

Minutes of the Meeting

Type of Meeting: SALT BROOK PTA Meeting
Date: August 10,2020
Time: 7:00 PM – 9:10 PM
In Attendance: Mrs. Drexinger, Mr. Firetto, Mrs. Julie Spoerl
(Technology Specialist), Mrs. Kral (School Nurse)
PTA board members and parents of Salt Brook
School.

1. **Call to order and flag salute**
2. **Approval of Minutes- February 2020 Meeting:** Approved without any objections or corrections.
3. **Principals Report:** Principal report is attached below.
4. **Presidents message / Announcements**
 - a. **Board Member Introductions**
 - (a) *President:* Diana Ettinger
 - (b) *President:* Emily Mellow
 - (c) *Vice President:* Elizabeth Lee
 - (d) *Vice President:* Kathleen Walsh
 - (e) *Committee Chair Coordinator:* Kristina Yadlon
 - (f) *Recording / Corresponding Secretary:* Urmi Mukerjee
 - (g) *Treasurer:* Ana Roth
 - b. **Bank Account Change:** Changing the signers on our checking Account this month as the board members changed. Tara Murphy, Maureen Riley and Kerry Fitzgerald will be removed. Liz Lee continues to be a signer and adding Diana Ettinger, Emily Mellow and Ana Roth will be added. No objection to this change and action was approved.
 - c. **Mask Fundraiser Report:** Thank you for everyone who bought masks and lanyards. We raised a total profit of \$1,744.80. With the raised funds we were able to buy smile masks for all teachers with a clear front. We are left with \$1,161 for use towards any Covid related needs as and when they may arise.
 - d. **Treasurer Report:** *Ana read out the write up from Kathy, previous Treasurer. Scroll down below to the Treasurer's report to read more.*
 - e. **Open Forum:** *Was to discuss any concerns or suggestions for the Salt Brook reopening. A form was open to all parents to ask their questions and Mrs. Drexinger, Mr. Firetto, Mrs. Kral and Mrs. Spoerl answered these. The PTA will also keep the form open, so if you have any further questions, please feel free to ask the question on the form. Parents can also reach out to Mrs. Drexinger directly. Mrs. Drexinger also mentioned that Dr. Miceli will share the states continual guidance as and when they come. District is motoring*

schools as they open and will be making adjustments and modifications based on learning from schools opening before ours. Schools as per the instruction from the State are ready to pivot to online learning within 24-hour period and go all remote if need be. The entire question answer session has been document in the minutes report.

PRINCIPALS REPORT
PTA MEETING
AUGUST 10, 2020

1. **THANK YOU TO ALL:** Parents, Teachers, and Students for their support and creativity during this unprecedented time.
2. **Special thanks** to the Pandemic response Team comprised of teachers, parents, therapists, nurses, technology specialists, and administrators for their assistance in developing our school-based plan.
3. **Plan developed based on 6 District-wide Guiding Principles:**
 1. Health and Safety; of all students and staff.
 2. Communication; ongoing among all constituents.
 3. Learning; uphold the integrity of our instructional program.
 4. Engagement; ensure equitable access for all students.
 5. Wellness; prioritize social and emotional needs and development.
 6. Empathy; caring for one another.
4. **District Communications Plan:**
 1. District Reopening Plan Letter – Dr. Miceli 7/22 **SENT**
 2. School Calendar Revision - Dr. Miceli 7/24 **SENT**
 3. School Based Plans 7/31 Sent by Principals **SENT**
 4. Student and Staff Participation/Remote Learning Choice Week of 8/3 **SENT**
 5. Social and Emotional Essentials Weekly Starting 8/3 **SENT, 1st one for Staff**
 6. Sports and Co-Curricula's 8/10
 7. Special Services Details 8/15 and 8/30
 8. Health and Safety Plan 8/17
 9. Cleaning Regiment 8/17 Send same time as Health and Safety Plan
 10. Technology Tools and Training 8/24
 - 11 8/20 - Parent Website Live 8/24
 12. Grab and Go Lunch Options 8/24
 13. Returning Student Registration 8/24
5. **Group C selection** extended through August 12th at 5:00 p.m.
6. **Recent Face Coverings guidance:** District staff, students, and visitors are required to wear face coverings except under the following circumstances:
 - a. When doing so would inhibit the individual's health.
 - b. When a student is in extreme heat outdoors.
 - c. When a student is in water.
 - d. If a student's documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of a face covering.
 - e. If a student is under the age of two (2), due to the risk of suffocation.
 - f. When a student is eating or drinking.
 - g. If or when anyone has trouble breathing or is unconscious, is

incapacitated, or is otherwise unable to remove the face covering without assistance (e.g., face coverings should not be worn by Pre-K students during nap time).

