not reply all. (From 3/24/2020--"Please do not reply all to messages that could be considered deliberations as this would constitute a violation of the the open meeting law" and from 3/26/2020--"Please do not reply all. Discussions among the committee outside of an open meeting is a violation of the open meeting law" and from 4/7/2020--"Please do not respond all, as deliberation by email is a violation of the open meeting law.")

During the meeting on 4/6/2020, he shared his perspective on school choice and stated something to the effect that he would not be changing his mind at any future date or vote. In the alleged violation of open meeting law from 4/7/2020, member Lavoie is sharing his opinion on school choice, and in my opinion, he is trying to persuade committee members to vote against school choice. The Open Meeting Law Guide states that: "Note that the expression of an opinion on matters within the body's jurisdiction to a quorum of a public body is a deliberation, even if no other public body member responds. If a member of a public body sends an email to a quorum of a public body expressing her opinion on a matter that could come before that body, this communication violated the law even if none of the recipients respond." Just writing "For information only" or "For information purposes only" does not mean that is what the contents of an email contain. Labeling something incorrectly does not excuse a blatant sharing of an opinion with a public body not in open session.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

With continued admonishments from the Chair of the WRSDSC about potential open meeting law violations, member Lavoie continues to share what he sees as "information" with the committee via email or posts his questions of the superintendent, which show his opinion, to the WRSDSC. I would like for the member to refrain from sending emails that are in violation of the open meeting law. I would like for the member to undergo the training for public bodies to assure that he is knowledgeable about open meeting law.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: _____

Clinton M. Smith

Date: _____

4-7-2020

For Use By Public Body

Date Received by Public Body:

For Use By AGO

Date Received by AGO:

**OPEN MEETING LAW COMPLAINT FORM**

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Matthew Last Name: Lavoie

Address: 28 Grizzly Drive

City: Rutland State: MA Zip Code: 01543

Phone Number: 857.891.6164 Ext. _____

Email: matthew_lavoie@hotmail.com

Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☒ Individual ☐ Organization ☐ Media

Public Body that is the subject of this complaint:

☐ City/Town ☐ County ☒ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Wachusett Regional School District School Committee

Specific person(s), if any, you allege committed the violation: Kenneth Mills

Date of alleged violation: 04.06.2020

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

The Wachuset Regional School District School Committee met on 4.6.2020 and one of the items on the published agenda was a primary motion on acceptance of School Choice for FY 2021.

I have outlined the steps that happened when this agenda item came up during Open Meeting Session. Please note, I waited until the video recording of the meeting was posted on Cable TV to file this report so it accurately reflects the following events that took place during the meeting on 04.06.2020. I have also included quotations where applicable, but strongly encourage anyone reviewing this complaint to rewatch the meeting in question to witness the following events take place:

1. During the deliberation of the primary motion, Member Megan Weeks commented in a chat that was monitored by WRSDSC Chairperson Member Kenneth Mills. This comment in the chat was posted while another member of the School Committee, Michael Dennis had the floor during deliberation of the main motion. Although, the comments are not directly visible to the viewing audience and public, Member Mills read a comment that Member Weeks made indicating and I quote Member Mills direct reference to Member Weeks' comment: 'she would like to make a motion to postpone.'

2. Member Mills then acknowledged Member Weeks had the floor and asked Member Weeks if she wanted to make a motion to have the floor and make the motion. Member Mills statement to member Weeks was: 'Megan (Member Weeks) if you'd like to make a motion, you'd make a motion to postpone definitely' off by Chairperson Member Mills.

3. Member Weeks was then given the floor to make the motion. She stated: 'I just want to echo Member Dennis' point' and was immediately cut off by Chairperson Member Mills. ML

4. When Member Mills cut Member Weeks off from speaking in mid-sentence Member Mills stated the following: 'So, just before you do, you're going to make a motion and it needs a second'

5. Member Weeks was not given the floor back to make the secondary motion suggested by Member Mills.

6. Member Mills then proceeded to take a second on the secondary motion. This secondary motion was never made by Member Weeks or any other member of the WRSDSC

7. Although a secondary motion was never made, Member Mills violated Open Meeting Law by proceeding to then take a second on that motion, thus initiating deliberation and successfully passing the secondary motion (that was never made) passed.

8. The actions outlined above did not allow the primary motion (which was made and seconded) to be deliberated and voted on during open meeting session. By circumventing proper Parliamentary process and violating Open Meeting Law, the actions above appear to possibly be orchestrated by the Chairperson of the WRSDSC to kill any vote on the primary motion. In short, When Member Weeks was acknowledged as having the floor, the chair, Member Mills, mentioned that Member Weeks indicated she wanted to make a motion. Proper parliamentary process / open meeting process was never followed in presenting the secondary motion and given such a secondary motion should have never proceeded to a vote.

I do believe the actions of Chair Mills to initiate a secondary motion may have been intentional. A few extra points of note: Prior to Member Weeks being acknowledged with the floor, Member Mills did give Member Michael Dennis 2 options to make a secondary motion. It appeared out of the norm for Chairperson Mills to suggest a secondary motion to another member during deliberation of a primary motion when deliberation just began. Additionally, later in the School Committee meeting, Chairperson Mills acknowledged that it was his fault and mistake that he never allowed the Superintendent to speak about the primary motion during the deliberation. Lastly Member Mills, was the only member of the School Committee to abstain from voting on the secondary motion. Voting required a roll-call vote and in these situations Chairperson Mills does not randomize the voting order and leaves himself to vote last (after seeing all other members votes). It is his right to do so, but if the meeting is rewatched, it is quite clear that a secondary motion was never made by Member Weeks and the process was controlled by Chairperson Mills.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

I would like to see the WRSDSC vote on the secondary motion above be voided and removed from the record as passing. I would like to see WRSDSC follow proper parliamentary process when a primary motion is made and prevent the situation that occurred on 04.06.2020 from happening again. Part of this process may be for WRSDSC to initiate a formal 'randomized' process to capture 'roll call' votes in the future rather than predictably giving one member (the chair) the ability to cast the last vote.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

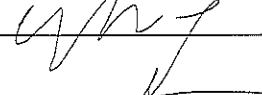
II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: 

Date: 04.07.2020

For Use By Public Body
Date Received by Public Body:

For Use By AGO
Date Received by AGO:

Business/Finance Subcommittee

Monday, April 27, 2020
5:30 p.m.

Meeting to be conducted remotely, using Google Meet

AGENDA:

- I Call to Order
- II Contingency Planning for the FY21 Budget
- III Contingency Planning for the FY20 Budget
- IV Approval of Minutes
- V Next Meeting
- VI Adjournment

The above agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law

Superintendent Goals and Evaluation Subcommittee

Monday, April 27, 2020
6:00 p.m.

MEETING CANCELLED

Wachusett Regional School District Committee

Monday, April 27 2020
7:00 p.m.

Meeting to be conducted remotely, using Google Meet

AGENDA:

- Public Hearing
- Chair's Opening Remarks
- Student Representatives' Reports
- Superintendent's Report
 - Discussion of Report
 - Recommendations Requiring Action by the School Committee
 - Motion: To amend the 2019-2020 WRSDC meeting schedule

Unfinished Business

Motion: The Wachusett Regional School District will not participate in the school choice program for the 2020-2021 school year, and the Superintendent is directed to notify the Massachusetts Department of Elementary & Secondary Education, Office of School Finance that this district will not be accepting school choice students for the 2020-2021 school year.

Secretary's Report

- Approval of Executive Session Minutes of the WRSDC held on 3/9/2020
- Approval of 1341st Regular Meeting Minutes of the WRSDC held on 4/6/2020
- Approval of 321st Special Meeting Minutes of the WRSDC held on 4/14/2020

Treasurer's Report/Financial Statements

Committee Reports

- Management Subcommittee
- Education Subcommittee
- Business/Finance Subcommittee
- Legal Affairs Subcommittee
- Superintendent Goals and Evaluation Subcommittee
- Facilities and Security Subcommittee
- Audit Advisory Board
- Ad-Hoc Subcommittee
 - 1. Ad Hoc Subcommittee to Negotiate the Superintendent's Contract
- Building Committees

School Council Reports

Public Hearing

New Business

Adjournment

The above agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law

SEPAC (Special Education Parent Advisory Council)

Tuesday, April 28, 2020
6:30 p.m.

