



Return to School Communication Committee

Kady Gould, HT Principal - Co-Chair
Josh Farr, Adult Education Director - Co-Chair

Elissa Tracey, Board Member Nick Bucci, Teacher Kristin Lorbeski, Teacher Andrea Cram, Teacher Patrick Colwell, Teacher Heather Gilbert, Teacher	Alison Nichols, Ed Tech Amy Cole, School Counselor Beth Newman, Social Worker Michael Johnson, IT Sarah Hubert Adkins, P Parent - Absent Hilary Belanger, P Parent
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Date of Meeting	July 15, 2020
Note Taker	Michael Johnson
Meeting Notes	Start time: 9:04 I. Attendance - <i>Reminder: we are encouraged to share and discuss ideas in a manner that includes the entire committee</i> II. COMMITTEE liaisons report out A. Instruction (Kristin) - Much discussion and lots of sub-committees but no firm decisions yet. B. Food service (Amy) - Possible survey about family needs being discussed. C. Resources (Andrea) - Andrea will submit via email. D. Athletics (Pat) - Athletics is forced to wait for decisions from MPA. E. Transportation (Sarah) - No report. F. Facilities/Safety (Alison) - Facilities continues to tour buildings and discuss needs at each location. G. Steering Committee (Kady) - Instructional looking at the 3 models. SeeSaw and Google GSuite are the platforms they are leaning towards. Food Service looking to streamline and individualize for each building. Transportation is exploring busses with protective barriers separating seats and driver. Isolation space in each building. A staff survey will be going out today regarding comfort levels among staff. Staff handbook coming. Need in American Academy of Pediatrics to adjust curriculum, not expecting everyone to be caught up. Shields have been ordered. H. Kristin about Face Masks for youngest? No guidance yet. III. VIDEO brainstorm A. Discussion about the look and feel of the video. B. Script will be finalized today and tomorrow by Nick, Michael and Beth. C. Narration will be performed by Kristin, Andrea and Josh. D. Filming to follow soon with draft ready for Steering committee meeting on next Monday.

	E. Heather reminded us that we need to explore translation to Arabic and other languages. Michael to explore IV. Video - wearing masks (elementary nurses) A. Michael will contact Nurses V. Website update - approved by Steering Committee A. Michael will start website and share to Josh and Elissa. B. Share skeleton next Monday, 7/20 VI. Flow chart for communication (Elissa) discussing concepts of communication and approval process. VII. SEL Summer Camp (PreK-8) A. Kady to share Social Emotional Learning online resources. VIII. Massachusetts & Georgia plans for returning to school A. How might we organize our plan in MSAD 11? B. Everyone liked the Georgia presentation more. C. Andrea Cram to start organizing a layout with Kady. End time: 10:06AM
Key points	
Next Steps	1. "We are Working Video" draft due to Steering next Monday 2. Nurses need help with a video. 3. "Return" Website moving forward. 4. SEL online resources to be published. 5. Layout to be started for "Return" plan.

Core Instruction Operations Transportation Facilities Food Service Resources Communications Athletics

Next Meeting Date: July 22, 2020 at 9:00AM