

**Tewksbury School Committee
Regular Meeting #5
Wednesday, October 18, 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 October 18, 2017 Regular School Committee meeting to order at 6:30 p.m.

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 6:54 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.

Ms. Polimeno called for a Moment of Silence extending heartfelt sympathies for Rhonda LeRocque, Kristen Lumia, and Louis Remigio.

There was no media present.

**Approved
November 15, 2017**

PLEDGE OF ALLEGIANCE

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

RECOGNITION

None

STUDENT REPRESENTATIVE

Notes From Tewksbury Memorial High School

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

- Student Council had an Officer Shop at Holy Cross in Worcester, Homecoming Week went well, and we were very glad to see all the participation during Spirit Week.
- DECA is acquiring more members and working on the Fashion Show.
- ECHO and International Club are participating in Half Earth Day on the 21st.
- SADD is coming up on Red Ribbon Week, which highlights the dangers of abuse of drugs, and are sponsoring a school-wide Red Color Day. They will be tying red ribbons on cars to remind students to live above the influence.
- NHS started tutoring after school at the Ryan and they will be selling pop sockets at AppleFest. To help raise money for a Texas high school they will hold a bake sale at Parent/Teacher Conferences.
- Best Buddies is going to have the first unified basketball game on Thursday, October 19th at TMHS 4-6PM. They are getting the Halloween party ready on the 26th.

PRESENTATIONS

Next-Generation MCAS

Understanding the Next-Generation MCAS and 2017 Accountability Report

Mr. Malone presented an insight into the MCAS data reporting that the state has made massive changes on the assessment testing and how districts will interpret the assessments relating that Massachusetts is the number one performing state in the country. Mr. Malone reported the district has added technology devices to prepare students for the testing, Tewksbury Memorial High School again has been rated Level 1, and the district is making progress. He reported that due to the change in assessments, the district will not receive accountability ratings for the other schools this year. Mr. Malone reported the district's goal is to give better instruction to students and the data will help us achieve that goal.

Ms. Regan addressed the School Committee reporting that the Next-Generation MCAS and Accountability presentation they received in the School Committee packet has changed. Since distributing the packet, the district has received the results which were embargoed until 12:01AM today. She presented an updated PowerPoint on understanding the Next-Generation MCAS and the 2017 Accountability Report. Ms. Regan compared the Legacy MCAS (20 year old MCAS test) and where the district was last year, to the Next-Generation MCAS. She reported that in 2017 the district was taking Legacy MCAS relating that in 2019 all grade levels will be taking the Next-Generation MCAS. She reported that the district met the criteria for the *No Level* accountability rating, which is a good thing. The district cannot compare the Legacy MCAS with the new Next-Gen MCAS. Ms. Regan explained the parent report relating that the Next-Gen assessment is a more rigorous test, raising the bar, and adding that the state is measuring achievement in a much different way. She stated the district will send a letter and information with the MCAS results home to parents/guardians to help them better understand the report.

Mr. Malone and Ms. Regan entertained questions from the School Committee.

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. Stephen Johnson, 20 First Street, Tewksbury, addressed the School Committee meeting regarding the Course Change Policy at Tewksbury Memorial High School. Mr. Johnson sees problems with the policy. The Superintendent will follow-up on Mr. Johnson's concern.

APPROVAL OF MINUTES

Mr. Sullivan moved, seconded by Mr. Francis, to approve the September 27, 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 October 5, 2017 to be approved and certified in the amount and categories as shown (\$1,302,630.19), 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:

The new boiler installation project at the North Street School is complete and a test run will be conducted on Thursday, October 25th.

Mr. Malone reported he met with leadership from the TSEPAC relating the group is off to a great start. He stated the meeting was a great opportunity to learn of their vision.

The first Town-wide PAC meeting for the 2017-2018 school year had a good turnout. Agenda items included MCAS information and the new elementary school building project which will incorporate parent involvement and communication.

- Applefest - October 28, 2017 at Tewksbury Memorial High School.
- TMHS Theater Company presents *Peter and the Starcatcher*, November 2nd through November 4th.
- November 7th - No School for students as this is an all-day professional development for staff.
- November 10th - No School, Observation of Veterans Day.
- November 17th - TEF's Annual Live & Silent Auction at Tewksbury Country Club.

Ms. Regan presented the Assistant Superintendent's Report:

Tewksbury Memorial High School reports high participation rates of 87% in the 2017 Summer Reading Program relating the freshmen led the charge with a 90% participation rate.

The School Committee will recognize the John and Abigail Adams Scholarship recipients at the December 6, 2017 School Committee meeting.