Student Opportunity Act – Public Input/Feedback

Meeting to be conducted remotely, using Google Meet

Ad Hoc Subcommittee to Negotiate the Superintendent's Contract

Tuesday, April 28, 2020
7:00 p.m.

Meeting to be conducted remotely, using Google Meet

AGENDA:

- I Call to Order
- II Executive Session to conduct strategy session in preparation for negotiations with non-union personnel (Darryll McCall, Superintendent), as the Chair deems that an open meeting may have a detrimental effect on the bargaining position of the committee, not to return to public session.

III Adjournment

The above agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law



Rebecca Petersen <rebecca_petersen@wrsd.net>

Google Hangouts Meet Requirements

Barry Sclar <barry_sclar@wrsd.net>

Wed, Mar 18, 2020 at 9:54 PM

To: Kenneth Mills <Kenneth_Mills@wrsd.net>, Rebecca Petersen
<rebecca_petersen@wrsd.net>

Google Hangouts Meet works with the latest versions of all major browsers (Chrome, Firefox, Safari, Edge).

When joining the meeting, be sure to allow camera and microphone access if prompted.

If you plan to join using an iOS or Android device, install the Hangouts Meet app ahead of time.

Hangouts Meet for Android

Hangouts Meet for iOS

You can click the meeting link at any time (even right now) to test your device compatibility.

BARRY SCLAR | SUPERVISOR OF INFORMATION SERVICES
WACHUSETT REGIONAL SCHOOL DISTRICT | 508-829-1670 x269

The contents of this e-mail, and any attachments, are the property of the Wachusett Regional School District, and subject to the Public Records Law, M.G.L. c.66, § 10.

**Wachusett Regional School District Committee
June 2019-May 2020**

April 27, 2020	Virtual Meeting via Google Meet
April 30, 2020 (Thursday)	
May 11, 2020	Virtual Meeting via Google Meet
May 26, 2020 (Tuesday)	Virtual Meeting via Google Meet
May 20, 2020 (Wednesday)	
June 8, 2020	TBD
June 30, 2020 (Tuesday)	TBD
June 10, 2019	Location: Wachusett Regional High School, Holden
July 9, 2019 (Tuesday)	Location: Wachusett Regional High School, Holden
August 19, 2019	Location: Wachusett Regional High School, Holden
September 16, 2019	Location: Wachusett Regional High School, Holden
October 7, 2019	Location: Wachusett Regional High School, Holden
November 4, 2019	Location: Wachusett Regional High School, Holden
December 9, 2019	Location: Wachusett Regional High School, Holden
January 13, 2020	Location: Wachusett Regional High School, Holden
January 27, 2020	Location: Wachusett Regional High School, Holden
February 10, 2020	Location: Wachusett Regional High School, Holden
March 9, 2020	Location: Wachusett Regional High School, Holden
March 23, 2020 (virtual meeting via Google Hangouts)	Location: Wachusett Regional High School, Holden
April 6, 2020 (virtual meeting via Google Hangouts)	Location: Wachusett Regional High School, Holden

(approved by the WRSDC 5/23/2019)
(revision approved by the WRSDC 7/9/2019)
(revision approved by the WRSDC 12/9/2019)
(revision approved by the WRSDC 2/10/2020)
(revision approved by the WRSDC)



WACHUSETT REGIONAL SCHOOL DISTRICT

Attachment 4
April 24, 2020

School Calendar 2019-2020

JULY

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28*	29	30

SEPTEMBER

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JANUARY

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MARCH

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE

M	T	W	T	F
1	2	3	4	5
8*	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

First and Last Days of School

First Day of School	Aug 27
*First Day of Kindergarten	Aug 28
*Last Day of Kindergarten (<i>Full Day</i>) (<i>pending snow days</i>)	June 8
Half-Day 180th Day of School-Grades 1-12	June 5
Half-Day 185th Day of School-Grades 1-12	June 12

*The District is required to provide a school calendar with 185 days of school scheduled. The last day of school will be a half-day whenever it falls.

Holidays & Vacations




Labor Day	Sep 2
Columbus Day	Oct 14
Veterans' Day	Nov 11
Thanksgiving Recess	Nov 27-29
Winter Recess	Dec 23-Jan 1
Martin Luther King, Jr. Day	Jan 20
February Recess	Feb 17-21
Patriots Day	Apr 20
Memorial Day	May 25

Staff Development Days

Full Day	Nov 8
Full Day	May 11
Half-Day	Sep 26
Half-Day	Oct 24
Half-Day	Jan 30
Half-Day	Mar 12
Half-Day	May 22
Half-Day	Last day of school

Teacher Training

Staff Orientation	Aug 26
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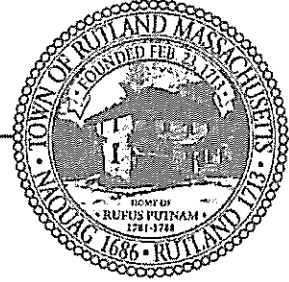
-  Half Days
-  School not in Session
-  First day of school

Approved by WRSDC 2/11/2019

Approved as amended by WRSDC 7/9/2019

Approved as amended by WRSDC 4/14/2020

TOWN OF RUTLAND



OFFICE OF THE FINANCE COMMITTEE
246 Main Street, Rutland, MA 01543
PHONE: (508) 886-4100
FAX: (508) 886-7913

Wachusett Regional School Committee
C/O Dr. Darryll McCall, Superintendent
1745 Main Street
Jefferson, MA 01522

RE: Notification of Unfavorable Recommendation

Dear Dr. McCall,

This letter is being sent to inform you that at our meeting on Thursday, April 9, 2020, the Finance Committee of the Town of Rutland voted to formally recommend unfavorable on the proposed FY2021 assessment for the Wachusett Regional School District. We understand that the Select Board has voted to postpone the Annual Town Meeting to a date that has not yet been determined, however, it is our task to ensure that whenever that meeting does take place- we have voted to protect the Town's financial interests.

As we informed you at our meeting on Thursday, February 27, 2020, the Town was already facing financial difficulties going into next year. However, the current pandemic situation leaves us with even greater uncertainty about next year's revenue projections. We have advised the Town Administrator to issue a directive to all departments to re-submit their budget proposals with level funded expenses. Where the assessment from Wachusett Regional School District is not only our biggest line item but also our biggest increase from last year, we cannot in good faith ask our departments to reduce their budget requests without formally taking a stance on all of our line items.

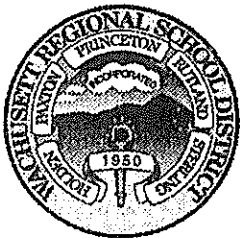
Thank you for your attention to this matter and we look forward to your response.

Respectfully submitted,

Iain McKinlay
Chair, Finance Committee

CC:

Michael J Nicholson, Town Administrator
Rutland Select Board



Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

Sent electronically and via USPS

April 13, 2020

Mr. Iain McKinley, Chair
Rutland Finance Committee
Town of Rutland
246 Main Street
Rutland, MA 01543

Dear Mr. McKinley

We are in receipt of the letter sent following the April 9, 2020 meeting of the Rutland Finance Committee wherein it is explained the Rutland Finance Committee voted to formally recommend unfavorable on the proposed FY21 assessment for the Wachusett Regional School District. I wish to acknowledge your fiscal concerns and the financial burden this budget proposal may bring to your town during these challenging economic and public health times.

We look forward to continuing to work with Rutland and the other Member Towns of WRSD as we move forward with the FY21 budget process and as all parties work together in the best interest of our communities.

