

**Tewksbury School Committee  
Regular Meeting #4  
Wednesday, September 27, 2017  
Tewksbury Memorial High School, Library  
320 Pleasant Street, Tewksbury**

**SCHOOL COMMITTEE MEMBERS PRESENT**

Krissy M. Polimeno, Chairperson  
James A. Cutelis, Vice-Chairperson  
Keith M. Sullivan, Clerk  
Arthy S. Bennett, Member  
Dennis G. Francis, Member

**SCHOOL ADMINISTRATORS PRESENT**

Christopher J. Malone, Superintendent  
Brenda T. Regan, Assistant Superintendent  
Sheri L. Matthews, Director of Business Services

**CALL TO ORDER**

Ms. Polimeno called the September 27, 2017 Regular School Committee meeting to order at 6:30 p.m.

**EXECUTIVE SESSION**

Ms. Polimeno announced the School Committee will be convening an Executive Session to continue discussion relative to strategy with respect to collective bargaining or litigation.

Mr. Francis moved, seconded by Ms. Bennett, to enter into an Executive Session to continue discussion relative to strategy with respect to collective bargaining and/or litigation. The School Committee will reconvene in Open Session at 7:00 p.m.

Roll Call Vote: Voting Yes: Mr. Sullivan, Mr. Cutelis, Mr. Francis, Ms. Bennett, and Ms. Polimeno. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

At 6:56 p.m., Ms. Bennett moved, seconded by Mr. Cutelis to adjourn the Executive Session and reconvene the Regular School Committee meeting. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

**ANNOUNCEMENT**

Ms. Polimeno announced that the Regular School Committee Meeting will be televised and recorded. Under the Open Meeting Law, the public is permitted to make an audio or video recording of an open session at a public meeting. At this time, Ms. Polimeno asked that if anyone is recording tonight's meeting to please identify himself/herself.

There was no media present.

**PLEDGE OF ALLEGIANCE**

Ms. Polimeno led the School Committee in the Pledge of Allegiance.

**Approved  
October 18, 2017**

## **RECOGNITION**

### **Stuff the Bus Volunteers**

Mr. Malone announced that the representatives of Stuff the Bus could not be in attendance tonight. He reported he attended the event on August 23, 2017, held in the Market Basket parking lot, which encourages the community to donate backpacks and school supplies for our students. Mr. Malone and the School Committee extended their sincere appreciation to the event organizers PAC Chairs, Debbie Johnson and Monica Johnson, and parent volunteers Barbara Chappies, Nicole Downing, and Heidi Mello.

## **STUDENT REPRESENTATIVE**

### **Notes From Tewksbury Memorial High School**

Grace Morris reported on the news from Tewksbury Memorial High School:

- DECA is progressing in getting ready for the fashion show and had a meeting last week to start to get all of the models ready.
- Student Council is gradually getting more members and are in the process of planning the Spirit Days for Homecoming Week.
- ECHO Club's beach clean-up day went very well, they picked up 643 pieces of trash, and are planning two more charitable events.
- Best Buddies will be participating in the Massachusetts Best Buddies Walk on Sunday and are having parent meetings next Wednesday and will be continuing the unified basketball team competing at MVCs.
- Junior Class is planning fundraisers, a field trip, and are planning to do an outreach program to get younger grades more involved in Latin.
- International Club had their fourteen members serve at a Cor Unum dinner at the Meal Center in Lawrence this past Sunday and club officers attended the Selectmen's meeting to donate a trash receptacle for 2000 Whipple Road on Tuesday.
- SAAD is working on boosting enrollment, preparing for Applefest, and working on a substance abuse program.

## **PRESENTATIONS**

### **TMHS Senior Project**

Ms. Vogel introduced Co-Chairs of the Senior Project Committee, Nicole LaPierre and Janet Gordon. Ms. LaPierre and Ms. Gordon addressed the School Committee reporting they explored the Senior Project at other schools. They presented their findings and a proposal to pilot the program at Tewksbury Memorial High School this spring. The Senior Project is a collaboration between our high school, businesses, and community organizations with a shared goal to better prepare students to make informed educational and career decisions. Students would enter into the Senior Project after April vacation and continue through May. The Senior Project would be open to all seniors, an assembly will be held in December, and the application process will be due in February.

Ms. LaPierre and Ms. Gordon answered questions from the School Committee. Ms. Polimeno thanked Ms. LaPierre and Ms. Gordon for an excellent presentation.

