

SCHOOL COMMITTEE  
HULL PUBLIC SCHOOLS  
HULL, MA 02045

SCHOOL COMMITTEE MINUTES  
MONDAY, JUNE 15, 2020

SCHOOL COMMITTEE MEMBERS PRESENT REMOTELY

David Twombly, Chair (present)  
Lucas Patenaude, Vice Chair (present)  
Jennifer Fleming, Secretary (arrived at 4:52 pm)  
Eric Hipp, Member (present)  
Stephanie Peters, Member (present)

OTHERS PRESENT REMOTELY

Judy Kuehn, Superintendent of Schools  
David DeGennaro, Business Administrator  
Maggie Ollerhead, Secretary to the Superintendent

1.0 Call to Order

The meeting was remotely called to order by David Twombly, Chair at 4:34 p.m. remotely, via Go-To-Meeting.

Mr. Twombly explained remote participation protocols for this meeting.

2.0 Approval of Agenda

**Motion:** Stephanie Peters

**Second:** Lucas Patenaude

Move to approve the June 15, 2020 as presented.

**Roll Call Vote:** Ayes: Stephanie Peters, Lucas Patenaude, Eric Hipp and David Twombly

3.0 Input from Public on Agenda Items

None

4.0 Approval of Minutes

**Motion:** Stephanie Peters

**Second:** Lucas Patenaude

Move to approve the following minutes, as presented.

- June 1, 2020 regular meeting

**Roll Call Vote:** Ayes: Stephanie Peters, Lucas Patenaude, Eric Hipp and David Twombly

Mr. Twombly moved the MARS Consultant presentation to later in meeting when Ms. Fleming arrives.

5.0 Superintendent's Business Items

5.2 Jacobs School Handbook

Ms. Cappadona, Jacobs Elementary School Principal discussed the summary of changes to the Jacobs School Student Handbook, which includes the following:

- The Table of Contents will update automatically once the changes are accepted.

- Dates, names, formatting and other routine edits that do not affect the meaning of the handbook have been made throughout the handbook.
- Updated organizational and contact information
- Page 2: Added early dismissal time “12:15pm—Principal-directed teacher collaboration”
- Page 12: In discussing excessive absenteeism, changed possible actions the school “will” take, to “may” take
- Page 15-16: Removed Emergency Cards sub-topic and all references to Emergency Contact Cards, which have been replaced by Health Information Forms
- Page 16: Removed sentence Results of the BMI calculations will be sent home confidentially to parents/guardians
- Page 16: Added sentence “This is to include all over-the-counter medications and homeopathic remedies, including any CBD products.”
- Page 17: After fever-free, added “without the use of fever-reducing medication (e.g., acetaminophen, ibuprofen)”
- Page 18: Removed reference to PTO Directory, which they no longer produce.
- Page 34: Changed “See also, Policies and Laws Relating to Student Conduct...” to “See also, Suspension/Expulsion Based Upon A Felony Charge/Conviction M.G.L. C. 71, § 37h½...”
- Removed all references to Judy Kuehn in her many roles in Civil Rights/Harassment/SEPAC sections of handbook; replaced with general references to “Assistant Superintendent” or “Director of Student Services”
- Page 38: Changed “Restraint Policy” to “Physical Restraint Guidelines”; added language from Memorial Middle School’s Code of Conduct/Physical Restraint Guidelines.
- Pages 41-42: Adjusted order of wording in non-discrimination section for consistency
- Page 47: Added Sexual Harassment Grievance Officers to ABBREVIATED REFERENCE TO THE LEGISLATION AND SPECIFIC CRITERIA OF CIVIL RIGHTS, AND SCHOOL AND DISTRICT COORDINATOR INFORMATION

Mr. Patenaude asked if Ms. Cappadona should be changing the term “him/her” in the handbook to “their”.

**Motion:** Stephanie Peters

**Second:** Lucas Patenaude

Move to approve the Jacobs School School Handbook with the summary of changes presented.

