

Town of Littleton School Committee

33 Shattuck St. * P.O. Box 1486 * Littleton, MA 01460-4486 *
Phone: (978) 540-2500 * Fax: (978) 486-9581 * Website: www.littletonps.org



JUSTIN MCCARTHY, Vice Chair
BRAD AUSTIN, Member

MATTHEW HUNT, Chair

TIMALYN RASSIAS, Secretary
JEN GOLD, Member

**School Committee Meeting
Littleton Police Station Community Room
500 Great Road
In-person and Hybrid
March 31, 2022
7:00 PM**

You are invited to a Zoom webinar.

When: Mar 31, 2022 07:00 PM Eastern Time (US and Canada)

Topic: School Committee meeting of March 31, 2022, 7pm

Please click the link below to join the webinar:

<https://littletonma.zoom.us/j/87572592856?pwd=VWNkS29UVTA1R0duWDRnSDMzRTMxQT09>

Webinar ID: 875 7259 2856

Passcode: 010036

Or One tap mobile :

US: +19292056099,,87572592856# or +13017158592,,87572592856#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

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VIDEO OR CALL WILL BE MUTED UPON JOINING MEETING.

Please use the "RAISE YOUR HAND" feature in the zoom meeting to ask to speak.

PARTICIPANTS/ATTENDEES ARE REMINDED THAT BY JOINING THIS MEETING THAT YOU CONSENT TO YOUR LIKENESS AND AUDIO BEING USED AND REBROADCAST BY LCTV

This Rebroadcast meeting can be viewed online at LCTV On-Demand at <https://littleton.vod.castus.tv/vod>

AGENDA

Our mission is to foster a community of learners who strive for excellence and prepare each student to be a successful, contributing citizen in a global society.

7:00 I. ORGANIZATION

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Consent Agenda**
 - Minutes – March 17, 2022
 - Oath to Bills and Payroll

7:05 II. INTERESTED CITIZENS

7:10 III. RECOGNITION

- 1. Student Representative(s) Report:** *Student Representative(s), will give a report of events for each school.*
- 2. Energy North Inc. Grant:** *Principal John Harrington will recognize Energy North Inc. for the generous \$500.00 Grant that was awarded to our school's Math and Science programs.*
- 3. John and Abigail Adams Scholarship:** *HS Principal John Harrington will recognize the HS Students who received the John and Abigail Adams Scholarship Award:*

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Emma Estepp, Shea Gearty, Brittany Iversen, Madeline Meyers, Michael Mofana, Priyal Nanda, Rebecca Nickandros, and Matthew Pace.

7:15 IV. PRESENTATIONS

- 1. Russell Street 4th Grade Presentation:** *4th Grade teachers Amy Metcalfe and Rachel Weiland along with a few 4th Grade students will give a Presentation on Kinetic Energy.*
- 2. High School Pergola project:** *LHS Alumni student Andrew Reilly will give a presentation/update to the School Committee about the LHS Pergola now Pavilion installation plans.*
- 3. Transition Program Presentation:** *High School Teacher Michele Hirth will give an overview of the High School Transition Program.*

8:00 V. OLD BUSINESS

- 1. Student Opportunity Act:** *Director of Teaching and Learning, Elizabeth Steele, will provide an update about the Student Opportunity Act including the current amendment process.*
- 2. Update on Littleton Middle School Graffiti Incident:** *Littleton Middle School Principal, Jason Everhart, will provide an update on Littleton Middle School Graffiti Incident.*

8:15 VI. NEW BUSINESS

- 1. Littleton Track MOU:** *Steve Mark and Mark Rambaucher will discuss the Littleton Track MOU.
Motion to approve the MOA between the Littleton Road Race and Track Organization (LRRTO) and the Littleton School Committee as presented, and to approve the Superintendent and the School Business Manager, per paragraph 5, the authority to expend these funds per the guidelines included in the MOU without further review.*
- 2. MOA LEA Reopening for 2021-2022 School Year:** *Copy of signed MOA LEA Reopening for the 2021-2022 School Year.*
- 3. Letter to Select Board re: School Committee Seat:** *Submission of letter to Select Board requesting a joint appointment for a one-year term for a School Committee Seat.*

8:30 VII. INTERESTED CITIZENS

8:35 VIII. SUBCOMMITTEE REPORTS

- 1. PMBC**
- 2. Budget Subcommittee**
- 3. Policy Subcommittee:** *(see LPS website to view all policies)*
<http://www.littletonps.org/school-committee/school-committee-policies>

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8:40 IX. ADJOURNMENT/EXECUTIVE SESSION

*Motion to move into Executive Session for the purpose of contract
Negotiations with no intention to return to Open Session.*

Next School Committee Meeting

April 14, 2022

7:00PM

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SCHOOL COMMITTEE MINUTES March 17, 2022 7:00PM

PRESENT: Matthew Hunt
Brad Austin
Justin McCarthy
Jen Gold

ALSO PRESENT: Kelly Clenchy
Steve Mark
Dorothy Mulone
Bettina Corrow

NOT PRESENT: Timalyn Rassias

CALL TO ORDER

Matthew Hunt called the meeting to order at 7:00p.m.

On a motion by Justin McCarthy and seconded by Jen Gold it was voted to approve the March 3, 2022, agenda as presented. (AYE: Unanimous). Roll Call Vote: Matthew Hunt, AYE; Brad Austin, AYE; Justin McCarthy, AYE; and Jen Gold, AYE.

