

**Tewksbury School Committee
Regular Meeting #17
Wednesday, April 26, 2017
Tewksbury Memorial High School, Library
320 Pleasant Street, Tewksbury**

SCHOOL COMMITTEE MEMBERS PRESENT

Kristen 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

SCHOOL ADMINISTRATORS EXCUSED

Sheri L. Matthews, Business Manager

CALL TO ORDER

Ms. Polimeno called the April 26, 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 litigation. The School Committee will reconvene in open session at 7:00 p.m.

Roll Call Vote: Voting Yes: Mr. Sullivan, Mr. Francis, Ms. Bennett, and Ms. Polimeno. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

At 6:59 p.m., Mr. Francis moved, seconded by Ms. Bennett, to adjourn the Executive Session and reconvene the Regular School Committee meeting. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

At 7:00 p.m., Ms. Polimeno called the April 26, 2017 meeting to order.

**April 26, 2017
Approved**

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. The media was not present.

PLEDGE OF ALLEGIANCE

Ms. Polimeno invited the honored guests to lead the School Committee in the Pledge of Allegiance.

RECOGNITION

U.S. Presidential Scholar Nominees – Sara Catanzano & Nicholas Zullo (TMHS Seniors)

Mr. Malone introduced Nicholas Zullo and Sara Catanzano recognizing their exceptional talent. Ms. Vogel presented Nick and Sara relating they were selected as U.S. Presidential Scholar nominees the national level competition. On behalf of the School Committee, Mr. Sullivan presented Mr. Zullo and Ms. Catanzano with a Proclamation of Recognition.

Ms. Polimeno addressed the students stating that they are great examples of what we want the children of Tewksbury to be. She added that Nick and Sara are truly role models and we all appreciate everything they have done at Tewksbury Memorial High School.

Lifetime Achievement Award - Mary Eldringhoff

Mr. Malone introduced Mary Eldringhoff to the School Committee and community. Ms. Vogel was asked to say a few words relating that Ms. Eldringhoff is the recipient of the Peggy Hallisey Lifetime Achievement Award. Mr. Malone remarked that Tewksbury knows Ms. Eldringhoff, now the state of Massachusetts knows Mary. Ms. Regan remarked that Mary has influenced the lives of the children of Tewksbury. She reflected on Mary's career with the Tewksbury Public Schools relating that she opened two libraries in Tewksbury, starting at the Ryan School and she planned the new Tewksbury Memorial High School library center. Ms. Vogel added that Ms. Eldringhoff she is the hub at TMHS; she heads up the GSA, she started Reading Buddies and worked with the students on the Anti-Bullying Club. She added that the library is welcoming and TMHS's library would not be what it is without Mary.

Ms. Eldringhoff addressed the Committee and community relating that yes, she did everything everyone tonight has said she did. For 20 years there has been three constants in her life, the teachers here that she has taught and worked with; all of the administrators, retired or here, heard her voice and supported her; and the parents who sent her the best children. Ms. Eldringhoff stated, that this is our award and she will accept the award on behalf of everyone.

On behalf of the School Committee, Mr. Francis presented Mary Eldringhoff with a Proclamation of Recognition.

Senior Tax Program Participant

Mr. Malone reported the School Committee will honor the Senior Tax Program participants working in the classrooms, in the hallways, in the libraries, they come with positive attitudes. He remarked that our students are the winners of the program, adding that the district is proud to present these individuals, who participate in the program. Mr. Malone invited the seniors to come forward and be recognized by the School Committee adding that they are important to the schools, they are great role models and supporters of the schools in our community. The Committee presented the seniors with a token of appreciation.

Mr. Malone introduced the Outstanding Volunteers working in the Tewksbury Public Schools. The work they do with students and staff is immeasurable; they are a major component of the district.

Mr. Malone remarked that Tewksbury appreciates all they have been doing adding that the district has many volunteers which is a great reflection of the community. The volunteers were invited to come forward and be recognized by the School Committee. The Committee presented the volunteers with a token of appreciation.

Ms. Polimeno remarked that we are so fortunate to get the support we have from the volunteers relating that the staff feel the same way. Ms. Polimeno hopes that the volunteers realize how much they are appreciated. She addressed the volunteers adding that if they would like to get involved in the Elementary School Project, leaders are already in place and she invites the volunteers to join the school project committee if they want to get involved. Ms. Polimeno thanked the volunteers you for all they do.

STUDENT REPRESENTATIVE

Notes From Tewksbury Memorial High School

Kelsey Dunn was attending the State Board for School Council meeting and unable to attend this evening.

