

**SCHOOL COMMITTEE MEETING  
AGENDA  
WEDNESDAY, SEPTEMBER 2, 2020  
7:00 P.M.**

Per Governor Baker's order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, the public will not be allowed to physically access this School Committee meeting. Members of the Public can access this meeting via live stream at:

<https://us02web.zoom.us/j/81029564979?pwd=NGJJZTNYU0hzb3R4RmRsQ2E4NXlZZz09>

Meeting ID: 810 2956 4979

Passcode: 75B.@F

The School Committee reserves the right to implement additional remote participation procedures and will notify the public of these procedures as soon as practicable. Public comments are welcome via the chat box. Questions/Comments will be read and answered by the School Committee via live stream.

**I. Call to Order**

Chair announces the meeting is being recorded.

**II. Review/Approve Minutes**

- A. Policy Subcommittee Meeting of August 24, 2020
- B. Meeting of August 26, 2020
- C. Policy Subcommittee Meeting of August 28, 2020

**III. Information/Discussion Items**

- A. School Reopening
- B. COVID Policies
- C. School Calendar

**IV. Members'/Committee Reports as Needed**

**V. Warrants**

**VI. Action Items**

- A. Vote on Teachers' Children Attending School as part of Cohort C
- B. Vote on COVID Policies
- C. Vote Revision to 2020-2021 School Calendar

**VII. Public Comments**

**VIII. Adjourn Meeting**

The agenda items listed are those that the Chair reasonably anticipates will 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. All School Committee meetings may be recorded via audio and video by the School Committee.

**Carlisle School Committee  
Policy Subcommittee  
Minutes  
Monday, August 24, 2020  
8:30 a.m.  
Remote Meeting Via Zoom**

Present Via Zoom – School Committee: Christine Lear - Chair, Amanda Comperchio, Jack Huntress, Eva Mostoufi, Sara Wilson.

Present Via Zoom – School Administration: James O’Shea, Lori Bruce, Director of Student Support Services; Nancy Anderson, Assistant to the Superintendent.

**Note: Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, the public was not allowed to physically access this School Committee meeting. Members of the Public were able to access this meeting via live stream at:**

<https://us02web.zoom.us/j/84973162629?pwd=ZGw4dkZCbE1BUzFpdjBTYnZCak5qdz09>  
Meeting ID: 849 7316 2629  
Passcode: 6jfz1G

**Public comments were posted via the chat box. Questions/Comments were read and answered by the School Committee via live stream.**

**I. Call to Order**

The Zoom link was not working this morning. Zoom was having technical difficulties everywhere. Lori Bruce set up a Google hangout so the meeting could occur. Ms. Lear called the meeting to order at 8:45 a.m.

**II. Information/Discussion Items**

- A. The Sexual Harassment (Title IX) Policy was discussed. Lori Bruce shared that as the Title IX coordinator for the District, per new regulations, she has to hire an investigator and a decision maker for each case. Title IX Coordinators can’t appoint the Superintendent or themselves. There are many new definitions and guidelines. Ms. Wilson reported that Dorothy Presser from MASC was on the Regional Policy Subcommittee call last week and MASC is still working on revising the Title IX policy. Mr. O’Shea recommended we wait for MASC to release its version and then revise the Carlisle policy.
- B. Face Coverings: This policy was discussed at length. Carlisle will follow CDC guidelines for face coverings. Revisions were made to this policy.
- C. Pandemic Specific Interim Policy: This will be discussed at a future meeting.
- D. Remote Learning: This will be discussed at a future meeting.
- E. Remote Learning Addendum: This will be discussed at a future meeting.

DRAFT

**III. Action Items**

There were no action items.

**IV. Public Comments**

There were no public comments.

**V. Adjourn Meeting**

Ms. Lear adjourned the meeting at 9:50 a.m.

Respectfully submitted,

Nancy Anderson  
Assistant to the Superintendent

DRAFT

**Carlisle School Committee**  
Minutes  
Wednesday, August 26, 2020  
7:00 p.m.  
Remote Meeting Via Zoom

Present Via Zoom – School Committee: Christine Lear - Chair, Amanda Comperchio, Jack Huntress, Eva Mostoufi, Sara Wilson.

Present Via Zoom – School Administration: James O’Shea, Superintendent; Matt Mehler, Middle School Principal; Dennet Sidell, Elementary Principal; Lori Bruce, Director of Student Support Services; Anne Mahan, Business Manager; Nancy Anderson, Assistant to the Superintendent.

**Note: Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, the public was not allowed to physically access this School Committee meeting. Members of the Public were able to access this meeting via live stream at:**

<https://us02web.zoom.us/j/85077109211?pwd=OGRLMHFLQk1OSkgrZINQTGJoSGIZQT09>

Meeting ID: 850 7710 9211

Passcode: 0\$hAeb

**Public comments were posted via the chat box. Questions/Comments were read and answered by the School Committee via live stream.**

**I. Call to Order**

Ms. Lear called the meeting to order at 7:05 p.m. Ms. Lear stated that the meeting was being recorded.