**Roll Call Vote:** Ayes: Stephanie Peters, Eric Hipp, Lucas Patenaude and David Twombly

### 5.3 Jacobs School – School Improvement Plan

Ms. Christine Cappadona, Jacobs School Principal, presented the L.M. Jacobs School Improvement Plan, which includes the following objectives and strategic plan for improvement:

- Improvement area one: physical and virtual learning environments
  - Objective: Prepare for a return to school for Hybrid Model and Improved Virtual Model
- Improvement area two: behavioral health and social and emotional learning
  - Objective: Provide support to assist students in transitioning back into the school environment while also engaging all students in remote learning.
- Improvement area three: teaching and learning
  - Objective: Establish students’ baseline proficiency levels on critical skills for success in each grade upon return to school as well as make strategic decisions about most effective platforms and programs for any subsequent remote learning.

- Improvement area four: building operations
  - Objective: Adapt DESE guidelines to ensure safety standards for the reopening school.

Ms. Cappadona stated that due to the year being cut short the focus on reopening school in a safe way and remote learning will be the focus.

Mr. Hipp read the names of the School Council members and thanked them.

Jennifer Fleming arrived at 4:52 p.m.

#### 5.1 The MARS Consulting Group

The MARS Consulting Group presented their Best Educational Use of School Facilities Study results, which included the following:

- The consulting team
- Why the study?
- Methodology
- Defining Hull
- Enrollment trends
- Future trends
- Hull school facilities
- Options for the future
  - Option one: status quo
    - Current configuration remains the same
    - Operate and maintain three school facilities
  - Option two: Create a PreK-8 and 9-12 Model
    - Jacobs:
      - PreK-8
      - PreK-5 and 6-8 (school-w/in-a-school)
    - Memorial no longer utilized as school PreK-8
    - Hull High: 9-12
    - Collaborative spaces reduced or eliminated
  - Option three: Create a PreK-7 and 8-12 Model
    - Jacobs:
      - PreK-7
      - Prek-4 and 5-7 (school-w/in-a-school)
    - Memorial no longer utilized as school
    - Hull High School: 8-12
    - Collaborative spaces reduced or eliminated
  - Option four: Mixed-Use Model
    - Option 2 or 3 to be selected
    - Memorial stays in use as a mixed-use facility
    - Collaborative space reduced but not eliminated
    - Develop Memorandum of Understanding to guide future use of Memorial Building
- Transition plan
- Suggested elements of MOU
- Concluding remarks
- A statement to remember “Children are the world’s most valuable resource and its best

hope for the future.”

The MARS team thanked everyone and in their opinion they would go with option 4 with the option 3 configuration. The consultants will come back in the fall to hold two meetings, one for community members and one for other town boards. School Committee members asked questions.

#### 5.4 Memorial School Handbook

Mr. Anthony Hrivnak, Memorial School Principal discussed the summary of changes to the Memorial School Student Handbook, which includes the following:

- Dates, names, and other routine edits that do not affect the meaning of the handbook have been made.
- The Table of Contents will update automatically once the changes are accepted
- Page 22: Medication Policy (Changes are in Bold and underlined)

##### Medication Policy

**Prescription Medication:** Students requiring prescription medication, including inhalers, during the school day must have signed forms from a health care provider and the parent on file in the health office before medications can be administered. Medication must be delivered to the school in a pharmacy or manufacturer labeled container by the parent/guardian or responsible adult.

Medications should be administered before and after school whenever possible. All medication must be taken in the Health Office.

**Non-Prescription Medication:** Acetaminophen (Tylenol) and other common over the counter medications may be administered with written parental/guardian permission. All other nonprescription medications require an order from a health care provider. **This is to include all other over the counter medications, and homeopathic remedies including any CBD products. The school may decline to administer medicine in certain instances due to safety issues. Parents/guardian should provide the school with a phone number of a person to be called in such a circumstance.**

Mr. Patenaude asked if all handbooks should be changing the term “him/her” in the handbook to “their”.

**Motion:** Stephanie Peters

**Second:** Lucas Patenaude

Move to approve the Memorial School School Handbook with the summary of changes presented.

**Roll Call Vote:** Ayes: Stephanie Peters, Eric Hipp, Lucas Patenaude, Jennifer Fleming and David Twombly

#### 5.5 Memorial School – School Improvement Plan

Mr. Anthony Hrivnak, Memorial School Principal, presented the Memorial School Improvement Plan, which includes the following objectives and strategic plan for improvement:

- Improvement area one: physical and virtual learning environments
  - Objective: Prepare for a return to school for Hybrid Model and Improved Virtual Model
- Improvement area two: behavioral health and social and emotional learning

- Objective: Provide support to assist students in transitioning back into the school environment while also engaging all students in remote learning.
- Improvement area three: teaching and learning
  - Objective: Determine students' proficiency at beginning grade levels skills and make strategic decisions about the platforms and programs used to deliver remote learning.
- Improvement area four: building operations
  - Objective: Adapt DESE guidelines to ensure safety standards for the reopening school.
- Improvement area five: curriculum and instruction
  - Objective: Continue the implementation of best practices to address the academic needs of students.