- h. The student is engaged in high intensity aerobic or anaerobic activities.
- i. During gym and music classes when individuals are in a well-ventilated location and able to maintain a physical distance of six feet apart (see number 2 below).
- j. When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task (for example, students operating machinery in which face coverings may get caught).

7. **Questions?**

TREASURER'S REPORT

The treasurer's report can be found as a link on the webpage.

- Report mainly reflects housekeeping items as reimbursement requests came in for various activities from the year.
- Otherwise there was just movement of money related to transferring funds out of the Funding account, moving money between Main and 6th grade account to cover year end activities.
- Next report will show updated balances for class accounts including deposits of unused funds. Please reach out to Liz Lee if you need to hand them in.
- Numbers are where they normally would be starting a school year despite not having the White Party. Thank you to everyone who contributed in the absence of an event.
- Starting the year by providing masks to teachers and students which will cost ~\$3700.
- The funds raised by the 2020 6th grade class were sent to the Middle School PTO for an event to be planned whenever possible.
- The numbers in this report do not reflect last year's unused class funds as they were deposited in July. Will reflect in the net report.

Open Forum

GROUP C related Question

Question: Overview of how the Group C (Remote) will work in terms of number of students registered, interactions with other groups and if not who will teach this class, level of expertise of the teacher especially for math and science or other areas where special teachers are required, etc.

Answer by Mrs. Drexinger: Teachers are excited to be back in September and while things will be challenging we will figure it out. As of now the group C numbers are between 138-140. Parents can make final decisions till Wednesday, August 12, 2020 5:00 PM. No school level breakdown available yet. Once numbers are final there will be two options:

Option 1: If the numbers are below 20 per grade level

1. Have them remain with the current homeroom as they are scheduled for and they would remote in into their classes. Assigned to their classroom teacher and their schedule.

2. Teachers will follow their templates and these templates will be available on Google drive for all grades.

3. Parents on Monday will get 'week at a glance' and a daily template of what will be running.

4. Zoom links will be in the Google classroom for easy access.

5. This will then be a seamless transition, for when parents choose to opt in for Group A/B later in the year.

6. Afternoon classes will be used for a lot of individualized and small group work for all groups – A/B/C

Option 2: If the numbers are greater than 20 students pre grade level

1. Might take out one of the assigned teachers for the grade for remote learning (Group C).

Kindergarten/LLD classes: Since these teachers will be teaching full time, teachers in these groups will not have an option to be group C teacher. A separate teacher will have to be assigned for Group C in this case – Gifted and Talented teacher, Reading Specialist, Basic skills teachers. All of them have been classroom teachers, having taught different classes, all have classroom experience and all have been trained in language arts, math, science and social studies programs. So easier for them to jump back into classroom/homeroom position if need be. Gifted and Talented program

and other Specialty programs will have to be suspended during this time.

5th and 6th Graders will be with their homeroom teachers and students will remote in through Zoom, plus individualized and group attention in the afternoon. Will not need to pull in a different specialist teacher for this grade level.

Question: Will there be any possibility when they can meet teachers in person prior to the start of the school year?

Answer by Mrs. Drexinger: Group C students will have to come and pick up their materials (textbooks, packets, iPads, etc.). The times will be set sometime in early September when the teachers have reported back to school. Table will be set outside for Group C students and families to meet their teacher and teacher will turn over materials and directions. The process has not yet been finalized yet.

Question: Even if the student has his iPad will they still be able to go and meet with the teachers?

Answer by Mrs. Drexinger: Yes, also during the year the teachers might be emailing parents/ students during the fall semester to collect materials.

Question: If students from Group C have a question for the teacher during a live session how will the teacher know and respond?

Answer by Mrs. Spoerl: Using various technologies like Google Classroom (between student and teacher), seesaw for lower grades, Zoom chat. While teaching it might be hard for teachers to view questions but after lessons the questions will be answered.