RECOGNITION

Brad Austin thanked Timalyn Rassias for her work and time on the School Committee as she has recently resigned from her position.

FY2023 BUDGET PUBLIC HEARING

Justin McCarthy gave a brief overview of the FY2023 budget and the individual cost center summary. Original Budget increase request: Steps and Lanes, Out of District Tuition, Student Transportation – OOD, Operational Costs. Total projected increases for level staffing and services are at a 2% increase and come to a total of \$460,247. With the proposed school department increase the FY2023 school requested appropriated budget is \$23,050,247. Superintendent Clenchy gave an overview of the district's accomplishments in all four schools and focused on the district's five strategic areas. He highlighted the priorities set forth for the 2022-2023 school year.

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Brad Austin – I am hearing that we have a “rainy day fund”. If we have money set aside, I suggest that we use some of those funds this year and the coming year towards mental health programs and help to our students and staff in this area.

Kelly Clenchy – We have some programs in mind, hoping to add some more support staff at our schools. This is a very important conversation and one that is on our minds all the time.

Brad Austin – Would like to hear more about the dual enrollment offered at the high school, looking forward to hearing more about the new high school schedule.

Kelly Clenchy – We do not want to push students who are not ready, but we are happy to be able to offer this option to the students who are ready for the challenge.

Brad Austin – One to one Chromebook use. Will that continue?

Kelly Clenchy – We will keep them moving forward but we will not solely rely on them. But it is remarkable to see how well the younger students are working with technology.

Brad Austin – Not sure if this is the time, but are you able to inform us a little more about what is happening at the middle school?

Kelly Clenchy – Incident at Middle School involving some racial graffiti written in the bathroom stalls, which is being taken very seriously. It is still being investigated to find out who is responsible for this. Our teachers have been using some of their time in their advisory groups to talk about diversity. This has been a learning experience and we will be learning more from this experience as well as we move forward.

Justin McCarthy – Are we planning on having any field trips for the remainder of this school year?

Kelly Clenchy – We are looking at it, but the transportation is still a big challenge.

Jason Everhart – We are looking at what we can do for our Grade 8 students. We are looking at an all-day trip to either New Hampshire or a day trip to Boston with a dinner cruise.

Cheryl Temple – Grade 5 is planning to do their Cedardale trip as they have done in the past. The teachers are actively trying to plan some field trips for the spring for all grades.

Michelle Kane – Because of the transportation issue we are planning in-house field trips.

John Harrington – We are looking at options for a senior day trip. Prom will take place at the end of April in Sterling.

On a motion by Justin McCarthy and seconded by Brad Austin it was voted to approve the Total Town Appropriated Budget for the School Department of \$23,050,247, and School Revolving Fund Usage of \$3,249,807. For a Total FY 2023 School Department Budget of \$26,300,054 as presented. (AYE: Unanimous). Roll Call Vote: Matthew Hunt, AYE; Brad Austin, AYE; Justin McCarthy, AYE; and Jen Gold, AYE.

Public Input:

None

The Chairman closed the Public Hearing on the FY23 Budget.

84 **OLD BUSINESS**

85 **1. Draft LPS Calendar 2022-2023 School Year:** Mrs. Steele requested the School Committee approve the
86 2022-2023 LPS calendar as presented with a few changes from the previous calendar presented at the
87 previous meeting. Two early release days have been moved to Friday instead of Wednesday, one in
88 October and one in January.

89
90 On a motion by Brad Austin and seconded by Justin McCarthy it was voted to approve the 2022-2023
91 LPS calendar as presented. (AYE: Unanimous). Roll Call Vote: Matthew Hunt, AYE; Brad Austin,
92 AYE; Justin McCarthy, AYE; and Jen Gold, AYE.
93

94 **INTERESTED CITIZENS**

95 Susan Harvey – National Honor Society will be offering babysitting during Town Meeting Day in May.
96 Blood Mobile April 12 from anyone 16 or older, Humanitarian Club will host the Polar Plunge on March 26 at
97 Long Lake raising money towards the MA Special Olympic and Rise Against Hunger on April 9 in Bolton.
98

99 **ADJOURNMENT**

100 On a motion by Justin McCarthy and seconded by Brad Austin it was voted to adjourn at 8:34PM to go into
101 Executive Session for the purpose of contract negotiation discussion with no intention to return to Open
102 Session. Roll Call Vote: Matthew Hunt, AYE; Brad Austin, AYE; Justin McCarthy, AYE; and Jen Gold,
103 AYE.
104

105 **NEXT MEETING DATE**

106 **March 31, 2022**

107 **7:00PM**

108 **ZOOM**
109
110

111 **DOCUMENTS AS PART OF MEETING**

112 FY2023 Budget

113 2022-2023 LPS school calendar

John M. Harrington, Ed.D.
Principal

Keith J. Comeau
Assistant Principal



Tel: (978) 952-2555
Fax: (978) 486-0758
Guidance Fax: (978) 486-0817

LITTLETON HIGH SCHOOL
56 KING STREET
LITTLETON, MASSACHUSETTS 01460-1518

March 2022

Energy North Inc.
2 International Way
Lawrence, MA 02843

To Whom It May Concern:

On behalf of the students and administration of Littleton High School, I would like to thank you for the \$500. grant you have awarded our school's math and science programs. This grant enables us to provide enrichment and extra-curricular opportunities which are not covered by our regular operating budget. The efforts of Energy North Group are greatly appreciated.

Once again, thank you for your continued support of the students of Littleton.

