



Gateway Regional Middle School and High School

12 Littleville Road • Huntington, MA 01050 • Tel: (413) 685-1102 • Fax: (413) 667-5593

Jason S. Finnie
Principal

Martha Clark
Assistant Principal

MS/HS WORKING GROUP MINUTES

July 7 & July 9, 2020

8:00-9:30

- District Working Group update
 - Minutes for meetings can be found on the district website [here](#)
- In Person Reopen Plans Discussion considering [DESE Reopening Guidance](#)
 - Cohorts & cleaning (full in-person model)
 - *We will need to clean before a new cohort uses a room, and cannot ask students to do this- which means core classes will likely have to stay put with teachers moving*
 - *Discussed preparing multiple plans and assessing custodial costs at different numbers of transitions- Jason will take this to the district facilities subcommittee for consideration*
 - *Discussed some exceptions for lab classes if guidelines allow these to run.*
 - *Discussed need for visual markers and cues in classrooms, Caf, and hallways for desk placement and traffic flow- Jason will coordinate with district facilities subcommittee*
 - *Discussed need for expectations training for students to prepare them for social distancing (ex. of transition to lunch); DESE is considering some flexibility with 180 in person days to facilitate this and teacher PD if this is our model.*
 - *We will need to develop a plan for collecting textbooks and other instructional materials; tech is working on a draft plan for redistribution of Chromebooks- hopefully we can incorporate into this time frame if allowed.*
 - *Will also need to prepare students for not being able to use lockers (per current guidelines)*
 - *Question raised regarding the challenges of cohorting juniors and seniors, and concern was raised about how this may limit student course access if cohorts cannot mix; DESE guidance is vague on this at this point, but has indicated there will be further guidelines released at the end of the month regarding electives and specials.*



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- *This lead to a discussion about extracurriculars and athletics, as these would be mixed cohorts- Jason will continue communicating updates from the AD and MIAA*
- *Concern was raised about increasing teacher exposure by working with additional cohorts if used to cover other teachers classes*
- *Current numbers based on Parent Survey*
 - *MS (128-19 online/homeschooled)- 109*
 - *7th (66-9 online/homeschooled) - 57*
 - *8th (62-10 online/homeschooled) - 52*
 - *HS (193-24 online/homeschooled)- 169*
 - *9th (53-4 online/homeschooled)- 49*
 - *10th (49-6 online/homeschooled)- 43*
 - *11th (38-9 online/homeschooled)- 29*
 - *12th (53-5 online/homeschooled)- 48*
- *Room capacities at 3' distancing*
 - *MS typical classroom size is 25'x30' 15-16 students*
 - *HS typical classroom size is 27'x27' 16-17 students*
 - *Cafeteria upper and lower 30-36 each level*
 - *School Committee room 16-20 students*

**Numerous members expressed concerns about not using 6' spacing being used in other public settings as the standard- indication coming from the state is that we need to find a plan to make this potentially work; if not, they will assist in doing so.*

**Will still need to accommodate 6' spacing for any student who cannot wear a mask- unknown number at this point.*

**Will need to remove all equipment (not necessary for instruction) and furniture to maximize the student capacity- Jason will coordinate with district facilities subcommittee to develop a list to be shared with teachers for further input; discussed the possibility of returning some of this once we have "lived" in the model for a few weeks, but given time left will not be able to coordinate on a classroom by classroom basis at this point.*

**Concern expressed regarding teacher ability to move about the room for instructional assistance and classroom management given 3' spacing of desks; DESE is not taking this into consideration.*

-will need to look into additional instructional technology to assist with this (ex. digital whiteboard); this will be part of the staff survey going out this week)

**Concern expressed regarding heat and air flow at the beginning of the year.*

**Concern raised regarding potential discipline for students refusing to wear masks; DESE guidance to this point is for admin to work with families on this.*

**Concern expressed regarding FAPE for students who cannot be around students not wearing a mask.*

**Discussed need for some staff to have face shields for students who need to see their mouths (ex. Spanish)*



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- Planning & Adjusting Instruction & Assessment
 - Shifts in instruction to accommodate online learners
 - *Given current staffing and need for social distancing, having enough teachers to focus on teaching online will not be possible for every content area; nor will using at risk staff unable to be in the building*
 - *Teacher will not be able to teach a full day in person, and then after school manage online content and student needs (practically and contractually)*
 - *As a result, we need to consider how our instructional model may need to be the same (online resources, assessments, & assignments) for students online (synchronously and asynchronously) and in person*
 - *This will require focussed PD*
 - *One advantage is that this will make it easier to transition between the 3 models if necessary*
 - *Further discussion on challenges and needs will be the focus of our 7/14 meeting*
 - DESE is stressing common assessments to allow for adjusting to student gaps in learning while maintaining focus on grade-level standards (will not be able to fill all gaps)
 - *Will need to look into assessment programs to assist, or facilitate teacher development (cost and time will be major limitations)*
 - *This will be a focus of 7/14 and/or 7/16 meeting*
- Additional Topics for Future Agendas (though these may also be part of ongoing discussion)
 - 6 Period Schedule 7-12 & Incorporation of furlough days (9)
 - *Currently under discussion with union*
 - Remote Learning Structure & Expectations (further guidance from state to come)
 - *Expected by the end of this month*
 - PD & Preparation Needs (staff) and Expectations (staff, students & parents)
 - *Focus of staff survey going out this week*