

Tewksbury School Committee Agenda - Wednesday, December 6, 2017



Tewksbury Public Schools
CHRISTOPHER J. MALONE
SUPERINTENDENT OF SCHOOLS

Regular Meeting #7 (7:00PM)
Executive Session #6 (5:45PM)

STUDENT RECEPTION - 6:00PM
STUDENT RECOGNITION - 6:30PM

Meeting Location: Tewksbury Memorial High School Library
320 Pleasant Street, Tewksbury, Massachusetts

A. CALL TO ORDER

B. EXECUTIVE SESSION (Non-Public Session) - 5:45PM

Continued discussion relative to collective bargaining with employee groups and the strategy to be followed and/or continued ongoing litigation. The School Committee will reconvene in Open Session following the Executive Session.

C. ADJOURN

D. RECOGNITION

1. 2017 Legacy MCAS & 2017 Next-Generation MCAS Student Achievement Awards
2. 2017 John & Abigail Adams Scholarship Recipients

E. RECONVENE REGULAR MEETING - 7:00PM

F. ANNOUNCEMENT (7:00PM)

The December 6, 2017 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 I would ask if anyone is recording tonight's meeting to please identify himself/herself.

G. PLEDGE OF ALLEGIANCE

H. STUDENT REPRESENTATIVE REPORT

Grace Morris

I. PRESENTATIONS

None

J. CITIZEN'S FORUM (*Citizens are asked to limit comments related to items on the agenda to five (5) minutes or ten (10) if spokesperson is representing a group concern.*)

K. APPROVAL OF MINUTES

1. November 15, 2017 Regular Meeting Minutes

L. SUBMISSION AND PAYMENT OF BILL

1. Payroll Period Ending, November 16, 2017 (\$1,412,469.05)
2. Payroll Period Ending, November 30, 2017 (\$1,288,511.26)

M. SUPERINTENDENT & STAFF REPORT

N. CONSENT AGENDA (*itemized on page 3*)

O. COMMITTEE REPORTS

Elementary School Building Committee
Tewksbury Education Foundation
Wellness Advisory Committee

TEWKSBURY SCHOOL COMMITTEE CONSENT AGENDA

Superintendent of Schools
Christopher J. Malone
cmalone@tewksbury.k12.ma.us

TEWKSBURY SCHOOL COMMITTEE
Kristen M. Polimeno, Chairperson, kpolimeno@tewksbury.k12.ma.us
James A. Cutellis, Vice Chairperson, jcutellis@tewksbury.k12.ma.us
Keith M. Sullivan, Clerk, ksullivan@tewksbury.k12.ma.us
Arthy S. Bennett, abennett@tewksbury.k12.ma.us ♦ Dennis G. Francis, dfrancis@tewksbury.k12.ma.us

N. CONSENT AGENDA

1. Correspondence

1. Valley Collaborative Fall 2017 Newsletter
2. Half-Day Teacher Workshop Schedule - December 7, 2017
3. TMHS Semester 2 Add/Drop Course(s) Process Update
4. MA Dept. Elementary & Secondary Education - Homeless Education State Coordinator Email: Students From Puerto Rico in Your District

2. Enrollment Update

December 2017

3. Monthly Expenditure Report

December 2017

4. Personnel Items

New Hires: None

Transfers: Jessica Simpson, K-12 Integrated Technology Specialist, Center School/Administration Offices, effective December 2017

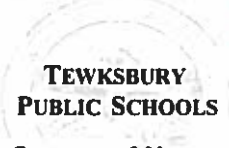
Retirements/Resignations/Terminations: None

Appendix B - Coach Position: None

5. Acceptance of Donations/Gifts: None

- #### 6. Fundraisers/Raffles:
- TMHS Theater Company Calendar Raffle December 1, 2017 through February 28, 2017; TMHS Music (Tewksbury Music Association) fundraiser selling candy canes, December 11, 2017 through December 15, 2017; Tewksbury Music Association fundraiser selling hot chocolate mix December 1, 2017 through February 28, 2018; Ryan School PAC fundraiser selling school apparel, December 1, 2017 through December 15, 2017; Ryan School PAC staff vs student basketball game fundraiser on February 15, 2018

Executive Session

 <p>TEWKSBURY PUBLIC SCHOOLS CHRISTOPHER J. MALONE SUPERINTENDENT OF SCHOOLS</p>	<p>TEWKSBURY SCHOOL COMMITTEE AGENDA</p> <p>Meeting Type/Time: Executive Session #6 – Non-Public Session at 5:45 p.m.</p> <p>Meeting Date: Wednesday, December 6, 2017</p> <p>Meeting Location: Tewksbury Memorial High School, Guidance Conference Room 320 Pleasant Street, Tewksbury, MA 01876</p>
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A. CALL TO ORDER

B. EXECUTIVE SESSION

1. Continued discussion relative to collective bargaining with employee groups and the strategy to be followed and/or continued ongoing litigation. The School Committee will reconvene in Open Session following the Executive Session.