Sincerely,

John M. Harrington, Ed.D.
Principal

cc: Kelly Clenchy, Superintendent of Schools

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LITTLETON HIGH SCHOOL announces

John and Abigail Adams Scholarship Recipients

Littleton High School announced today that in addition to the 13 seniors who were recognized last fall as John and Abigail Adams Scholarship Recipients, 8 more LHS seniors have qualified to receive a John and Abigail Adams Scholarship. This scholarship entitles recipients to free tuition upon their acceptance to a Massachusetts state university or college.

The following students qualified for this scholarship based upon their performance on the MCAS tests. Emma Estepp, Shea Gearty, Brittany Iversen, Madeline Meyers, Michael Morana, Priyal Nanda, Rebecca Nickandros, Matthew Pace.

“We congratulate all of our students who earned this distinction and scholarship,” said John Harrington, Ed.D., Principal of Littleton High School. “Within the next few months, they will graduate and head in a number of different directions. The Adams Scholarship presents another option for them as they consider where they will attend college.”

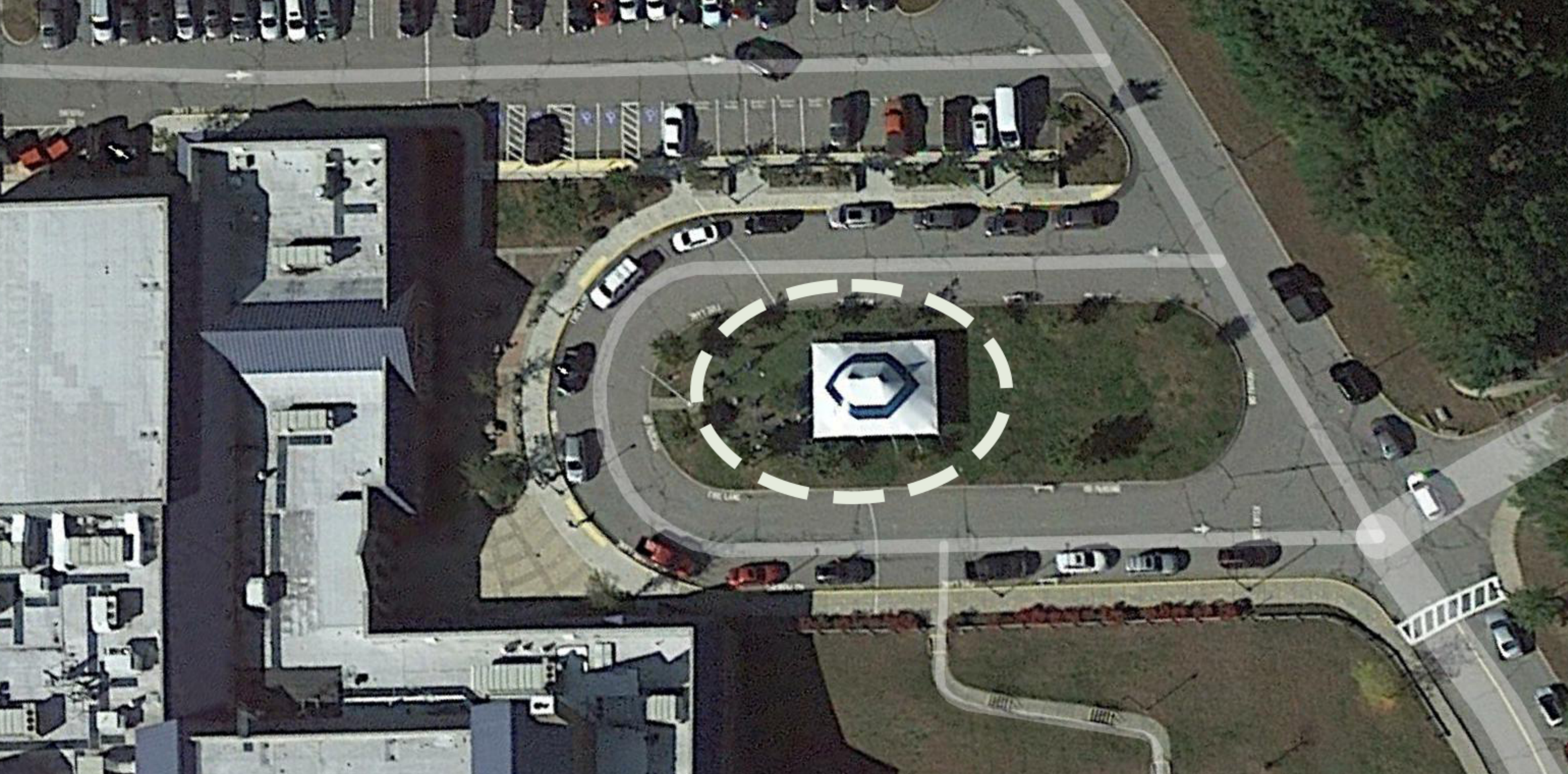
4th Grade Presentation

https://drive.google.com/file/d/1YhRpFUf7guwgsvVNubynKuWhc8Hh6AOS/view?usp=drive_web

