



NORTHSHORE
EDUCATION
CONSORTIUM

Emergency Board of Directors Meeting Minutes
October 8, 2020
9:00 a.m.

This Open Meeting of the NEC Board of Directors is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth related to the outbreak of the COVID19 Virus. The Meeting was recorded.

PRESENT:	Beverly:	Dr. Charochak
	Danvers:	Dr. Dana
	Hamilton Wenham:	Ms. Banios
	Ipswich:	Dr. Blake
	Masconomet:	Dr. Harvey
	Nahant:	Dr. Pierantozzi
	Peabody:	Dr. Vadala
	Pentucket:	Dr. Bartholomew
	Rockport:	Mr. Liebow
	Swampscott:	Ms. Angelakis
	Triton:	Mr. Forget
	Tri-Town:	Dr. Morrison
NEC:	F. Rosenberg	G. Bergevin
	Ms. Mahoney	K. Mahoney, NEC Treasurer
Guest:	Mr. Gary Tuttle, SERVPRO of Beverly/Cape Ann	
ABSENT:	Gloucester:	Mr. Lummis
	Lynn:	Dr. Tutwilier
	Lynnfield:	Ms. Vogel
	Marblehead:	Dr. John Buckey
	Manchester-Essex:	Ms. Beaudoin
	North Reading:	Dr. Daly
	Reading:	Dr. Doherty
	Salem:	Dr. Zrike

- I. **Call to Order:** Dr. Morrison called the meeting to order at 9:05 and stated that the Open Meeting of the NEC Board of Directors was being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth related to the outbreak of the COVID19 Virus. Dr. Morrison asked that Kathy Mahoney call the roll to record who was in attendance. Roll call was done with 11 members present.
- II. **Update on Flood at 112 Sohier Road:** Ms. Rosenberg gave a report on the flood that took place on September 29/30.

On the morning of September 30th, we entered the building at 112 Sohier Road to find extensive flooding on all three floors. Apparently, the water tank on the roof of the building had developed a small hole and water leaked out throughout the night. The tank was set to automatically refill if it went below a certain level, so a steady stream of water continued to leak through the night.

- By 8:00 a.m. parents/guardians and staff of Recovery High School and the Kevin O'Grady School had been notified that there would be no in-person learning.
- All staff immediately implemented Remote Learning Plans.
- By 9:00 a.m. a team from Servpro of Beverly/Cape Ann was on site to begin the mitigation and cleanup process and we had initiated an Insurance Claim.
- By the end of the work day on Friday, October 2nd we had taken the following additional steps:
 - Notifications to all stakeholders.
 - Notification to DESE.
 - Filed emergency waiver with DCAMM for exemption to public bidding a waiver of the bidding requirements under G.L. c.149. 44A94 and the advertising requirement of G.L. c.149, 44J96. (The waiver was approved on Wednesday, October 7th)

Summary of Findings and Extent of Damage:

- Since September 30th, Servpro has continued to work on drying and mitigation, as well as on further assessment of damage.
- There is extensive water damage to the central core of the building, affecting 10 classrooms, 13 offices and "miscellaneous" spaces, and 7 bathrooms. Many ceiling tiles fell. In addition, water has traveled through the walls and into the insulation and ductwork.
- Electrical, elevator, and fire panels are operational.
- Environmental testing found evidence of asbestos in the central elevator shaft, so work in certain areas cannot take place until further assessment and Asbestos Abatement occurs.
- Examination of the HVAC system found wet interior and exterior ductwork insulation, as well as some other concerns related to dislodged insulation.
- Additional air quality testing took place on Wednesday.
- Servpro is willing and able to serve as General Contractor and work with our Facilities Team to complete all needed demolition and repair. They estimate that the work will take up to three months, but of course this could increase if they find additional problems, code issues, and/or if there are unexpected delays due to COVID.

Financial Implications:

- Philadelphia Insurance has been very responsive and our insurance should cover most building and content expenses, as well as business interruption costs such as additional site expenses. Mr. Bergevin has implemented appropriate systems for tracking all work.

Decisions Pending: General Contractor:

- We have received the waiver to bypass bidding, and have had a favorable impression of Servpro so far. We understand that there are pros and cons in regard to hiring one GC for all phases of work or splitting the demolition and reconstruction.
- Given additional barriers related to COVID and the time sensitive nature of the work, my recommendation at this point is to hire Servpro for the full project.