Sincerely,

Darryll McCall, Ed.D.
Superintendent of Schools

cc: Wachusett Regional School District Committee
Michael Nicholson, Rutland Town Administrator
Rutland Selectboard
Rutland Finance Committee
Daniel Deedy, Director of Business and Finance

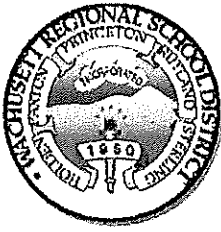
DM:rlp

Jefferson School

1745 Main Street, Jefferson, MA 01522

Telephone: (508) 829-1670 Facsimile: (508) 829-1680

www.wrsd.net



Wachusett Regional School District
Holden, Paxton, Princeton, Rutland, Sterling

Office of the Treasurer

April 14, 2020

Ms. Sharon Lowder, Treasurer
Town of Holden
1204 Main Street
Holden, MA 01520

RE: Fourth Payment Assessment Billing Notice – FY20

Dear Ms. Lowder:

In accordance with the Wachusett Regional School District Regional Agreement, the receipt of the Town of Holden's fourth of four installment payments of the FY20 assessment is due May 1, 2020. The amount of the payment is \$7,456,452.

Payment is to be made by bank wire transfer to the EASTERN BANK account #10170363, ABA routing #011301798.

Pursuant to the Wachusett Regional School District Policy 4211, please notify me within 10 days of the date of this letter if there is an inability to make payment on time.

If you have any questions or comments, please contact me at (978) 464-2105.

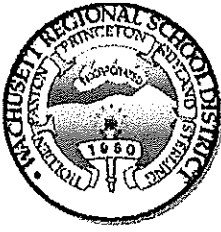
Sincerely,

James J. Dunbar
Treasurer

cc: Darryll McCall, Ed. D., Superintendent of Schools
Daniel Deedy, Director of Business & Finance
Michelle White, Supervisor of Accounting & Payroll

Jefferson School

1745 Main Street, Jefferson, MA 01522
Telephone: (508) 829-1670 Facsimile: (508) 829-1680
www.wrsd.net



Wachusett Regional School District
Holden, Paxton, Princeton, Rutland, Sterling

Office of the Treasurer

April 14, 2020

Ms. Rebecca Tuttle, Treasurer
Town of Rutland
250 Main Street
Rutland, MA 01543

RE: Fourth Payment Assessment Billing Notice – FY20

Dear Ms. Tuttle:

In accordance with the Wachusett Regional School District Regional Agreement, the receipt of the Town of Rutland's fourth of four installment payments of the FY20 assessment is due May 1, 2020. The amount of the payment is \$3,129,827.

Payment is to be made by bank wire transfer to the EASTERN BANK account #10170363, ABA routing #011301798.

Pursuant to the Wachusett Regional School District Policy 4211, please notify me within 10 days of the date of this letter if there is an inability to make payment on time.

If you have any questions or comments, please contact me at (978) 464-2105.

Sincerely,

James J. Dunbar
Treasurer

cc: Darryll McCall, Ed. D., Superintendent of Schools
Daniel Deedy, Director of Business & Finance
Michelle White, Supervisor of Accounting & Payroll

Jefferson School

1745 Main Street, Jefferson, MA 01522
Telephone: (508) 829-1670 Facsimile: (508) 829-1680
www.wrsd.net



Wachusett Regional School District
Holden, Paxton, Princeton, Rutland, Sterling

Office of the Treasurer

April 14, 2020

Ms. Victoria Smith, Treasurer
Town of Sterling
One Park Street
Sterling, MA 01564

RE: Fourth Payment Assessment Billing Notice – FY20

Dear Ms. Smith:

In accordance with the Wachusett Regional School District Regional Agreement, the receipt of the Town of Sterling's fourth of four installment payments of the FY20 assessment is due May 1, 2020. The amount of the payment is \$2,920,864.

Payment is to be made by bank wire transfer to the EASTERN BANK account #10170363, ABA routing #011301798.

Pursuant to the Wachusett Regional School District Policy 4211, please notify me within 10 days of the date of this letter if there is an inability to make payment on time.

If you have any questions or comments, please contact me at (978) 464-2105.

Sincerely,

James J. Dunbar
Treasurer

cc: Darryll McCall, Ed. D., Superintendent of Schools
Daniel Deedy, Director of Business & Finance
Michelle White, Supervisor of Accounting & Payroll

Jefferson School

1745 Main Street, Jefferson, MA 01522
Telephone: (508) 829-1670 Facsimile: (508) 829-1680
www.wrsd.net



Town of Sterling

Town Administrator

April 2, 2020

Dan Deedy
Director of Business and Finance

Darryll McCall
Superintendent
Wachusett Regional School District
1745 Main Street
Jefferson, MA 01522

Re: May Assessment Payment

Dan:
Darryll:

The Town of Sterling appreciates the WRSD's flexibility in allowing the FY 20 4th Quarter assessment to be paid in two equal installments due on May 1st, 2020 and June 1st, 2020.

In light of the corona virus impact on the economy and the Legislature's plans to allow a one month grace period for property and excise taxes payments, the split assessment payments to WRSD helps the Town avoid a cash flow issue.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dan Deedy", is written over a faint, larger signature.

Cc: Sterling Select Board
Sterling Treasurer Collector
Sterling Town Accountant



Wachusett Regional School District
Holden, Paxton, Princeton, Rutland, Sterling

April 21, 2020

Christina Smith, Ed.D.
362 Sterling Road
Jefferson, MA 01522

Dear Dr. Smith:

The Wachusett Regional District School Committee met on April 14, 2020 to consider the Open Meeting Law complaint that you filed on April 7, 2020. The Committee found that the Open Meeting Law was violated when a member of the School Committee communicated with a quorum of the School Committee and shared material about a matter before the School Committee. The Committee believes that the email communications constituted deliberation in violation of Chapter 30A and WRSDC Policy 1170.

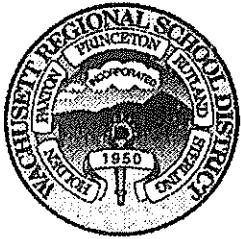
As a remedy, the Committee voted to require that all materials that a member would like to share with the entire School Committee be sent to the Secretary of the School Committee for distribution. The material should not express any opinions on a policy matter before the School Committee. All School Committee members will refrain from communicating between and among a quorum of the School Committee about any public business under the School Committee's authority.

Sincerely,

Kenneth Mills, Ph.D.
WRSDC Chair

cc: Massachusetts Attorney General, Division of Open Government
Wachusett Regional School District Committee

KM:rlp



Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

April 21, 2020

Mr. Matthew Lavoie
28 Grizzly Drive
Rutland, MA 01543

Dear Mr. Lavoie:

The Wachusett Regional School District Committee met on April 14, 2020 to consider the Open Meeting Law complaint that you filed on April 7, 2020. The School Committee found that there was no Open Meeting Law violation.

Sincerely,

Christina Smith

Christina Smith, Ed.D.
WRSDC Vice-chair

cc: Massachusetts Attorney General, Division of Open Government
Wachusett Regional School District Committee

CS:rlp

Attachment 9
April 24, 2020

4/20/2020

POLICY RELATING TO EDUCATION

CLASS SIZE

The Wachusett Regional District School Committee, having high expectations for both students and teachers, recognizes the correlation between class size and achievement.

Class size shall promote maximum student achievement. In all cases safety concerns shall be paramount in determining class size. The Wachusett Regional School Committee recognizes the importance of the availability of room space, the grade level of the students and financial resources in a given fiscal year in determining suitable class size.

The following are Class Size Guidelines:

K-2

The recommended maximum class size for Kindergarten through grade 2 is 19 students.

Grades 3 – 5

The recommended maximum class size for grades three through five is 22 students.

Middle School

The recommended maximum class size for academic classes is 23 students.

High School

The recommended maximum class size for academic classes is 23 students.

Courses in music, drama, physical education, and non-academic subjects are excluded from the provisions of this policy.

The number of students assigned to any class shall not exceed the number of seats in the classroom, the number of stations in a laboratory or art room, or the number of computer stations in a computer or learning laboratory.

In special circumstances including, but not limited to, advanced placement courses, fieldwork, clinical experience, cooperative education, special needs or developmental education, or in the implementation of programs under federal or state regulations, the provisions of this policy shall not apply.

