The special virtual meeting of the Tawas Area Board of Education was called to order by President Bacarella at 7:00 p.m. on Monday, April 6, 2020, through Google Meets or a teleconferencing method.

Roll Call:

Present: Klenow, Freel, Ulman, Bruning, O’Connor, VanderVeen and Bacarella
Absent: None
Tardy: None

Administrators Present: Klinger, Suttle, Danek, Mochty, Bolen

**POSITIVE HIGHLIGHTS**
None.

**PUBLIC COMMENTS – INFORMATION AND PROPOSALS**
Mr. Bacarella asked if there were any public comments on agenda or non-agenda items. There were no comments.

**APPROVAL OF MINUTES**
Motion by O’Connor, support by Freel to approve the minutes of the March 9, 2020 board meeting as presented. There were no additions or corrections. Motion carried unanimously.

Motion by Freel, support by O’Connor to approve the executive session minutes of March 9, 2020 as presented. There were no additions or corrections. Motion carried unanimously.

**PAYMENT OF BILLS**
Motion by Klenow to approve the monthly contractual and prepaid expenses for the general fund in the amount of $775,375.83 and the lunch fund expenses in the amount of $47,466.08. There were no sinking fund expenses to be paid. She also moved to approve payment of presented bills for the general fund in the amount of $16,095.17, as funds become available. There was no sinking fund or lunch fund bills to be paid. Motion supported by O’Connor. A roll call vote was taken and the motion carried unanimously.

**RECEIPT OF WRITTEN COMMUNICATIONS**
Mr. Klinger said we have received a letter of resignation/retirement from high school special education teacher, Sally Ryan. Ms. Ryan has taught in the district for 30 years and her resignation will be effective June 30, 2020. Motion by O’Connor, support by Freel to accept Ms. Ryan’s letter of resignation, thank her for her years of service and wish her well in her retirement. Motion carried unanimously.

**RECOMMENDATIONS & REPORTS FROM THE ADMINISTRATION**
None.

**OLD BUSINESS**
None.

Legislative Report – None.
NEW BUSINESS

Mr. Klinger said on April 2, 2020, the governor ordered the suspension of in-person K-12 instruction for the remainder of the 2019-20 school year. Districts are encouraged to adopt a continuity of learning and COVID-19 educational response plan and must have it in place no later than April 28, 2020. The plan must be approved by the local ISD superintendent. A template to create the plan has been provided by the ISD. We will seek the best process of delivering instruction to all of our students with input from several stakeholders including the Board, superintendent, administrators and teachers. A few of the items to be addressed in the plan will be which district staff will be permitted in the buildings, assessments, pupils in grade 12 and graduation, special education learning, etc. Mr. Klinger said this point teachers have been providing supplemental work and resources to the students. They have put some of the resources on the website and have provided make-up work to students. Teachers have also reached out to students to see how they are doing and to answer questions. We are working to learn how many students don’t have internet capabilities and/or if they are in need of a device to work on remotely.

Mr. Klinger has been working with the Special Education Director at IRESA on several things including continuing to hold IEP’s and how we can accommodate, adjust and adapt to serve special education students during this time. We are also working to provide counseling and social work services to families.

Mr. Klinger said the maintenance staff is back on campus and they will be working to collect items out of lockers so we can communicate with families to pick up, or for us to deliver, their student’s belongings. We are working on a plan this week to get devices to 5th and 6th grade students. Clara Bolen staff are also working on a plan to get devices to some families that need them. Mr. Klinger said a few ideas have been discussed regarding graduation. One idea is to hold graduation outdoors where it would be easier to keep a safe distance. Another idea is to have some type of parade for the seniors, possibly lead by local law enforcement through town, with banners of the students for recognition. Students currently in 12th grade that were on track to graduate when school was suspended by the governor should be allowed to graduate in most cases. Our current situation is still very fluid and we will continue to consider options as we move forward. Mr. Klinger said the template will guide us with our plan. We are in the process of getting department feedback and looking into project based learning and assessments. We need to plan how and when teachers might be available to answer student questions and possibly provide “office hours” when students can reach out to them with questions. This plan will need to be a collaborative one with input from the Board, staff and administrators. Mr. Klinger said we will continue to hold “virtual staff meetings” as the planning continues.

Mr. VanderVeen asked Mr. Klinger if all seniors will graduate. Mr. Klinger said those students that were on track to graduate in March when school was suspended should graduate. There could be some that were not on track that may not graduate. He said if there are students that were “on the bubble,” we will encourage them to makeup work and redo assignments, and assist them as much as possible. Mr. VanderVeen also asked if students will move to the next grade level. Mr. Klinger said students will be moved to the next grade level in most cases. Mr. VanderVeen asked when we might have our plan ready to be reviewed by the ISD for approval. Mr. Klinger is hoping to have the plan complete by April 20th and ready for approval. He said we still need supporting documents from IRESA for special education students and for CTE program students. Mr. VanderVeen asked if the plan needs to be approved by the Board. Mr. Klinger said he hasn’t seen where it needs to be approved by the Board, but it must be approved by the intermediate superintendent. Once the plan is complete it will be well communicated through virtual meetings with staff and the plan will be posted on the website. Mrs. Ulman asked if graduation will still be planned for the same date. Mr. Klinger said we are keeping the current school year calendar as it
is but we don’t know yet if graduation will still be held the date we had originally planned. We will do the best we can but it will depend on what happens in the next month or so.