At this time, Ms. Rosenberg opened the meeting for questions and discussion.

Dr. Morrison asked several questions about unit on the roof; did it have a sensor on the bottom? Is roof in good shape? What is the protocol for moving forward with camera or monitoring system for this tank and ongoing preventive maintenance?

Mr. Forget asked why the tank was on the roof and is there anything we should be doing differently.

Dr. Harvey noted that it is likely a design issue related to water pressure

Ms. Rosenberg and Mr. Bergevin will follow up on these issues.

Ms. Rosenberg asked for feedback on keeping Servpro as General Contractor.

Ms. Angelakis stated that Swampscott had a very positive experience using Servpro and would hire in a heartbeat again. She stated that their response time was excellent and that she felt very educated from the process and very confident with supporting us going forward with Servpro.

MOTION: A motion was made by Dr. Blake and seconded by Ms. Angelakis to approve SERVPRO of Beverly/Cape Ann to be General Contractor for 112 Sohier Road project going forward as presented by the Executive Director. Roll call was done with 12 members remotely present (Mr. Pierantozzi of Nahant joined meeting 9:15 am)

VOTE: The motion was moved unanimously

*Dr. Blake needed to leave meeting but not without expressing what a great job NEC is doing dealing with the situation

Ms. Rosenberg continued her report with a a summary of possible Financial and Programmatic ramifications:

Financial:

- We anticipate that all costs will be covered by Insurance.
- At this time we intend to bill for all contracted services as we did in the spring, and prioritize in-home services for situation in which the district is paying for 1:1 support.
- We might lose some students if other Collaboratives or Private Day Schools have in-person openings.
- We are holding on 11 open positions.
- It is possible that questions will arise about additional work, not covered under this claim, around HVAC or other capital projects while walls are open and contractors are in place.

Programmatic:

- Recovery High School: We have begun to explore alternative spaces for Recovery High School. Four days a week , smaller group looking for viable space , going to get a little more information
- Finding an alternative space for KOG is much more complex given the size, nature of students served, plus the added concerns related to COVID. We have contacted some of our Real Estate connections to begin to explore whether this is even feasible but we are not optimistic. Biggest program with highest need students , 100 students looking for space .
- Therefore, we are leaning toward a continuation of Remote Instruction supplemented by in-home support for the highest need students and/or site-based clinic hours for therapies. This will require an additional MOA with the union, but our informal survey indicates that we have up to 1/3 of our staff willing to do some home-based work.

Discussion :

Mr. Pierantozzi advised us to contact attorney, and make sure we had legal guidance on home-based work and liability issues.

Dr. Morrison inquired about other NEC spaces within our campus that would be able to help out

Ms. Rosenberg noted that because of COVID and social distancing all classrooms are all being used, but agreed that we should further explore this option.

Dr. Vadala expressed concern that families would want to look for alternative school placements if we had no in-person instruction, and he urged us to look for spaces for KOG even though it would be difficult.

Dr. Charochak agreed with Dr. Vadala, and noted that she has a couple of school committee members who are trying to help locate space.

Dr. Morrison also agreed that we need to look for places as soon as possible. He wondered if Beverly Hospital might have some space?

Dr. Dana asked for more data on how many students/classrooms and Ms. Rosenberg stated that there are about 100 students currently doing in-person, generally divided into 22 classrooms.

Mr. Pierantozzi thanked Ms. Rosenberg for her leadership.

Dr. Morrison stated that on behalf of the Board he wanted to express to the whole staff how much the Board appreciates what a great job everyone is doing in handling this unexpected crisis on top of the already stressful COVID situation.

III. Adjournment

MOTION: A motion was made by Dr. Blake and seconded by Dr. Dana to adjourn the meeting at 9:31 am (7 members) informal adjournment



Kathy Mahoney, Administrative Assistant to Executive Director



Francine Rosenberg, NEC Executive Director

Executive Director's Report

October, 2020

Fall Reopening:

On September 16, 90% of our enrolled students returned to in-person instruction. All of our programs had some sort of hybrid model, with most students returning 5 days/week for an abbreviated in-person day supplemented by remote learning.