First Reading: 02/23/04
Second Reading: 03/08/04

WRSDC Policy 3510

Printed: 06/06/05

STUDENTS ATTENDING WACHUSETT SCHOOLS UNDER SCHOOL CHOICE 4/22/20

Attachment 11
April 24, 2020

	5	6	7	8	9	10	11	12
Central Tree				1				
Chocksett		3	1	1				
Mountview		1	4	7				
Paxton Ctr	1	1	2	1				
Thomas Prince		5	1	6				
WRHS					13	9	10	4
TOTAL	71							

POLICY RELATING TO PUPIL SERVICES

SCHOOL CHOICE

The Wachusett Regional School District welcomes school choice students and recognizes the benefits of enrolling students into our schools from other cities and towns.

Recognizing that any economic benefit of school choice will be offset by personnel costs, the District will not add personnel in order to accommodate school choice enrollment, except by specific vote of the School Committee. Projected school choice openings will be estimated as outlined in Massachusetts General Law 76, § 12B(c) and not exceed class size guidelines as outlined in WRSDC Policy 3510 *Policy Relating to Education Class Size*. Notwithstanding the above language, the School Committee maintains the right to opt-out of school choice in any given year.

The Wachusett Regional School District will utilize an application and lottery process to select school choice students. No student from outside the District shall be enrolled as a school choice student unless he/she has followed the appropriate protocols, including completion of an application, submission of an application by the established deadline and inclusion in the lottery. In extenuating circumstances, the Superintendent of Schools will have the final determination.

A deadline for acceptance of school choice applications shall be determined prior to the publication of applications, and clearly posted on the application, the District website and any other publication connected with school choice.

The District will select non-sibling students via a blind, random lottery. Current grades, state and local assessments, transcripts, letters of recommendation, or other auxiliary information will not be considered when selecting school choice students.

Siblings of school choice students currently enrolled in a school in the Wachusett Regional School District will be given priority when awarding seats under school choice for the following school year. Parents/guardians need to follow the application process for siblings, as they will be considered new school choice students.

The number of students accepted may differ from the number of additional seats available to non-resident students if, between the date of the projection and the running of the lottery, resident/school enrollment increases.

POLICY RELATING TO PUPIL SERVICES***SCHOOL CHOICE (continued)***

All applicants who have applied for school choice will be notified in as timely a manner as possible of their child/children's school choice status (accepted, not accepted but on the waiting list).

The school choice acceptance letter will include instructions for enrolling each child in the school to which he/she has been assigned. The school choice wait list letter will include the child's/children's position on the waiting list, and an explanation of the waiting list process.

Any misleading information on the application could be cause for the District to withdraw its offer of school choice enrollment.

Families with a child or with children who have been accepted will also receive a "School Choice Family Acceptance Form." Families will use this form to indicate whether or not they will accept the offer of school choice enrollment.

The District will maintain a waiting list of students who applied but were not accepted. The waiting list will be active until June 30th of the previous school year. If a seat becomes available, the District will contact the first family on the waiting list to offer school choice placement. If a family declines the offer of school choice, the District will contact the next family on the list until the seat is filled or all families have been notified. Only students who have applied for school choice for the upcoming school year will be included on the waiting list.

Transportation to and from school is the responsibility of the parents/guardians. Families may request in writing permission to ride District-sponsored transportation to and from school from an established bus stop within District boundaries, for an annual fee which will be established by the District at the beginning of every school year. Such decisions shall be based upon available room with priority given to resident students. The District will not provide transportation from stops outside District boundaries for school choice students. The Superintendent of Schools has final authority to grant permission for transportation privileges.

School choice students are eligible to participate in any school-sponsored activity. Families are responsible for paying any student activity, sports or extra-curricular fees.

POLICY RELATING TO PUPIL SERVICES

SCHOOL CHOICE (continued)

School choice students are held to the same standards, both personally and academically, as any other student in the District. District policies apply to all students enrolled in our schools.

Once a child has been accepted to a district under the school choice program, he/she is enrolled until they graduate or transfer to another district.

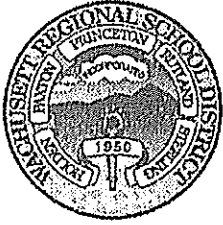
School choice students may withdraw from Wachusett Regional School District at any time. If a student should withdraw and decides to return to the Wachusett Regional School District, the application process must be followed once again, and re-admittance is not guaranteed.

On an annual basis, the Superintendent will provide to the School Committee the current status of school choice student numbers and anticipated vacancies.

First Reading: 4/28/14

Second Reading: 5/21/14

WRSDC Policy 6130



Wachusett Regional School District
Holden, Paxton, Princeton, Rutland, Sterling

April 8, 2020

TO: *Wachusett Regional School District Committee*
Principals
Town Clerks
Town Libraries
School Libraries
Executive Staff
Wachusett Regional School District Treasurer

FROM: Darryll McCall, Ed.D., Superintendent of Schools

Attached you will find recently adopted Wachusett Regional School District Committee policies:

Policy Relating to Education

P3625	Teaching About Alcohol, Tobacco, and Drugs
P5241.41	Drug-free Workplace Policy
P6431.1	Tobacco Products on School Premises Prohibited
P6433.1	Alcohol, Tobacco, and Drug Use by Students Prohibited

Also, the following three policies have been deleted.

P5241.4	Substance Abuse
P5241.5	Smoking in District Facilities
P6433	Substance Abuse

These policies, as well as the updated Tables of Contents, should be placed in your Policy Book. All policies can also be accessed on the District website (www.wrsd.net).

DM:rlp
Enc.

3000. EDUCATIONAL

	3100. Organization
	3110. School Organization
	3111. Elementary Schools
	3112. Middle Schools
	3113. Senior High Schools
	3114. Magnet Schools
	3115. Alternative Schools
	3116. Feeder Patterns
	3118. Preschool Programs
	3120. School Reorganization
3/26/07	3130. Time on Learning
	3200. Schedule
	3210. School Year
	3211. Vacations and Holidays
	3212. Scheduled In-service Days
	3220. School Days
	3230. Emergencies
11/10/97	3231. Inclement Weather
3/25/19	3240. School Ceremonies and Observances
	3300. Curriculum Content and Instructional Methods
	3310. Curriculum Content
3/12/18	3311. Course Organization, Curriculum, and Course Credit
4/9/18	3311.1. Graduation Requirements
	3311.11. Time Allocations and Credits
	3311.12. Competency Based Education Program
	3311.2. Elective
	3311.21. Time Allocations and Credits
	3311.3. Optional Courses
6/9/03	3311.31 Online Education Policy
	3312. Goals and Objectives
3/26/07	3313. Controversial Issues
3/26/07	3313.1. Parent Notification of Human Sexuality Issues
	3313.2. Religious Beliefs and Customs
10/24/94	3313.3. AIDS and Sexually Transmitted Diseases
3/26/07	3314. Ethics Policy
	3320. Instructional Methods
2/23/15	3321. Field Trips
2/23/15	3321.1. Field Trips Involving Late Night or Overnight Travel

3000. EDUCATIONAL (Continued)

4/25/05		3321.2. Travel and Study Abroad
		3322. Educational Television and Radio
12/09/96		3323. Home Assignments
	3330.	District Curriculum Guides
		3331. World Languages
	3340.	Curriculum Development
3/12/19	3341.	Curriculum Adoption
3/26/07	3350.	Experimental and Innovative Programs
		3351. Computer Education
		3352. Educational Options
3/24/97	3360	Independent Learning
	3400.	Materials Equipment and Supplies
	3410.	Textbooks and Workbooks
		3411. Public Challenges of District
10/25/05	3420.	Instructional Materials
3/1/06	3421.	Library/Media Services
	3430.	Other Equipment
	3431.	Audio-Visual Materials – <i>policy deleted 4/30/2012</i>
	3440.	Supplies
3/12/19	3450	Instructional Materials
	3500.	Arrangements
3/8/04	3510.	Class Size
	3520.	Grouping
	3600.	Support Services for Students
	3610.	Academic
		3611. Individual Needs
		3611.1. Remedial
		3611.2. Accelerated
		3611.3. Gifted
6/7/99		3611.4 Enrichment
	3612.	Tutoring
	3613.	Media Centers
	3614.	Learning Laboratories
	3620.	Mental and Emotional Health
4/26/99	3621.	Counseling and Career Guidance
3/9/98	3622.	Psychological Services
	3623.	Psychiatric Services
	3624.	Chemical Abuse
3/9/20	3625	Teaching about Alcohol, Tobacco, and Drugs
	3630.	Physical Health
	3700.	Student Production of Goods and Services
	3710.	Printing in School Shops