C. ADJOURNMENT

Recognition
and/or
Presentations

Recognitions – December 6, 2017

2017 “NEXT-GENERATION” MCAS STUDENTS

EXCEEDING EXPECTATIONS IN TWO SUBJECT AREAS
ENGLISH LANGUAGE ARTS AND MATHEMATICS

NAME	ASSESSMENT GRADE	NAME	ASSESSMENT GRADE
Madison Carroll	Grade 3 – North Street	Morgan Crowley	Grade 5
Salvatore Catanzano	Grade 4 – North Street	Nathan Cyr	Grade 5
Brooke Khourie	Grade 4 – North Street	Zachary Sullivan	Grade 5
Charlotte Morris	Grade 4 – North Street	Hannah Kwartler	Grade 6
Maya Sachdev	Grade 4 – North Street	Olivia Satterfield	Grade 6
Malcolm Castiglione	Grade 3 - Trahan	Alek Cranston	Grade 7
Maddox Chretien	Grade 3 - Trahan	Jacqueline Vitiello	Grade 7
Alan Dang	Grade 3 - Trahan	Nabil Barkallah	Grade 8
Sean Kocsmiersky	Grade 3 - Trahan	Abigail Hayes	Grade 8
Sophia Kretzenger	Grade 3 - Trahan	Michelle Hinkle	Grade 8
Benjamin Panilaitis	Grade 3 - Trahan	Kaitlin MacDonald	Grade 8
Gianna Doiron	Grade 4 – Trahan	Elizabeth Miller	Grade 8
Rania Elouahi	Grade 4 - Trahan	Adrianna Niles	Grade 8
Matthew Jo	Grade 4 - Trahan	Kunal Pal	Grade 8
Kristin Macdonald	Grade 4 - Trahan	Kristina Russell	Grade 8
Aidan Sweeney	Grade 4 - Trahan	Abigail Varghese	Grade 8
		Meredith Whealan	Grade 8

Recognitions – December 6, 2017

"LEGACY & NEXT-GENERATION" MCAS STUDENTS WITH PERFECT SCORES

**2017 "NEXT-GENERATION" MCAS ASSESSMENT - PERFECT SCORE OF 560
IN ENGLISH LANGUAGE ARTS OR MATHEMATICS**

NAME	ASSESSMENT GRADE	SUBJECT AREA
Cassie Berry	Grade 3 – Trahan	English Language Arts
Rebekah Godin	Grade 3 – Trahan	Mathematics
Sophia Kretzenger	Grade 3 – Trahan	English Language Arts
Kristin Macdonald	Grade 4 – Trahan	English Language Arts
Aidan Sweeney	Grade 4 – Trahan	English Language Arts
Elizabeth Oliver	Grade 4 – North Street	English Language Arts
Alek Cranston	Grade 7	Mathematics
Rachel Picher	Grade 7	English Language Arts
Kunal Pal	Grade 8	Mathematics

**2017 "NEXT-GENERATION" MCAS ASSESSMENT - PERFECT SCORE OF 560
IN BOTH ENGLISH LANGUAGE ARTS AND MATHEMATICS**

NAME	ASSESSMENT GRADE	SUBJECT AREA
Jessica Satterfield	Grade 8	ELA & Math
Cameron Whealan	Grade 8	ELA & Math

2017 "LEGACY" MCAS ASSESSMENT - PERFECT SCORE OF 280

NAME	ASSESSMENT GRADE	SUBJECT AREA
Emily Butler	Grade 9	Science
Gianna Ragucci	Grade 9	Science
Kiley Tibbetts	Grade 9	Science
Brooke DeSimone	Grade 10	Mathematics