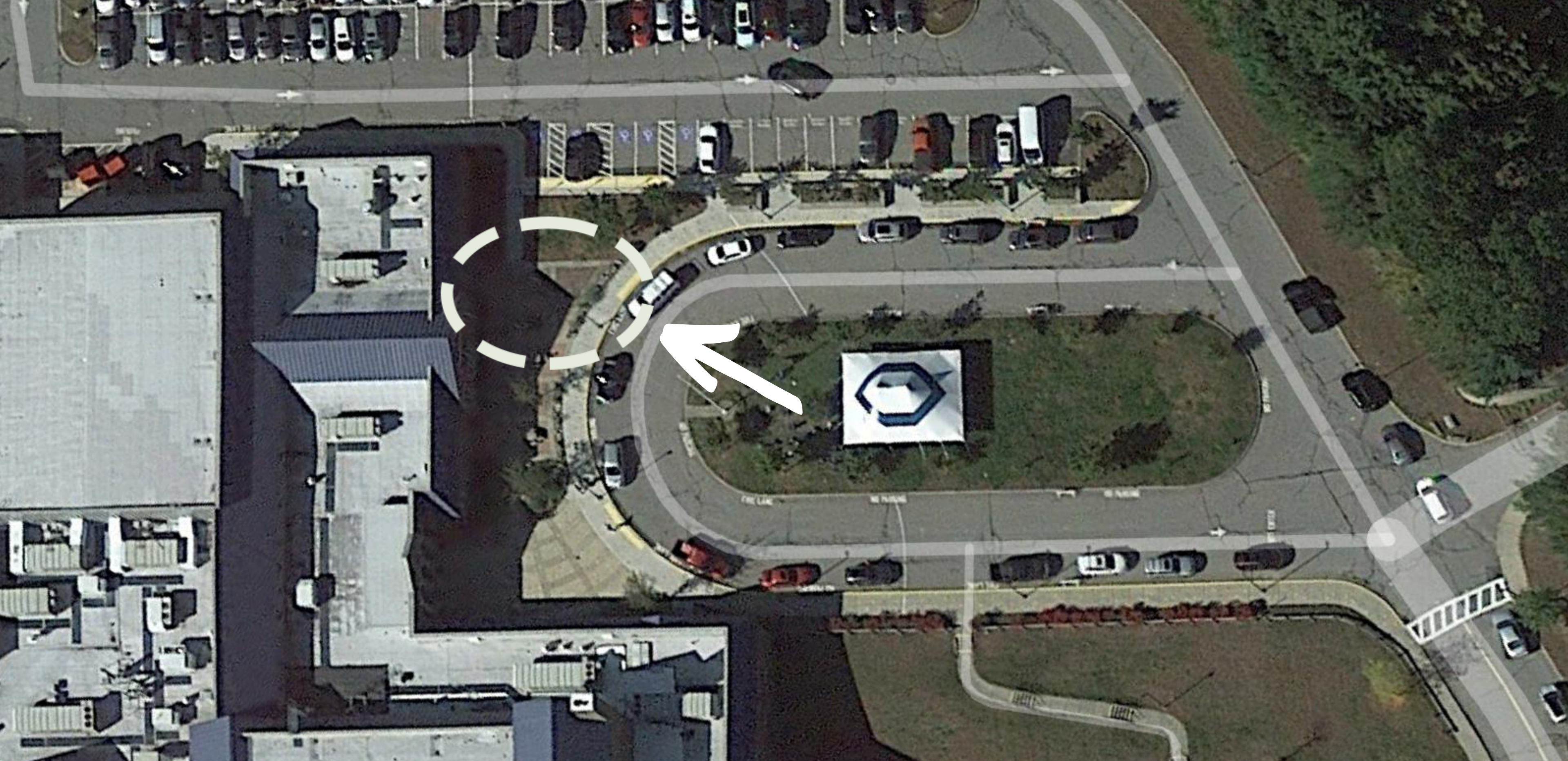
March 31st, 2022

Littleton High School Pergola





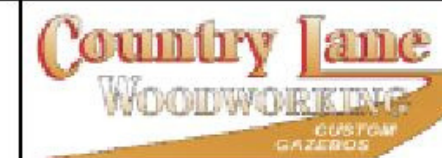
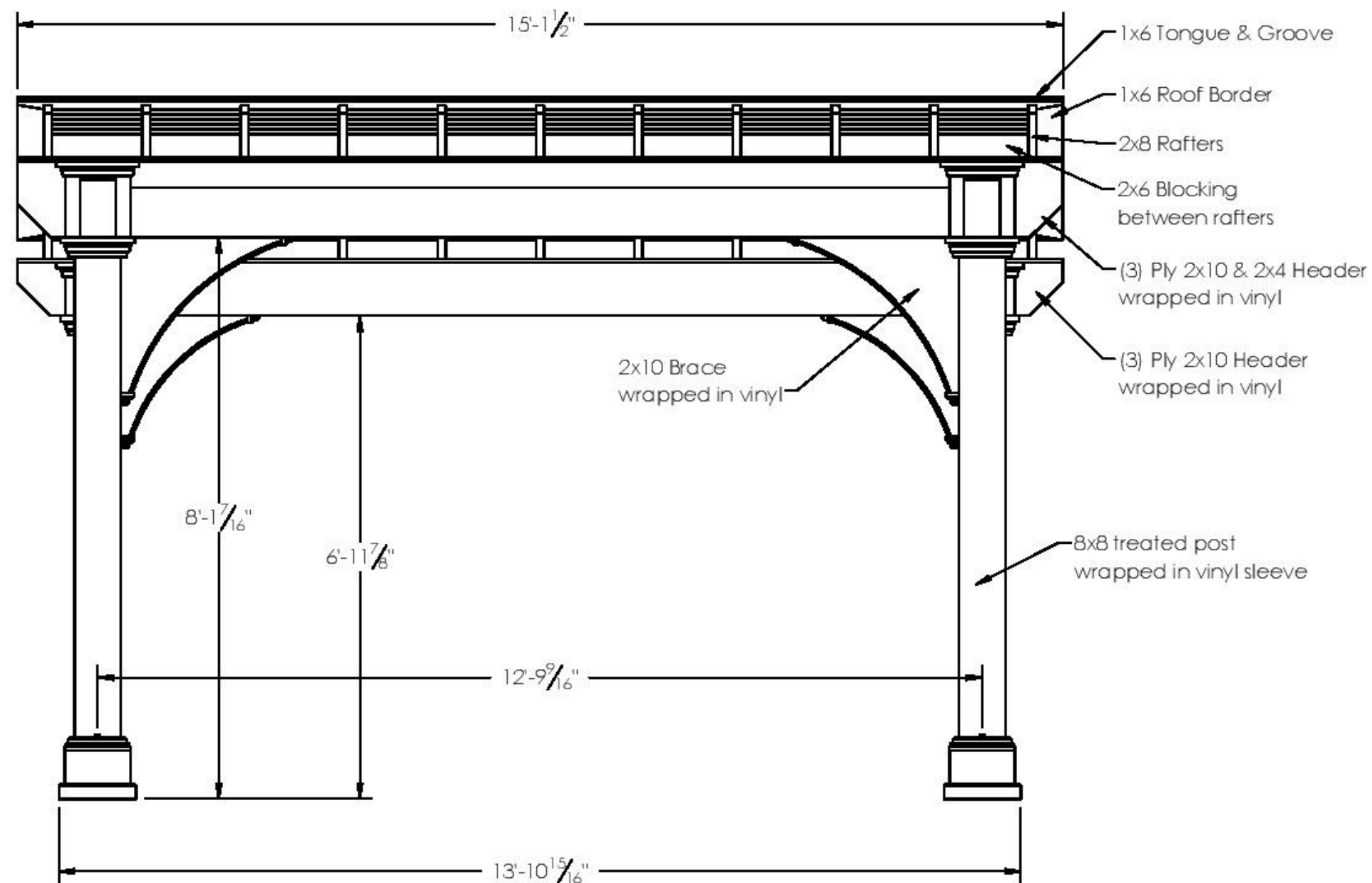
Current Location



New Proposed Location

Perspective Renders





191 JALYN DRIVE NEW HOLLAND, PA 17557
PH: 717-351-9250 FAX: 717-351-9248

WWW.GAZEBO.COM

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Contractor

CLW

DRAWING TITLE:

Front Elevation

PROJECT:

10x14 Santa Fe Vinyl Pavilion

COMMENTS:

REVISIONS:

DATE:

BY:

DRAWING NUMBER:

17-

DATE: 9/19/2017

PAGE: 1 of 3

BY: JR.

SCALE: 1:32

Littleton Transition Program

Highly individualized
special education services for
18 to 22-year-old students

Michele Hirth, M.A., M.Ed.

What is “Transition”?

Secondary Transition services are defined in IDEA as a coordinated set of activities within an individualized, results oriented process designed to improve students’ academic and functional achievement and thus prepare them for life after high school.^[i]

^[i] See 20 U.S.C. § 1401(34)(A).

See Technical Advisory SPED2017-1: Characteristics of High Quality Secondary Transition Services
<http://www.doe.mass.edu/sped/secondary-transition/resources-materials.html>

Self-Advocacy & Self-Determination