3/10/2020

EDUCATIONAL (Continued)

	3720. Vehicle Repair in School Shops
	3730. School Stores
	3800. Accommodations or Extensions of the Instructional Program
	3810. Special Educational Programs
4/27/98	3811. Special Needs
	3812. Gifted
	3812.1. Identification of Gifted Students
11/22/04	3813. Audio, Video and/or Stenographic Recordings of Meetings
11/10/09	3820. Observation of Education Programs for Special Needs Students
7/20/98	3830. Community Service
12/14/98	3840. Extracurricular Activities
	3841. Interscholastic Athletics
	3842. Intramural Activities
	3850. School Assemblies
	3860. Recreation
	3870. Summer School
4/27/98	3880. Individual or School Organization Program Initiatives
9/11/95	3890. Home School Education
10/15/18	3895. English Language Learners
5/23/95	3900. Program Evaluation
	3910. Testing
5/21/14	3911. Standardized Testing
	3912. Reporting
	3920. Accreditation

POLICY RELATING TO EDUCATION

TEACHING ABOUT ALCOHOL, TOBACCO, AND DRUGS

In accordance with state and federal law, the District shall provide age-appropriate, developmentally appropriate, evidence-based alcohol, tobacco, and drug prevention education programs in grades K-12.

The alcohol, tobacco, and drug prevention program shall address the legal, social, and health consequences of alcohol, tobacco, and drug use, with emphasis on nonuse by school-age children. The program also shall include information about effective techniques and skill development for delaying and abstaining from using, as well as skills for addressing peer pressure to use alcohol, tobacco, or drugs.

Prevention requires education, and healthy decision-making. The objectives of this program are:

- To prevent, delay, and/or reduce alcohol, tobacco, and drug use among children and youth.
- To increase students' understanding of the legal, social, emotional, and health consequences of alcohol, tobacco, and drug use.
- To teach students self-management skills, social skills, negotiation skills, and refusal skills that will help them to make healthy decisions and avoid alcohol, tobacco, and drug use.

The curriculum, instructional materials, and outcomes used in this program shall be recommended by the Superintendent and approved by the Wachusett Regional School District Committee.

This policy shall be posted on the District's website and notice shall be provided to all students and parents/guardians in accordance with state law. Additionally, the District shall file a copy of this policy with DESE in accordance with law in a manner requested by DESE.

LEGAL REFS.: M.G.L. 71:1; 71:96
CROSS REFS: GBEC (5241.41), Drug Free Workplace Policy
JICH (6433.1), Drug and Alcohol Use by Students

First Reading: 02/10/2020
Second Reading: 03/09/2020

WRSDC Policy 3625 (IHAMB)

5000. PERSONNEL MANAGEMENT

9/15/14	5100. Personnel Policy Goals
	5200. Permanent Full-Time Personnel
	5210. Types of Positions
9/26/94	5211. Job Descriptions
	5220. Personnel Administration
2/23/15	5221. Promotion, Recruitment and Selection
2/23/15	5222. Evaluation of Principals
	5222.1. Types of Contracts
	5222.2. Staffing Controls
	5222.3. New Employee Orientation
	5223. Assignment and Transfer
	5224. Probation
	5225. Performance Review/Evaluation
	5226. Promotion
	5227. Continuing Contract
	5228. Separation
	5229. Records
	5230. Working Conditions
	5231. Work Schedule
5/9/95	5231.1. Attendance
9/26/94	5232. Safety
	5233. Facilities
1/12/98	5233.1. Employee Use of District Fitness Equipment and Facilities
	5234. Equipment and Supplies
5/19/98	5234.1. Employee Use of Information Technology
6/23/14	5235. Sexual Harassment
11/16/15	5236. Domestic Violence Leave Policy
4/23/07	5240. Fraud Prevention
5/28/96	5241. Rules of Conduct
	5241.1. Standards
10/9/07	5241.11. Standards for Employment
9/15/14	5241.12. Background Checks
	5241.2. Discipline
5/9/95	5241.3. Employee Conflict of Interest
	5241.4
3/9/20	5241.41 Drug-free Workplace Policy
	5241.5
4/28/03	5241.6. Staff Participation in Political and Union Activities
	5241.61. Professional Rights
	5241.611. Academic Freedom
	5241.62. Code of Ethics

5000. PERSONNEL MANAGEMENT (continued)

- 5241.63. W.R.E.A., Inc. Membership
- 5241.64. W.A.A. Membership
 - 5241.641. Clerical Association
- 5241.65. Custodial Association
- 5241.66. Food Service Association
- 5241.67. Unrepresented Employees
- 5241.7. Civil and Legal Rights
 - 5241.71. Nondiscrimination
 - 5241.72. Freedom of Speech
 - 5241.73. Privacy of Records
 - 5241.74. Search and Seizure
 - 5241.75. Staff Complaints and Grievances
- 5/9/95 5241.8. Gifts to Staff Members
- 9/26/94 5241.9. Employee Communicable Disease and
- 3/8/10 Serious Illness
- 5250. Activity
- 8/21/95 5251. Professional Development
 - 5251.1. Study
 - 5251.11. College and University Courses
 - 5251.13. Essential Knowledge, Skills,
and Attitudes
 - 5251.14. First Aid Training for Coaches
 - 5251.2. Committee Membership
 - 5251.21. Curriculum and Instruction
 - 5251.22. Teaching Elsewhere
 - 5251.23. Occupational Experience
 - 5251.24. Publishing
 - 5251.25. Employee Leave for Visitations/
Conferences
 - 5251.3. Participation in Professional Association
Activities
 - 5251.31. Travel
 - 5251.32. Tutoring
- 3/8/99 5252. Physical Restraint
- 11/16/15 5260. Compensation
- 9/26/94 5261. Salary Guides
 - 5261.1. Regular Pay
 - 5261.11. Differential Pay
 - 5261.12. Administrative Staff Salary
Schedules
 - 5261.13. Support Staff Salary Schedules
 - 5261.2. Extended Time Pay
- 5/9/95 5262. Salary Checks and Deductions
- 5263. Special Compensation

5000. PERSONNEL MANAGEMENT (continued)

	5263.1 Bonus Incentive Pay (deleted 2/12/2013)
1/24/06	5264.1 Payment or Reimbursement for Meals
	5270. Other Benefits
	5271. Insurance
	5271.1. Workers' Compensation
1/14/13	5271.2. Health Insurance – Surviving Spouse
	5271.3. Life
	5271.4. Liability
	5272. Retirement Plans
	5272.1. Pensions
	5272.2. Annuities
5/9/95	5273. Transportation of Employees
1/10/06	5273.1 Alternative to Travel and Travel Expense Reduction
1/24/06	5273.2 Reimbursement Mileage, Parking, Tolls
10/9/07	5273.3 Employee Travel for Workshops, Conferences, Visitations
9/9/13	5274. Unrepresented Non-Contract Employees
	5280. Leaves
	5281. Short-Term
	5281.1. Sickness
	5281.2. Professional Activity
	5281.3. Union Activity
	5281.4. Legal Commitment
	5281.5. Personal Leave
	5281.6. Bereavement Leave
4/23/07	5281.7. Leaving the Building, Staff Members
4/23/07	5281.8. Small Necessities Leave
	5282. Long-Term
	5282.1. Sabbatical
	5282.2. Professional Activity
	5282.3. Maternity and Paternity
	5282.4. Health and Hardship
	5282.5. Military
	5282.6. Personal Activity
	5290. Vacations and Holidays
4/23/07	5290.1 Superintendent and Executive Staff Vacation Policy
	5300. Part-Time Personnel
	5310. Summer School
	5320. Adult Education
	5400. Temporary Personnel
4/27/98	5410. Substitute Employees
	5420. Non-teaching Substitute Personnel

POLICY RELATING TO PERSONNEL MANAGEMENT

DRUG-FREE WORKPLACE POLICY

The Wachusett Regional School District (WRSD) provides a drug-free workplace by prohibiting the unlawful manufacture, distribution, dispensing, sale, or use of controlled substances and/or alcohol by an employee on school premises. Disciplinary sanctions, including termination of employment and referral for prosecution may be imposed on employees who violate this standard of conduct. Pursuant to this Drug-Free Workplace Policy, the WRSD will:

1. Notify all employees in writing that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, is prohibited in the District's workplace, and specify the actions that will be taken against employees for violation of such prohibitions. At the time of hire, each employee shall sign a statement verifying receipt of a copy of this policy.
2. Establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; the District's policy of maintaining a drug-free workplace; available drug counseling, rehabilitation, and employee assistance programs; and the penalty that may be imposed on employees for drug abuse violations occurring in the workplace.
3. Make it a requirement that each employee whose employment is funded by a federal grant:
 - Be given a copy of the Statement as required.
 - Be notified in the required Statement that as a condition of employment under the grant, the employee must abide by the terms of the Statement by timely notifying the District of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
 - Notify the federal agency that issued the grant within ten days after receiving notice of the conviction.
 - Be required, after being convicted, to participate and successfully complete a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, local health law enforcement, or other appropriate agency.