Answer by Mrs. Drexinger: Group A/B/C will be using same technology like seesaw, Google Classroom, Padlet since state has asked that school be prepared to pivot to online learning within 24 hour period for everybody. So students will be made comfortable using all technologies whether in person or at home. Lesson plans, parents template will be the same and in case of transition, it will be seamless, easier and manageable for all students.

Question: What type of technical support will group C have for any kind of troubleshooting?

Answer by Mrs. Spoerl: Call Mrs. Spoerl's number in office or it will get forwarded to her cellphone. Students can try reaching her through Google Classroom. The classroom teacher will also share more information on tech help. Form from last year might be in use again along with phone tech support.

Answer by Mrs. Drexinger: Will also post information on teacher webpage/ Google Classroom forms about where to go for tech

support and keep it current.

Question: What's the ratio of Teacher to students for Group C?

Answer by Mrs. Drexinger: Data not available yet on registered students. Would like to keep it to 25 and 5th/6th grades about 27, similar to numbers in in-person classes from previous years. A teacher could also manage a total remote group of 30, not hoping to go higher than that.

Question: What happens to PE classes for Group C?

Answer by Mrs. Drexinger: They will remote in, school is working on a technology to somehow bring it outside. If that does not work, then PE teachers Mr. Cruz and Mr. Conzentino may be able to offer in the afternoon session via Zoom.

HEALTH AND SAFETY related Question

Question: Parent in Conversation with Pediatrician who made two suggestions to keep students safer.

- i. All students in a classroom have an assigned time slot to use the bathroom , for most students in elementary school with in a four hour period one bathroom break is sufficient. Taking the children as a group minimizes risk of exposure to others, also allows staff to control when bathrooms are in use and cleaned between each group.
- ii. Fire drills need to be conducted, but her suggestion was to stagger in such a way that only certain classrooms be evacuated at a certain time. The procedure is still practiced by schools but not in a way that it has children overly exposed to others. She recommended no other safety drills be practiced during this period in the event of another type of emergency as long as the teacher knows what to do and commands the students to follow instructions.
How does Salt Brook plan to handle these two issues?

Answer by Mrs. Drexinger:

- We may see some of the group bathroom breaks for Primary classes. Gets harder with upper grades as they become more departmentalized and not possible to for provide for a 10-15 min break within a 25-40 min class.
- School is bringing in hallway monitors to monitor bathrooms. They will be sitting outside monitoring and regulating number of students going in and out.
- Every other stall in bathroom will be taped off, allowing students to be 6 feet apart. Also if stalls are occupied

students will have to wait outside.

- Masks have to be worn in the bathroom at all times.
- Custodians have built in hourly clean up schedules for bathrooms or more if needed.
- Classes with classroom bathrooms will be using those instead of hallway bathrooms.
- Anytime student leaves a class they have to wear a mask and keep it on, at all times.
- For Fire drills, school has to follow guidelines set up Fire Inspector. Fire drills will have to be practiced with all students exiting the building at the same time to track timings. Due to the hybrid model only half the students will be in school the timings may be shorter. Normally it takes 3-5 minutes for the drill and CDC recommendations are 10 min without a mask for increased transmission rates, we will be much under with masks on. So not a concern at this point.

Question: Since temperatures will be taken everyday will they be recorded since body temperature varies. Will the parents be provided with the temperatures taken to track it?

Answer by Mrs. Kral: Tracking will be hard but if student has an elevated temperature, then it will be assessed and documented. Screeners will be available to take the student temperature and they will go through questionnaire to check for other Covid symptoms. Mrs. Kral will be alerted in case someone has fever or symptom of fever.

Answer by Mrs. Drexinger: Aides will be assisting in temperature check and not Mrs. Kral since she may be required in case someone presents symptoms and she has to take care of that student and assess the medical situation. Parents are asked to take the temperatures before sending kids to schools even if they are feeling fine and go through the list of symptoms. If someone presents any issues to keep the children at home, let the school know and call Mrs. Kral. Process might be longer the first week and gradually it will get swifter.

Question: How are the teachers going to be screened daily? Will they have Covid tests prior to school and / or will they be tested during the year when in person instruction is happening?

Answer by Mrs. Drexinger: Teachers and other adults will take temperature checks at home along with evaluation of the symptoms. In case of any issue, they will notify the school immediately. There is no direction at this point or directive for teachers to have Covid tests through the state. If the symptom is present school might direct them towards a test before they report back to work but if everything is fine the state has not directed the

teachers to have a Covid test.

