

## **November Superintendent's Report**

**Highlight of the Month:** There is no greater joy than walking by classrooms and observing the staff and students engaged in the learning process. To wave to a student walking down the hallway and to “see” the smile behind the mask is what keeps me motivated to do all I can to keep the doors of EES safely open. Our teachers did a good job with remote learning, but it is nothing compared to what they do when they are engaged in “live” instruction with our students.

### News and Notes:

#### Educational Leadership

Mary Jo, Carole and I meet at least once a week to discuss any new information and/or developments regarding the Coronavirus and student educational, social and emotional needs. I maintain ongoing communication with Cassie and, together with Carole, monitor the daily attendance reports. I participate in the weekly regional superintendent's zoom calls as well as the calls from the DPH. I review all communication received from the State department of education related to the many facets/impacts of the COVID-19 pandemic and share all relevant documents with Carole, Mary Jo and Cassie. Staff is informed of any changes or updates in procedures. Requests for travel information was recently sent to staff and families so important safety measures can be reviewed and put into place. In addition to providing COVID related support, I am working to support staff in the implementation of educational programs during this period as well as future. I commend Carole for the planning that she did in advance of the November Professional Development Day. Due to her efforts, the staff engaged in a very productive, positive and informed process for developing their professional goals for this year.

#### Facilities:

Final adjustments to the heating system continue to be made. We also needed to address some issues with the boiler control and some of the piping. We are also in the process of updating and testing all of our heat, water and security alarms. I will be reaching out to the Long-Term Facilities Committee to set a meeting to review and recommend the long-term capital plan as well as determine if they recommend moving forward with a capital project request for next year.

#### Collaboration and Communication:

The Reopening Committee met on November 5. Continuation of the 4&1/2 day per week schedule will be continued for the foreseeable future. The latest health guidance, including the travel advisories, were reviewed. Overall, feedback received continues to be positive. The committee will meet again in December. Families and staff continue to receive timely communication through emails, letters and web page postings.

#### Finance:

Our Coronavirus grant was approved! The dollars in this grant will reimburse us for some previous expenditures, such as the purchase of amplification systems, personal protective equipment and technology consultant expenses and allow for the purchase of an outside shelter, reconfiguration of a custodian closet to serve as an isolation room, improved HVAC controls in the gym and document cameras.

#### Comments on BOE agenda items:

### IX. New Business

#### A. Budget 2021-2022: Dates for meetings

Enclosed are the recommended dates for meetings of the BOE acting as the Finance Committee as well as a special meeting of the BOE to approve the budget. The approved budget must be to the Town on February 10 so our regular meeting date on February 11 is too late for approval. The BOE budget will be reviewed by the BOF/BOS on February 12. All BOE members are

welcome to attend. As I mentioned in my prior report, in addition to hearing the thoughts from the public on December 10 as to the 2021-22 BOE budget, any thoughts from the BOE would also be helpful in guiding the budget development process.

B. Receive Annual Report for School Year 2019-2020

The Town requested the annual report earlier than last year, so I did submit it prior to your review. If you believe that there is a need for any significant changes, please let me know.

C. Superintendent and Board of Education Goals

In your packet is a copy of the recommended BOE/Superintendent goals for your review. You can either approve this document at this meeting or table approval for further discussion. This year I included the goals for the administrative team and the school. I thought it important to see the efforts that are made to link all of our goals so we can move in a common direction. As I mentioned in an earlier comment, Carole has already started the process of facilitating discussions with the staff as to their goals, both as related to the district and school goals and to the guidelines of the new Flexibilities model the BOE adopted at its last meeting. Although labeled as 2020-21 goals, these goals will guide our efforts into the next year as we move to develop a long-term strategic planning process.

D. Preliminary School Calendar

A preliminary school calendar is included in your packet for review. You can wait to approve at your next meeting. This calendar is based on a draft Woodstock Academy calendar. Although we do not match every date, we believe that the match is very close, and the differences match the needs of EES. For example, similar to other sending towns, we are not proposing a two-week break in December.

XII. Financial Reports

We are not requesting any transfers at this time, although you will see some negative balances in individual lines of the object report. We have incurred some unanticipated expenses in the area of special education. We have also started the process of purchasing some of the items that will be reimbursed from the recently approved Coronavirus grant. We are still in the process of receiving special education tuition bill updates, including additional fees. By December we will be better able to provide you with a more detailed budget status update, including requests for transfers, if needed.