Mr. Francis moved, seconded by Ms. Bennett, to support the Tewksbury Memorial High School's Pilot of a Senior Project.

Roll Call Vote - Voting Yes: Ms. Bennett, Mr. Cutelis, Mr. Francis, Mr. Sullivan, and Ms. Polimeno. All Aye. Unanimous Vote. Motion carried 5-0.

### **PSAT Planning Update**

Ms. Vogel introduced Karen Baker O'Brien to present an update on the PSAT plan at Tewksbury Memorial High School. Ms. Baker O'Brien reported the high school moved the PSAT exam from Saturday to Wednesday, during the school day, relating that there is an increase in the number of students to take the PSAT exam this year. On October 11th the juniors will take the PSAT's on the third floor of the high school and sophomores on the second floor. While the exams are going, on the freshmen will be attending workshops presented by the Greater Lowell Indian Council on Native American culture and history. Ms. Regan mentioned that the School Committee supports the cost of PSAT's taken during the day.

Ms. Baker O'Brien presented the Advanced Placement testing report to the School Committee. She reported AP courses provide the most rigorous coursework for students, they strengthen the transcript, and open opportunities for college placement. She reported that due to the Waterfall Schedule, Ms. Vogel has been able to introduce new AP courses over the past two years including Spanish, History, Physics, and Psychology. Ms. Baker O'Brien presented the comparison of students taking the exams over the past five years relating the most significant change is the number of juniors taking the AP courses. She reported that more than 50% of students scored 3 or better and in the first year of Spanish, over 100% of students scored 3 or better. Ms. Baker O'Brien reported that the overall scores have increased at the high school.

Ms. Baker O'Brien entertained questions from the School Committee. She will provide the Committee with the results for the AP Physics, History and Spanish for this year.

### **CITIZEN'S FORUM**

Ms. Polimeno inquired if there was anyone in the audience wishing to address the School Committee this evening regarding any item on the agenda.

Dennis Donnelly, 1 Allen Road Extension, Tewksbury, addressed the School Committee requesting to move the bus stop his son is assigned to closer to their home; his son must walk a mile to the bus stop on a dangerous street. Ms. Polimeno requested for Ms. Matthews, Director of Business Services, to contact Mr. Donnelly to discuss his concern.

### **APPROVAL OF MINUTES**

Mr. Sullivan moved, seconded by Mr. Francis, to approve the September 13, 2017, Regular Meeting minutes. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

### **SUBMISSION OF PAYMENT OF BILLS**

Mr. Sullivan moved to approve the payroll period ending September 21, 2017 to be approved and certified in the amount and categories as shown (\$1,287,765.19), seconded by Mr. Francis.

Roll Call Vote - Voting Yes: Ms. Bennett, Mr. Francis, Mr. Cutelis, Mr. Sullivan and Ms. Polimeno. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

### **SUPERINTENDENT REPORTS**

#### **Mr. Malone presented the Superintendent's Report:**

- Reminder that the Special Town meeting will be held on Tuesday, 7:00PM at Tewksbury Memorial High School. Mr. Malone reviewed the Articles significant to the Tewksbury Public Schools encouraging the community to come to the Town Meeting.
- Mr. Malone and Ms. Regan attended the Chiefs and Superintendents' Breakfast sponsored by the District Attorney's Office.

- Community Safe Halloween will be held on October 29th.
- Coffee with Cop will be held in the morning, October 4th, at Perfecto's and Milk with Cop will also be held on October 4th at the elementary schools during lunch.
- October is Substance Abuse Education month; there are many events planned.
- Applefest will be held on October 28th, 9am-3pm.

**Ms. Regan presented the Assistant Superintendent's Report:**

- The Ryan School participated in the International Pinwheels for Peace last Thursday. Art teacher Melissa Lane put two peace sign outlines in front of the Ryan School and students planted their pinwheels on the peace signs.
- We have postponed the STEAM presentation scheduled tonight until the November School Committee meeting.
- On the Consent Agenda is a news article on the STEAM rooms in the Tewksbury Public Schools. She reported that STEAM rooms are thrilling students around engineering practices, thinking, reasoning, creative problem solving, and collaboration.
- Ms. Regan and Jason Stamp kicked off a collaborative effort participating with 16 area districts, with the MA Department of Elementary and Secondary Education relating that the goal is to look at math sequencing data through 8th grade.
- Ms. Regan presented the Professional Development offerings at each school on the first half-day workshop day to be held on October 5th.