Mr. Hipp read the names of the School Council members and thanked them.

#### 5.6 Hull High School Handbook

Mr. Danial Mastrogiacomo, Hull High School Principal discussed the summary of changes to the Hull High School Student Handbook, which includes the following:

- Pg. 1 – Update to 2020-2021
- Pg. 7 – Staff changes
- Pg. 9 - Update expectations of students enrolled in Advanced Placement (AP) classes
- Pg. 13 – Updates to Graduation Requirements to align with 2020-2021 Program of Studies
  - Change “full year courses” to “years” in both sections (A and B Diplomas)
  - Updated course requirements as outlined in the Program of Studies for students with a 2021 year of graduation (YOG)
  - Updated course requirements as outlined in the Program of Studies for students with a YOG of 2022 and beyond
    - Change requirement of Chemistry to “lab science”
    - Addition of Allied Arts requirement
    - Addition of Foreign Language requirement
- Pg. 13 & 14 – Change “Hull Public Schools B diploma” to “Hull High School B diploma” as described in the Program of Studies
- Pg. 16 – National Honor Society - Add “completed” in front of form
- Pg. 16 – National Honor Society - Delete “Members are initiated by invitation only.”
- Pg. 16 – Update promotion requirements to match Program of Studies
- Pg. 17 – Change wording of the number of credits to match the Program of Studies
- Pg. 25 – Level 5 – Add “breaking and entering into school buildings” as an offense
- Pg. 32 – Electronic Devices – Add “ear pods, ear buds, or headphones of any kind” to list of electronic devices
- Pg. 32 – Add “The student will serve a level one detention” to 1st offense
- Pg. 32 – Add “The student will serve a level two detention” to 2nd offense
- Pg. 37 – Addition of “**This is to include all other over the counter medications, and homeopathic remedies including any CBD products. The school may decline to administer medicine in certain instances due to safety issues. Parents/guardian should provide the school with a phone number of a person to be called in such a circumstance.**” to the medication policy.
- Pg. 51 – Senior Privileges – Item 3 – Remove “during the third and fourth terms” and add “during the second semester only”

- Pg. 51 – Senior Privileges – Add “The student cannot be enrolled in a (non-Special Ed) Strategies class for second semester”
- Pg. 53 – 57 – Delete old Bullying and Cyberbullying Policy (adopted 2013) and update Bullying and Cyberbullying Policy to reflect that of the current policy effective 2014, and revised in 2018; found on School Committee website
- Pg. 64 – Update Harassment Complaint Officer
- Pg. 68 – Deletion of Michael Devine under “Civil Rights” section
- Pg. 68 – Religious holidays updated

Mr. Patenaude asked if all handbooks should be changing the term “him/her” in the handbook to “their”.

**Motion:** Stephanie Peters

**Second:** Lucas Patenaude

Move to approve the Hull High School School Handbook with the summary of changes presented.

**Roll Call Vote:** Ayes: Stephanie Peters, Eric Hipp, Lucas Patenaude, Jennifer Fleming and David Twombly

#### 5.7 Hull High School – School Improvement Plan

Ms. Nicole Nosek, Hull High School Principal, presented the Hull High School Improvement Plan, which includes the following objectives and strategic plan for improvement:

- Improvement area one: physical and virtual learning environments
  - Objective: Prepare for a return to school for Hybrid Model and Improved Virtual Model
- Improvement area two: student achievement
  - Objective: Improve students’ college and career readiness with community outreach and involvement.
- Improvement area three: behavioral health and social and emotional learning
  - Objective: Provide support to assist students in transitioning back into the school environment while also engaging all students in remote learning.
- Improvement area four: curriculum and instruction
  - Objective: Prepare Curriculum Guides for all course offerings at Hull High School that align with the Massachusetts Curriculum Frameworks to prepare for the Spring NEASC visit and to support the goals outlined in the Hull Public Schools’ Strategic Plan.
- Improvement area four: building operations
  - Objective: Adapt DESE guidelines to ensure safety standards for the reopening school.

