

School Committee Meeting

January 23, 2020

7:00 P.M.

Public Hearing FY21 Budget

Open Session

RMHS Schettini Library



Town of Reading Meeting Posting with Agenda

2018-07-16 LAG

Board - Committee - Commission - Council:

School Committee

Date: 2020-01-23

Time: 7:00 PM

Building: School - Memorial High

Location: School Library

Address: 62 Oakland Road

Agenda:

Purpose: Open Session

Meeting Called By: Linda Engelson on behalf of the Chair

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.

Topics of Discussion:

7:00 p.m.	A.	Call to Order
7:00 p.m.		Public Hearing on FY2021 Budget
7:15 – 7:30 p.m.	B.	Public Comment
7:30 – 7:35 p.m.	C.	Consent Agenda <ul style="list-style-type: none">- Approval of RMHS Model UN Field Trip- Approval of the RMHS Habitat for Humanity Field Trip
7:35 – 7:50 p.m.	D.	Reports <ul style="list-style-type: none">1. Students2. Director of Student Services3. Assistant Superintendent4. Chief Financial Officer5. Superintendent6. Liaison/Sub-Committee
7:50 – 9:10 p.m.	E.	New Business <ul style="list-style-type: none">1. FY21 Budget Presentation – Continued Discussion & Questions
	F.	Old Business <ul style="list-style-type: none">1.
	G.	Information/Correspondence <ul style="list-style-type: none">1. Email from Rebecca Liberman - Question about the vote

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



Town of Reading Meeting Posting with Agenda

		to move to every other year superintendent reviews 2. Email from Rebecca Liberman - Please restore Virtual High School in the budget
	H.	Routine Matters 1. Bills & Payroll Warrants 2. Calendar
	I.	Future Business
9:15 p.m.	J.	Adjourn

**Times are approximate

John F. Doherty, Ed. D.
Superintendent of Schools

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Fax: 781-942-9149



Christine M. Kelley
Assistant Superintendent

Jennifer A. Stys, Ed.D.
Director of Student Services

Gail Dowd, CPA
Chief Financial Officer

Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.
Superintendent of Schools

DATE: January 21, 2020

TOPIC: Public Hearing on FY2021 Budget

At our meeting on Thursday evening we will hold the public hearing on the FY2021 budget at 7:00 p.m.

If you have any questions, please contact me.

John F. Doherty, Ed. D.
Superintendent of Schools

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Instilling a joy of learning and inspiring the innovative leaders of tomorrow

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.
Superintendent of Schools

DATE: January 21, 2020

TOPIC: Approval of the RMHS Habitat for Humanity Field Trip

At our meeting on Thursday night I will ask the School Committee to approve the annual Habitat for Humanity trip to Winston-Salem, NC the week of July 19, 2020. Attached please find the field trip plan and itinerary for the trip. We have copies of the certificate of liability insurance and employee disclosure forms on file.

If you have any questions, please contact me.

**Reading Public Schools
Field Trip Plan**

This information should
be kept on file for a
minimum of 3 years.

1. **Trip Coordinator:** Courtney Pray & Jessica Theriault **School:** RMHS **Grade(s) Attending:** 11 & 12
2. **Destination** Forsyth County Habitat for Humanity Affiliate, Winston-Salem, North Carolina
3. **Type of Trip:** Day _____ Extended _____ Overnight ☒ Out of State ☒ International _____
4. **Purpose of Trip** Participate in week of building houses for underserved communities with Habitat for Humanity.
5. **Field Trip Connection to Curriculum Frameworks (Be specific to actual grade level curriculum alignment)**

Not applicable – this trip is for an extracurricular club and not affiliated with a class.