Tewksbury School Committee

RECOGNITIONS – DECEMBER 6, 2017

2017 JOHN & ABIGAIL ADAMS SCHOLARSHIP RECIPIENTS

<i>Susana Aquilar</i>	<i>Kathryn Famiglietti</i>	<i>Maeve Moynihan</i>
<i>Sophia Alfano</i>	<i>Cassia Lilian Fontes</i>	<i>Melissa Nicolas</i>
<i>Lily Allen</i>	<i>Joseph Forest</i>	<i>Holly O'Leary</i>
<i>Emily Amaral</i>	<i>Jay Gandhi</i>	<i>Caitlin Panessiti</i>
<i>Hannah Austad</i>	<i>Kayla Giaimo</i>	<i>Katrina Papa</i>
<i>Joseph Barteveyan</i>	<i>Julia Hartnett</i>	<i>Alexander Papageorgiou</i>
<i>Jason Benitez</i>	<i>Nicholas Heinze</i>	<i>Isabelle Picher</i>
<i>Sarah Bishop</i>	<i>Molly Hodgson</i>	<i>Felicia Ragucci</i>
<i>Nicholas Borges</i>	<i>Lillian Holden</i>	<i>Christopher Reppucci</i>
<i>Stephanie Bourgeois</i>	<i>Patrick Hunt</i>	<i>Justin Rosberg</i>
<i>Catherine Butler</i>	<i>Patrick Jollimore</i>	<i>Samantha Schultz</i>
<i>Jack Callinan</i>	<i>Alex Kelleher</i>	<i>Rachel Sessa</i>
<i>Kayla Carew</i>	<i>Aaron Kennen</i>	<i>Brandon Smith</i>
<i>Peter Carey</i>	<i>Brooke Lamothe</i>	<i>Lindsay Smith</i>
<i>Patrick Carleton</i>	<i>Garrett Lane</i>	<i>James Strickler</i>
<i>Domenic Carrillo</i>	<i>Emma Lee</i>	<i>James Taggart</i>
<i>Shane Corson</i>	<i>Devyn MacEachern</i>	<i>Stephanie Tam</i>
<i>Erin Coulter</i>	<i>George Matovu</i>	<i>Gabrielle Vitiello</i>
<i>Danielle Deck</i>	<i>Scott Mazzapica</i>	<i>Tyler Wilson</i>
<i>Nathan Ell</i>	<i>Benjamin McKay</i>	<i>Brandon Winn</i>
<i>Sarah Engelken</i>	<i>Emily Milne</i>	<i>Brian Wong</i>
	<i>Garrett Miskell</i>	

Minutes

Payroll

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date 11/16/2017

I move the School Department Payroll for the period ending
to be approved and certified in the amounts and categories as shown for
a total amount of **\$1,412,469.05**

GRANTS

\$25,701.66 2017-2018 Special Ed 240 Grant
2017-2018 Collaborative Partnerships
\$6,308.15 2017-2018 Title I Grant
\$1,128.16 2017-2018 Title II Grant
2017-2018 Special Ed Improvement
2017-2018 After School Out of School Time
2017-2018 Academic Support
2017-2018 Literacy Partnerships
2017-2018 Early Childhood

REVOLVING ACCOUNTS

\$27,912.95 2017-2018 Ext Day Program
\$12,883.46 2017-2018 Ext Day Preschool Program
\$2,291.30 2017-2018 Adult Education Program
2017-2018 Community Services Rec
\$1,590.00 2017-2018 TMHS Intramurals
\$22,433.22 2017-2018 Lunch Program
\$337.40 2017-2018 Hanover Funds
\$2,294.51 2017-2018 Facilities
\$138.24 2017-2018 Recreation
\$690.99 2017-2018 Parking Fees
\$2,835.31 2017-2018 Preschool

\$106,545.35 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$1,305,923.70 2017-2018 School Department Account

\$1,305,923.70 SUB TOTAL - LEA FUNDS

\$1,412,469.05 TOTAL

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date 11/30/2017

I move the School Department Payroll for the period ending
to be approved and certified in the amounts and categories as shown for
a total amount of \$1,288,511.26

GRANTS

\$25,701.66	2017-2018	Special Ed 240 Grant
	2017-2018	Collaborative Partnerships
\$3,255.46	2017-2018	Title I Grant
\$913.14	2017-2018	Title II Grant
	2017-2018	Special Ed Improvement
	2017-2018	After School Out of School Time
	2017-2018	Academic Support
	2017-2018	Literacy Partnerships
	2017-2018	Early Childhood