Mr. Sullivan announced to the community that there is no plan to take down the Ella Fleming School, the district transferred ownership to the Town as they have a better use for the building.

**CONSENT AGENDA**

Ms. Polimeno asked if anyone would like to remove any item from the Consent Agenda. Seeing none, Ms. Polimeno asked for a motion to approve the Consent Agenda. Mr. Francis moved, seconded by Ms. Bennett, to accept the Consent Agenda as presented. 5-0.

**CONSENT AGENDA**

1. **Correspondence**  
*Full STEAM Ahead - Tewksbury Town Crier Article*
2. **Enrollment Update**  
September 22, 2017
3. **Monthly Expenditure Report**  
September 22, 2017
4. **Personnel Items**

**New Hires:** Krysta Rick (\$19,549 *prorated*), Classroom Instructional Aide, Loella F. Dewing Elementary School, effective September 14, 2017

**Transfers:** None

**Retirements/Resignations/Terminations:** Mary Ann Romanski, Classroom Instructional Aide, John F. Ryan Elementary School, effective September 25, 2017; Adam Murchie, Building Custodian, John W. Wynn Middle School, effective September 11, 2017;

**Appendix B**

**John W. Wynn Middle School**

Assistant Drama Coach (\$1,193) - Lindsay Appleby

5. **Acceptance of Donations/Gifts:** Wynn Middle School PAC donation of \$1,349 to the John W. Wynn Middle School for the purchase of a laminator and laminating supplies.
6. **Fundraisers/Raffles:** Class of 2020 fundraising request to sell TMHS long-sleeve shirts and lanyards at Applefest, October 28, 2017, proceeds will be for the Junior Prom deposit and Senior Week activities; TMHS Adaptive Ski Team fundraising request to sell Christmas wreaths, October 5, 2017 through November 6, 2017, proceeds will be used to fund ski lift tickets and an overnight ski weekend at Mt. Sunapee.

**COMMITTEE REPORTS**

**Elementary School Building Committee**

Mr. Francis presented a brief update from the Elementary School Building Committee (ESBC) reporting that the ESBC has formed a Designer Selection Sub-Committee. The ESBC are finalizing the RFP for hiring an architect relating the draft proposal has been sent to the Massachusetts School Building Association (MSBA) for review. Mr. Francis reported the ESBC have scheduled walk-thru tours of new schools in Newburyport, Woburn, and Milford adding that members of the Committee visited a new elementary school in Revere yesterday. He reported the next ESBC meeting will be held on October 16th, 6:00 p.m., at the Town Hall. He stated that as the district goes through the new schools, one of the top priorities is safety.

**Tewksbury Education Foundation**

Ms. Bennett announced the Tewksbury Education Foundation met last Thursday relating that TEF is actively working on the upcoming auction and are seeking donations. She reported the Tewksbury Education Foundation's Annual School Auction will be held on November 17, 2017, at 7:00PM, at the Tewksbury Country Club. Tickets are available at the Open Houses, through Community Pass, and at the Community Services Department located in the Center School.

**Wellness Advisory Committee**

Mr. Sullivan reported the Wellness Advisory Committee met on September 18, 2017. He reported October is Substance Prevention and Education month. Mr. Sullivan mentioned the many events are taking place during the month relating that some events are closed to the public. He reported that the staff and community may contact Maria Ruggiero to be included in the events at [mruggiero@tewksbury-ma.gov](mailto:mruggiero@tewksbury-ma.gov).

**POLICY CHANGES, PROPOSALS, AND ADOPTION**

**Section J - Students: Policy Reviewed and Recommended to Accept with No Changes- Second & Final Reading:**

Ms. Bennett reported that the Massachusetts Association of School Committees (MASC) has reviewed their policy manual and have determined the following policies are redundant and/or no longer necessary and recommends to rescind the policies. This is the second and final reading.

