

**Tewksbury School Committee
Regular Meeting #16
Wednesday, April 5, 2017
Tewksbury Memorial High School, Larrabee Library
320 Pleasant Street, Tewksbury, MA 01876**

SCHOOL COMMITTEE MEMBERS PRESENT

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

SCHOOL ADMINISTRATORS PRESENT

Christopher J. Malone, Superintendent
Brenda T. Regan, C.A.G.S., Assistant Superintendent

SCHOOL ADMINISTRATORS EXCUSED

Sheri L. Matthews, Director of Business Services

CALL TO ORDER

Ms. Polimeno called the April 5, 2017 Regular School Committee meeting to order at 7:15 p.m.

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. Seeing none, Ms. Polimeno moved to the next order of business.

PLEDGE OF ALLEGIANCE

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

RECOGNITION

Mr. Malone introduced Mr. Weir, Principal of the Wynn Middle School, in recognizing the Arts, Civic Duty, and Geography at the Wynn School. Mr. Weir introduced Nicole Jo, winner of the 2017 Boston Globe Scholastic Arts Gold Key and Silver Key awards and a winner at the National level in which she will be recognized in New York in June. Mr. Weir introduced Adrianna Niles winner of the 2017 Boston Globe Scholastic Arts Silver Key award. Mr. Weir introduced their teacher, Ms. Appleby, stating that she is an outstanding Art teacher at the Wynn School who has done great work with the students at the Wynn. On behalf of the Tewksbury School Committee, Mr. Francis presented Adrianna Niles with a Proclamation of Recognition as the 2017 Boston Globe Scholastic Arts Winner of a Silver Key. Mr. Francis presented Nicole Jo with a Proclamation of Recognition as the Boston Globe Scholastic Arts Winner of a Gold and Silver Key. Mr. Francis presented Ms. Appleby with a Proclamation of Recognition for her commitment to student success.

Mr. Weir introduced Nabil Barkallah relating that Nabil took first place in the John Wynn Middle School National Geographic Geography Bee Competition.

**Approved
April 26, 2017**

He reported that Nabil placed first out of 600 participants. On behalf of the Tewksbury School Committee, Ms. Bennett presented Nabil Barkallah with a Proclamation of Recognition for his achievement in the Geography Bee.

Mr. Weir introduced Hailey Poirier relating that Hailey represented Tewksbury in the Project 351. Mr. Weir stated that Hailey worked with the Cradles to Crayons Program, volunteered at Strong Field, and collected clothes for underprivileged children. On behalf of the Tewksbury School Committee, Mr. Sullivan presented Hailey Poirier with a Proclamation of Recognition at the Project 351 Representative.

VFW Post 8164

Members of the Tewksbury VFW Post 8164, Mr. Williams and Mr. Oliva, 4th Commander of the Tewksbury VFW Post 8164, addressed the School Committee announcing the results of the Patriot Pen and Voice of Democracy competitions. The VFW acknowledged Kathleen Anderson, a teacher at the Ryan School, relating that Ms. Anderson sent in the Patriot Pen entries for the John F. Ryan Elementary School. Mr. Oliva announced that Brooke Bunyan, John Ryan Elementary School, placed first in the District in the Patriot Pen competition, advancing to the State and placed 5th in State. He announced that Stephanie Tam, Tewksbury Memorial High School, placed first in the Voice of Democracy competition, advanced to and placed first in the State and advanced to the Nationals. Mr. Oliva reported that Brooke and Stephanie will be congratulated at an Award Dinner, on April 29, 2017, inviting the Committee to come out and support our students.

REPRESENTATIVE

Notes From Tewksbury Memorial High School

Kelsey Dunn presented the Notes From Tewksbury Memorial High School:

DECA - DECA will be fundraising for their upcoming trip to nationals throughout the next two weeks. Please contact James Sullivan, Jr. for how to donate!

Student Council - The NEMASC Spring Conference is just 6 days away! We cannot wait to 350 student leaders to be hosted at TMHS for a great conference. To benefit Catie's Closet, Student Council is participating in the regional service project by donating toiletries.

SAAD - April is Alcohol Awareness Month, so we hope all of the Tewksbury community stays safe and informed.

Best Buddies - Best Buddies will be attending the Circus at the Shriners Auditorium over April vacation and having game night at TMHS next Wednesday.

TMHS Theater - We are getting prepared and ready for our spring musical, Footloose! We hope all of you will pack the auditorium on the weekend of April 27th to see the show!