6. **Date(s) of Trip** Week of July 19, 2020. Exact travel dates to be determined based on airfare costs. We will either depart Sunday, 7/19 or Monday, 7/20 and will return on Saturday, 7/25.
Time of Departure/Time of Return: TBD
7. **Cost of Trip:** \$900 (could be lowered to \$850 if we are able to get a good deal on airline tickets) **Will there be fundraising?** No. If yes, please attach plan.
8. **No. of Students Attending** No. of Students Attending: Max 30 **No. of Teachers:** 2 (Courtney Pray, Jessica Theriault) **No. of other adults:** TBD based on number of students attending, but must be one for every 5 students under 18. In past years, we have had 2 or 3 other former RMHS teachers attend the trip.
9. **Name of Travel Company (if applicable)**
10. **Transportation Required:** Plane and rental vans
11. **Name of Company Providing Transportation:** Airline tickets will be purchased through JetBlue Groups; rental vans will be from either Budget Rent-A-Car or Hertz, depending on which will give us a better price.
12. **If this is an overnight trip, is the bus driver getting sufficient rest in accordance with federal regulations and common sense?** Not applicable
13. **Departure Information (location and carrier)** Logan International Airport, Boston, MA (JetBlue)
14. **Return Trip Information (location and carrier)** Charlotte-Douglas International Airport, Charlotte, NC (JetBlue)
15. **Food and Lodging (if applicable) will be provided by:** Habitat for Humanity Forsyth County affiliate will provide breakfast, lunch and dinner from Monday evening (dinner) through Friday afternoon (lunch). Students will be responsible for paying for their own food on travel days, and for breakfast/lunch on Monday and dinner on Friday.
16. **Address and Phone No. of Lodging (if applicable)**
Habitat for Humanity of Forsyth County
1023 W. 14th Street | Winston-Salem, NC 27105
direct: 336.306.8419

17. Has the school determined that the facility has adequate insurance consistent with the level of risk involved (e.g. sedentary trip as opposed to outdoor, physically active trip)? _____ If yes, attach a copy of the policy.

Part of the student trip fee includes a mandatory \$50 payment for insurance provided by Collegiate Challenge, the division of Habitat for Humanity that oversees the trips. **If yes, attach a copy of the policy.** See highlighted portion of attached information.

18. If swimming is involved, the school has determined that a lifeguard will be on duty at all times when students are in the water. Yes _____ No _____ N/A _____ X _____

19. Please describe below the educational alternative for those students who will not be attending the trip.

Not applicable – this is an extracurricular trip

20. If there are students with disabilities or individual needs attending the trip, what accommodations/transportation have been put in place to assure that the student(s) has equal access to the experience?

The Habitat Lodge where we will be staying is handicap accessible in compliance with ADA requirements. If we have anyone with mobility limitations on the trip, we will request a rental van that can accommodate them.

21. Please describe the process that will be used to determine student eligibility for the trip.

- Students must be 16 or older at the time of the trip.
- Students must be active members of the club, meaning they regularly attend club meetings and volunteer locally at the Habitat for Humanity ReStore.
- We are able to take a maximum of 20 students of each gender (the volunteer lodge has two separate bunk rooms for students with 20 beds in each), but to keep the trip reasonable we have set an overall limit of 33 students. The number of participants will also depend on chaperone availability. If we are not able to take everyone who is interested, we'll make our decisions will be based on:
 - a. Students will be prioritized based on year of graduation, with seniors getting first priority as they will not have another opportunity to attend the trip.
 - b. How active the student has been in the club so far – students who have volunteered more will be taken before those who have volunteered less
 - c. If we are not able to determine participants based on the above criteria, a random lottery to fill the remaining spots will be held.

Chaperone Information

22. Names of Chaperones Attending Trip

- Courtney Pray, RMHS teacher
- Jessica Theriault, RMHS Assistant Principal
- Additional former teacher/parent chaperones TBD by availability & number of students interested in the trip

23. Names of Chaperones who will be receiving compensation from Travel Company or other source (if applicable)

- All chaperones will receive "compensation" in the form of the trip cost being covered for them.

24. Source of Compensation for Chaperones (if applicable)

- All chaperones will have the cost of their airline and rental van travel and the Habitat for Humanity affiliate fees covered by student trip fees.

25. Have all adults had the necessary CORI and/or SAFIS Criminal Background Checks _____

Yes, as a condition of employment with RMHS. Any adult volunteers will be required to submit a CORI background check before the trip.