As discussed below, on September 30th, in-person learning was interrupted for Kevin O'Grady School and Recovery High School due to a flood at 112 Sohier Road. Students in those two programs have been receiving Remote Instruction since September 30th. All other programs have continued uninterrupted. As of this writing, we have had no positive COVID cases. Individual students and employees have needed to self-quarantine due to exposures out of school, but there have been no in-school exposures. Students and staff are doing an excellent job of adapting to the new restrictions and expectations.

Flood at 112 Sohier Road and Interim Plan:

As discussed at our emergency meeting on October 8th, on the morning of September 30th we entered the building at 112 Sohier Road to find extensive flooding on all three floors. Apparently, a water tank on the roof of the building had developed a small hole and water leaked out throughout the night. The tank was set to automatically refill if it went below a certain level, so a steady stream of water continued to leak through the night. The water did extensive damage to the central core of the building, affecting 10 classrooms, 13 offices and "miscellaneous" spaces, and 7 bathrooms. In addition, water has traveled through the walls and into the insulation and ductwork.

After the October 8th Board Meeting we confirmed that Servpro would serve as the General Contractor for the full scope of the project (see notes from October 8th regarding DCAM waiver, etc.). The drying/mitigation phase went well. We are now waiting for the insurance adjusters and Servpro to agree on the full scope of the work. Subcontractors are lined up including asbestos abatement, electrical, plumbing, HVAC, and the next phase of work will hopefully proceed this week.

Given strong feedback from districts and parents, we put all of our resources into identifying temporary spaces while simultaneously making plans for home-based or clinic based work.

Thanks to great community support and connections, we have identified three potential sites for temporary relocation of in-person learning. Two are commercial suites at the Cummings Center in Beverly, and one is a recently vacating building in Danvers owned by the Northeast ARC. We are in the process of getting occupancy permits and insurance approval to pursue three month leases on all three spaces. This involves multiple steps. I have been in communication with parents, staff, districts, and DESE about this process. If we are successful, we will move as quickly as possible in early November to relocate all 150 students from RHS and KOG into these temporary spaces for the months of November and December, and into January if there are construction delays.

We have drafted an MOU with the Union regarding temporary space and home-based services during this period.

I want to note that our community partners have really helped to facilitate this process. Several members of the Beverly Public School Administration and School Committee put us in touch with the folks at Cummings, who have been extremely responsive. JoAnn Simons, Executive Director of the Northeast ARC, responded immediately even though her organization is in the middle of a large move. When it looked like there might be some delays with obtaining occupancy permits, Mayor Cahill stepped in and helped facilitate the process. Julia Marsh Rabin, who has been our architect on several projects, dropped everything to help us with code reviews. We are extremely grateful for this support!

Diversity and Equity Work:

With the help of our Diversity Task Force, we will be offering a range of both required and optional professional development opportunities for our staff throughout the fall and winter. We have rescheduled 6 workshops on a variety of topics related to Diversity, Equity, and Inclusion, which will be offered on Zoom. All employees are required to sign up for at least one, and have the option to attend more than one. In addition, our Task Force is leading two optional monthly opportunities. One is a drop-in discussion group, open to any employee who wants to discuss their own work and experiences in this area, and receive peer support. The other is a group entitled "Brave Conversations." Here is the description that was shared with staff, by Kristen Vaisvila, our ESL Teacher and one of the Committee Leaders:

This Reading and Inquiry Series is based on a model that was started in Philadelphia, which provides a monthly set of tools for learning, introspection, and action related to issues of race in our schools, classrooms, and communities. While the materials are primarily targeted for "White Educators," all are welcome to join and participate in these discussions. Our main goal is to provide a space for colleagues to engage in dialogue each month and continue the brave conversations that were started at the beginning of the school year. During our first meeting, we will discuss the article/podcast "10 things every white teacher should know when talking about race".

Training and Consultation on Mental Health, Stress, and Trauma:

Even prior to COVID, one of our goals had been to expand our capacity to provide consultation and training to member districts in the area of student mental health. At this time, our Youth Mental Health First Aid (YMHFA) trainers, have been retrained to provide YMHFA remotely and are prepared to do that later this year, after some of the issues with the remote platform have been resolved. In addition, Windi Bowditch, Director of Clinical Training and Consultation, has developed several brief trainings that she can give via Zoom. One is focused on supporting students, one is focused on self-care for staff, and one is geared toward parents. We would like to offer each member district one free training. Windi can develop an individualized plan for any district that would like additional training or follow up consultation.