REVOLVING ACCOUNTS

\$25,810.69	2017-2018	Ext Day Program
\$14,602.41	2017-2018	Ext Day Preschool Program
\$3,541.45	2017-2018	Adult Education Program
	2017-2018	Community Services Rec
\$21,775.36	2017-2018	Lunch Program
\$113.12	2017-2018	Hanover Funds
\$4,348.27	2017-2018	Facilities
\$1,137.43	2017-2018	Recreation
\$1,590.00	2017-2018	Wynn Athletic Intramurals
\$2,385.00	2017-2018	Wynn Intramural Clubs
\$2,835.31	2017-2018	Preschool

\$108,009.30 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$1,180,501.96 2017-2018 School Department Account

\$1,180,501.96 SUB TOTAL - LEA FUNDS

\$1,288,511.26 TOTAL

Superintendent/ Staff /School Committee Reports

Consent Agenda



VALLEY COLLABORATIVE

Volume 6, Issue 1 News for the extended Valley Collaborative community Fall 2017

Celebrating, Connecting and Inspiring



We are: Giving Back

■ Page 3: Valley Middle School students raised more than \$250 for victims of hurricanes Harvey, Irma and Maria.



We are: Giving Back

■ Page 4: Valley students explore nature and health, thanks to our new greenhouse.



We are: Improving

■ Page 11: Valley kicks off the new school year with a facelift, starting with a new and much improved reception area.

Dear Valley Collaborative family and friends:

Valley had very successful Open Houses for its Elementary School, Middle School, High School and Adult Programs. We had over 100 people tour and meet with our staff. It was an inspirational night with a great deal of positive feedback from parents and caregivers. Valley staff needs to be commended for all of their hard work and care.

On a sunny Sunday in October, the Valley Elementary School staff raised funds and awareness for research and lifelong programs for people with Autism. Staff came together as a community to celebrate, connect, and inspire at "The Greater Boston Walk for Autism." Our dedicated, passionate staff raised \$3,925 towards the cause.

Valley's schools continue to enjoy strong enrollment trends and as such we are currently expecting to have to return a significant amount of revenue to our member school districts at the end of FY'18. This would make it the 4th consecutive year that Valley has been in a strong financial position where its net assets exceeded the 25% rule; resulting in a refund to its member districts. In FY'17, Valley returned \$2,201,859 to its member districts and tuition rates remain at approximately FY'11 levels.



Our STEM Lab is up and running! We now proudly have a state of the art lab which is equipped with 3 zSpace units and a 3D printer. We are one of a handful of "school districts" in the Commonwealth who has this technology. Sixteen teachers across the collaborative completed an intensive 6 hour training. We can now add virtual/augmented reality to our teaching toolbox.

I would like to wish everyone a Happy Thanksgiving and thank you for all of your ongoing support for the work we do at Valley. ■

My best to you always,

Chris
Chris A. Scott, Ph.D.
Executive Director

Elementary Students Skating into School Year

Valley Elementary School had a wonderful start to the school year. Valley staff spent the summer engaged in thoughtful planning for our students for the 2017-2018 school year. We are eager to get started with some new curricula adventures and projects!

We are excited to implement new curriculum and associated tools that will elevate our students' learning through the use of hands-on materials. The elementary school is committed and fully dedicated to implementing the STEM/zSpace lab and Greenhouse classroom into the curriculum maps and school. As such, our teachers have been trained and student's classes have been scheduled to access these hands-on initiatives. In addition, our physical education teacher used time over the summer to create and integrate our new wellness program and skate pass curriculum into our school's curriculum maps. Valley Collaborative is the first school district in the state to implement the skate pass curriculum, wherein students

will be using skateboards and snowboard items to learn balance, coordination and teamwork.

Additionally, students voted on elective choices. As such, electives will include hiking with our therapy dog, loom knitting for the homeless, engaging in recycled percussion and chorus, as well as studying an introduction to Spanish. Family events have been planned and our first event will incorporate parent exploration of our new hands on curriculum tools.

Technology is on our minds this year as well. Chromebooks have been integrated into the classrooms and students are using them for writing as well as tools to access our online curriculum options. Addition-



KELLI BUOTE'S AND HEIDI SANDLER'S CLASSROOMS ENJOY APPLE PICKING ON A FIELD TRIP THIS FALL.

ally, student portfolios and work samples will be available to parents digitally as we hope to showcase the amazing work our students accomplish as well as promote the relationships between families and Valley staff.