26. Please attach the following to this document:

- A detailed itinerary of the trip
- Signed state ethics financial disclosure forms from all teachers whose field trip cost will be covered. This is for any field trip where the cost per person is over \$50. To access the form, go to <http://www.mass.gov/ethics/disclosure-forms/municipal-employee-disclosure-forms/> and complete Form 11d, *Disclosure of Travel Expenses for Non-Elected/Appointed Employee required by 930 CMR 5.08(2)(d)1*.
- A copy of any contract associated with the field trip

To be completed by Reading Public School Administration

I certify that all requirements of the Reading Public Schools Field Trip Policy have been fulfilled.

27. APPROVED Kathleen M. Bapitt DATE 1/2/2020
Principal (For All Field Trips)

28. APPROVED [Signature] DATE 1/21/2020
Superintendent of Schools (For All Extended, Overnight, Out of State, and International Field Trips)

School Committee Approval Date (For Overnight, Out of State, and International Field Trips) _____

John F. Doherty, Ed. D.
Superintendent of Schools

82 Oakland Road
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Reading Public Schools

Instilling a joy of learning and inspiring the innovative leaders of tomorrow

TO: Reading School Committee

FROM: John F. Doherty, Ed.D.
Superintendent of Schools

DATE: January 21, 2020

TOPIC: Approval of the RMHS Model UN Field Trip

At our meeting on Thursday night I will ask the School Committee to approve the RMHS Model UN trip to MIT in Cambridge February 7 - 9, 2020. Attached please find the field trip plan and itinerary for the trip. We have copies of the certificate of liability insurance and employee disclosure forms on file.

If you have any questions, please contact me.

Reading Public Schools
Field Trip Plan

This information should
be kept on file for a
minimum of 3 years.

1. Trip Coordinator Eric Roland School RMHS Grade(s) Attending 9-12
2. Destination Massachusetts Institute of Technology (MIT)
3. Type of Trip: Day ☐ Extended ☐ Overnight ☒ Out of State ☐ International ☐
4. Purpose of Trip Participation in MIT Model United Nations conference
5. Field Trip Connection to Curriculum Frameworks (Be specific to actual grade level curriculum alignment)
N/A (extracurricular activity)
6. Date(s) of Trip February 7-9 Time of Departure 3:30 pm Time of Return 3:00 pm
7. Cost of Trip (see attached) Will there be fundraising? No If yes, please attach plan.
8. No. of Students Attending 15 No. of Teachers 0 No. of other adults 2
9. Name of Travel Company (if applicable) N/A
10. Transportation Required (Circle): Bus ☐ Train ☐ Boat ☐ Plane ☐ Private Car ☐ Other ☐
11. Name of Company Providing Transportation N/A
12. If this is an overnight trip, is the bus driver getting sufficient rest in accordance with federal regulations and common sense? N/A
13. Departure Information (location and carrier) N/A
14. Return Trip Information (location and carrier) N/A
15. Food and Lodging (if applicable) will be provided by (students will be responsible for food and lodging at Boston Marriott Cambridge)
16. Address and Phone No. of Lodging (if applicable) 50 Broadway, Cambridge, MA
(617) 494-6600
17. Has the school determined that the facility has adequate insurance consistent with the level of risk involved (e.g. sedentary trip as opposed to outdoor, physically active trip)? yes If yes, attach a copy of the policy. (I remain confident that the Massachusetts Institute of Technology would have the required insurance.)
18. If swimming is involved, the school has determined that a lifeguard will be on duty at all times when students are in the water. Yes ☐ No ☐ N/A ☒

19. Please describe below the educational alternative for those students who will not be attending the trip.

N/A, as this is an extracurricular activity

20. If there are students with disabilities or individual needs attending the trip, what accommodations/transportation have been put in place to assure that the student(s) has equal access to the experience?