**II. Review/Approve Minutes**

- A. Meeting of August 17, 2020 and Meeting of August 19, 2020. Ms. Mostoufi made a motion to approve the minutes of August 17, 2020 and August 19, 2020; Ms. Comperchio seconded the motion. There was no discussion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye.

**III. Information/Discussion Items**

- A. School Reopening. Mr. O’Shea expressed gratitude to the many people who have worked so hard over the last several months. He thanked the administrative team for their tireless efforts. He thanked the custodial staff and the support staff. He thanked the entire faculty and staff for their collaborative work, and gave a special shout out to Linda Vanaria. He thanked the School Committee, in this unprecedented year, for digging into the work. He also thanked the Carlisle families for their patience, respect, and voiced appreciation of the tone and tenor of parent communications. He appreciates that

conversations have been positive. Ms. Lear added her thanks to Mr. O'Shea for all of his hard work. Mr. O'Shea continued with the school reopening update. The faculty and administration have been working together to plan for school reopening on September 15. Teachers return on Monday. Dr. Sidell and Dr. Mehler hosted family forums this past weekend to answer questions about the back to school plan. As additional questions are generated, more family forums will be held on September 3 and September 10 at 7:00 p.m. Lori Bruce will also be available to answer questions at the forums. There will be a SEPAC meeting on September 22 at 7:30 p.m. Anne Mahan shared a school reopening presentation with FinCom this past Monday evening and shared the presentation. Ms. Mahan said that there is COVID-19 Grant Funding available to the School. Elementary and Secondary School Emergency Relief Fund (ESSER) for \$20,000 is available and can be used through April of 2022. There is also the School Reopening Grant for \$128,250 (that equates to \$225 per student) which can be used through December 31, 2020. Currently, that is a total of \$148,250 in grants. Grant money can be used for staff, student technology, student assessment, student furniture, facilities projects such as HVAC, and PPE. The School purchased see-through masks for staff with part of this funding. Ms. Mahan then reviewed the total COVID Related Expense chart. The estimated funding required for School reopening is \$150,000. The estimated funding required for staffing (estimated 12 staff members) is \$150,000. Subtracting the DESE grants (\$148,250), the total estimated funding required is \$151,750. Ms. Mahan noted that Chapter 70 funds for FY21 increased to \$1,012,143. Ms. Huntress added that the School informed FinCom that there may be other expenses with regard to air quality and testing. This amount is what is needed right now; it's a fluid situation. It was noted that CARES funding can be used for COVID testing for anyone in the Town departments. Ms. Wilson asked if the Chapter 70 funds were final numbers; Ms. Mahan will check. Ms. Mostoufi asked if the School is anticipating any technology needs. Mr. O'Shea answered that there may be additional requests, but currently, technology is available for all K-8 students. Rob Fortado gave a Facilities update addressing the indoor air quality. There have been steps taken to ensure healthy air will be provided to faculty and staff. There has been a complete assessment of all rooftop units. Whether in a cooling or heating mode, fresh air will still be circulated. The system was assessed on Friday in both heating and cooling modes. It was noted that air is circulated 4 times per hour in classrooms and administrative spaces; every 15 minutes there is outside air brought in. Filters were updated on the gym units; these filters increase air quality by catching airborne viruses, bacteria, and airborne particulates. Preventative maintenance schedules have been increased to 4 times per year, and are handled by Mr. Fortado and Rich Price. Disinfecting has been done, filters have been upgraded and replaced. We have increased the run time of the HVAC system. Now units come on a few hours before the building is occupied (flushed with cool air from overnight) until a few hours after occupants leave to flush out air. Screens will be installed in Wilkins and Grant classrooms. Ms. Wilson said that there were a lot of concerns about upgrading the filters at the Region, and asked how do you tell if there is too much pressure on the system? Mr. Fortado answered that you can tell by the static pressure which would trip an alarm. He and Mr. Price check regularly on the pressure. Ms. Mostoufi asked if there is a need for opening the windows. Mr. Fortado said the more open windows the better, it is best to have as much fresh air as possible. Mr. O'Shea asked if it would be beneficial to install individual air purifiers or