### **MASC Policy Reference Manual Review and Recommended Updates**

**Policies Recommended to Rescind as Policy is Redundant or Unnecessary:** DJG –Vendor Relations; H- Negotiations; IHAE – Physical Education; IJJ – Textbook Selection; IJK – Supplementary Materials ; IJM – Special Interest Materials; JBA – Student-to-Student Harassment; JICG – Tobacco Use by Students; JRA-R – Regulations on student records ; KEB – Complaints about School Personnel; KEB-R Complaints about School Personnel; KEC – Complaints about Materials; KJA – Relations with Boosters

Ms. Bennett moved to rescind the policies on second and final reading, seconded by Mr. Francis. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

**Policies Recommended to Revise as a Result of Legal Changes, Changes in Practice, or Updating of Language to Reflect Modern Needs:** ACE – Nondiscrimination on the Basis of Disability; ADC – Smoking on School Premises; BBA – School Committee Powers and Duties; BBBA/BBBB – School Committee Member Qualifications/Oath of Office; BDD – School Committee – Superintendent Relationship; BDE - Subcommittees of the School Committee BDF - Advisory Committees to the School Committee; BEDA – Notification of School Committee Meetings; BEDB – Agenda Format; BEDH – Public Participation at School Committee Meetings; BHE – Use of Electronic Messaging by School Committee Members; BIA – New School Committee Member Orientation; BIBA – School Committee Conferences, Conventions, and Workshops; CB – School Superintendent; CBD – Superintendent’s Contract; CBI – Evaluation of the Superintendent; CE – Administrative Councils, Cabinets, and Committees; CH – Policy Implementation; CHA – Development of Regulations; CHC – Regulations Dissemination; DB – Annual Budget; DBD – Budget Planning; DBJ – Budget Transfer Authority; DD – Funding Proposals and Applications

Ms. Bennett moved to approve the edits to the above mentioned policies on second and final reading, seconded by Mr. Francis. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

### **OLD BUSINESS**

#### **Next Generation MCAS Update: None**

Ms. Regan reported the district received a memo from the Massachusetts Department of Elementary and Secondary Education (DESE) regarding signing up for the online testing. She reported that on behalf of the district, she submitted the plan to do online testing for grades 3 through 8 in ELA and Math. Grades 5 and 8, Science, Technology and Engineering, will also be online. The district will pilot one 10th grade class online testing in ELA and/or Math, we will not hold this during the regular testing window, and it will not count.

#### **PAC Major Fundraising Efforts**

Ms. Regan presented the major fundraising efforts the PACs have scheduled for the 2017-2018 school year. Mr. Malone thanked the PAC membership for all they do for the district. He reported that the Town-wide PAC will be held on October 16th in the library at the Wynn Middle School.

### **NEW BUSINESS**

#### **2017 Summer Reading Program**

Ms. Regan reported the high school will present the TMHS Summer Reading Program results at the October School Committee meeting. Ms. Regan presented the 2017 Summer Reading Program results for the K-8 schools.

Ms. Polimeno was surprised with the North Street School results and challenges the North Street School to increase their summer reading totals next summer. She suggested Ms. Cronin might work with Mr. Castonguay and for the district to investigate what teachers are doing in the other schools to increase participation which may assist the North Street School.

**MCAS Voting Delegate to the Annual Business Meeting at the MASCS/MASS Conference.**

Ms. Polimeno nominated Keith Sullivan as the voting delegate at the MASC/MASS conference representing the Tewksbury Public Schools on November 1-4, 2017.

Roll Call Vote - Voting Yes: Ms. Bennett, Mr. Francis, Mr. Cutelis, Mr. Sullivan and Ms. Polimeno. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

**SCHOOL COMMITTEE MATTERS OF INTEREST**

Mr. Francis thanked the Town Manager, the Finance Committee, and Board of Selectmen for supporting the schools and the students in this community.

Mr. Sullivan reported the SPED PAC held a meeting on September 19th and held elections for a new board. He thanked those who offered to serve on the PAC. The next meetings are October 19th, November 16th, and January 18th.

Mr. Sullivan reported that Tewksbury will host a basketball game to honor of Police Officer Ron Tarentino, on December 22, 2017, at 7:00 p.m., playing the Town of Auburn.

**FUTURE MEETINGS**

October 3, 2017 Special Town Mtg/7:00PM (School Committee will Attend); October 18, 2017; November 15, 2017

**FUTURE AGENDA ITEMS**

**ADJOURN**

At 8:34 pm., Ms. Polimeno adjourned the September 27, 2017 School Committee meeting with a motion from Mr. Francis, seconded by Ms. Bennett. All Aye. Unanimous Vote. Motion carried 5-0.