Question: Some districts are using apps to streamline screening process. Will Salt Brook be doing something similar to submit temperature checks for it to be tracked?

Answer by Mrs. Drexinger: It will be safer for school to do temperature checks before they enter the building.

Question: Any criteria for masks in school?

Answer by Mrs. Kral: Description of masks from the CDC are coverings that cover both the nose and the mouth, they fit snugly along the side of the face and under the chin. Valve masks should be avoided, as valves allow easier exhalation, so these masks are made more for industrial use where people are working around dust, so while it protects the wearer while breathing in, it's not so while breathing out. It will likely block larger droplets in case of sneezing or coughing but it will allow some aerosolization. Bandanas, which are tied loosely under the chin, are not ideal. We are updating information on coverings based on CDC guidelines. Best mask is the mask a student will wear. So practice with different masks and have them build up tolerance and make them do fun stuff while wearing masks it gets associated with fun, treat it more as a matter of fact, congratulate them on being super hero's and helping to keep self, friends and community healthy rather than focus on negatives. Also let them choose color, pattern that makes them feel that it fits their personal style.

Answer by Mrs. Drexinger: School also has a supply of masks and if need be then we will supply it to them. Cloth masks must be washed before it reenters the building.

Question: Has the state and/or county established criteria for the full reopening of schools with no restrictions. If so can you please share and if no when do you anticipate that information may become available?

Answer by Mrs. Drexinger: No guidance has been provided so far on full reopening. If anything the guidelines have tightened. May be sometime after the vaccine and past the flu season but nothing before that. Have not seen a timeline as of this point.

Answer by Mrs. Kral: Nothing so far, but happy to be working for a district which lays strongest emphasis on health and safety. District is working to make the environment as safe as possible for the students and staff.

Question: What's the protocol for telling people when someone in the school tests positive for Covid? And how will you handle

contact tracing?

Answer by Mrs. Kral: School will not be handling contact tracing, it will be done by the health department (reference to Westfield Regional Health Department). Schools would provide support to answer any questions health department might have like seating arrangement, etc.

Answer by Mrs. Drexinger: If the family has inkling about Covid in the household, they need to report it to us. Schools then need to report back to the health department. Schools will keep very strict seating charts, etc. and will turn over all information in case need be. We will stress the importance of sharing all relevant information about contact tracing with the health department.

Question: Is there a way for parents to know about Covid cases in school?

Answer by Mrs. Kral: State document outlines that the schools need to notify the families but health department will guide us as to who/ can or should be notified. Schools will not share the name and grade of student who may be infected by Covid, which will be a breach of confidentiality. Notifications may be very broad. Health Department will be guiding the school on the notification from school. Communication may come from Administrator office/ Central or Board office and not Mrs. Kral office. Certain notification about contact tracing might come from contact tracers in the Health department.

Answer by Mrs. Drexinger: If the student has to quarantine, then they automatically become a remote student and stay with the same teacher. Also health and safety is our first priority and in case something happens tough decisions will be made to handle the situation.

Question: What are the plans to control the hallway traffic during dismissal and arrival?

Answer by Mrs. Drexinger: The dismissal times will be staggered. Homeroom teachers will communicate with the families. School will be using multiple doors for dismissal and no large number of students will be dismissed from school at any given time. The students will be exiting quickly, they will be with their teachers (for students K -4), they will have masks on, students will be instructed to not play on the play ground and will have staff members outside to ensure that. Parents are requested to help assist students in leaving school premises at the earliest. Kindergarten and some special students will be in school so playgrounds will not be open to play.

Answer by Mrs. Kral: Even during the school day the hallways will not be full. Teachers will be coming to the students and not the

other way around. Only for gym the students will walk to the teacher and that too will be split between two teachers if there are two classes.

Question: Suggestions on handling multiple kids during dismissal?

Answer by Mrs. Drexinger: Recommendation is to create a meeting point. Parents to gather the youngest student first and then walk to the point to meet your oldest student.

Question: Will equipment's be assessable for gym classes?

Answer by Mrs. Drexinger: No. Students will have to be 6 feet apart. Will be doing more individual exercise, dance, yoga, and physical fitness related activities.

Suggestion: Having to wear masks is really important. High thread count fabrics/ multi layered fabrics/ masks that fit tightly around the face can have better filtration efficiency. Parent will like to share that information.

Question: Are you doing anything to get fresh air into the classrooms and filter the air. If someone is positive and asymptomatic then there is no build up of virus.