We are excited for the upcoming year! ■

Dr. Scott's Clinical Corner: Social Anxiety Disorder and Smartphones

Editor's note: welcome to the first installment of "Clinical Corner." Each issue, Executive Director Dr. Chris A. Scott will address a clinical crisis or issue. First up: The Rise of Social Anxiety Disorder and its Connection to the use of Smartphones.

At Valley, we are seeing an increase in the number of children who suffer with a Generalized Anxiety Disorder and the numbers continue to rise. Children experiencing anxiety may appear restless, irritable, fatigued, have poor concentration, and experience difficulty sleeping. This anxiety and the resulting symptoms

often make it difficult to carry out day to day activities and responsibilities. In particular, students with elevated anxiety levels often have difficulty maintaining healthy relationships with others (Mayo Clinic October 2017). At Valley, we often see students with elevated anxiety and stress which interferes significantly with their normal routine, occupational/academic functioning, and/or social relationships. More specifically, Social Anxiety Disorder is very prevalent in our student population.

»continued page 10



REBECCA NOONAN AND VANESSA SEBASTIAN NAVIGATE TARGET DURING THEIR LIFE SKILLS OUTING.

Middle Schoolers Lend a Hand to Hurricane Victims

Autumn is here and things are “falling” into place! Valley Middle School has had a great start to the 2017-2018 school year. A therapeutic space, known as “The Blue Room,” is being constructed to address, diminish, and prevent challenging behaviors such as self-injury, property destruction, and aggression. Joanna Abate, Valley Middle School’s Occupational Therapist, reported, “This will be an incredible, soothing space for middle school students to help promote independence and self-regulation skills, which is crucial for student learning and success.”

Through the use multi-sensory stimuli such as fiber optic lights, a variety of comfortable seating options, soothing music, slow-moving projections, and a calming bubble tube feature, students will be able to achieve a sense of calmness in

order to promote and sustain attention skills, auditory awareness, focus, and visual tracking necessary for learning.

In the tragic aftermath of Hurricanes Harvey, Irma, and Maria, the Valley Middle School wanted to help the victims affected. The initiative was driven by Special Education Teacher, Shana Dunlevy and Occupational Therapist, Joanna Bond. As the students in Shana’s class learned about the state of Texas during the month of September, all the staff and students were saddened to hear about the destruction in many areas of Texas and wanted to help.

As animal lovers, the students voted to help their furry friends in Texas at the Houston Humane Society. The staff and students planned and executed an amazingly successful bake sale on Thursday October 5, 2017. Not only were these efforts educational, but over \$250 were raised to help animals in need! Valley Middle School would like to give a huge thank you to all of the staff, students, and local customers who contributed to the success of this event. ■



JOEY BAUER AND JOANNA ABATE, VALLEY OCCUPATIONAL THERAPIST, EAGERLY GREET ‘SHOPPERS’ DURING THIS FUNDRAISER.



VALLEY MIDDLE SCHOOL TEACHER, SHANA DUNLEVY, WITH MATT LAMPARELLI AND JOANNA ABATE, VALLEY OCCUPATIONAL THERAPIST, POSE WITH SOME OF THE ITEMS FOR SALE.



JACKIE SQUEGLIA, VALLEY SOCIAL WORKER, AND NICK SCHWEFLER, AS CASHIERS, SHOWING OFF SOME NON-FOOD ITEMS FOR SALE TO RAISE FUNDS FOR THE HOUSTON HUMANE SOCIETY.

The The greenhouse at the Valley Elementary School is **THRIVING!** Our greenhouse is tremendously beneficial to Valley students because we are able to use it as a tool to explore nature and health. The greenhouse is incorporated into Valley's Health and Wellness Curriculum, called The Great Body Shop, by showing students the connection between health and nutrition, equaling overall wellness. Our greenhouse garden provides limitless possibilities for learning science, math, language arts, social studies and more! We are also able to use it for STEM projects throughout the classrooms.

Our greenhouse is currently transitioning to winter crops. The summer tomatoes were delicious (both large tomatoes and small cherry tomatoes). The students have finished using the summer harvest in our kitchen and enjoyed the products served with lunch. With the help of Vivi, our wonderful school chef, students turned tomatoes and cucumbers into pickles and tomato sauce, which were made from our crops! In early fall, cooler weather crops such as



GIACOBBE VINCETT, TRISTIAN THEROUX, AND ADRIEN GALARZA PROUDLY SHOW OFF THE LEAVES THEY HAVE NURTURED TO GROW IN VALLEY'S GREENHOUSE AS PART OF THEIR MATH AND SCIENCE LESSONS.



carrots, garlic and three different types of lettuce were successfully grown.

