



Superintendent of Schools
94 North Elm Street, Suite 201
Westfield, MA 01085
Telephone (413) 572-6403
Fax (413) 572-6518

Mr. Stefan Czaporowski
Superintendent of Schools

Dear Westfield Public Schools Families,

I hope that you are all having a safe and enjoyable summer. As you can imagine, we have been working diligently to plan for school opening in the fall. I would like to take the opportunity to share our progress so far.

On July 17, I received a template for our draft reopening plan for the fall from the Massachusetts Department of Elementary and Secondary Education (DESE). This plan must include scenarios for full in-person schooling, a hybrid model, and a full remote model. We also must include our strategies to meet the needs of high needs students. The draft document is due to DESE on Friday, July 31. Our final plan is due to DESE on Monday, August 10. Complicating the development of our proposal is the fact that we are still awaiting guidance from DESE on Physical Education, Band and Chorus, and transportation. In the meantime, I am attaching DESE FAQs about reopening for your review. I will also share that the MIAA has proposed a delayed start of fall athletics to at least September 14.

In our preparation for reopening, we have followed DESE recommendations to secure Personal Protective Equipment (PPE) for staff and students. With a goal of 1:1 student to device ratio, we have ordered an additional 2000 Chromebooks. The Curriculum and Instruction Committee and the Safety Committee have selected required training videos on COVID-19 safety for all staff and students. In addition, we have almost completed the necessary maintenance on the HVAC systems in our schools and expect to be finished before the start of the school year.

As mentioned in previous communications, we have several subcommittees, comprised of administrators, teachers, and parents where possible, to guide our planning for reopening. These subcommittees include Safety, Food Services, Curriculum and Instruction, Survey Development and Communication, Special Education and Equity, Social Emotional Learning and Mental Health, Staffing, Budget, Transportation, and Assessment and Accountability. Our first task was to perform a feasibility study for each school to determine how many students will be able to fit in classroom spaces with physical distancing guidelines. We quickly learned that at 3 feet or 6 feet, we do not have the square footage required to bring all students back to school at once. As a result, Westfield Public Schools will eventually move forward with a hybrid model with half our students attending on "A" week and the other half returning on "B" week. We also understand that not all families are going to be comfortable having their child or children physically coming to school. For this reason, we are currently in the process of developing a robust and meaningful online learning experience for these students as well.

Last week, I met with representatives from the City of Westfield Health Department. Our Health Department is not in favor of schools opening with a full hybrid model to start the school year. For this reason, our committees are now focusing on a phased in approach. While we are still in the process of developing these phases, I can share that Phase 1 will initially return staff and some high needs students as well as students participating in our career technical programs for daily instruction. In Phase 2, we will bring back additional cohorts of students in our hybrid model. Phase 3 will be the implementation of our full hybrid model. Phase 4 will bring back all staff and students because there is a treatment or vaccine for COVID-19. More information regarding our phased in approach to reopening our schools will be shared in the next few weeks.

I would like to thank all the parents and guardians that filled out our last survey in June about the remote learning experience and planning for next year. Included below is a link to a short-updated survey that will help further clarify our proposal for the 2020-2021 school year. It will only take a few minutes to complete. We very much appreciate your feedback.

[WPS Parent Survey July 2020](#)

I would also like to invite all parents to participate in a Parent Focus Group to share information about your Remote Learning experiences. Interested parents may select from the following options: July 27 at 5:00 pm, July 28 at 2:00 pm, and July 30 at 9:00 am. During this one-hour remote meeting, parents will comment about aspects of remote learning in the spring that worked for their student(s) and those that did not. We will use this feedback to develop a remote learning plan that will best support our student(s) and families. Those who register will receive a Zoom link prior to the scheduled meeting time. If you are unable to attend any of the focus group sessions, but would like to provide feedback on the questions, you are able to answer the questions in writing on the form. Please use the link below to register:

[Parent Focus Groups](#)

We have also created an email address for all stakeholders to email our committees with concerns and suggestions. The email is 2020reopen@schoolsofwestfield.org. Please know that the safety of our students and staff are our top priority. Thank you for your patience as we navigate through this difficult planning period.

Sincerely,

Stefan Czaprowski
Superintendent of Schools
Westfield Public Schools