filtration systems. Mr. Fortado answered that this would be beneficial if a space was isolated and not on the system, but we do not have any spaces like that in the School. Ms. Mostoufi asked where the students with respiratory issues or symptoms would go for an isolation room. Mr. Fortado said we have looked at different areas. The current thought is using the conference room for regular knee scrapes, and the nurses' office with windows for staff or students that are symptomatic. It was noted that the facilities department would go through cleaning and disinfecting protocols of those spaces. Mr. Fortado added that he worked with Ms. Mahan, and purchased outside tents. Double sink hand stations will be rented because it is more cost effective. The rental company is local and comes out weekly to take away waste water, refill the units, clean them and stock them with paper towels and soap. Facilities will do the wipe downs and disinfecting through the week. The capacity is 600 hand washings per unit before water has to be changed. Mr. O'Shea shared that the Carlisle metrics for in-person vs. remote instruction have been updated to align with State guidance and Harvard Global Health Institute. It was noted that as soon as there is one case, there will be communication with the BOH, the DPH, and DESE, which could result in a State directive to close School. The thresholds were lowered at the Town and State level. If the test positivity rate is lower than 3%, school will be in session. Mr. Huntress noted that we are still talking about 14 day rolling averages; all cases within a 14 day range. Ms. Lear asked for discussion about extending the deadline for faculty children to attend CPS this fall. Mr. O'Shea shared the list of faculty who have asked that their children attend CPS. The following teachers and students were read: Jessica Montague's son, Jack, in Kindergarten; Aria Niemierko's daughter, Zoe, in Grade 1; Bethany Boglarski's son, Charlie and Leanne Christmas's son, Alex, in Grade 2; and Bethany Boglarski's son, Oliver, in Grade 4. Ms. Wilson made a motion to accept all of these children to Carlisle Public Schools for the 2020-2021 school year; Ms. Mostoufi seconded the motion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye. Mr. O'Shea talked about teachers as essential workers. If we declare Carlisle residents who are Massachusetts public school teachers as essential workers, then would we also allow their children to become part of cohort C? Commissioner Riley said last week that he recommends Districts that are hybrid or remote should prioritize kids of teachers and high risk students. Mr. O'Shea believes the School can manage this so public school educators that live in Carlisle and work in MA can have their children attend in Cohort C. Ms. Lear said we need to know the numbers. They make work for the hybrid model, but not sure about the numbers would work in a full in-person learning model. Mr. O'Shea said we could send another survey, then we would have the data to discuss it. Ms. Wilson suggested that if numbers are large, we could prioritize elementary students. Dr. Mehler asked if the CSC could look at it by grade level. He shared that we currently have 83 students in 7<sup>th</sup> grade and we have large 5<sup>th</sup> grade classes too. Mr. O'Shea will get the numbers; he will label the survey for public school teachers in other towns. Ms. Comperchio asked for the capacity we would have per grade. Ms. Bruce added that there are a large number of students with special education needs in Cohort C. Ms. Mostoufi asked if there is capacity for other special needs students to be part of Cohort C. Mr. O'Shea answered that if we expand it more, the hybrid model wouldn't work well. Ms. Bruce explained the criteria for students being part of Cohort C. The state said to include high need students; Carlisle said any student

that qualified for summer services as well as any student that had more than one service provider on the service delivery grid would qualify for Cohort C. Mr. O'Shea discussed the need for after school child care and the School's ability to provide it. He contacted Holly Mansfield at Carlisle Rec who has put together programming that might be available, but capacity may be limited. Currently they are looking to identify spaces that may be used for such a program. Such a service would be beneficial to families when Carlisle is in the hybrid model for at least the first two weeks of school. Ms. Mostoufi shared that Concord is using Concord Recreation to provide child care supervision, and Concord Rec also serves the children lunch. Mr. O'Shea said other districts are working with their YMCA or recreation depts to provide programs but Carlisle does not have these resources. Ms. Lear revisited the testing question and is looking for answers from the COVID task force. Ms. Mostoufi said they will meet tomorrow and work on testing questions and review literature because they understand the School is asking for guidance. Ms. Lear joined the BOH Communications Subcommittee and that group is designing a campaign for the town, including ideas such as seniors protect children, and children protect seniors, to stop the spread of COVID. That group meets tomorrow as well. Ms. Lear noted that Susan Rask offered to share a summary report every Thursday, that includes data points with test cases, that we could distribute to our members. The report could address the framework.

- B. Policies. The policy subcommittee met Monday but did not review all of the COVID policies. The subcommittee will meet again on Friday. The meeting has been posted and members were asked to attend if they were available.

#### **IV. Members'/Committee Reports as Needed**

CCRS: Ms. Wilson reported that the Region discussed details of Concord's reopening plans and the HVAC. Ms. Mostoufi added that there was an open campus discussion about allowing juniors and seniors to go off campus. More information is posted on the CCRSD website.

#### **V. Warrants**

There were no warrants.