Susana Aquilar, Student Council representative, presented the Notes From Tewksbury Memorial High School:

THMS Theater Company - The premiere of Footloose will be Thursday, April 27 and will continue with a Friday night show and Sunday matinee. Tickets are \$7 for students and \$10 for adults. We would love to see everyone in attendance!

Student Council - TMHS Student Council gifted our secretaries flowers and greeting cards for Secretary's Day and are planning for the upcoming Teacher Appreciation Week.

DECA - DECA has taken off for the ICDC International Conference in Anaheim, California. We wish them the best of luck and can't wait to hear the results!

Peer Leadership - The peer leaders will be heading to the Ryan in a few short weeks before the seniors graduate. We will be having our annual kick ball game and popsicle party!

SADD - SADD will be walking in the MADD Walk Against Drunk Driving and are looking for volunteers! If anyone is interested, please contact Mr. Bellistri at the high school.

PRESENTATIONS

2017-2018 Student Handbooks

Elementary Schools: Dewing/Heath Brook/North Street/Trahan

Ms. Gerrish and Ms. Wettstone, Mr. Castonguay, and Ms. Kimble addressed the School Committee presenting the 2017-2018 Elementary Schools Handbook. Ms. Kimble introduced the elementary school handbook presentation relating the handbook is the result of a unified effort to collaborate on the handbook. Ms. Wettstone related they developed one handbook for all four schools. The principals pointed out the revisions to the 2017-2018 elementary student handbook. They are working with Ms. Rauseo, in Community Services, to access the handbook online as well as being able to do a digital signature.

Ms. Polimeno reported the Committee has read the handbook and suggested a few revisions. The School Committee commented on the handbook content relating that it is wonderful to see all four principals working together and developing one handbook. She added that the Committee will review the edits and provide you with our input. Ms. Bennett inquired if the Extended Day students receive the same handbook.

Ms. Regan reported that the Extended Day does not have the same handbook as it is a different program however, she will ask Mr. Lyons if their handbook is updated. In response to a question from Ms. Bennett, Ms. Gerrish related that Mr. Pelletier reviewed the handbook last year and we did not make changes to those areas so did not have him look this year.

Mr. Francis moved, seconded by Ms. Bennett, to approve the 2017-2018 elementary Student Handbook. All Aye.

TMHS Student Handbook

Ms. Regan addressed the School Committee reporting that the high school is very appreciative of input from the School Committee on the student handbook. Ms. Polimeno reported that the School Committee does their homework reviewing the documents, they offered feedback on the handbook in areas that did not affect policy.

Ms. Vogel, Dr. Osborne, and Mr. Stamp were present to present the revised student handbook. Mr. Stamp addressed the School Committee highlighting the changes in the handbook. The Committee had an opportunity to ask questions and provide comments to the high school representatives. Ms. Bennett thanked the administrators and staff for updating the handbook.

Ms. Polimeno asked for the Committee to approve the TMHS Student handbook. Mr. Francis moved, seconded by Ms. Bennett, to approve the 2017-2018 TMHS Student Handbook.

All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

Ms. Vogel thanked the School Committee for reviewing the handbook and suggesting edits. In response to a question regarding the Junior Prom, she reported the high school will continue to adhere to the rule that only inside guests will attend. Ms. Polimeno commented that the question rises every year relating the high school does a great talking with parents and managing the event well. She remarked that the Committee will continue to send phone calls we receive your way.

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. Seeing none, Ms. Polimeno moved to approve the meeting minutes.

APPROVAL OF MINUTES

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

Mr. Sullivan moved, seconded by Mr. Francis, to approve the April 5, 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 for period ending April 6, 2017 to be approved and certified in the amount and categories as shown (\$1,258,713.60), 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.

Mr. Sullivan moved to approve the payroll for period ending April 20, 2017 to be approved and certified in the amount and categories as shown (\$1,239,174.82), 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 announced that Ms. Kimble has accepted a position at the Dracut Public Schools. Ms. Kimble has been with the district for nine (9) years. He related that the district will form an interview committee working with parents, staff and the community.

Mr. Malone reported meeting with the Town-wide PAC on April 10, 2017 presenting them with information from the Massachusetts School Building Authority (MSBA). He reported the district received suggestions from the PACs relating that they will help mobilize parents and get the information out.

Mr. Malone reported the Superintendent Notes:

Footloose: Tewksbury Memorial High School Theater Company will present the performance of *Footloose* on April 27 through April 29, 2017.

Early Release: May 4, 2017 is half-day early release for students relating the staff will be participating in the professional development opportunities.

College Fair: TMHS College Fair will be held on May 4, 2017 with over 75 colleges have stated they will attend.

Last Day of School: June 21, 2017 is the last day of school, this will be a half-day early release day.