Answer by Mrs. Drexinger: Most classrooms have windows and teachers have been directed to keep them open, weather permitting, and keep fresh air flowing. Fans will enable air circulation. School has about eight or nine rooms that are on the inside without windows and air conditioning. The district has called an architect and contractor with a mechanical engineer, to look at all those rooms. CDC recommends air filtration inside rooms pull outside air, which ours does. We have checked and changed the filters, cleaned the systems and now bringing in outside contractor just to verify everything that we have done is appropriate and in accordance with CDC guidelines and check systems. If we need to make further recommendations or some minor upgrades in order for those rooms to fall into CDC guidelines then it will be done. If in any case it become too time consuming or budget prohibiting to get the changes done then there are 8-9 areas of the building (example music room, art room, multi purpose room, cafeteria, GT room, STEM classroom) then the classes will be moved to these backup rooms. However at this time the district feels the rooms will be fine for use.

Question: Follow up question on Staggered release. It's a great idea but why the younger kids are released first and not the older kids, since the older kids are more responsible than the younger kids and also it cuts down on the in person time. Since between the times the kids sit down for class and start packing up they may

loose about 20-30 min of in person time. The question is why are we doing 1st grade 1st and 6th grade last as opposed to the other way around?

Answer by Mrs. Drexinger: A lot of thought was put into making this decision. 5th/6th grades are on departmentalized schedule, as the teachers are moving, they have to have certain number of minutes for their classes. So if these grades get dismissed last, what ever subject they have on the last period of every day, that would get cut short by 15 min. That's a lot for a 5th/6th grader academic class to cut short by. While lower grade teachers are able to recoup some of the time from lunch/recess blocks. They still have that half hour of time built into their schedules. So they are backing all their subjects up. They have a little bit more flexibility in their schedule despite having time allotted for each subject, while upper grades do not have this flexibility due to switching of classes.

Question: For teachers who are coming into class (like Art/ Science) that requires special equipment's or paints. How will you handle sanitization without ruining anything like the art or experiments?

Answer by Mrs. Drexinger: The teachers will have their carts. Their equipment's and other tools will be with them. The teachers are rethinking their assignments and lesson for students. So that the lessons can hit the objectives and still be same for hybrid and remote students. In science students may not be able to do individual experiments but may have to rely on teacher demonstration. We may be able to do some individual stuff, where students bring in things from home and parents can be given prior notice that could be tied in.

LEARNING related Question

Question: For students that go to after school program, can they be organized in a group together? Have such requests been received from after school programs and your thoughts?

Answer by Mrs. Drexinger: Not received request except Summit Y. Their request was to put kindergarten students in the morning session as they would be picked for afternoon, but this request comes in every year from St. Luke's and Summit Y. Even if this came through, it may be difficult to honor it at this point, since school is trying to keep all families in the same cohort, like siblings, twins, or neighborhood cohorts/pods. School has been able to honor all of these requests till date.

Question: With regards to the Zoom classes, will they be at a set time or the time will change constantly?

Answer by Mrs. Drexinger: Teachers should have a set time for zoom. When teachers come back to school they will provide their schedule for teaching language arts, math, work on basic skills instruction, and other details and provide it back to Mrs. Drexinger and then they finalize a schedule prior to school opening. Before school starts all teachers will know the exact time of every day when they will teach what. That will be a set schedule and in the 'week at a glance' template for the parents, zoom times should not change they will follow the teacher schedule. It may be off by a few minutes based on student understanding.

Question: Will there be any tutoring or extra services available to students, since their normal in person interaction with the teacher will be significantly limited.

Answer by Mrs. Drexinger: Not through the district at this point. Teachers are teaching Group A/B and C simultaneously. Guidance from state said that regardless if you are in school or in person the same teaching staff will have to teach students and not use additional staff. 3.30 is the teacher's contractual time, so the teachers will be teaching up until 3. The afternoon zoom sessions will be dedicated to teach full groups, or guided lessons, math cohorts, individual work, plus office hours built in; teachers are booked solid up until 3:00 and only get half hour for preparation work for the following day. Leaving no extra staff to do any work outside school hours, that would be outside their contractual obligations.

Question: How are 504's and IEP's going to work? Are they going to work if the teachers are pulled for use in class?