In addition to growing crops, the Valley greenhouse is also home to aquatic life and habitats. Three strong goldfish found a home in our pond and love being fed by the students. Our students love to watch these fish eat. Snails and water plants are the next additions to the pond. Their job will to help keep the pond healthy and clean.

Students will be accessing the green-

house throughout the year, not only for gardening purposes, but to connect and extend our science curriculum. Additional STEM lessons will focus on activities that relate to state curriculum standards, such as heat transfer with the solar panels and soil composition. Also, our physical education teacher will be sure to incorporate the wellness classroom lessons into the growth and nutritional values of the food. Finally, our parents are getting involved in the hands on nature and planting with their students at the next event! It is an exciting time for our students to engage in hands-on learning through our Greenhouse! ■



Site 1: Palpable Positive Energy

This fall, Valley Transitional High School's vocational programming on Site 1 has instituted several exciting changes that have already enhanced student learning, both academically and vocationally. Specifically, we have transitioned from a "daily" academic-vocational schedule to a "weekly" academic-vocational schedule. In the past, the number of days per week a student worked was based on their grade level. For example, a sophomore worked two days per week whereas a junior worked three



NATE GRIDELLI, AN UNDERCLASSMAN ON SITE 1, VISITED HARVARD'S MUSEUM OF NATURAL HISTORY WHERE STUDENTS CONTINUED THEIR STUDIES ON NATIVE AMERICAN CULTURE AND AMERICAN HISTORY.

days per week. Now, students partake in one whole week of academics, followed by one whole week of vocational experience. This biweekly vocational schedule reflects what students at traditional technical high schools experience and as such, it is important to Valley to replicate a true high school experience for our

students, whenever possible. With this scheduling shift, we are hopeful to see an increase in independent student internships. We are looking to work with companies willing to take a student every day, every week. This consistency would allow us to send one student to an employer one week, and another student the next week.

While this may seem like merely a procedural adjustment, we have already seen a remarkable increase in student output, engagement, and morale in the classrooms and the vocational shops. In fact, the cause-and-effect of this new programmatic adjustment has been positive in numerous ways.

The schedule provides students and teachers with five consecutive class days, which:

- Provides more time on learning for students within the classroom
- Helps increase teacher efficiency in generating weekly lesson plans
- Increases consistency from day-to-day for students who struggle with organization and executive functioning challenges
- Increases the retention of information and recalling previously learned concepts
- Increases MCAS readiness due to exposure to concepts potentially targeted by the exam

The schedule also provides students and vocational coaches with five consecutive vocational days, which:

- Allow coaches to focus on specific projects that can be completed, from start to finish, within a week's time. In our woodshop, for example, our coach can work with the same students all week. This allows the coach to intro-



LUCAS FLORES HELPED REPLACE A FLOWER POT ON THE FRONT DECK AT VALLEY COLLABORATIVE TO DECORATE FOR THE FALL SEASON.

duce projects on Monday, work with them throughout the week, and finish a project by Friday. This way, our students can feel accomplished through seeing the fruits of the labor in setting short term goals.

- Our coaches can also create timelines within the curriculum, allowing them to teach the skills necessary to learn a vocation in a more organized, structured manner, seemingly following a practical scope and sequence of each profession.

Our new schedule has also allowed us to incorporate more PBIS incentives within our programming. As such:

- Students can earn vocational "fill-in days" toward the end of an academic week if they have gone above and beyond in the classroom, combined with little to no behavioral issues. This incentive works well for our students who simply do not enjoy academics and/or a classroom environment.

The Latest Valley Teaching Tool: Virtual Reality

Valley Collaborative is honored to support Glen Costello and Heather Mackay, Valley STEM coordinators

as we move forward in advancing our science, technology, engineering and mathematics curricula, collaborative-wide. Students and staff across Valley Collaborative are taking steps towards increasing their STEM (Science, Technology, Engineering, Mathematics) fluency. Throughout the Collaborative, teachers have made a strong effort towards incorporating simple STEM activities inside of their curriculum to increase student engagement. Overall teacher attitude to mathematics, which is the highest factor in student engagement, has never been higher here at the collaborative!