Ms. Regan reported on the May 4th Teacher Workshop Day relating the focus will be on district implementations: grade 5-12 will work on Mastery Connect, K-6 on Journeys implementation, K-2 new science standards, Math Coaching Team will work with K-2 teachers and Pre-K-2 at the Dewing School; and the Special Education team is working on transitioning students from one school to the next.

Ms. Regan reported that Spring is the ending of professional development for the for past year and planning for next year. She reported that the Advisor Council helped to update the annual Professional Development Staff Survey looking at goals, areas of improvement, and what teachers are looking for in professional development for next year.

Ms. Regan reported the district has provided the School Committee members with a Google end-of-year calendar in order to keep the Committee apprised of end-of-year events.

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. Ms. Bennett inquired if schools are participating in the Mosquito Control Project. Mr. Malone reporting that the Heath Brook School is going to participate in the project.

Mr. Francis moved, seconded by Ms. Bennett, to approve the Consent Agenda as presented. All Aye. Unanimous Vote. Motion carried 5-0.

Correspondence

Commonwealth of Massachusetts Mosquito Control Project for K-4 Students (File)

Enrollment Update

April 20, 2017 (File)

Monthly Expenditure Report

None

Personnel Items

New Hires: Susan Sokol (\$14,577 *prorated*), Kindergarten Classroom Aide, Loella F. Dewing Elementary School, effective April 26, 2017

Appendix B: None

Retirements/Resignations/Terminations: Rachel Curtin, Kindergarten Classroom Aide, Loella F. Dewing Elementary School, effective April 25, 2017; Angela Kimble, Principal, North Street School, effective June 30, 2017

Acceptance of Donations/Gifts: George & Mary Lou Boes donation of a Yamaha Golf Cart to Tewksbury Memorial High School

Fundraisers/Raffles: TMHS Track Teams' Mattress Sale Fundraiser April 4, 2017 through April 15, 2017; 2018 Wynn Middle School Washington, D.C. trip pie fundraiser, November 6, 2017 through November 20, 2017, proceeds used to lower cost for the D.C. trip

Field Trips: Overnight/Out-of-State: Trahan Elementary School fourth grade classrooms field trip request to the See Science Center, Manchester, NH, on Tuesday, May 30, 2017 and June 5, 2017

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Francis reported the district has received ten applicants for OPM, the ESBC has narrowed field to four OPM's and will begin interviewing over next couple of weeks. Mr. Francis added that this is one of the most important decisions the Committee makes as we put the project in one of these firms hands. He reported that once the OPM is named, representative from the firm will be introduced at a School Committee meeting as well as to the Board of Selectmen.

Tewksbury Education Foundation

Ms. Bennett reported that parents can honor school staff members through the TEF Staff Recognition Program and forms can be found on the district website. Ms. Bennett reported the annual Spelling Bee will be held on June 5, 2017 and June 6, 2017. She reported that TEF will be sponsoring a Family Day at Canobie Lake Park at the end of the school year again.

Wellness Advisory Committee

Ms. Bennett reported the next Wellness Advisory Committee meeting will be held on May 15, 2017, 3:30 p.m. at Tewksbury Memorial High School, relating that the community is invited to attend. She reported the Drug Take Back event is scheduled on Saturday, April 29th and the Bike Rodeo will be held on June 4, 2017 at TMHS.

POLICY CHANGES, PROPOSALS, AND ADOPTION

Ms. Polimeno reported that the Policy Committee reviews policies on a regular basis and are currently working on policies relating that policy updates will be brought to the School Committee for approval.

OLD BUSINESS

2017 Town Warrant Articles

Ms. Polimeno reported a summary of the Town Warrant Articles relating to the Tewksbury Public Schools.

Article 4 - FY 18 Tewksbury Public Schools' Budget: Ms. Polimeno asked the Committee for a show of support to Article 4 Tewksbury Public Schools Budget. All Aye.

Article 9 - Transfer \$391,564 from the Stabilization Fund to the School District: Mr. Francis moved, seconded by Ms. Bennett to support Article 9 Tewksbury Public Schools Budget. Roll Call Vote - Voting Yes: Mr. Sullivan, Mr. Francis, Mr. Cutelis, Ms. Bennett and Ms. Polimeno. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

Article 10 - \$850,000 for Doucette Field: Ms. Polimeno asked the Committee for a show of support to Article 10, Doucette Field. All Aye.

Article 14 - \$25,000 Tax Relief Work Program: Ms. Polimeno asked the Committee for a show of support to Article 14, Tax Relief Work Program. All Aye.

