

**Record of the Marblehead School Committee Emergency Meeting**  
**Tuesday March 17, 2020**  
**Conference Call via conferencecall.com**

**Call in Number** 425-436-6369  
**Access Code** 449236

**Members Present:**

Sarah Gold, Meagan Taylor, Jennifer Schaeffner  
David Harris and Sarah Fox

**Also:**

William, H. McAlduff Jr.-Interim Superintendent  
Daniel Bauer, Principal-Marblehead High School  
Matthew Fox, Principal-Veterans Middle School  
Amanda Murphy, Principal-Village School  
Sean Satterfield, Principal-Coffin School  
Brian Ota, Principal-Glover School  
Donna Zaeske, Principal Eveleth School and 3<sup>rd</sup> Grade at Village  
Michelle Cresta-Director of Finance  
Eric Oxford-Director of Student Services

**Members Absent:**

**I. Discussion of Logistics Regarding the Long-Term Closure of Schools**

Ms. Gold called the meeting to order at 3:00pm and invited Superintendent McAlduff to speak.

Superintendent McAlduff thanked the participants for joining the meeting and explained that he would be muting the participants and that he would unmute the call when he was finished speaking. He shared that all of the Principals, the Director of Student Services and the Director of Finance were taking part in the call. They each took turns introducing themselves.

Superintendent McAlduff explained that he would be providing an update on the school closure followed by the Principals and the Director of Student Services who would then provide brief updates regarding their Educational Engagement Plans that would be implemented during the closure.

He summarized the events leading up to the school closure explaining that he had been in contact with other educational leaders and Superintendent's throughout the state to discuss and monitor the spread of the Corona Virus. He shared that after many calls with the Massachusetts Association of School Superintendent's that it was decided that school would be canceled for two weeks beginning Monday March 16<sup>th</sup>. He further explained that school remained in session for staff on Friday March 13<sup>th</sup> so that staff could come together to develop a long-term plan in preparation for an extended closure.

Superintendent McAluff clarified that it was not until after the decision to close for two weeks that guidance from the Governor on Sunday announced a statewide closure of all schools for three weeks to begin on March 17<sup>th</sup> through April 6<sup>th</sup>. He confirmed that April 7<sup>th</sup> would be the new target reopening date and noted that the date could still change as the situation was rapidly evolving and changing.

It was mentioned that communications had gone out to parents regarding the retrieval of students' medicine, musical instruments and technology devices as buildings would remain closed during the closure. It was also noted that the Village School only would remain open to provide lunch to students that families could pick up Monday through Friday from 10-12pm at the side entrance closest to the cafeteria. Superintendent McAlduff shared that buildings were being cleaned one at a time and that the District would be planning for reduced staffing to be implemented by Thursday of that same week.

It was also reported that the MIAA, the Massachusetts Interscholastic Athletic Association voted on March 16<sup>th</sup> to delay the start of the Spring sports season to April 27<sup>th</sup> regardless of whether or not schools reopened sooner.

After Superintendent McAlduff informed the committee about the recent school closure, the Principals shared their individual building plans for educational engagement during the closure period. It was explained that course work would be provided through Google Classroom and that other links to various learning platforms would be updated on the schools' individual websites. Glover Principal, Mr. Ota mentioned that no new topics would be introduced at the lower elementary grades due to the developmental level of the students. It was also noted that the current plans would be implemented with no grading expectations and provided for continuity of learning and enrichment learning only. Teachers and support staff would be expected to block off up to at least ninety minutes of daily office hours to communicate with students and parents.

Mr. Oxford, Director of Student Services shared that all of the Special Education Teachers and Service Providers would continue to collaborate with General Education Teachers and building principals to support the needs of their students. They would also adhere to holding daily office hours to communicate resources to be used at home for the specialty strand students. He shared that the Special Education Chairpersons would be assigned to a specific program or service provider to be the point of contact for support for both staff and families.

Discussions pertaining to technology support for families, student access to home technology and the plan for potential compensatory services took place. Concerns regarding FAPE, the rights to a Free Appropriate Public Education were mentioned to which Mr. Oxford clarified that the current direction from the federal and state government was that there were no current expectations for following IEP's precisely. He further shared that timelines and deadlines were temporarily paused and that meetings would be held virtually where and when it would make sense to do so.

Other questions related to missed exams, graduation and potential budgetary implications were all raised and it was shared that it was expected that schools should be receiving further guidance from the state and DESE as the situation progresses. Superintendent McAlduff shared that the Principals would be setting up conference calls with staff for the remainder of the week to explain the current plan for learning from home and that correspondence would go out to parents letting them know to expect the information.

## **II. Discussion of Personnel Status During the Period of School Closure**

Superintendent McAlduff shared that in addition to supporting the students; he felt that it was important to support the staff as well during such unprecedented times. He shared that he had instructed the business office to continue to pay employees and that he would recommend that the School Committee take official action to ensure all staff get paid during the closure.

Ms. Gold made a motion to continue to pay all school employees throughout the period of school closure. The motion was moved by Ms. Schaeffner and seconded by Ms. Taylor.

A discussion regarding the payment of all staff during an extended closure, beyond April 7<sup>th</sup> took place. Ms. Schaeffner and Ms. Fox offered suggestions about how support staff could adjust to roles in the event the closure was extended. It was also shared that a decision regarding stipend positions had not yet been made.

Ms. Fox inquired if the motion should be amended to agree to pay staff through the current closure of April 6th with the intention of the vote being revisited should the school be closed longer.

Ms. Gold shared that she would like to keep the current motion and continue to support the hourly and part time workers most at risk.

Ms. Taylor also mentioned that the salaries had already been budgeted for and that she fully supports the motion.

After a discussion regarding whether or not the motion should be amended, it was decided that the original motion would remain and that the committee could always revisit the vote if an extended closure occurred. A roll call vote was taken

Ms. Gold-yes

Ms. Taylor-yes

Ms. Fox-yes

Ms. Schaeffner-yes

Mr. Harris-yes

The motion carries, 5-0 all in favor.

Ms. Gold adjourned the meeting at 4:23pm.

*Respectfully Submitted  
Sarah Fox, Secretary  
Marblehead School Committee*

*Approved June 4, 2020*