Lifelong Learning

Staying Healthy

Living More Independently

Leisure Activities

Social Skills

Vocational Skills

Transportation

Money and Banking

With a Focus on Community-Based Learning...

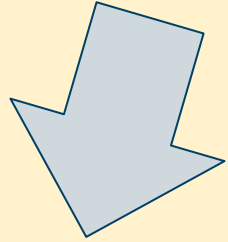




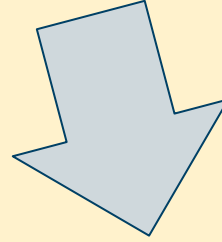
Update: Student Opportunity Act

March 31, 2022

Tonight's Presentation



1. Reminder: What is the Student Opportunity Act?

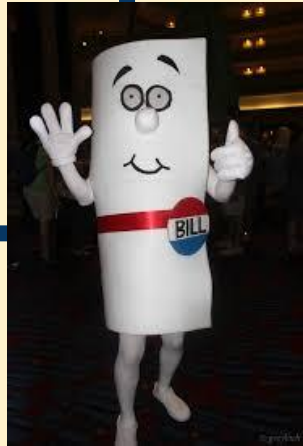


2. Review: Updated Plan for LPS



1. Reminder: What is the Student Opportunity Act?

- November 26, 2019
- An Act Relative to Educational Opportunity for Students
- Investment in Schools - Providing an infusion of funds (Chapter 70)
- Close persistent achievement gaps
- Amendment Process





2.Review: Updated Plan for LPS

Budget Item	Amount	Foundation Category
Curriculum Review	\$2,000	Instructional Materials, Equipment, and Technology
Curriculum Adoption/Implementation	\$37,500	Instructional Materials, Equipment, and Technology
Curriculum Professional Development	\$10,000	Professional Development

Thank you!



Memorandum of Understanding (MOU) Between a Non-Profit Organization (Littleton Road Race and Track Organization - LRRTO) and the Littleton Public Schools.