PRESENTATIONS

Technology Update

Mr. Young presented an update on the technology initiatives in the Tewksbury Public Schools relating that the Next-Generation testing is ongoing. In order to accommodate the schools for online testing the district increased connectivity at the Wynn Middle School and upgraded the Comcast modem at the Trahan School and the North Street School. Mr. Young reported that two infrastructure tests will be done at each school prior to the online testing. He related that all has been completed except at the Wynn Middle School which will be done next week. Mr. Young reported that iPads from Tewksbury Memorial High School have been redeployed to the Dewing School adding that the district is working to order Chromebooks for the high school as well as new carts.

Mr. Young reported on the Phase 2 of the security initiative relating the district will be installing cameras at Strong Field, making improvements to security systems around the district, and making repairs to cameras and/or realigning cameras as necessary.

He reported on updates to audio visual equipment in the dance studio and weight room as well as the possibility of a sound system for the turf field. Mr. Young reported on the upgrades to the Public Access System for the education channel, updates and maintenance to the phone systems across the district, upgrades to the modems at the Heath Brook and Dewing Schools, as well as new labs at the Wynn and Ryan Schools, and new Chromebooks for the Edgenuity program at the high school.

Mr. Young responded to questions from the School Committee. Ms. Polimeno remarked that the biggest concern is the online testing. She would like Mr. Young to communicate to the School Committee if there is a problem with the infrastructure.

2017-2018 Student Handbooks – Wynn and Ryan School

The School Committee requested to table the student handbooks for the Wynn Middle School and the John Ryan Elementary School. The Committee requested the schools to correlate the student handbooks and for the handbooks to have more consistency between the two schools.

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 March 22, 2017, Regular Meeting minutes.

Voting Yes: Ms. Bennett, Mr. Francis, Mr. Cutelis, and Ms. Polimeno. No Opposed. Mr. Sullivan Abstained. Motion carried 4-0-1.

SUBMISSION OF PAYMENT OF BILLS

Mr. Sullivan moved to approve the payroll for period ending March 23, 2017 to be approved and certified in the amount and categories as shown (\$1,244,761.33), seconded by Mr. Francis.

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

SUPERINTENDENT REPORTS

Mr. Malone reported that the Massachusetts Teachers Association (MTA) recognized Tewksbury Memorial High School and the North Street School for the achievement of Level 1 schools. They are working with members of the TTA and will published an article about the schools in the MTA Today Journal.

Mr. Malone offered *Hats Off!* to Ms. Vogel and the Tewksbury Memorial High School staff who presented the SELF Fair which was followed by a presentation by Marian Ryan, Massachusetts District Attorney and Chief Sheehan, on the consequences of alcohol abuse, the social hosting law, and to be mindful of decisions going into the prom season. Mr. Malone reported that this was a mandatory meeting in order for kids to attend prom.

Ms. Regan announced that at the MA Department of Elementary and Secondary Education (DESE), March 28, 2017 Board of Education meeting, the Board voted to adopt revised learning standards in Math, ELA, and Literacy. The improved revised standards are online at DESE relating that DESE will help districts implement the standards in the 2017-2018 school year.

Ms. Regan reported the district received a letter from Commissioner Mitchell Chester stating that the Executive Committee of the STEM Advisory Council has agreed to pay fees for low income students to support AP exam fees in the STEM field.

She reported that interested Tewksbury students should contact the guidance office at Tewksbury Memorial High School.

Ms. Regan reported that through Mr. Castonguay's attentiveness in the Boston Bruins B-Fit initiatives, the Trahan School received a prize of customized Bruins Bauer Street Hockey gear (\$2,000). Mr. Castonguay will work with the physical education teacher Mr. Merry and Ms. Regan to roll-out a street hockey unit into the Trahan curriculum.

Ms. Regan reported that Math Coordinator Geri Cummings and Math Coach Heidi Reinhart are coordinating with the crafters at the Senior Center to establish a goal to work together in developing math manipulatives for our classes and come into the schools to show the students how to use them.

Ms. Regan reported the district has asked principals to input their events in to an End-of-Year Google calendar which will be open to the School Committee.

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 Mr. Sullivan, to approve the Consent Agenda as presented. All Aye. Unanimous Vote. Motion carried 5-0.