LEGAL REFS.: The Drug-Free Workplace Act of 1988
CROSS REFS.: IHAMB (3625), Teaching about Alcohol, Tobacco and Drugs
JICH (6433.1), Drug and Alcohol Use by Students

First Reading: 02/10/2020
Second Reading: 03/09/2020

WRSDC Policy 5241.41 (GBEC)

6000. PUPIL SERVICES

	6100. Admission to the District
4/26/99	6110. Entrance Age Policy
	6120. Other New Entry Students
9/11/17	6121. Student Residency Policy
9/17/18	6122. Homelessness
4/8/19	6123. Educational Opportunities for Children in Foster Care
3/25/19	6124. Educational Opportunities for Military Children
5/21/14	6130. School Choice
	6140. Special Students
	6150. Enrollment Projections
	6160. Post-Graduate Students – Deleted 4/11/05
6/7/99	6170. Foreign Students
	6200. Assignment and Transfer within District
7/15/96	6210. Districting of Schools and Programs
	6220. To Grade Levels
	6221. Granting Credit from Non-Accredited or Uncharted Schools
	6230. To Teachers
	6240. To Courses
	6250. To Sections
1/22/07	6260. Assignment of Students to Classes
	6300. Attendance
	6310. School
	6311. Ages of Students
11/24/14	6312. Regular Attendance
	6313. Access to School Buildings
	6314. Early Dismissal
	6320. Class
	6321. Regular Attendance
	6322. Non-Attendance
	6330. Student Accounting Records
	6340. Census
	6350. Student Retention in School (Dropout Prevention)
10/9/07	6400. Behavior and Discipline
	6410. Student Handbook
4/12/06	6411. Bicycle Helmet Usage
	6420. Dress and Grooming
	6430. Prohibitions
	6431. Tobacco (see Policy 5241.5)
3/9/20	6431.1 Tobacco Products on School Premises Prohibited
	6432. Drug Abuse -- merged with P6433 12/09/96

6000. PUPIL SERVICES (Continued)

	6433.	
3/9/20	6433.1	Alcohol, Tobacco, and Drug Use by Students Prohibited
8/29/00	6434.	Sexual Harassment
10/9/07	6435.	Weapons
10/9/07	6436.	Appreciation of Diversity
2/28/11	6437	Promoting Civil Rights and Prohibiting Harassment, Discrimination and Hate Crimes
9/12/16	6438	Anti-Bullying
	6450.	Student Fines and Charges
	6500.	Activities
	6510.	Social Life
4/11/05	6515	Student Publications
	6520.	School Photographs
	6530.	Display of Student Work
4/30/12	6531.	Student Internet Access
3/16/15	6531.1	Social Media
11/24/14	6531.2	BYOD (Bring Your Own Device)
3/16/15	6532	Videotaping and Photographing of District Students
4/24/06	6540.	Fundraising by Students
	6541.	For District Activities
	6542.	For Non-District Activities
	6550.	Class Gifts to Schools
	6560.	Parking -- merged with P6561 7/15/96
7/15/96	6561.	Driving and Parking
4/11/05	6562.	Alternate Student Transportation (was P7250)
	6570.	Activism
	6580.	Part-Time Employment
	6581.	During School Hours
	6582.	Outside of School Hours
4/7/14	6590.	Athletic Participation and Other Extracurricular Participation
	6600.	Welfare
9/26/94	6610.	Health
3/16/15	6611.	Student Immunizations
	6612.	Illness
	6612.1.	Communicable Disease Control
	6612.2.	Control of AIDS
	6613.	Accidents
4/11/05	6613.1.	Eye Protection
3/12/18	6613.2.	Athletic Head Injury and Concussion Policy
7/20/98	6614.	Child Abuse/Neglect

6000. PUPIL SERVICES (Continued)

		6615. Examinations and Inoculations
4/11/05		6616. Insurance
1/8/07		6617. Administration of Medication
3/12/18		6618. Nutrition and Wellness Policy
8/10/15		6619. Life Threatening Allergies
	6620.	Safety
10/22/07		6621. Transportation Safety and Security Procedures
	6630.	Civil and Legal Rights
1/22/19		6631. Non-discrimination
		6632. Freedom of Speech
		6633. Search and Seizure
		6634. Questioning and Arrest
		6635. Education
		6636. Pledge of Allegiance
12/13/11		6637. Animals in Schools
	6640.	Guardianship
4/11/05		6650. Confidentiality
	6700.	Progress
		6710. Course Load
		6720. Grading
		6730. Student Promotion
		6740. Kindergarten Retention
		6750. Acceleration
5/15/02		6760. Recognition of Outstanding Achievement
	6800.	Exit
		6810. Graduation
		6811. Requirements
3/25/03		6812. Diplomas for Veterans
5/15/02		6813. Scholarships
		6820. Withdrawal
	6900.	Records and Reporting
3/8/10		6910. Student Records
		6911. Access
		6920. Reporting to Parents
		6921. Formal
		6921.1. Report Cards
5/28/96		6921.2. Parent-Teacher Conferences
		6922. Informal
	6930.	Transcripts
	6940.	Adult
12/10/18		6950. School-Parent/Guardian Relations

POLICY RELATING TO PUPIL SERVICES

TOBACCO PRODUCTS ON SCHOOL PREMISES PROHIBITED

Use of any tobacco products, including, but not limited to: cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco and snuff and electronic cigarettes, electronic cigars, electronic pipes or other similar products that rely on vaporization or aerosolization, within school buildings, school facilities, on school grounds or school buses, or at school-sponsored events by any individual, including, but not limited to, school personnel and students, is prohibited at all times.

A staff member determined to be in violation of this policy shall be subject to disciplinary action.

A student determined to be in violation of this policy shall be subject to disciplinary action pursuant to the student discipline code.

This policy shall be promulgated to all staff and students in appropriate handbook(s) and publications.

Signs shall be posted in all school buildings informing the general public of the District policy and requirements of state law.

LEGAL REF: M.G.L. 71:37H; 270:6
CROSS REFS.: GBED, Tobacco Use on School Property by Staff Members
Prohibited
JICH (6433.1), Alcohol, Tobacco and Drug Use by Students
Prohibited

First Reading: 02/10/2020
Second Reading: 03/09/2020

WRSDC Policy 6431.1 (ADC)

POLICY RELATING TO PUPIL SERVICES

ALCOHOL, TOBACCO, AND DRUG USE BY STUDENTS PROHIBITED

A student shall not, regardless of the quantity, use or consume, possess, buy or sell, or give away: any beverage containing alcohol; any tobacco product, including vapor/E-cigarettes; marijuana; steroids; or any controlled substance except for prescribed medical purposes within any school or on school grounds at any time. The Wachusett Regional School District Committee (WRSDC) also prohibits the use or consumption by students of the aforementioned on school grounds or school buses, or at any school-sponsored event.

Additionally, any student who is under the influence of drugs or alcoholic beverages prior to, or during, attendance at or participation in a school-sponsored activity, will be barred from that activity and may be subject to disciplinary action.