N/A

21. Please describe the process that will be used to determine student eligibility for the trip.

Chaperone Information

22. Names of Chaperones Attending Trip

Eric Roland, Kelly Beddingfield

23. Names of Chaperones who will be receiving compensation from Travel Company or other source (if applicable)

N/A

24. Source of Compensation for Chaperones (if applicable) N/A

25. Have all adults had the necessary CORI and/or SAFIS Criminal Background Checks yes

26. Please attach the following to this document:

- a. A detailed itinerary of the trip
- b. Signed state ethics financial disclosure forms from all teachers whose field trip cost will be covered. This is for any field trip where the cost per person is over \$50. To access the form, go to <http://www.mass.gov/ethics/disclosure-forms/municipal-employee-disclosure-forms/> and complete Form 11d, *Disclosure of Travel Expenses for Non-Elected/Appointed Employee required by 930 CMR 5.08(2)(d)1*.
- c. A copy of any contract associated with the field trip.

The Following Section is for Out of Country Field Trips Only

A. Are there any current travel warnings or advisories issued by the State Department? Please go to www.cdc.gov or www.travel.state.gov. Yes _____ No _____

If yes, please explain _____

B. Have you purchased medical insurance for each day of an out of country field trip? Yes _____ No _____
(attach a copy of the policy)

C. Is medical preclearance required? Yes _____ No _____

D. Does each student and staff member have the appropriate documentation necessary for travel to the country/countries being visited and for return to the United States? Yes _____ No _____

E. Copies of all students' passports shall be maintained by the Trip Coordinator.

F. At least one staff member accompanying the students must have a phone number with international service.

Name of Staff Member _____

Telephone Number _____

To be completed by Reading Public School Administration

I certify that all requirements of the Reading Public Schools Field Trip Policy have been fulfilled.

27. APPROVED Kathleen M. Bapat DATE 1/10/20
Principal (For All Field Trips)

28. APPROVED [Signature] DATE 1/21/2020
Superintendent of Schools (For All Extended, Overnight, Out of State, and International Field Trips)

School Committee Approval Date (For Overnight, Out of State, and International Field Trips) _____

Reading Memorial High School

Model United Nations

MIT Model United Nations Conference Proposal

In support of proposed attendance at the Massachusetts Institute of Technology Model United Nations conference (February 7-9, 2020), please find information below related to the event, including the list of potential student attendees.

Purpose

Student participation in the Massachusetts Institute of Technology Model United Nations (MIT MUN) conference. A description of the conference is included in Appendix I.

Dates

February 7-9, 2020

Itinerary

The MIT MUN conference will take place on the campus of the Massachusetts Institute of Technology.

Friday, February 7

3:00-5:00pm	Delegation check-in
5:00-6:00pm	Opening ceremonies
7:30-9:30pm	Committee Session I

Saturday, February 8

9:30am-12:30pm	Committee Session II
12:30-2:00pm	Lunch break
2:00-5:00pm	Committee Session III
5:00-6:30pm	Dinner break
6:30-8:30pm	Committee Session IV
7:00pm	Advisor meeting
9:30-11:30pm	Delegate dance

Sunday, February 9

9:30-11:30am	Committee Session V
11:30am-1:00pm	Lunch break
1:00pm	Closing ceremonies

Student Participation

The following students have expressed interest in participating in the MIT MUN conference:

15 students have expressed interest in this trip.

Cost per Student

Participation costs include the following:

Individual student registration fee	\$70.00
Hotel	\$159.00 x 2 nights
Transportation (to/from Reading/Cambridge)	TBD; students will be responsible for their own transportation to/from Cambridge
Meals	\$80.00 (est.)

In addition, the conference charges a \$75 school conference fee. A copy of the invoice for the event is included in Appendix II.

Ratio of chaperones/teachers to students

There will be two chaperones (Eric Roland and Kelly Bedingfield).

Transportation Arrangements

Students will be responsible for their own transportation to/from Reading/Cambridge.

Meals and Lodging

Students will have the opportunity to stay at the Boston Marriott Cambridge (<https://www.marriott.com/hotels/travel/boscb-boston-marriott-cambridge/>) for a conference rate of \$159.00 per night. Students will be responsible for their own meals.