#### **VI. Public Comments**

Carrie Patel clarified the discussion about teachers' children attending CPS. She asked to clarify that the CSC just voted for 5 more children to attend CPS but hasn't yet voted that the teachers' students will be part of Cohort C. It was confirmed that information was correct. Ms. Patel shared that in Concord, they are making videos of kids going into school and showing routines. Mr. O'Shea said Carlisle is exploring doing that too because it lowers the anxiety for students and parents. Dr. Sidell added that in his Zoom meetings this week, they talked about doing videos about things that would happen at the elementary school. Anne Mahan shared that for Chapter 70 funds, discussed earlier, DESE confirmed that the School would be level funded for the year; the governor released his budget but it has not been finally approved. Mr. Fortado added that in the week leading up to school reopening, the HVAC system will be running 24/7. Ms. Lear discussed moving CSC meetings into the building. Mr. O'Shea said he can make arrangements for a meeting space. Ms. Comperchio will have to call in to next week's meeting and cannot meet in person. Ms. Wilson asked if we diminish our ability to hear from stakeholders with an in-person meeting. Ms. Lear would ask CCTV to broadcast live but this

DRAFT

wouldn't give people the ability to comment in real time. Ms. Lear wants to find a balance between meeting in person and public access. Mr. Huntress added that we don't want to cut off discussion and questions. Cynthia Sorn, Rutland Street was recognized. She said that per Open Meeting Law, if you hold a meeting in person you have to accommodate those who come in person. If they want access to the meeting and can't access it, you may be putting people at risk. Thought has to be given about holding a meeting in a public setting. If you had zoom going at the same time, that would work. When the public station had technical difficulties a few weeks ago, the meeting was not accessible. Mr. Model, Carroll Drive and a member of the BOS, asked if the School had guidance from counsel on conducting a live meeting with Zoom concurrent. He agreed with Ms. Sorn's and Ms. Wilson's points about not giving up on Zoom. Mr. Model offered to field this question through Town Counsel. Mr. O'Shea asked if anyone has an idea on how we can meet in person with remote access simultaneously and successfully, let him know. Mr. Huntress asked if pre-registration for public meetings is something that could be done. It was answered that per Open Meeting Law, a public meeting is public, and people can't reserve spots. Mr. Huntress asked how many people could be accommodated in the auditorium with 6 feet of distancing. Mr. Model said it is about access. It was stated that we have had 295 participants at a past meeting. Ms. Lear said we will have a Zoom meeting next week, and we will look into technology for future meetings. Ms. Comperchio will look into the technology to make this work. Ms. Mostoufi added that Zoom is convenient, and that's why so many parents are attending the meetings.

#### **VII. Action Items**

Action items were addressed earlier in the meeting.

#### **VIII. Adjourn Meeting**

Ms. Comperchio made a motion to adjourn the meeting; Mr. Huntress seconded the motion. The following votes were taken in Roll Call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye. The public meeting was adjourned at 8:48 p.m.

Respectfully submitted,

Nancy Anderson  
Assistant to the Superintendent

DRAFT

**Carlisle School Committee  
Policy Subcommittee  
Minutes  
Friday, August 28, 2020  
8:30 a.m.  
Remote Meeting Via Zoom**

Present Via Zoom – School Committee: Christine Lear - Chair, Amanda Comperchio, Jack Huntress, Sara Wilson.

Present Via Zoom – School Administration: James O’Shea, Superintendent; Nancy Anderson, Assistant to the Superintendent.

**Note: Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, the public was not allowed to physically access this School Committee meeting. Members of the Public were able to access this meeting via live stream at:**

<https://us02web.zoom.us/j/88670775467?pwd=dzFUZnBINzlpPeXQwaHVkdmyyTXUrUT09>

Meeting ID: 886 7077 5467

Passcode: \*D92+T

**Public comments were posted via the chat box. Questions/Comments were read and answered by the School Committee via live stream.**

**I. Call to Order**

Ms. Lear called the meeting to order at 8:34 a.m. She announced that the meeting is being recorded.

**II. Information/Discussion Items**

- A. Pandemic Specific Interim Policy: Carlisle has a different organizational structure of policies. Minor edits will be made to this policy.
- B. Face Coverings: The revised policy was reviewed.
- C. Remote Learning: Minor edits were made to this policy.
- D. Remote Learning Addendum: There was discussion about including this addendum with the Remote Learning policy. It will be included because it shows the areas the Carlisle Schools are addressing during remote learning.

**III. Action Items**

There were no action items.

**IV. Public Comments**

There were no public comments.

**V. Adjourn Meeting**

DRAFT

Ms. Lear adjourned the meeting at 9:06 a.m.

Respectfully submitted,

Nancy Anderson  
Assistant to the Superintendent

## Pandemic Specific Policy

### POLICY ISSUES FOR THE PANDEMIC

#### Creation of a General (Interim) Policy on COVID-Related Issues

The School Committee takes note of the COVID-19 emergency; resulting disruption of the traditional school day and year; growing concerns of students, families and the community; and the growing number of issues that will affect public education.

Therefore, the school committee establishes an emergency, interim policy to:

- promote public safety and safety of students and faculty,
- maintain to the extent possible the high and efficient level of educational services,
- ensure support for students in general and in particular for those at highest risk educationally as well as those at social and economic risk, and
- comply with the emergency orders of the governor and adhere to the extent possible, to the guidance of the Department of Elementary and Secondary Education and other agencies of state and federal government, and expedite the safest strategy for returning students to school.