Mr. Hipp read the names of the School Council members and thanked them.

Ms. Kuehn thanked the principals and Mr. Mastrogiacomo.

#### 5.8 FY20 Budget Discussion

Mr. DeGennaro told the Committee the plan for closing out the fiscal year, which included prepaying special education, pre-purchasing classroom supplies and PPE required for Covid, pre-purchase technology. He also said the town has asked each department to return some funds. He said he is applying for FEMA and that money goes back to the town. He said he will have more details at the August retreat. Mr. Twombly state that he was on remote meeting call

with MASC and heard that legislators are asking cities and towns to plan for a 20% cut, so even though our budget was passed at town meeting it may not be over.

#### 5.9 Update on Coronavirus

##### Update Extended School Year

Ms. Kuehn started by stating that this is the fifteenth week of remote learning. She thanked families and staff and especially to Judi Saide and George Whelan for all their extra work making sure everyone had access to technology. She said she will receive final guidelines or summer school on June 27<sup>th</sup>. There will be limits in place for in-school and remote participation. She said Ms. Keegan, head nurse, is working with the collaborative now and there will be training for staff before we start. She said EdTech will offer remote learning professional development over the summer.

##### Reopening School in the Fall

Ms. Kuehn said DESE is discussing guidance on a draft reopening plan for schools next week. Final guidance won't be ready until late July. She said the Reopening Plan Working Group will be unpacking the draft guidance, which will have 3 models for fall – remote, hybrid and go back to school. Later in the summer there will be surveys in transportation, asking if students are coming back to school. There will be training for all staff before school can open in the fall. She also stated that the food program will continue during the summer with home delivery. Committee members thanked all involved for making remote learning work.

#### 6.0 School Committee Policy Issues

##### 6.1 Covid-19 State Funding Resolution

Mr. Twombly stated that there could be a 20% drop in the budget, which could mean potential cuts so if cities and towns speak with a unified voice maybe we will get something from it, there is power in numbers. Mr. Patenaude said he definitely agrees but will have to abstain because of his job.

**Motion:** Stephanie Peters

**Second:** Eric Hipp

Move to approve support the resolution on Covid-19 State Funding.

**Roll Call Vote:** Ayes: Stephanie Peters, Jennifer Fleming, Eric Hipp and David Twombly

Abstain: Lucas Patenaude

##### 6.2 Add School Committee Date for Reorganization 6-24-20

Mr. Twombly suggested the Committee meet on Wednesday, June 24<sup>th</sup> for a reorganization meeting since Town Elections will be held on Tuesday, June 23<sup>rd</sup> this year. The meeting will be held at 5:00 pm remotely.

##### 6.3 School Committee Meeting Dates 2020-2021

Ms. Kuehn suggested adding a School Committee meeting during the summer this year to discuss the Reopening School Plans before they are due to DESE on July 31<sup>st</sup>. The Committee decided to add a meeting on Monday, July 27 at 5:00 pm remotely.

#### 7.0 Old Business Items

7.1 Ms. Peters requested the MARS Report be sent to the Capital Outlay Committee, suggesting that they will have time to meet about other town buildings before meeting with the MARS group in the fall.

- Mr. Hipp said HTA negotiations will be held on Thursday and everyone is looking for a 1



year contract.

10.0 New Business

None

12.0 Correspondence to and Comments from School Committee Members

None

13.0 **Executive Session**

**Motion:** Stephanie Peters

**Second:** Lucas Patenaude

Motion to go into Executive Session at 6:58 pm to discuss negotiation strategy with respect to collective bargaining (HTA Teachers) negotiation strategy with non-union personnel including the Superintendent of Schools. An open meeting may have a detrimental effect. The Committee is not expected to reconvene in Open Session.

**Roll call vote:** Ayes Stephanie Peters, Eric Hipp, Lucas Patenaude, Jennifer Fleming and David Twombly

Attachments

1. Best Education Use of Facilities Study – MARS Consulting Group
2. Jacobs School – School Improvement Plan
3. Memorial School – School Improvement Plan
4. Hull High School – School Improvement Plan
5. Resolution: COVID-19 State Funding

These Minutes of a meeting of  
the Hull School Committee were  
approved and adopted by the  
Committee on September 16,  
2020

Lucas Patenaude, Secretary  
Hull School Committee