INFORMATION & PROPOSALS
Administration – Mrs. Danek said Clara Bolen teachers have been reaching out to families and so far there are about 20-30 students that need Chromebooks. There are about 12 families that they haven’t heard back from at this time. She said the feedback from parents and community has been nothing but positive. Mrs. Bolen said she has reached out to McKinney-Vento families to inform them about the food program that is available. She has been in touch with middle school staff members and has had very positive response. They are working to inform students how to access Google classroom on devices other than Chromebooks and showing them examples on the district website. Mr. Suttle said he and Mrs. Mochty are working hard to contact department chairs to provide digital curriculum for the students. He said the food program has been a huge success providing meals to students. He said the maintenance crew has done an outstanding job doing a deep cleaning in the buildings and “tagging and bagging” student belongings from their lockers. We are working on a distribution plan for those items. He said we will plan some type of celebration for our seniors that are graduating but we just don’t know the details of what that will be yet. He said we have been reaching out to high school students to find out how many families have access to internet connections. Mrs. Bolen said at the middle school we have 20 students in grades 5-8 that don’t have access, but still have about 60 students to get in touch with. Mrs. Freel said she has heard there is free internet through Spectrum that families would be able to access and wondered if that is true. Mr. Klinger said he has asked Mr. Huizar to check into that and put together a list of vendors offering free internet. Mr. Huizar will put the list on the website once it has been compiled. He said some families live in areas that can’t access internet signals just because of their location, even if it is available. We will make paper packets available to students in those situations if needed. Mrs. Mochty said she has been very impressed with staff and departments working to get resources ready for our students. She said Mrs. Studley spoke with seniors at the semester that needed credit recovery in order to graduate so most students were aware if they were lacking credits. She needs to reach out to any of the students that were failing classes in quarter 3 and there is still time to bring those grades up. She is hoping we can still have a senior awards night, project graduation and graduation for the seniors at some point, even if it has to be delayed. She said department chairs in grades 5-12 have been working on an alternative curriculum. Some classes are tougher to manage than others but they have been coming up with some creative solutions. They will continue to hold virtual meeting to formulate and solidify their plans. Mr. Klinger said everyone has come together to help in any way they can. The continuity plan template will continue to be worked on and when ready it will be shared with IRESA to review and approve.

From the Board – Mrs. Ulman thanked Ms. Ryan for her years of service to the district. She thanked all of the teachers that have been working to get curriculum and resources together for the students and said she is so grateful to them for reaching out to their students. She looks forward to seeing the finished plan. Mr. VanderVeen thanked the staff and administration for contacting students to stay in touch and let them know what to expect. Mrs. Klenow said she is looking forward to making the seniors graduation day special, however that might be. She said Clara Bolen has donated hand sanitizer to the hospital and they are very appreciative. She asked Mr. Klinger if the old middle school might be available for the hospital to use as an overflow location if needed. Mr. Klinger said he has been in communication with the county emergency manager and the health department regarding the use of the old middle school as emergency backup space if needed for treatment of patients. If they would like to tour the building they can reach out to himself or Martin Couch and they will be happy to take them through the building. He has been told the Army Corps
of Engineers would be able to set up the building if needed. He said Martin is also looking at other supplies we might have available that we could donate to the hospital. He said he has also been working with IRESA regarding childcare for health care and other emergency workers if needed. At this time there are openings in local child care centers so there is not a need for that. Mrs. Freel appreciates everyone’s efforts and told everyone to stay safe and healthy. Mrs. O’Connor agreed with that and thanked everyone that has worked hard to make everything come together. She thanked Ms. Ryan for her years of service to the district. Mrs. Bruning agreed with the prior comments and said resuming some instruction will be good for the kids as it will provide structure for them again. Mr. Bacarella thanked everyone for attending our first ever virtual meeting. We have entered uncharted territory and it has been an unusual year! He thanked Mr. Klinger and the administrative team for all they have done and are still doing. He knows they have been going nonstop and he appreciates all of their efforts in providing education in an unusual situation. He thanked Ms. Ryan for her time and years of service and said she will be missed. He also extended condolences to Mrs. Alda and her family in the loss of her father over the weekend.

ADVANCE PLANNING
Motion by Freel, support by O’Connor to adjourn at 7:53 p.m.