The school committee will approve the final plan submitted to DESE which will outline its strategy for returning students to school and will, in collaboration with the superintendent, make such modifications to the “back to school plan,” and district policy, and will authorize the superintendent to suspend, revise or create protocols to facilitate the safe return to school.

The superintendent will designate the appropriate staff members to oversee the safe administration of COVID-related policies during the period of the pandemic emergency and shall make such recommendations to the school committee as needed.

The school committee will authorize the superintendent to act expeditiously in executing the “back to school” plan in accordance with current law and regulation and will, where noted, authorize the superintendent to suspend, revise, or recommend policies, rules and protocols as needed to serve the best interests and safety of students, their families, and the community.

The “back to school” plan shall constitute the policy of the school district during the pandemic emergency, and the superintendent shall exercise the authority provided in law to carry out the plan as needed.

- General district goals affected by the pandemic.

The superintendent, with the advice and consent of the school committee, may suspend or modify individual district policies to address the COVID-19 emergency as declared by

the governor. Such suspension of policy shall expire upon the end of the emergency as declared by the governor.

The goal of emergency pandemic policies shall be to:

- ensure the safety and health of students, faculty, staff, and all persons who may come in contact with them;
- provide the most effective educational services as possible to students under the circumstances;
- authorize changes to operating protocols as needed to open and operate schools effectively from various venues or platforms;
- conduct the district business and operational functions of the district as efficiently as possible;
- allow the superintendent and staff to act quickly to carry out a “back to school” plan and,
- facilitate the re-establishment of a safe and productive school day and year.

- Student assignment to schools

Subject to the guidance from the Department of Elementary and Secondary Education, the superintendent may suspend or revise the assignment of students to schools, including the assignment of new students for such a period as the emergency declaration is in force.

- School calendar

Subject to the guidance from the Department of Elementary and Secondary Education and the provisions of collective bargaining agreements, the superintendent may suspend or revise the school calendar with the approval of the school committee.

- Class size

In order to maintain healthy, safe, and effective classrooms, the superintendent may suspend district policy on class size, subject to the provisions of the collective bargaining agreements where applicable.

- Attendance

Subject to operative law and regulations, suspend, modify or adapt policies related to student attendance including the link between and absences when appropriate, (including the link between attendance and grades), chronic absence policies, and accommodations for students requiring special placements

- Time on learning

Subject to the guidance from the Department of Elementary and Secondary Education and the provisions of collective bargaining agreements, the superintendent may suspend or amend requirements for time on learning for the duration of the COVID pandemic.

- Grading and retention

In accordance with guidance from the Department of Elementary and Secondary Education, the superintendent may propose, subject to the approval of the school committee, modifications to the policy of the district for grading and retention of students.

- Local graduation requirements

In accordance with guidance from the Department of Elementary and Secondary Education and modifications to current regulation or law, the superintendent may propose, subject to the approval of the school committee, modifications to the policy of the district regarding graduation requirements

- Discipline and Suspension/Expulsion with home schooling rights

The “back to school” plan recommended by the superintendent and subject to the approval of the school committee shall contain protocols for serving students who are disciplined or suspended during the pandemic emergency.

Further, the superintendent shall provide in these “back to school” plans provisions for students disciplined or suspended or who may elect to remain at home under the provisions of the policies related to home schooling, or who may elect remote learning in the interests of safety or health concerns.

- Exemptions for particular groups of students (i.e., use of masks for youngest children, high risk students)

The superintendent shall provide protocols to principals and teachers regarding students who may require special exemptions from health and safety standards during the pandemic emergency. Such protocols may address exemption for utilizing support animals.

- Job descriptions

The superintendent may revise job descriptions for district staff, considering the provisions of current collective bargaining agreements, in order to secure the safety and health of students and staff, establish effective communications between school and community, maintain facilities, transport students as needed, provide food services, and acquire necessary materials to operate schools safely and securely during the pandemic. The superintendent will inform the school committee of any such changes. Any changes to job descriptions shall expire at the end of the declared emergency situation.

- STUDENTS AT RISK

During the COVID pandemic, the superintendent or principal of a school may revise or suspend provisions of policy to facilitate the education of students at risk or with special physical needs or their family caregivers, including, but not limited to caring for or educating students with disabilities, illness, pregnancy, childrearing responsibilities, or special education needs consistent with law and regulation.

- Privacy of Students

During the pandemic, the rights to privacy held by students and their families shall not be abridged by the public schools. Such rights extend to the confidentiality of student academic records, health data, economic status, and other such information as may be considered confidential by law.