Verbal Screening

- The school district shall utilize, in accordance with law, a verbal screening tool approved by the Massachusetts Department of Elementary and Secondary Education (DESE) to screen students for substance abuse disorders. The tool shall be administered by trained staff on an annual basis at grades 7 and 10.
- Parents/guardians shall be notified of the screening prior to the opening of school each year. Parents/guardians shall have the right to opt out of the screening by written notice prior to or during the screening.
- All statements made by a student during a screening are confidential and shall not be disclosed except in the event of immediate medical emergency or in accordance with law. De-identified results shall be reported to the Department of Public Health within 90 days of the completion of the screening process.

This policy shall be posted on the District's website and notice shall be provided to all students and parents/guardians of this policy in accordance with state law. Additionally, the District shall file a copy of this policy with DESE in accordance with law in a manner requested by DESE.

LEGAL REFS.: M.G.L. 71:2A; 71:96; 71:97; 272:40A
CROSS REFS.: ADC (6431.1), Tobacco Products on School Premises Prohibited
GBEC (5241.41), Drug Free Workplace Policy
GBED, Tobacco use on School Property by Staff Members Prohibited
IHAMB (3625), Teaching About Drugs, Alcohol, and Tobacco

First Reading: 02/10/2020
Second Reading: 03/09/2020

WRSDC Policy 6433.1 (JICH)

REPORT OF EMPLOYEE TRAVEL FOR WORKSHOPS, CONFERENCES, VISITATIONS									
For Period:	JANUARY-MARCH 2020								
CLASSIFICATION OF EMPLOYEE	NAME	DATE	DESTINATION	PURPOSE	REGISTRATION	MILES	TOTAL		
TEACHER	NICASTRO, CATHY	11/19/2019	BOSTON, MA	WOMEN IN HARLEM WORKSHOP	\$28.00		\$28.00		
TEACHER	HILTON, JASON	11/13/2019	WARWICK, RI	SOCIAL STUDIES WORKSHOP		\$31.00	\$31.00		
TEACHER	SPAIN, ROBYN	12/5/2019	WAKEFIELD, MA	CUTTING EDGE STRATEGIES	\$289.00		\$289.00		
TEACHER	ZINGARELLA, MELISSA	12/9/2019	WOBURN, MA	PRACTICAL STRATEGIES	\$279.00		\$279.00		
TEACHER	MCSWEENEY, MAURA	4/5/2019	QUINCY, MA	MFA CONFERENCE	\$206.00		\$206.00		
TEACHER	MANJARREZ, BETH	12/9/2019	WOBURN, MA	MINDSET CONFERENCE	\$279.00	\$63.80	\$342.80		
TEACHER	SHERBLOM, LYNN	12/9/2019	WOBURN, MA	MINDSET CONFERENCE	\$279.00		\$279.00		
TEACHER	MITCHELL, KATHLEEN	12/6/2019	NATICK, MA	PRACTICAL IDEAS	\$279.00		\$279.00		
TEACHER	HICKS, CHRISTINE	12/6/2019	NATICK, MA	PRACTICAL IDEAS	\$279.00		\$279.00		
TEACHER	STRINGER-GRIMSLEY, RACHEL	11/18/2019	WAKEFIELD, MA	ACCELERATE STUDENT SUCCESS IN THE ELEMENTARY MUSIC CLASSROOM	\$279.00		\$279.00		
TEACHER	BELLEMER, RACHEL	AUG-OCT 2019	ONLINE	INDEPENDENT STUDY	\$167.00		\$167.00		
TEACHER	MCGEE, LESLIE	10/23, 11/13, 12/11/19	NEEDHAM, MA	DYSLEXIA WORKSHOP	\$300.00		\$300.00		
TEACHER	CROWLEY, PETER	1/17/2020	WORCESTER, MA	SPORTS MANAGEMENT	\$40.00		\$40.00		
MS COUNSELER	MAQUIRE, JESSICA	10/4/2019	WOBURN, MA	504 IN MASSACHUSETTS	\$249.99		\$249.99		
MS COUNSELER	MAQUIRE, JESSICA	12/12/2019	DEDHAM, MA	MENTAL HEALTH ISSUES IN THE CLASSROOM	\$249.99		\$249.99		
TEACHER	BEMBENEK, KIM	1/17/2020	WORCESTER, MA	CHILDREN WITH ANXIETY DISORDERS	\$105.00		\$105.00		
TEACHER	HANCOCK, MARY	10/18/2019	BOSTON, MA	DYSLEXIA & LITERACY	\$199.00		\$199.00		
TEACHER	L'ECUYER, CHELSEA	1/17-19/20	TITUSVILLE, FL	TECHNOLOGY IMPACT ON AMERICAN HISTORY		\$310.00 (airline ticket)	\$310.00		
TEACHER	LEFEBVRE, SARAH	1/13-1/26/20	ONLINE	CULTURAL LITERATURE	\$149.00		\$149.00		
PSYCHOLOGIST	LEVESQUE, JESSICA	1/31/2020	WORCESTER, MA	MENTAL HEALTH IN LEARNING	\$150.00		\$150.00		
TEACHER	HANCOCK, MARY	2/8/2020	BOSTON, MA	DLD SEMINAR	\$100.00		\$100.00		
TEACHER	SENIOR, BENJAMIN	2/4/2020	NATICK, MA	STRENGTHEN YOUR WRITING SKILLS	\$279.00		\$279.00		
TEACHER	LAHEY, HEIDI	11/19-20/19	OXFORD, MA	WILSON LANGUAGE WORKSHOP	\$77.85		\$77.85		

BRYT CLINICIAN	DESIGNAS, MELANIE	11/5/2019	WORCESTER, MA	SUBSTANCE ABUSE TRAINING	\$25.00		\$25.00
TEACHER	CHAMPLIN, ROBERT	11/13/2019	WARWICK, RI	SOCIAL STUDIES STRATEGIES	\$279.00		\$279.00
TEACHER	LIBRANDI, MARYANN	WINTER 2020	ONLINE	INSTRUCTING ENGLISH LANGUAGE	\$295.00		\$295.00
TEACHER	CAHILL, ELIZABETH	2/29/2020	BOSTON, MA	LESSONS FROM THE BOSTON MASSACRE	\$95.00		\$25.00
TEACHER	SMITH, MICHAEL	7/14/2019	FRAMINGHAM, MA	CMCS DEVELOPMENT-CIVICS	\$310.00		\$310.00
TEACHER	WILL, MEGAN	3/5/2020	BOSTON, MA	MMEA ALL STATE CONFERENCE	\$235.00		\$235.00
TEACHER	BEMBENEK, KIM		ONLINE	LANGUAGE DEVELOPMENT	\$245.00		\$245.00
TEACHER	RONDINELLI, JULIE	10/21/2019	GROTON, MA	LEARNING SYMPOSIUM	\$81.20		\$81.20
TEACHER	KELLEY, RACHAEL	10/22/2019	LEXINGTON, MA	BEHAVIORAL HEALTH SERIES	\$100.00		\$100.00
TEACHER	BERCUME, JENNY	3/16/2020	WORCESTER, MA	AGGRESSIVE, ATTENTION DISORDER	\$219.99		\$219.99
TEACHER	DICK, ELIZABETH	3/2/2020	WAKEFIELD, MA	CO-TEACHING	\$289.00		\$289.00
MEDIA SPEC	STERN, ALANA	9/25/2019	ACTON-BOXBOR HS	DESE/MA THESPIANS	\$53.29		\$53.29
TEACHER	NICASTRO, CATHY	SUMMER 2019	CAMBRIDGE, MA	POETRY IN AMERICA	\$250.00		\$250.00
TEACHER	PARE, MELINDA	2/6/20, 2/20/20	WORCESTER/BOSTON	CLIMATE CHANGE, CLIMATE SCIENCE	\$240.60	\$124.20	\$364.80
						(includes parking & tolls)	
TEACHER	KELLEY, RACHAEL	10/22/2019	LEXINGTON, MA	DYSLEXIA WORKSHOP	\$99.00		\$99.00
TEACHER	DAY, RICHARD	3/5/20, 3/6/20	BOSTON, MA	MMEA ALL STATE CONFERENCE	\$310.00	(includes mileage/tolls)	\$310.00
TEACHER	MILLER, DOUG	3/5/2020	BOSTON, MA	MMEA ALL STATE CONFERENCE	\$200.00		\$200.00
TEACHER	DERKAZARIAN, SHERRI	3/6/2020	BOSTON, MA	MMEA ALL STATE CONFERENCE	\$235.00		\$235.00
TEACHER	PULEO, ELIZABETH	3/5/20, 3/6/20	BOSTON, MA	MMEA ALL STATE CONFERENCE	\$220.00		\$220.00
TEACHER	THURBER, AILEEN	3/4/20, 3/5/20	WAKEFIELD, MA	SCHOOL BASED SLP'S	\$400.00		\$400.00
TEACHER	COULLIARD, DIANA	2/20/2020	GARDNER, MA	GRASTON TRAINING	\$300.00		\$300.00
					(pd by 24020 grant)		
COUNSELER	CLARK, LAUREN	11/18/19, 11/19/19	SPRINGFIELD, MA	POWERSCHOOL	\$298.00		\$298.00
TEACHER	FINNEY, NICOLE	1/17/20-1/19/20	TITUSVILLE, FL	TECHNOLOGY IMPACT ON AMERICAN HISTORY		\$310.00	\$310.00
						(airline ticket)	
PRINCIPAL	NORTON, JAY	2/8/2020	WOBBURN, MA	DYSLEXIA & DLD	\$100.00		\$100.00
NURSE	BERQUIST, SANDRA	1/15/2020	MARLBOROUGH, MA	REGIONAL NURSE LEADER MEETING		\$25.70	\$25.70
ASST PRIN	BISCHOFF, SHANNON	1/17/2020	FRANKLIN, MA	ANXIETY IN CHILDREN	\$219.99		\$219.99
ASST PRIN	BISCHOFF, SHANNON	1/31/2020	FRANKLIN, MA	OPPOSITIONAL DEFIANCE IN CHILDREN	\$219.99		\$219.99