The LRRTO is a 501c3 created in 2008 to promote the building of a new Track & Field facility in Littleton, to raise funds for the maintenance, repair, and replacement of structures within the Track and Field Complex, and to support the sport of Track & Field in Littleton. This agreement has been created to clarify the roles, expectations, and responsibilities of the LRRTO as supported by the Littleton School Department.

Responsibilities/Scope of Service.

1. Fundraising activities that involve placement of advertising on Track and Field structures and other areas within the complex require prior approval of the School Committee or designee.
2. All funds donated by the LRRTO must be deposited in a School Department Gift Fund account, i.e.: Littleton Track and Field Gift Fund.
3. All funds donated by the LRRTO will be used solely for the scheduled maintenance of the track, including restriping, recoating with epoxy binder and recoating with additional rubber and epoxy binder. A recommended maintenance schedule issued by the installer of the track, Cape & Island, is attached (Para. 14).
4. Funds may be used for other maintenance, repairs, or replacement of structures contained within the Track and Field Complex if mutually agreed to between the LRRTO and the School Committee or its designee.

5. All expenditures from the Littleton Track and Field Gift Fund must be approved in advance by the School Committee or its designee.

6. An annual presentation will be made by the LRRTO to the School Committee to discuss successes of initiatives, fund balances as well as future initiatives that the LTO may be considering.

Duration of Agreement.

1. The parties agree to enter a five-year agreement, said agreement to begin April 1, 2022, and end on June 30, 2027.

2. Both parties agree to consider revisions to this agreement if either party expresses an interest to do so. Requests to enter conversations for potential revisions must be submitted in writing.

IN WITNESS HEREOF, the duly authorized representatives of the parties have hereunto set their hands on the date and year written.

By: _____

Chairman, Littleton School Committee

LRRTO Representative Signature

Date: _____

Date: _____

Approved as to Form:

Witness _____

Date

MEMORANDUM OF AGREEMENT BETWEEN THE LITTLETON SCHOOL COMMITTEE AND THE LITTLETON EDUCATORS ASSOCIATION

The Littleton School Committee and the Littleton Educators Association agree that the following protocols and procedures will apply to all employees in Unit A during the 2021-2022 academic year.

1. Recitals

Given continuing challenges posed by COVID-19, the parties have met and negotiated over changes to working conditions pursuant to M.G.L. c. 150E associated with these challenges.

2. Fully In-Person Model

The parties acknowledge that the Reopening Model for the 2021- 2022 school year is a return to a full in-person schedule, with all employees in the Littleton Public Schools ("District") expected to work onsite.

3. Safety

- a. The District will maintain a District Dashboard that includes location of confirmed COVID-19 cases in the District.

4. Masks and PPE

- a. The Employer will follow DESE guidance on face coverings ("masks") on school property. In the event there is a mask requirement and a student is granted an exemption due to a health or behavioral issue, staff members who work directly with the student will be notified. In such cases, the District will work with families to determine an alternative means for fulfilling the purpose of masks, including but not limited to a face shield or neck drape (tucked into the shirt).

In the event of a selective mask mandate (e.g., vaccinated versus unvaccinated), staff members will be provided with access to a list of students for whom they provide services and for whom the mandate does not apply. Students are expected to mask until their name appears on the list.

- b. When a mask requirement is in place for particular students, staff will address those students who decline to wear masks. In the event a student who is required to wear a mask continuously or repeatedly declines to do so, the staff member shall refer the matter to the Principal.
- c. The Employer shall provide at no cost to employees all personal protective equipment in accordance with CDC recommendations as related to their work

assignment. In the event an employee, student, or visitor does not have a mask, the District will make one available.

5. Social Distancing/Meetings

- a. While masking requirements are in place, all employees are encouraged to take and provide students with "mask breaks" intermittently throughout the day. Mask breaks will take place outside whenever possible. When inside, at least 3 feet will be maintained during mask breaks whenever possible.
- b. Principals shall have the discretion to conduct faculty meetings in person or virtually. They will be conducted during the same normal hours they have historically been conducted.
- c. For all District parent-teacher conferences, parents shall have the option of meeting with the teacher remotely during the scheduled time. Teachers are expected to conduct conferences from their classrooms. Parents who attend in person will be considered "visitors" for the purpose of adhering to DESE masking protocols.

6. Cleaning and Hygiene Protocols

- a. The District shall publicly share its cleaning protocols for the 2021-2022 school year. The protocols are incorporated herein by reference, with the understanding that they may be updated as appropriate in accordance with guidance from state and local officials.
- b. The District will stock all classrooms and workspaces with adequate amounts of soap (if there is a sink present), hand sanitizer (fragrance free, if available) with at least 60% alcohol, single-use paper towels, tissues, lined garbage cans, and disinfectant wipes, and all entrances to school buildings will be stocked with adequate amounts of hand sanitizer. The District will ensure that all hand washing/hand sanitizing supplies noted above shall be restocked as needed.