Massachusetts law prohibits the recording of individuals without their permission. Similarly, students may not be recorded in classrooms by audio, visual, or remote means without the permission of parents or, if of age, by individual students. During periods of remote learning, the privacy of students participating in on-line classes shall not be violated by recording them without appropriate permissions.

- Pivoting back to remote learning, or back to in-school instruction

The superintendent shall incorporate into the “back to school” plan protocols for modifying these plans including addressing the needs of students who may require reversion from in-school to remote learning modalities because of the pandemic emergency.

- Home schooling (temporary), homebound instruction (e.g., students with physical disabilities) and remote instruction for students in quarantine

The “back to school” plan shall provide for students who are temporarily homebound due to illness, quarantine, or disability

- Public Safety Officers, including the school resource officer (MOA with the local police.)

Subject to current law or regulation, the superintendent shall report to the school committee of any change in status of the school resource officer. (If the district eliminates visitors to school during the school day, the SRO may be impacted.)

- Eligibility for participation in extracurricular activities, including sports

Subject to law, regulation and standards established by the appropriate and legitimate regulatory body, the superintendent may propose changes to district protocols for participation in extracurricular activities including sports subject to the rules established by the Massachusetts Interscholastic Athletic Association.

- Attendance vs. participation in events

Subject to law, regulation or emergency declaration, the superintendent may propose protocols or modifications or suspensions of district policies regarding attendance by students or the public in school events including, but not limited to assemblies, sports events, large gatherings, or other programs.

- Visitors in schools and buildings

Subject to current emergency declarations, the superintendent may propose suspension or modification to district policies regarding visitors to school buildings during the school day and after school hours.

- Illness and contact tracing

Subject to the provisions of the “back to school” plan, the superintendent may establish protocols for tracking student contacts as a means of locating others from whom students may contract or expose other persons to the COVID-19. Such protocols will be consistent with law and regulation and be consistent with standards to protect the privacy of students, their families, and other persons.

- Transportation and busing

Subject to current law and regulation, the superintendent may suspend or modify policies related to the transportation of students by the school district. Legal requirements relating to IEPs that contain transportation for students shall not be altered without the appropriate family consent. These modifications shall be consistent with the district “back to school” plan.

- Operations and plant maintenance

Subject to the provisions of law, regulation and collective bargaining agreements, the superintendent may suspend or amend current policy to ensure the efficient operation of business functions and maintenance of school buildings and other such offices as the district maintains.

SOURCE: MASC

## FACE COVERINGS

The Carlisle Public Schools are committed to providing a safe environment as schools reopen during the COVID-19 pandemic. According to public health experts, one of the best ways to stop the spread of coronavirus and to keep members of our school community safe is the use of face masks or face coverings. Therefore, in accordance with guidance from the Center for Disease Control (CDC), the Department of Elementary and Secondary Education (DESE) and the Massachusetts Department of Public Health (DPH), the following requirements are in place until further notice.

A face covering that covers the nose and mouth, as recommended by the CDC, must be worn by all individuals in school buildings, on school grounds and on school transportation, even when social distancing is observed. Individuals may be excused from the requirement per CDC guidance and with approval from the School Principals or the Director of Student Support Services. Face shields or physical barriers may provide an alternative to masks in specifically identified teaching and learning situations as approved by the School Nurse or Board of Health. Parents may not excuse their child from the face mask requirement by signing a waiver.

Additionally, face masks or face coverings will not be required when appropriate social distancing is enforced. These situations include but are not limited to:

- during mask breaks
- while eating or drinking

A student's mask or face covering is to be provided by the student's family. Staff members may wear their own face coverings or those provided by the School. The District will supply a disposable face covering for individuals who arrive at a building, or board school transportation, without one.

Violations of this policy by students or staff will be addressed by the Elementary or Middle School Principal.

Visitors in violation of this policy will be denied entry to the School/District facility.

This policy will remain in place until rescinded by the School Committee.

LEGAL REF.: Commonwealth of Massachusetts, COVID-19 Order No. 31 - <https://www.mass.gov/doc/may-1-2020-masks-and-face-coverings/download>

REFS.: Center for Disease Control and Prevention – Considerations for Wearing Masks - <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>  
Massachusetts Department of Elementary and Secondary Education – Reopening Guidelines - <http://www.doe.mass.edu/covid19/>  
Commonwealth of Massachusetts – Mask Up MA! – <https://www.mass.gov/news/mask-up-ma>

SOURCE: MASC – August 2020

## REMOTE LEARNING

In the event of a district-specific emergency requiring the use of remote learning, the superintendent of schools may declare such emergency and shall, as soon as possible, obtain the approval of the school committee. The remote learning plan below will be applicable in cases of disease, weather emergencies, destruction or damage to schools rendering them inaccessible, or other extraordinary circumstances, including emergencies declared by government officials, the school committee, or the superintendent.