PSAT Administration Update - Ms. Regan reported there were 485 juniors and sophomores eligible to take the PSAT testing relating the high school had 430 participants. She reported that the School Committee committed to pay for students taking the PSAT relating the total cost this year was \$7,080.

The Annual District-wide School Council Training was held on October 16, 2017 and led by Kevin McArdle. The School Council's responsibility is to help the principal develop the school action plan and goals.

On October 12th the principals participated in the second RIBAS training on how to support social emotional learning strategies into the core curriculum.

Ms. Matthews presented the Director of Business Services Report:

Ms. Matthews thanked the community for their approval of the school department's warrant articles at the Town Meeting. She reported the district purchased a mobile lift for the high school which may also be used at other locations. The district contracted with CBI Consultants, one of the Town's architects, to look at the doors at the Dewing and Heath Brook Schools in order to get the specifications together in order to go out to bid. She reported the district has received the specifications for the new fire alarm systems at the Dewing and Heath Brook School, will go out to bid next week. We have received the specifications for the heating controls at the Wynn School and the painting project at the Heath Brook School. Ms. Matthews reported that at this time, busing issues have depleted.

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 accept the Consent Agenda as presented. 5-0.

CONSENT AGENDA

1. **Correspondence**

- a. MA DESE Memo - MCAS Student Assessment Updates
- b. MA DESE 2017 Assessment & Accountability DATA - Review & Release Schedule

2. **Enrollment Update**

See Old Business

3. **Monthly Expenditure Report**

None

4. **Personnel Items**

New Hires: Bianca Enos (\$19,549 *prorated*), Classroom Instructional Aide, John F. Ryan Elementary School, effective October 2, 2017; Matthew Rauseo (\$19,549 *prorated*), Classroom Instructional Aide, John F. Ryan Elementary School, effective October 2, 2017; Stephanie Danskin (\$19,549 *prorated*), Classroom Instructional Aide, North Street School, effective October 16, 2017; Julie Zuniga (\$32.04/hr max. 75 hrs), Part-time Clinical Instructor/CNA program, Tewksbury Memorial High School, effective October 16, 2017; Linda Barrile (\$32.04/hr max. 75 hrs), Part-time Clinical Instructor/CNA program, Tewksbury Memorial High School, effective October 16, 2017

Transfers: James Shimkus transfer from custodial position at Tewksbury Memorial High School to the John Wynn Middle School.

Retirements/Resignations/Terminations: Samantha Greaves, Classroom Instructional Aide, John F. Ryan Elementary School, effective September 29, 2017; Martha Hartnett, Special Education Teacher, John F. Ryan Elementary School, effective October 27, 2017

Appendix B - Coach Position

Tewksbury Memorial High School

Girls JV Fall Cheer Coach (\$1,589) - Erin Beecher

5. **Acceptance of Donations/Gifts:**

6. **Fundraisers/Raffles:** TMHS Soccer Boosters Bleacher Blanket Fundraiser October 1, 2017 through November 15, 2017; TMHS Soccer Boosters Evening at Long Meadows Country Club Raffle October 28, 2017; TMHS Class of 2019 fundraiser "Light Up Noodle Sticks" for PEP Rally, November 1, 2017 through December 1, 2017; NHS fundraiser selling Tewksbury logo sweatpants until October 28, 2017; TMHS PAC fundraising events - Applefest, Trivia Night, Night with Angels, and Raffle Calendar, October 27, 2017 through June 8, 2018

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Francis presented the ESBC update reporting that Molly Ginsburg will be heading up Friends of the New Elementary School. He reported that the ESBC has sent out RFS for an architect firm. Mr. Francis reported that the next key date is November 21st when the Committee will go before the MSBA Review Panel. The Review Panel will review the applications for an architect and narrow the selection. He reported that the next meeting of the ESBC will be tomorrow night relating that this is a public meeting and all are welcome to attend.

Tewksbury Education Foundation

Ms. Bennett reported that the TEF Annual Auction will be held on November 17, 2017, at the Tewksbury Country Club from 7:00 p.m to 11:00 p.m.

Wellness Advisory Committee

Mr. Sullivan announced that on Oct 28th the Tewksbury Police Department will participate in the Drug-Take-Back program from 10:00 a.m. to 2:00 p.m., at the police department.