Appendix I: MIT MUN Conference Description

Conference information from the MIT MUN website (<http://www.mitmunc.org/>):

Letter from the Secretaries-General

Dear delegates and advisors,

It is with great pride and excitement that we formally invite you to the Massachusetts Institute of Technology's 12th annual Model United Nations Conference!

MITMUNC is a premier Model UN conference in which students from all over the world come together to solve the most pressing issues facing society today. This year's conference will be held at MIT's internationally renowned campus in Cambridge, Massachusetts during the weekend of Friday, February 7th through Sunday, February 9th, 2020.

At its core, MITMUNC is planned, organized, and directed by a passionate and ambitious team of MIT students that collectively form a diverse family of academic backgrounds and experiences. Our chairs and staff coordinate MITMUNC's committees from the ground up, posing questions and controversies that even the most experienced delegates will find challenging. Our dedicated Secretariat members complement the chairs and staff by overseeing all conference preparations, months in advance of delegates' arrival to Cambridge in order to ensure that our delegates walk away with one of the greatest experiences of their lives.

Last year, MITMUNC delegates grappled with complicated human rights, economic, and environmental topics such as the Syrian Refugee crisis, argued the pros and cons of nuclear energy in the International Atomic Energy Agency, and even reacted to a flurry of assassinations witnessed in the Historical Committee! Attendees also enjoyed inspiring keynote addresses by Karen Dynan, Professor of the Practice in the Harvard University Department of Economics as well as Richard B. Freeman, Faculty co-Director of the Labor and Worklife Program at the Harvard Law School. Delegates also enjoyed a well-deserved respite at the Delegate Dance social night.

We pride ourselves in hosting relatively smaller committee sizes, when compared to other Model UN conferences. This allows our attendees more freedom to contribute and distinguish themselves in their individual committee sessions. MITMUNC offers its attendees a truly unique opportunity to immerse themselves in a demanding intellectual environment, exposed to the ideas of others and tasked to employ the art of negotiation to pass meaningful resolutions.

Having experienced MITMUNC as chairs, then as Secretariat members and Secretaries-General, we are both humbled and thrilled to guide MITMUNC into its best conference yet. I now invite you to

explore our brand new website to learn more about our conference. Do not hesitate in contacting us should you encounter any doubts along the way. Best of luck in the path ahead!

Sincerely,

Karunya Sethuraman and Octavio Vega

Secretaries-General

MIT Model United Nations Conference XII 2020

MITMUNC XII Speakers

Nazli Choucri, Professor of Political Science, is a member of the Center of International Studies (CIS), and Faculty Affiliate at the Institute for Data, Science, and Society (IDSS). She works in the area of international relations and cyberpolitics, with special attention to sources of conflict and strategies for security and sustainability. Professor Choucri directs the research initiatives of Cyber-IR@MIT — also known as ECIR 2.0 — an extension of the cyber-inclusive view of international relations introduced by MIT-Harvard project on Explorations in Cyber International Relations for which she served as principal investigator. She is the architect and Director of the Global System for Sustainable Development (GSSD), an evolving knowledge networking system centered on sustainability problems and solution strategies. Professor Choucri is the founding Editor of the MIT Press Series on Global Environmental Accord, formerly General Editor of the *International Political Science Review*, and currently on the Editorial Board of the *American Political Science Review*.

Susan Hockfield is Professor of Neuroscience and President Emerita at the Massachusetts Institute of Technology; she served as the sixteenth president from 2004 to 2012 and was the first woman and the first life scientist to lead the Institute. Faculty Chair of the Koch Institute Board of Advisors, she has elected to establish her current office at the KI. Prior to MIT, she was the William Edward Gilbert Professor of Neurobiology, Dean of the Graduate School of Arts and Sciences (1998-2002), and Provost (2003-2004) at Yale University.

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Superintendent of Schools

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Reading Public Schools

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TO: Reading School Committee

FROM: John F. Doherty, Ed.D.
Superintendent of Schools

DATE: January 21, 2020

TOPIC: Continued Discussion - FY2021 Budget

At our meeting on Thursday evening, we will continue our discussion and review the questions submitted on the FY2021 budget. If you have any questions, please contact me or Mrs. Dowd.