To: Wachusett Regional School District Finance Committee

From: James J. Dunbar, Treasurer

Date: April 13, 2020

Subject: Treasurer's Update – February 2020

I have reviewed the bank statements, bank reconciliations, and reconciling items for the month ending February 29, 2020 and feel that Treasurers cash is accurately stated.

1. The February 29, 2020 bank balances are as shown on the attached sheet.
2. The warrants funded during the month of February 2020 were as follows:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
1/24	Payroll Warrant	\$ (2,407.73)
1/24	Payroll Warrant	(656.23)
2/7	Payroll Warrant	2,107,549.21
2/7	Payroll Warrant	487.64
2/7	Warrant #21	1,037,631.21
2/7	Payroll Warrant	(742.73)
2/7	Payroll Warrant	(718.14)
2/21	Payroll Warrant	2,660,063.92
2/21	Payroll Warrant	319.75
2/21	Payroll Warrant	615.62
2/25	Warrant #22	2,490,180.74

Note: Warrant #20 was to void and replace checks.

Our excess general funds are currently earning the following rates:

MMDT	1.79%
Berkshire Bank	0.50%

CASH RECONCILIATION OF CASHBOOK TO GENERAL LEDGER
February 29, 2020

Bank	Account #	Fund	Description	Cashbook 2/29/2020
CHECKING				
Eastern Bank	-7310	001	Payables reconciliation-clearing	184.91
Berkshire Bank	-4534	001	Depository Account	812,400.96
Eastern Bank	-0264	001	Payroll Reconciliation	155.08
Fidelity Bank	-1451	050	checking - Paxton	2,518.53
Leominster Credit Union	-8861	050	checking - Mountview	2,550.00
Leominster Credit Union	-8832	050	checking - Dawson	100.00
Leominster Credit Union	-8845	050	checking - Mayo	2,500.00
Leominster Credit Union	-0244	050	checking - Sterling	2,500.00
Fidelity Bank	-1444	050	checking - Thomas Prince	2,519.57
Leominster Credit Union	-8858	050	checking - Davis Hill	2,500.00
Cornerstone Bank	-9626	050	checking - Naquag	2,286.47
Cornerstone Bank	-9618	050	checking - Central Tree	2,500.00
Cornerstone Bank	-9551	050	checking - Glenwood	500.00
Leominster Credit Union	-1024	050	WRHS student activity checking	3,324.93
TOTAL CHECKING				836,540.45
MONEY MARKET				
Berkshire Bank	-2960	022	Cafeteria revolving - Sterling	8,951.77
Leominster Credit Union	-1029	050	WRHS Student Activity Revolving	343,331.69
Berkshire Bank	-3002	023	Middle School Athletic Revolving	75,001.00
TD Banknorth, NA	-1032	001	General Fund	26,799.88
Eastern Bank	-0363	001	General Fund	3,518,843.78
Eastern Bank Debit Card	-6672	001	General Fund	200.68
Eastern Bank Tuition	-7357	001	General Fund	69,734.87
Enterprise Bank	-3225	001	General Fund	39,838.99
Avidia Bank	-8701	001	General Fund	33,285.03
MMMT	-4707	001	Money Market	7,570,354.62
TOTAL MONEY MARKET				11,686,342.31
SAVINGS				
Cornerstone Bank	-0132	022	Cafeteria revolving - Naquag	6,291.19
Cornerstone Bank	-0140	022	Cafeteria revolving - CTMS	7,000.53
Cornerstone Bank	-1230	022	Cafeteria revolving - Glenwood	10,990.01
Cornerstone Bank	-3092	022	Student Activity - CTMS	4,728.18
Cornerstone Bank	-9535	022	Student Activity - Glenwood	5,088.87
Cornerstone Bank	-3117	022	Student Activity - Naquag	12,475.93
Fidelity Bank	-1908	022	Cafeteria revolving - Princeton	5,224.18
Fidelity Bank	-6479	022	Cafeteria revolving - Paxton	9,434.76
Berkshire Bank	-4569	022	Cafeteria revolving - Dawson	5,801.14
Berkshire Bank	-2944	022	Cafeteria revolving - Davis Hill	5,361.17
Berkshire Bank	-4550	022	Cafeteria revolving - Mayo	4,237.59
Berkshire Bank	-2952	022	Cafeteria revolving - Mountview	17,195.89
Berkshire Bank	-4542	022	Cafeteria revolving - WRHS	198,493.62
Berkshire Bank	-2979	029	Adult Education	72.29
Fidelity Bank	-0736	050	Student Activity Depository	63,498.31
Leominster Credit Union	-6025	050	Student Activity Revolving	96,752.97
Berkshire Bank	-2987	023	Athletic revolving	62,904.13
Berkshire Bank	-2995	023	Athletic transportation	39,498.62
TOTAL SAVINGS				555,049.38
CDs (Investments)				
Leominster Credit Union		60	Atlas	10,796.88
Leominster Credit Union		60	Bailey	2,134.42
Leominster Credit Union		60	Bradshaw	13,619.97
Leominster Credit Union		60	D'Errico	3,041.82
Leominster Credit Union		60	Finocchio	8,084.81
Leominster Credit Union		60	Fitzgerald	9,232.08
Leominster Credit Union		60	Green	6,764.20
Leominster Credit Union		60	Griffin	18,663.52
Leominster Credit Union		60	Hayman	3,238.89
Leominster Credit Union		60	Hewson	12,623.38
Leominster Credit Union		60	Lionett	8,142.58
Leominster Credit Union		60	Ljungberg	2,186.58
Leominster Credit Union		60	Naroian	10,904.22
Leominster Credit Union		60	Shallale	4,740.54
Leominster Credit Union		60	Tarkiaten	7,418.25
Leominster Credit Union		60	Thibodeau	12,576.85
Leominster Credit Union		60	Wachusett #2	60,301.48
Leominster Credit Union		60	Wesley	6,059.40
Leominster Credit Union		60	White	1,175.33
TOTAL CDs				201,705.20
OPEB				
Bartholomew and Company	-3593	70	OPEB	10,433.36
TOTAL OPEB				10,433.36
TOTAL				13,290,070.70
Adjusted Cashbook				13,290,070.70
General Ledger				13,290,070.70
Variance				0.00
General Fund Total				12,071,798.80