POLICY CHANGES, PROPOSALS, AND ADOPTION

MASC Policy Reference Manual Review and Recommended Updates

Ms. Bennett presented the following policies for the Informational Reading. **Policies Recommended to Revise as a Result of Legal Changes, Changes in Practice, or Updating of Language to Reflect Modern Needs:** DGA - Authorized Signatures; DJE - Procurement Requirements; DK - Payment Procedures; DKC - Expense Reimbursement; EB - Safety Program; EBAB - Pest Management Policy; EBB - First Aid; EBC - Emergency Plans; EC - Buildings and Grounds Management; ECA - Building and Grounds Security; EDC - Authorized Use of School Owned Materials; EEAA - Walkers and Riders; EEAEA - Bus Driver Examination and Training; EEAEA-1 - Drug, & Alcohol Testing for School Bus & Commercial Vehicle Drivers; EFC - Free and Reduced Price Food Services; FA - Facilities Development Goals; FF - Naming Facilities; FFA - Memorials; GBA - Equal Employment Opportunity; GBEA - Staff Ethics; GBEB - Staff Conduct; GBED - Staff Tobacco; GBGB - Staff Personal Security; GBGE - Domestic Violence Leave; GBGF - Family and Medical Leave; GBI - Staff Participation in Political Activities; GBK - Staff Complaints and Grievances; GCBA - Professional Staff Salary Schedules

Ms. Bennett encourages the public to review the policies and provide the Policy Committee with feedback.

OLD BUSINESS

Next Generation MCAS Update

Ms. Regan presented the Next-Generation MCAS update during *Presentations*.

3-Year District Enrollment Analysis Report

Mr. Malone presented a 3-Year District Enrollment report analysis relating the trend is steady and the NESDEC prediction is straight-on.

NEW BUSINESS

Commonwealth of MA - Award of FY Quality Enhancements in Afterschool and Out-of-School Time (ASOST-Q) Continuation Grant \$34,950)

Ms. Regan presented a letter from Governor Baker awarding the district with the Quality Enhancements Grant. She offered many thanks to Dr. Basteri for procuring the grant for the district. Ms. Polimeno stated that Dr. Basteri's work, bringing funding to the district, does not go unnoticed, thanking her for all her hard work.

Request for International Trip to Quebec/Montreal

Ms. Regan reported the School Committee will be asked to vote on the request from the high school to take a group of TMHS students to Quebec and Montreal.

Ms. Polimeno offered thanks to Graca Dudley relating that she does a wonderful job at the high school. Ms. Polimeno asked for a motion to support the international trip request from Ms. Dudley, Spanish Teacher and International Club Advisor.

Mr. Francis moved, seconded by Mr. Cutelis, to support an international trip, sponsored by the TMHS International Club, to Quebec and Montreal, departing on May 25, 2018 returning on May 28, 2018.

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.

Maintenance & Groundskeeper School Beautification

Ms. Matthews addressed the School Committee stating how wonderful it was for the district to employ a groundskeeper. She pointed out the work that Paul Decker has done on the grounds at Tewksbury Memorial High School and the Heath Brook School. Ms. Polimeno remarked that she has noticed a big difference in the appearance at the schools giving Mr. Decker a big *hats-off!*

TMHS Red Cross Club Request to Establish a Student Activity Account (SAA)

Mr. Malone reported that Michelle Tulley is requesting to establish a Red Cross Club at Tewksbury Memorial High School.

Mr. Francis moved, seconded by Mr. Sullivan, to establish a Red Cross Club and a Student Activity Account at TMHS.

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 MATTERS OF INTEREST

Mr. Sullivan announced the following community-wide events. Half-day Earth Day event will be held this Saturday. Those wishing to volunteer to help clean-up the community should arrive at the Town Hall between 8:30 a.m. and 9:30 a.m. Leaf clean-up will start on October 23rd through December 1st. Community Safe Halloween will be held at TMHS on October 29th 10AM-1 PM.

Mr. Malone reported that the Veteran's Day assembly at TMHS will be held on November 9th at 9:30 a.m.

*Tewksbury School Committee
Regular Meeting
October 18, 2017*

Ms. Polimeno thanked the Town Manager, Mr. Montuori, the Board of Selectmen, and the Finance Committee for working collaboratively with the School Committee and the school district to establish the warrant articles that do so much good in the district. Ms. Polimeno thanked the community for coming out to vote and supporting the district at the Annual Town Meeting.

FUTURE MEETINGS

November 15, 2017; December 6, 2017

FUTURE AGENDA ITEMS

ADJOURN

At 8:20 pm., Ms. Polimeno adjourned the October 18, 2017 School Committee meeting with a motion from Mr. Francis, seconded by Ms. Bennett. All Aye. Unanimous Vote. Motion carried 5-0.