John F. Doherty, Ed. D.
Superintendent of Schools

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Reading, MA 01867
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TO: Reading School Committee

FROM: John F. Doherty, Ed.D.
Superintendent of Schools

DATE: January 21, 2020

TOPIC: Email Correspondence and Other Information

Please find attached for your information, copies of email correspondence and information received by School Committee members and Central Office Administrators from community members as well as other pertinent information. We have included our responses, if applicable, as well.

If you have any questions, please contact me.

Engelson, Linda

From: Robinson, Charles
Sent: Monday, January 20, 2020 4:26 PM
To: Rebecca Liberman; Engelson, Linda
Subject: Re: Question about the vote to move to every other year superintendent reviews

Hi Ms. Liberman:

The vote was taken in open session after a fairly lengthy discussion that included public comment. This vote was legal and is separate and distinct from the discussion on the contract which was revisited and tabled following s subsequent meeting held on January 2, 2020.

The discussion that took place regarding the evaluation process was recorded by RCTV. I suggest you review that and we can discuss after you have the background of how we came to the vote. Also, as the Chair, I will probably put this discussion to the new committee after the election.

Please let me know if you have questions. Thank you.
Chuck Robinson

From: Rebecca Liberman <rfliberman@verizon.net>
Sent: Friday, January 17, 2020 6:04 PM
To: DG School Committee <SchoolCommittee@reading.k12.ma.us>
Subject: Question about the vote to move to every other year superintendent reviews

CAUTION: This email originated from outside of Reading Public Schools. Do not click links or open attachments unless you recognize the sender email address and know the content is safe.

Dear Members of the Reading School Committee:

Was the school committee vote taken on December 19 to move to an every other year superintendent review cycle illegal like the vote on the contract renewal was? Like the contract renewal vote, the superintendent review timing vote was also not on the agenda as required by the Open Meeting Law.

If this vote was legal and therefore stands, can you please put a discussion of that vote on the agenda for a future meeting? At the very least, the communication to the public ahead of this vote was extremely poor. No one could have realized that a discussion or vote to reduce the frequency of superintendent reviews would take place based on the agenda item: "Old Business: 1. Superintendent Review Process."

For something as important as this, the public needs to know the rationale for this major change and to have a chance to comment on it.

For the record, I do not see how it serves the public interest to hold superintendent reviews only every other year instead of annually, as for

other town employees.

I'd appreciate it if you'd let me know at your earliest convenience whether or not this vote was legal and if it was, what steps you will take to give the public an opportunity to discuss this significant change. And if the vote violated the Open Meeting Law, could you please outline what steps will be taken to rectify this?

Thank you.

Rebecca Liberman

Engelson, Linda

From: Rebecca Liberman <rfliberman@verizon.net>
Sent: Friday, January 17, 2020 2:18 PM
To: Doherty, John; Kelley, Christine; DG School Committee
Subject: Please restore Virtual High School in the budget

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of Reading Public Schools. Do not click links or open attachments unless you recognize the sender email address and know the content is safe.

Dear Supt. Doherty, Ms. Kelley, and Members of the Reading School Committee,

I urge you to restore funding for Virtual High School (VHS) in the FY '21 school budget. Reading used to offer VHS courses, but this opportunity was taken away in the FY '19 budget and never brought back, even after the override passed.

VHS courses can provide a huge benefit for students at very little cost. They allow students to take classes that otherwise would not fit into their schedules or that are not offered at RMHS. VHS courses can also be very helpful for students dealing with chronic illnesses, social-emotional issues or who need to be out of school for a period of time for any other reason.

In addition, bringing back VHS would allow our district to resume offering Algebra 1 in 7th grade to those students who need that extra challenge, followed by a Virtual High School Algebra 2 course. This pathway used to be available in our district until it was taken away in the 2012-13 school year. Many other districts offer 7th grade algebra for students who are ready, and we should too.

Thank you.

Sincerely,

Rebecca Liberman