Answer by Mrs. Drexinger: Accommodations in those documents will continue if you are in in-person or remote student. Just like every year and even in the remote learning period when a new IEP or a 504 came through every teacher that interacts with the child needs to come down to the office, read the document, take down their notes and sign off that they read it. This year we will have electronic sign off process so that the teachers do not have to physically come to the office to limit the amount of people there. But they will have those documents there, prior to school starting, if there are changes during the year, they will receive the updates and those accommodations will be made regardless of what grouping you are in. Classroom teachers are the ones who do 504 accommodations, special education teachers do IEP as well as the regular education teacher modification, and those teachers will not

be pulled for additional assignments. The only teachers that can be pulled are the reading specialist, basic skills teachers, Gifted and talented or STEM teachers. Those are the teachers we have in the building. The difficult piece is that, if they have to be pulled in for other classroom responsibilities, then those services will have to be suspended. A student does not receive basic skills or reading specials based on a 504 plan usually or if it's in their IEP, that would be special education services. So it should not affect the 504 or IEP students but it will affect other students that maybe could benefit from a reading specialist.

Question: Are you still going to have some classrooms with two teachers like last year?

Answer by Mrs. Drexinger: That is still mandated by the state, because many students had IEP prior to us moving to co-teaching we have resource rooms. Special education teachers pulled students into resource rooms. Most of the students in the co-teaching model as mandated by the state, so we do need to have two teachers in the classroom and we will continue that.

Question: Is homework going to be the same as it used to be or will there be lesser homework load, in light of the new system where children will come home and doing work in the afternoon?

Answer by Mrs. Drexinger: Extensive discussions are still in progress on homework load, but the thinking is that the load will be lighter especially in primary grades. Screen time is a concern for all and unfortunately due to the current situation we still have to use a lot more screen time than normal. In upper grades it will be lightened a bit, but at times students have to study for tests, so that is unavoidable and will happen after school hours for tests or assignments and students have to study for. More discussions will happen along with the staff later but homework will only be given when it's absolutely necessary, especially at the start of the school year when students need to focus in on their instruction.

Question: Follow up on IEP and 504. Some of them have accommodation to get up and move around. It was previously said that students have to stay in the seat the whole day, which could be hard for certain, kids. How will that accommodation going to be met?

Answer by Mr. Firetto: Most kids can stand up by their desk. In the past, based on their individualized needs, some students had more flexibility to walk but in this case they will need to either stand or walk around their desk.

Answer by Mrs. Drexinger: Some teachers also set up a schedule to have a hallway break, where in Mr. Firetto or Mrs. Drexinger

would take them for a short walk that can still be put in place. Even though limiting the contact with people in the building. But decision will be based on what teachers feel best and if it is in their IEP, school will accommodate that. Restricted but definitely a short movement break will be provided. Some of the teachers might want to still use the 'Go Noodle'. Go Noodle is a social emotional learning platform used a lot inside the classroom to get the kids up and moving as an exercise, stretch, sing and dance. Maybe take our the singing part this year but for short time they will be able to stand in their place and do their dances in a more confined area.

Question: What happens if the reading specialist is pulled to teach Kindergarten class? Some students, who have fallen behind might greatly, benefit from that and if there is no reading specialist then what's the plan?

Answer by Mrs. Drexinger: While it's a valid concern and students will benefit from having a reading specialist, but if teachers need to be pulled in for some class than teachers might be able to consult with the reading specialist and pick up some of the responsibility, since the class room sizes are estimated to be smaller. But the program will have to be suspended.

A scenario being that the teacher has fallen ill or quarantined for Covid, a substitute may be hired, but they are not trained in the technologies we will be using. So an internal staff member will have to be pulled in like a reading specialist, gifted and talented, or someone else who is trained in our program an become the classroom teacher for two weeks.

Reading program is at risk because of all these staffing concerns that may pop up along the way. The main concern is the classroom instruction, which cannot be stopped and specialists have to be moved around to accommodate for that.

Question: Has there been an opportunity to monitor screen time on district issued iPads? Not only the screen times in terms of how much time kids are using in each app but also total time and making sure there is an audit mechanism for parents to understand how they are spending time on the iPads.

Answer by Mrs. Spoerl: Something new came out from our Mobile Device Management and software used called JAM, looking into being able to see the screen time. As a suggestion, when student is done with school the iPads should not be used after that for the day and should be placed for charging for use the next day.