7. Ventilation

The parties acknowledge that the District contracted with an independent firm during the 2020- 2021 school year to inspect and to provide recommendations with respect to the functioning of all HVAC systems in the District in light of ongoing concerns related to COVID-19. The District will continue to follow those recommendations. Further, the District will continue its practice of placing HEPA filter devices in each classroom, and will replace filters based upon the alert signals built into each device. *[Per LEA request, a summary list will be provided.]*

8. Testing

- a. The District will conduct pooled testing for the detection of COVID-19 weekly on site, so long as available through the Department of Elementary and Secondary Education (DESE), provided that the District will have the option of providing weekly home-testing for staff and students in addition to or in lieu of pooled testing. Participation by all fully vaccinated personnel is optional. The District retains the right to require all personnel who are not fully vaccinated to participate.
- b. Unit A members, other than nurses, will not be required to administer tests or collect samples for others.
- c. The cost of any test required by the District will be at no cost to the employee.
- d. All work time for Nurses relating to COVID-19 that is beyond their contracted on-site hours must be authorized in advance by the Director of Pupil Personnel Services. Nurses who work such authorized time will be compensated according to an hourly rate of \$45.78. Any nurse who agrees to come in on a Saturday or Sunday and who works for less than three (3) hours will still be paid for three (3) hours.

9. Vaccination

All employees are expected to obtain and maintain full vaccination status with respect to COVID-19 in accordance with protocols that may be in effect over the course of the 2021-2022 school year, subject to exemptions based upon medical conditions or sincerely held religious beliefs. Employees who do not maintain full vaccination status may be required to undergo COVID-19 testing to be provided by the Employer with a frequency determined by the Superintendent in consultation with the Department of Public Health. As obligations to participate in testing and/or quarantine may depend on an individual's vaccination status, the Employer may require an employee to provide proof of such status if requested by the Superintendent.

10. Quarantine and Leave Policies for Employees

- a. For purposes of this Section, a quarantine is an order or requirement by a Board of Health or other Government entity (such "orders" are deemed to include the Response Protocols) that an employee who has been/may have been exposed to COVID-19 to remain isolated from others so that the employee does not spread COVID-19 to others. It does not include a recommendation or order by a health care provider to isolate or separate an employee so that the employee does not become exposed to COVID-19.
- b. Employees who are experiencing symptoms of COVID-19 or who have been in close contact with an individual who has tested positive or who themselves have tested positive for COVID-19, must inform the school nurse or school administrator

immediately and must conduct themselves in accordance with applicable Response Protocols or Board of Health protocols, as applicable.

c. Time Off Relating to COVID-19

- (1) Under the circumstances described in Section 10.b above, employees are expected to follow the options available under the Response Protocols that minimize the employee's time out of work (e.g., obtain and maintain full COVID vaccination status subject to an approved exemption, seek testing, or consult with a physician, each as applicable to the circumstances). So long as (1) the employee has followed the applicable provisions of the Response Protocols that minimize time out of work or (2) the employee has been directed to stay out of work by an administrator for reasons related to COVID beyond that required by the Response Protocols, the employee will be provided with up to ten days of paid time off during the 2021-2022 school year that will not be deducted from accrued sick time or personal time. This section shall be retroactive to September 1, 2021. Therefore, days that were deducted from an employee's accrued leave under the CBA since September 1 for reasons that now qualify for paid time off under this section shall be reinstated to the employee.
- (2) Employees with absences due to COVID-19 other than as set forth in Paragraphs c(1) and c(2) above (e.g., failed to take advantage of vaccination options, test and stay, etc.) may access paid time under the CBA to the extent they qualify for such paid time. If they do not qualify for paid time, the Superintendent has the discretion to allow up to 10 days of unpaid leave during the school year. All paid time off provided by the Employer relating to COVID-19 will run concurrently with any paid time off allowed by the Massachusetts COVID-19 Emergency Paid Sick Leave Act ("EPSL"). However, employees may consult with Human Resources to determine whether the EPSL may provide paid time off that is not authorized under this MOA.

11. Services for Students at Home

- a. Individual/Small Groups of Students. In the event students must remain home on a temporary basis due to quarantine, the Principal will work with employees to determine how to effectively provide students with access to their educational program. Depending on the ages and numbers of students, as well as the nature of the classes/programs involved, such access may include simultaneous in-person instruction and a "window into the classroom;" posting assignments for students on digital platforms; and/or provision of hard-copy work as applicable.

In the event that live-streaming is determined to be the most effective way to educate a student quarantined due to a positive COVID test, the following will apply:

- The main focus for teachers will be the students who are physically present in the classroom.
 - Live-streaming will only be considered for student quarantines anticipated to last at least 2 consecutive school days. At the earliest, live-streaming will commence the day following notification of student quarantine.
 - Secondary teachers will provide synchronous time at the start of class to students who are quarantined. Teachers will take attendance, review the daily agenda, provide a brief direct instructional component, and review the assignments/activities for the class, provided that teachers will have the option to provide for live streaming for longer periods if deemed appropriate to the activity.
 - Elementary teachers will be required to provide a minimum of two (2) hours of direct instruction at their discretion to students who are quarantined, which includes attendance at the start of each day.
 - There will only be one camera in the classroom, and teachers will be in control of the live-stream. Teachers have the discretion to start or stop the live-stream at any time, should the need arise.
 - Live-streamed classes will not be recorded by any parties.
 - Evaluations/observations will not be conducted virtually. No portion of the live-stream transmission will be used as the basis for teacher discipline without further investigation.
 - The district will provide and maintain technology necessary for live-streaming that is the least disruptive possible for physically present students (document cameras, additional computers or monitors, etc.)
- b. Closure of Building or Class. The parties acknowledge that as of the date of this agreement, DESE has mandated that remote instruction not count under state regulations for the purpose of the 180-day minimum student year and “time on learning.” Therefore, any day of school (or class) closure must be made up. In the event DESE adjusts this mandate and the need for moving to full-remote on a class-wide or school-wide basis arises, the Superintendent will have the option of implementing full-remote instruction. In the event of such implementation, the Superintendent shall provide Employees with as much advance notice as is feasible under the circumstances. In providing remote instruction, Unit A members will have the option of working offsite within the following parameters:
- 1) The educator must work from their primary residence.
 - 2) The employee must have a dedicated spot for a workspace in the remote setting. This workspace must be conducive to remote teaching and be free from any potential activity or distractions that would disrupt the teaching/learning environment.