CONSENT AGENDA

Correspondence

- a. STEM Pipeline Fund - Commonwealth of Massachusetts (File)
- b. MSBA My Ideal School Contest (File)
- c. National Science Bowl - TMHS Competition (File)

Enrollment Update

None

Monthly Expenditure Report

None

Personnel Items

New Hires: Gary Blonigen (\$35,720 *prorated*), Lead Building Custodian, Tewksbury Memorial High School, effective March 27, 2017

Appendix B: None

Transfer: None

Retirements/Resignations/Terminations: Elaine Walsh, School Nurse, Heath Brook School, effective June 30, 2019; Jessica Boland, Grade 6 Moderate Special Needs Teacher, John Ryan Elementary School, effective June 30, 2017; Susan Moorer, Grade 3 Teacher, Louise Davy Trahan School, effective March 27, 2017; Kathryn Jennings, Physics Teacher, Tewksbury Memorial High School, effective June 30, 2017

Acceptance of Donation/Gift: None

Fundraiser/Raffle: TMHS Class of 2019, Panera Dine-out fundraising event, May 15, 2017 (File)

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Francis stated this is an exciting time, the ESBC is looking for an Owners Project Manager (OPM). He reported there will be a walk-through visit for interested firms at the Trahan School tomorrow night, then the Committee will review the procedure of applications. Mr. Francis reported that next Friday the Committee anticipates they will receive the applications relating there were over twenty firms who showed interest in the project.

Tewksbury Education Foundation

Ms. Bennett reported the TEF has not scheduled the next meeting. They did meet last week with Ms. Regan and Mr. Malone and are still working through the process for the proceeds from the last auction.

Wellness Advisory Committee

Ms. Bennett reported the Wellness Advisory Committee will be meeting on May 15th, 3:30 p.m., at Tewksbury Memorial High School.

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

Next-Generation MCAS Update

Ms. Regan reported that there are several Next Generation documents on the agenda. She shared a letter which was sent home to parents/guardians in grades three through eight to inform parents/guardians of the process to prepare for the Next-Gen MCAS. She reported that the Ryan School students took practice online testing today.

Ms. Regan reported that student's grades three through eight will be taking Next-Gen MCAS testing through May 18th and during the first week of June at Tewksbury Memorial High School. Ms. Regan reported that the principals are sending letters to parents/guardians and will hold assemblies to inform parents/guardians. Ms. Bennett offered a *shout-out* to the PAC's and the TEF for supplying technology devices to the schools.

Ms. Regan reported on participation requirements for MCAS testing relating that participation is required by state and federal law; there is no opt-out for Next-Gen MCAS. She reported that all students that receive funding from the state/district must participate and it is a graduation requirement.

Ms. Regan reported on new rules under the Every Student Succeeds Act (ESSA) and alternative assessments relating that the number of students assessed in a subject area using an alternative assessment must not exceed one percent. Ms. Regan will provide further information to families.

BUDGET FY18

Mr. Malone reported that Ms. Matthews could not be in attendance at the School Committee meeting tonight. He commented that Ms. Matthews has done a great work on the budget and he appreciates her efforts. Ms. Polimeno acknowledged and thanked Town Manager Mr. Montuori, the Tewksbury Finance Committee, and the Board of Selectmen. Ms. Polimeno commented on the tiered approach relating that Ms. Matthews has presented an excellent budget and has done a great job. Ms. Polimeno opened the meeting for comments and/or questions from the School Committee. Seeing none, she asked for a motion to approve the FY18 Budget.

Mr. Francis moved, seconded by Mr. Cutelis, to approve the FY18 School Budget in the amount of \$58,054,329.

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

NEW ELEMENTARY SCHOOL UPDATE

Ms. Regan reported that she and Mr. Malone presented an update on the new elementary school process to seniors at the Senior Center this past week.

Ms. Regan reported that Mr. Malone and she will make attend the Town-wide PAC meeting on Monday April 10th, at Tewksbury Memorial High School, in the Large Group Instruction Room 1, to present an information session for the Town-Wide PAC and all PAC members relating that the public are invited to attend. Ms. Regan remarked that the ESBC will continue to host information sessions throughout the process.

CHAIN OF COMMUNICATION

Ms. Regan reported that the content in the Chain of Communication has been reviewed and updated as suggested by the School Committee. She reported there is one small edit remaining which occurred when the document was reconfigured.

Ms. Bennett moved, seconded by Mr. Sullivan, to approve the Chain of Communication with the edit as presented by Ms. Regan.

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

NEW BUSINESS

Mr. Malone reported the administration at the Wynn Middle School is proposing to hold the third annual 8th grade Canobie Lake Park end of year event. Ms. Polimeno commented that the event was well received the past two years.

Ms. Bennett moved, seconded by Mr. Francis, to approve the Wynn Middle School's 8th Grade Canobie Lake Park annual trip.