Answer by Mrs. Drexinger: School iPads should only be used during schoolwork. We have an outside system called Gaggle alerts, every time a student does something inappropriate on iPad, we get alerts and follow up with teachers and families. If it's

something severe, gaggle email or calls and families are alerted right away. If it gets to it, school might take away students iPad. Reminder to student – the iPads are for school use ONLY and school has access to everything in their Google Classroom.

Question: Relates to Group D LLD students. If a situation arises where one of the students has to be quarantined for some reason, do they go to Group C or else how does it work?

Answer by Mrs. Drexinger: Data yet not available to know if the current LLD students have opted for Group C. For students who have more significant learning needs that it will be very difficult for them to remote in for all of their classes so we hope that if there is a group of students then a teacher can be pulled and assign them a separate class and a teacher. For these teaches who will be teaching full day everyday will not have the time to give and provide to those remote students and remote students will need the one on one instruction. When data is clearer more information will be shared.

Question: Will the Group A/B schedules be more consistent. Like Group A do every Monday and Tuesday and Group B does Wednesday and Thursday and alternate Fridays. At the Board of Ed meeting it was said that this would be considered. Is that still under consideration?

Answer by Mrs. Drexinger: Decision was made looking at schedule for K-12 and not just elementary schools and along with teachers opinions based on educational structural model, it was decided to continue with the every other day model.

Question: How band and orchestra will be handled for the upper grades?

Answer by Mrs. Drexinger: Awaiting guidance from the State Music Association. We will be able to offer in person lessons to students who are in the A/B Model, to be scheduled on their days. Have to put 3-4 students in a group, larger classes would mean managing that with 6 feet distance guidelines. Band and Orchestra teacher will be in the middle and students to be around them.

For Group C plan will be to provide individual or group lessons in the afternoons.

We are not practicing for concerts, just learning and perfecting the craft.

Question: For the spring semester we found that the parents got looped into the middle of the teacher to student conversation if the assignments were missed or late. Sometimes the messages got delayed? Will you be setting up direct inbox mail account for the

kids so they can message or email their teachers the right way?
Also will you set up email calendar to remember schedule.

Answer by Mrs. Drexinger: Group A/B days will be in the school calendar and on the website. Grade 3-6 will have emails and can connect with the teachers directly. The teachers will still be posting in power school and notifying parents for the 3d grade level if students are missing assignments.

Answer by Mrs. Spoerl: Especially upper grades, when teacher posts an assignment that is due thru Google Classroom it automatically goes on the Classroom Google Calendar. So the Google Calendar app will be pushed out to the student iPads and they can use that to keep track of assignments.

Question: Older student graduated from 6th Grade Salt Brook and entered middle school. Will Salt Brook need the iPad back?

Answer by Mrs. Spoerl: No the student takes it to middle school. They have been moved to the middle school management.

Question: Can the teachers consistently use the calendars? Since sometimes the power school takes a while to update and that might delay the parents knowing about late assignments by almost two weeks. Having a more centralized location for everything like the Google Classroom would be easier than working around alternate notification or organization systems.

Answer by Mrs. Spoerl: Google Classroom and PowerSchool don't talk to each other yet. Information needs to be placed separately in these platforms. Also extensive training will be provided to teachers for Google classroom and platforms.

Answer by Mrs. Drexinger: Earlier a lot of things could be done in school while now all assignments will be done online and some time there are lag times, especially in upper grades and teachers have to read and grade everything. Some teachers are seeing a 100 students a day, and so turn around is not as fast as compared to in person instruction. But all these will be noted and taken into consideration.

Question: Will the Google Calendar have all the Zooms listed for the day?

Answer by Mrs. Spoerl: All Zooms will have the same meeting ID. Students will follow the schedule of looking at the Google Calendar and following the schedule both in school and at home, so it becomes part of the routine.

Answer by Mrs. Drexinger: Students will sign into their Google Calendar everyday – A/B/C. They will sign in and always have the 'week at a glance' template and every teacher is using the same template this year. So will look very similar for students and

parents.

Question: How much Zoom happens on a given day vs. Independent time?

Answer by Mrs. Drexinger: District has instructed to do Zoom with every academic subject that is being taught in a day. Every time we start an academic subject it has to start off on Zoom mini lessons (either 10 or 20 min). Then students will move into independent. Approximately 2-3 times zoom in the morning session and on the afternoon the district requires the teachers to get back on offer some additional arts / math for K-4 and 5/6th grade for additional time for other academic subjects. May not have zoom calls everyday in the afternoon, that's what teacher will schedule and communicate.