Article 18 - \$115,000 from Community Preservation Fund for Frasca Field: Ms. Polimeno asked the Committee for a show of support to Article 18, Frasca Field improvements. All Aye.

Article 20 - \$50,000 from Community Preservation Fund for Ella Fleming School to hire a consultant to study use of building: Ms. Polimeno asked the Committee for a show of support to Article 20, Study of Ella Fleming School. All Aye.

Article 25 – Ownership of Ella Fleming School to turn over to the Town of Tewksbury. Ms. Polimeno asked the Committee for a show of support to Article 25, Ella Fleming Ownership. All Aye.

Mr. Sullivan reported he attended Town Meeting last night relating that the Board of Selectmen also voted to support all those Articles.

Revised FY18 School Budget

Mr. Malone reported the district has been allotted an additional \$48,000 to be put into line items for upkeep of the schools. Ms. Bennett thanked the Town Manager and Board of Selectmen.

Mr. Francis moved to approve the revised budget, FY 18 \$58,102,582, seconded by Ms. Bennett. Roll Call

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.

School Committee – 2017-2018 Assignments

Ms. Polimeno announced the 2017-2018 School Committee assignments:

- Custodians – Dennis Francis / Keith Sullivan
- Education Support Personnel – Arthy Bennett / Keith Sullivan
- Food Service – Arthy Bennett / Dennis Francis
- Non-Union Personnel – Jamey Cutelis / Krissy Polimeno
- Nurses – Arthy Bennett / Dennis Francis
- Secretaries – Dennis Francis / Keith Sullivan
- TAG – Jamey Cutelis / Krissy Polimeno
- TTA – Jamey Cutelis / Krissy Polimeno
- District-Wide Security Team – Jamey Cutelis / Krissy Polimeno
- Elementary School Building Committee – Jamey Cutelis / Dennis Francis
- High School Building Committee – Jamey Cutelis / Dennis Francis
- Policy Review Team – Arthy Bennett / Krissy Polimeno
- Tewksbury Education Foundation – Arthy Bennett
- Wellness Advisory Committee – Keith Sullivan

Ms. Polimeno asked if a member cannot make a meeting to please reach out to a colleague to take your place.

Next Gen-MCAS

Ms. Regan reported that grades three through seven have successfully begun ELA MCAS online testing and tomorrow marks the first online testing for grade eight. She reported that April marks the ELA testing period for all grade levels. Math and Science MCAS testing will begin in May. Ms. Regan reported that included in the School Committee packet is a document from DESE regarding MCAS the student questionnaire and why students are surveyed after the testing period relating that included in the packet is the Frequently Asked Questions document.

Mr. Sullivan inquired if the assessment results will come back quicker do to taking it online. Ms. Regan reported it will probably take the same amount of time.

NEW BUSINESS

Superintendent Evaluation Timeline

Ms. Polimeno reported the Committee wanted to layout the evaluation timeline for the community. Ms. Polimeno reviewed the timeline for the Committee and the community relating the final report will be delivered in a public session on June 14, 2017.

2018 Wynn Middle School 8th Grade Washington, D.C., Overnight Field Trip Request June 2018

Mr. Malone reported the Wynn Middle School is seeking the approval of the School Committee for the 2018 Grade 8 trip to Washington, D.C. He reported the school has offered a couple of options for the 2018 Washington, D.C., in order to coordinate with other events happening in June.

Ms. Polimeno remarked that this is a fabulous trip for students relating that she would support the request and will put the decision of which date into the hands of Mr. Weir, Principal of the Wynn Middle School.

Mr. Francis, seconded by Mr. Cutelis, to support the Washington, D.C. for grade eight students at the Wynn Middle School, in June 2018.

All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Francis reported that details have been finalized for dedication of the Edward Dick Turf Field at Tewksbury Memorial High School, to be held on Wednesday, May 24, 2017 at dedication at 5:15 p.m., on field.

Mr. Sullivan thanked Ms. Polimeno and Ms. Bennett for the invitation to attend the MASC Day on the Hill. He reported wonderful day joined by two students from Tewksbury Memorial High School excited to work with our state representatives.

Ms. Polimeno thanked Colin McNaught and Maeve Moynihan relating it was wonderful day relating that the students represented Tewksbury well thanking Ms. Vogel and the administration team for sending high school students to the event. She hope that will continue.

FUTURE MEETINGS

Ms. Polimeno asked the community to come to the Annual Town Meeting on May 1st to support the district.

FUTURE AGENDA ITEMS

None

ADJOURN

At 8:33 pm., Ms. Polimeno adjourned the April 26, 2017 School Committee meeting with a motion from Mr. Francis, seconded by Ms. Bennett. All Aye. Unanimous Vote. Motion carried 5-0.