When it becomes necessary for the school district to provide support to students who are unable to attend classes or access appropriate services due to an extended closure, the superintendent shall establish a plan and procedures to ensure that such services are provided. The provision of educational services may include the use of technology and devices, and strategies designed to support student learning away from school.

The remote learning plan will, to the extent possible:

- Ensure the safety of all students and faculty in coordination with appropriate local and state departments and agencies;
- Provide support for student social and emotional wellbeing and address the implications of trauma experienced by students or faculty as a result of the emergency;
- Identify goals and strategies for maintaining standards of student achievement and school improvement plans;
- Ensure instruction and services are delivered by district educators and personnel as much as practicable;
- Utilize the most effective tools and resources available for students and faculty, including the skills and talents of district personnel, in the delivery of instruction and services and share resources as needed;
- Provide resources and services equitably to meet the needs and circumstances of all students;
- Identify remedial strategies necessary after the emergency to advance student achievement (i.e. after-school, extended day, summer school, and contingency scheduling to cancel vacations.);
- Gather information both during and after the period of emergency regarding the most effective means of remote learning to implement as appropriate.

In developing a remote learning plan, the superintendent will:

- Identify and prepare effective means for communicating with faculty, students, parents and community stakeholders.
- Collaborate with municipal agencies that support the schools and community.
- Consult with the school committee to identify any extraordinary actions necessary or authority required to administer emergency and remote learning plans. This includes any changes to district policies on the school calendar, grading, promotions and retentions, local graduation requirements, testing, and standards and accountability.
- Consult with administrators and principals to ensure the continuing education of students at all levels, including:
  - use of the most appropriate resources, tools and strategies to deliver the curricula given

- local circumstances and conditions;
- equitable access to appropriate content for all students;
- specific accommodations for students at high risk, including clients of special education, students with disabilities, English learners, students at economic disadvantage, homeless students, students in foster care and students of military families.
- Utilize available technological resources suitable for serving students at all levels. This inventory will be prepared in advance in anticipation of an emergency.
- Ensure the privacy rights of students, faculty and families are protected, including assessing the security of district technology.
- Consult with bargaining units to determine if modifications to collective bargaining agreements need to be established for the period of the emergency.
- Identify the financial implications of the emergency plan and recommend transfer of funds as may be necessary.

LEGAL REFS.:       20 U.S.C. §1232g Family Education Rights and Privacy Act (FERPA)  
                      15 U.S.C. §§ 6501–6506 Children’s Online Privacy Protection Act (COPPA)

SOURCES: MASC and Concord Public Schools

## REMOTE LEARNING ADDENDUM

### *Sentence to be added here to define the addendum*

Issues to consider when developing remote learning plans during the period designated as an emergency by the Governor:

- Which of these issues requires policy or policy changes?
- What are the policy implications and what should school committees delegate to the superintendent for operating protocols?
- Do we learn anything from earlier experiences in emergencies?
- What can we learn from our current services to students who are unable to attend school because of illness or other disability or for disciplinary reasons?

Specific items to consider in developing a plan:

- When is remote learning appropriate?
- Designating a remote learning point person
- Reviewing the various models for remote learning
- Equity – how to ensure that students have access to tools to learn remotely.
- Internal vs. external resources.
- Collective bargaining implications
- Responsibilities of remote educators
  - Evaluating remote educators and programs
    - Who may observe remote instruction
  - Teacher professional development to incorporate various elements of remote learning
  - Common planning time
- Identifying cost implications and approving spending
- Special constituencies:
  - Special education students
  - English Language Learners
  - Physically challenged students
  - Homeless students
  - Students in foster care
  - Students of military families
  - Pregnant and parenting students
- Facilitating collaboration/removing barriers to collaboration.
- Protecting privacy rights of students and parents
  - FERPA (Federal Educational Rights and Privacy Act and COPPA (Children's On Line Privacy Protection Act)
  - What privacy protections do vendors and districts/schools have in place.
- Health and nutrition issues that may impact student wellness and/or privacy
- Internet security for students and faculty.
- Protecting educators and others who identify threats to student wellbeing via remote learning.
- Engaging district partners including companies, consultants, media (i.e., public television).
- Impact on decisions to retain or grant professional status educators.
- Academic implications (testing, grading, educator accountability, curriculum adaptations)

- Parental rights (opting in or opting out)
- Data gathered remotely or on-line (who gathers, aggregates, or analyzes).

SOURCE: MASC – May 2020

# Statewide Legal Holidays; Accommodation for Religious Observances

To: Superintendents of Schools, Charter School Leaders, Other Interested Parties

From: Jeffrey C. Riley, Commissioner

Date: August 21, 2020

The Department of Elementary and Secondary Education is providing this updated information to assist school officials in planning school calendars and in accommodating students and staff who are observing religious obligations.

A list of Massachusetts legal holidays for school years 2020-2021, 2021-2022, and 2022-2023. Under state law (Mass. General Laws [Chapter 4, section 7, cl. 18](#)) all public offices, including public schools, must be closed on these statewide legal holidays.