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

SCHOOL CHOICE

Mr. Malone recommends the School Committee vote not to participate in School Choice.

Mr. Francis moved, seconded by Mr. Sullivan, for the School Committee NOT to participate in School Choice for the 2017-2018 school year.

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

LAST DAY OF SCHOOL

Mr. Malone recommends the School Committee identify June 21st as the last day of school. Mr. Sullivan moved, seconded by Mr. Francis, to identify the last day of school as June 21, 2017.

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

CONTRACTS

Mr. Malone identified the rationale to extend three year contracts to principals in the Tewksbury Public Schools including Judi McInnes, Kristen Vogel and John Weir and Business Manager Sheri Matthews.

Mr. Malone reported that most administrators have been involved in cost analysis of salaries with other district relating that Tewksbury paid less to administrators than in other districts. He remarked that our former superintendent had taken the initiative to move administrative salaries to be comparable to other area districts by giving step and merit raises which could result at the end of the three year cycle. Mr. Malone reported that he reconstructed a study of salaries to look at data for 2018, then conducted an additional study to include Billerica, Westford, Andover, and Burlington relating that Tewksbury is approaching the mid-range on the salary study. Mr. Malone recommends to give a base salary for FY18 and subsequent years, FY19 and FY20, to be consistent with union salaries and to recalculate where we are at in FY20.

Ms. Polimeno commented that she likes Mr. Malone's approach to the contracts, his attention to detail, the analysis of where we are and where we are going, adding that the Committee appreciates the careful planning and thoughtful fashion in his approach. Ms. Polimeno opened the meeting for comments from the Committee. Seeing none, Ms. Polimeno asked someone to make a motion to accept the contracts.

At the recommendation of Mr. Malone, Mr. Francis, moved, second by Ms. Bennett, to approve a three year contract extension between the Tewksbury Public Schools and Judi McInnes, Principal of the John Ryan Elementary School, beginning July 1, 2017 through June 30, 2020, in the amount of \$113,233.00.

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

At the recommendation of Mr. Malone, Mr. Francis, moved, second by Mr. Sullivan, to approve a three year contract extension between the Tewksbury Public Schools and Kristen Vogel, Principal of Tewksbury Memorial High School, beginning July 1, 2017 through June 30, 2020, in the amount of \$136,500.00.

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

At the recommendation of Mr. Malone, Mr. Francis, moved, second by Mr. Sullivan, to approve a three year contract extension between the Tewksbury Public Schools and John Weir, Principal of the John Wynn Middle School, beginning July 1, 2017 through June 30, 2020, in the amount of \$116,469.00.

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

At the recommendation of Mr. Malone, Mr. Francis, moved, second by Mr. Sullivan, to approve a three year contract extension between the Tewksbury Public Schools and Sheri Matthews, Director of Business Services, beginning July 1, 2017 through June 30, 2020, in the amount of \$128,410.00.

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

SCHOOL COMMITTEE SUB-COMMITTEES

Ms. Polimeno reviewed the Committees and Task Forces asking the Committee members to let her know which sub-committees they would like to serve on by sending her their top three choices. Ms. Polimeno will remove the TSEPAC and add Friends of the New Elementary Project. Ms. Polimeno will announce the assignments at the next School Committee meeting.

POWERS AND SULLIVAN

Mr. Malone reported that Powers and Sullivan have completed the annual audit report relating that there were no issues. Mr. Malone offered thanks and congratulations to Ms. Matthews for a job well done.

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Sullivan reported that Go Urbanize is seeking public input regarding the Vision for the Town of Tewksbury. Mr. Sullivan invited the community to help out at the Open Space Clean-Up on Saturday, April 8th, relating that the event will begin at 8:00 a.m. at the Town Hall. He added that the Town Clean-up Day will be held on May 6th, those wishing to volunteer should meet at the Town Hall at 8:00 a.m.

Mr. Sullivan congratulated the DECA Team State qualifiers and wished them good luck.

Ms. Polimeno welcomed Mr. Sullivan to the Tewksbury School Committee. Ms. Polimeno wished the students attending the Junior Prom a good night.

FUTURE MEETINGS

April 26, 2017 Regular Meeting; May 1, 2017 Annual Town Meeting; May 3, 2017 Special Town Meeting

FUTURE AGENDA ITEMS

2017 Annual Town Meeting Warrant Articles

ADJOURN

At 8:42 p.m., Ms. Polimeno adjourned the April 5, 2017 Regular School Committee meeting with a motion from Mr. Francis, seconded by Ms. Bennett. All Aye. Unanimous Vote. Motion carried 5-0.