Question: For the upper grades will the lockers be use this year?

Answer by Mrs. Drexinger: The primary reason for using the lockers this year will be for hanging coats or could be put on chairs. Upper grades do not have coatrooms! Since upper grades are not switching classes and they will have their own desks, their books and materials can be kept inside their desks. A/B students will not be using same desks. In spite of coming on different days they will be using their own desks. Every desk though will be wiped down no matter group A or B day.

Question: Have the platforms being streamlines since the spring?

Answer by Mrs. Drexinger: We have looked at all platforms and picked out the best.

Once the students get into the routine, they will also have the teachers live and the teachers will be reminding them about the Zoom classes.

Answer by Mrs. Sporel: Younger grades will be using Seesaw for the voice instruction component. All students irrespective will start their day the same way and that will make them independent. Go into Google classroom and looking at what's on for the day. The personal meeting ID will be the same and they will open the same link to speak to their teacher everyday.

Question: For Holidays if there is a Monday off, does it mean that the scheduled Monday school will be on Tuesday?

Answer by Mrs. Drexinger: Have to check with the district guidelines and we will be consistent throughout the district on that.

Question: How closely will the teachers interact with the students if they have to help them out with something and provide extra

assistance? Since also previously students could just walk up to the teachers and get more clarity?

Answer by Mrs. Drexinger: Students and teachers have been directed to stay 6 feet apart. Difficult to provide one on one instruction, but for the teachers if they need to get closer to the student, school will have masks and face shields in case it absolutely is necessary.

Question: Are the teachers going to record their zoom classes for students to later review? What is the back up for school if there are power outages but Salt Brook is up and running?

Answer by Mrs. Drexinger: We are not permitted to record Zoom sessions. So if there is a lesson or concept that needs to be watched again a separate video will be provided. Instructional videos were very useful in the past and students can rewind them. We can also take these videos off other online platforms. Teachers won't be recording themselves live teaching, since there will be in-person teaching.

In case of power outage and the student is unable to attend the class, they will be considered absent for the day. There would be no way of providing instruction if you did not have the technology available in your house. School will help make up for the instruction when the power came on to the homes. If town has a wide spread power outage, Salt Brook might also not be up and running and then school would technically be closed for that day.

Question: How many students in each Kindergarten class and how will they be able to properly socially distance?

Answer by Mrs. Drexinger: The max number is 18. Some parents are opting for group C, so this number will only go down. To place 18 desks in a classroom and have them 6 feet apart, we will need an extra large kindergarten space. So one Kindergarten classroom will be run up and one class we will pull the divider and make it one large Kindergarten space. So we will have one teacher and may add one more teacher, because the students at the back of the room, are able to see the smart boards. So we will run two smart boards, one at the front and one at the back. Also either turn multi purpose room or cafeteria into Kindergarten rooms. But if the numbers are lower then we may use the current classrooms for their class.

Question: Question is regarding attendance for A and B students. How strict will you be? Example a situation where my son wakes up with a cough and usually I would send him in, but because of the current situation I will have to hold him back. Will he be

marked out for the day or just have him hop on a Zoom and work from home?

Answer by Mrs. Drexinger: If student was scheduled to come to school on a certain day you will have to call in and let the school know. If he can still attend learning, we might not mark him absent. But if he was ill and unable to do his duties for the day then we will mark him absent. In Elementary school we don't have course credits and attendance matters the most during that time. Students are only held back in Elementary due to attendance only when they have missed 30-40 days and are not at the academic level they need to be.

Question: What are the plans for Aftercare in school? What about attending the afternoon programs for children at aftercare.

Answer by Mrs. Drexinger: Aftercare relating Summit Y, only program that uses Salt Brook Cafeteria. We are hopeful that they will be able to run program on sight. Looking into the air-conditioned room and looking to see if the classes have to be relocated. But if it works out then they can start their program starting at 12:30. They will follow all social distancing guidelines, and would ensure that the student participated in their afternoon Zoom activities. Other afternoon programs run offsite and no communication with them yet.

Salt Brook will not be renting out the facility for any after school activities at this point. Not allowing any recreational, boy / girl scouts, or any other programs that used the facility in the past will not be able to do so this year as the building will have to be thoroughly cleaned and sanitized for use the next day.