<b>Holiday</b>	<b>2020-2021 School Year</b>	<b>2021-2022 School Year</b>
Labor Day	Mon., Sept. 7	Mon., Sept. 6
Columbus Day	Mon., Oct. 12	Mon., Oct. 11
Veterans' Day	Wed., Nov. 11	Thurs. Nov. 11
Thanksgiving	Thurs., Nov. 26	Thurs., Nov. 25
Christmas Day	Fri., Dec. 25	Sat., Dec. 25
New Year's Day	Fri., Jan. 1	Sat., Jan. 1
Martin Luther King, Jr. Day	Mon., Jan. 18	Mon., Jan. 17

<b>Holiday</b>	<b>2020-2021 School Year</b>	<b>2021-2022 School Year</b>
Presidents' Day	Mon., Feb. 15	Mon., Feb. 21
Patriots' Day	Mon., April 19	Mon., April 18
Memorial Day	Mon., May 31	Mon., May 30
Juneteenth Day	Sat., June 19	Sun., June 19
Independence Day	Sun., July 4	Mon., July 4

Please note:

Under state law, a legal holiday that falls on a Sunday is observed on the following Monday, and a legal holiday that falls on a Saturday is observed on Saturday.

Beyond statewide legal holidays, each school district and charter school determines its school vacations.

A link to the [Interfaith Calendar](#), which includes a list of primary religious holidays for many religious faiths, for the years 2017 through 2030. In addition, the New Jersey Board of Education has posted a [list of major religious holidays in the 2020-2021 school year](#). These multi-faith calendars are helpful resources for planning school calendars, determining possible days of low attendance, and accommodating students and staff who observe religious holidays. Please note that Baha'i, Jewish, and Islamic holidays begin at sundown the previous day and end at sundown on the date listed. Also, some dates may be approximate due to the lunar calendar. For more information on religious holidays that members of your school community may observe, I encourage you to contact local clergy.

State and federal laws require schools to make reasonable accommodation to the religious needs of students and employees in observance of holy days. Mass. General Laws [Chapter 151B, section 4 \(1A\)](#) addresses this issue with respect to employees. With respect to students, Mass. General Laws [Chapter 151C, section 2B](#) reads in relevant part as follows:

Any student in an educational or vocational training institution...who is unable, because of his religious beliefs, to attend classes or to participate in any examination, study or work requirement on a particular day shall be excused from any such examination or study or work requirement, and shall be provided with an opportunity to make up such examination, study or work requirement which he may have missed because of such absence on any particular day; provided, however, that such makeup examination or work shall not create an unreasonable burden upon such school. No fees of any kind shall be

charged by the institution for making available to the said student such opportunity. No adverse or prejudicial effects shall result to any student because of his availing himself of the provisions of this section.

Schools may meet their obligation to accommodate students by excusing individual absences for religious observance, or by adjusting the school calendar to provide a school year of at least 180 school days\* while taking into account possible days of low attendance due to religious holidays.

Please share this information with your school building administrators. We hope you will find it helpful.

\* [The Commissioner modified the school year requirement for the 2020-2021 school year.](#) 

Last Updated: August 21, 2020

**CARLISLE PUBLIC SCHOOLS  
2020-2021  
SCHOOL CALENDAR**

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

AUGUST/SEPTEMBER						
1 Kindergarten Screening						
4 & 7 Holiday Weekend						
15 First Day - All Students						

FEBRUARY						
15 Presidents' Day						
15-19 February Recess						
22 Classes Resume						

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

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

OCTOBER						
12 Columbus Day						
21 Prof. Day Parent Confs						

MARCH						
31 Prof Day Parent Confs						

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

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

NOVEMBER						
11 Veterans Day Holiday						
26-27 Thanksgiving Recess						

APRIL						
19 Patriot's Day						
19-23 April Recess						
26 Classes Resume						

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

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

DECEMBER						
16 Prof. Day Parent Confs						
24-Jan 1 Holiday Recess						

MAY						
31 Memorial Day						

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

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

JANUARY						
1 New Year's Holiday						
4 Classes Resume						
18 Martin Luther King Day						

JUNE						
18 Last Day of School 1/2 day						
19 Juneteenth Day						
21-25 Snow day make-up days						

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

August 31-Sept 14: Professional Days/Opening Meetings/Planning  
Sept 15: First Day for All Students

Hours: Pre-School: M - F 8:45 - 11:45  
Hours: Gr. K - 4, 8:45 - 3:05; Early Release 12:30  
Hours: Grades 5 - 8, 7:50 - 2:22; Early Release 11:51

	Holiday/Recess
	Half Day
	Professional Development
	Days/Conf. - No School

If your family's observation of a religious holiday or other cultural observance will affect your child's ability to meet school expectations, please contact your child's teacher to make accommodations.