- 3) Educators should maintain a strong internet connection at home that can handle the technology use.
- 4) Educators will adhere to District standards including class schedules, time on learning, and availability to students, staff and Administration.
- 5) Access to Google Classroom or similar platforms will be extended to include Evaluators.
- 6) The employee must use a camera that is equivalent to the technology used onsite. The District will allow the employee to use District equipment offsite if available and reasonably transportable. If not available, the Employee must provide his/her own camera that is approved by the District. Generally speaking, laptop cameras will not be accepted as an alternative.

Unit A members may voluntarily access school buildings to perform remote teaching functions in accordance with district guidelines and schedules. All teachers, administrators, and others in these buildings will engage in all safety protocols (e.g. mask mandates). The District will ensure that all cleaning procedures and HVAC system and air flow requirements stated in this memorandum of agreement are performed while educators have access to district buildings and facilities while performing remote instruction.

In providing remote instruction, the following will apply unless DESE imposes other requirements in order for the instruction to "count" for the purpose of meeting the 180-day student year and time on learning: The Educator must introduce the lesson for each class/activity synchronously, and may then assign synchronous or asynchronous activities for individual or small group work, provided that the Educator must remain available to students throughout the period, whether working with an individual, small group or the entire class. Educators may use a variety of platforms in order to remain available to students during asynchronous instruction. Educators in all grades will check for understanding throughout synchronous instruction, and will provide closure at the conclusion of synchronous instruction. In grades 6-12, it is generally expected that educators will provide closure for lessons/activities by ending class periods synchronously.

12. General

- a. The Littleton School Committee and the Littleton Educators Association are currently party to a Collective Bargaining Agreement (CBA). Unless explicitly outlined in this Memorandum of Agreement, all provisions of the CBA shall remain in full force and effect.
- b. The District will share with staff communications to parents related to COVID-19, including communications related to the District's response to the COVID-19 pandemic. District communications will be shared with all staff, and building communications will be shared with building staff.

- c. Labor Management Committee: If at any time the LEA becomes aware of working conditions or conditions on or within the school premises that could affect the health or safety of students or staff, or if issues relating to educators' job functions, working conditions, hours, or wages arise due to the Coronavirus (COVID-19), the parties agree to convene the labor management committee if a request to do so is made by either party. Both parties agree to promptly address safety concerns, resolve issues, and negotiate any changes in, or impacts on, job functions, working conditions, hours, or wages.
- d. This agreement shall not be modified except for in writing and by mutual agreement and consent of both parties. Nothing in this Memorandum of Agreement shall be considered precedent setting after the 2021-2022 academic year, unless both parties agree otherwise,
- e. The parties acknowledge that circumstances relating to COVID-19 are in flux, including the availability of guidance from federal and state agencies as well as legislative initiatives undertaken by federal and state lawmakers. Both parties will consider any necessary adjustments to this agreement as circumstances develop.
- f. The parties acknowledge that by reaching this agreement, MUP 21-8951 has been resolved, and the LEA will withdraw such charge with prejudice. This does not constitute an admission by the Association. The Association disputes the stated position of the district on its bargaining responsibilities regarding livestreaming.

Signed by authorized representative as follows:

For the Association

Hilary Bridge 03/21/22
Zachary M. Hill Date 3/21/2022

For the School Committee

[Signature] 3/17/22
Date

Littleton/aa-t-20-03-virus/22-03-01-littleton reopen MOA fin-sig

Town of Littleton School Committee

33 Shattuck St. * P.O. Box 1486 * Littleton, MA 01460-4486 *
Phone: (978) 540-2500 * Fax: (978) 486-9581 * Website: www.littletonps.org



JUSTIN MCCARTHY, Vice Chair
BRAD AUSTIN, Member

MATTHEW HUNT, Chair

TIMALYN RASSIAS, Secretary
JEN GOLD, Member

March 25, 2022

Town of Littleton Select Board
c/o Charles DeCoste, Chairman
Littleton Town Hall
Littleton, MA 01460

Dear Select Board Members:

We wish to inform you that we have a vacancy on our School Committee due to the resignation of Timalyn Rassias. As per town policy, please advertise this opening and schedule a joint meeting between our boards to appoint a new member to fill the remaining year of this term until election in May, 2023.

Sincerely,

Matt Hunt, Chairman
Littleton School Committee

Justin McCarthy, Vice Chair
Littleton School Committee

Brad Austin, Member
Littleton School Committee

Jen Gold, Member
Littleton School Committee

It is the policy of the Littleton Public Schools not to discriminate on the basis of race, gender, religion, national origin, color, homelessness, sexual orientation, gender identity, age or disability in its educational programs, services, activities or employment practices. Further information may be obtained by contacting Lyn Snow, District Equity Coordinator at 978-540-2500, lsnow@littletonps.org or 33 Shattuck Street, P.O. Box 1486, Littleton, MA 01460.

Our mission is to foster a community of learners who strive for excellence and prepare each student to be a successful, contributing citizen in a global society.