Last year, Valley teachers began to use an online mathematics curriculum titled ST Math, which aims to focus on math concepts and eliminate barriers to mathematics les-

sons, including (but not limited to) reading abilities. To date, 126 students collaborative wide have used ST Math. On average, students are receiving between 45-90 minutes per week of individualized, rigorous math instruction thanks to ST Math! We are happy to report ST Math is meeting the needs of our diverse learners in many of our programs.

Over the summer, Valley proudly constructed a state of the art STEM Lab, which is equipped with three 'zSpace' units as well as a 3D printer. Valley Collaborative is one of only a handful of school districts in the Commonwealth who



VALLEY'S STEM DEPARTMENT LEADS, GLEN COSTELLO AND HEATHER MACKAY, POSING FOR A PHOTO DURING THE OCTOBER ZSPACE TRAINING.



COREY SHEPARD GUIDES STUDENTS OF SITE 2 "EAST" USING THE STEM LAB THROUGH A VIRTUAL REALITY LEARNING ACTIVITY.

has this technology available to students to access the world of virtual reality learning in order to teach our diverse learners. 'zSpace' combines "augmented reality" and "virtual reality" to create the ultimate learning experience. Valley's 'zSpace' Learning Lab is comprised of three stations, with each station including a suite of educational software, hundreds of learning activities ready for integration into our curriculum, and zSpace all-in-one PCs.

This Fall, sixteen teachers across

the Collaborative completed an intensive six hour training targeting the use of this innovative STEM Lab equipment. Thank you to the widespread support in each of our programs who provided coverage for our teachers to be able to receive this necessary training. We can now add virtual/augmented reality to our teaching toolbox! The next training for teachers will be offered in early November. ■



VALLEY ELEMENTARY SCHOOL STUDENT OWEN MCMAHON, ALONG WITH AMY ROSS, BCBA AND JEN BERGERON, CLASSROOM TEACHER, DURING A VIRTUAL REALITY LESSON.



STUDENTS OF SITE 2 "EAST" AT A LOCAL MICROSOFT STORE AFTER A 3D MODELING CLASS.

Alternative High School: Unique & Distinct Approach

As the 2017-2018 school year begins, Valley Transitional High School's alternative programming on Site 2 is excited to offer three distinct and unique programs taking place for the second year! Given our ability to serve children with so many diverse backgrounds, Valley has reached an even wider scope of students and school districts! Valley Transitional High School's alternative programming on Site 2 includes programmatic distinctions labeled the "West," the "North," and the "East."



HANNAH MORIARTY, MCKAYLA NIEVES, BRITTANY BRITTON, SAMANTHA CARDONA, BRITTANY MAIURI, ANDREW FERRIE, JOE KOSTIKOV AND SETH KNOBLAUGH ENJOYING A HAYRIDE ON THEIR WAY TO PICK APPLES.

Currently, our "West" program is entrenched in developing relationships between peers, and between staff and students. As such, students recently visited MetroRock Gym for rock climbing and a high ropes course, aimed to provide the footing for fostering the development of these relationships! Students climbed through obstacles and pushed themselves to the limits 60 feet above the ground with nothing more than a harness and a rope for safety! Valley students ended the 20 minute aerial workout with a "leap of faith" and zip lined 80 feet across the course. The West program is hoping to continue

its efforts in encouraging our students to take positive risks with additional rock climbing and rappelling trips, as well as overnight camping and hiking trips.

In the newly designed "North" program, students have control over their week and are an integral part in developing his/her program. A program which relies on a high level of investment from its students, North has begun a democratic approach to choosing trips, cooking classes and menus, as well as honoring their own top students. Every Friday, students and staff together discuss the week, plan out future opportunities and students have equal vote with their staff to make decisions on site. As such, the "North Star" is chosen weekly by staff and students and the recipient receives double PBIS points and is recognized by the school community. So far, North has enjoyed trips to Portsmouth and Newburyport, as well as a recent apple picking trip to Honey Pot Apple Orchards and a Halloween trip to Salem, MA.

Finally, Valley's "East" program has enjoyed a successful beginning to the school year. The East is focused on setting up college tours and STEAM programming, with new robotics, coding, and "Arts in Science" additions. STEAM is an educational approach to learning that uses Science, Technology, Engineering, the Arts and Mathematics as access points for guiding student inquiry, dialogue, and critical thinking. The end results are students who take thoughtful risks, engage in experiential learning, persist in problem-solving, embrace collaboration, and work through the creative process.

These are the innovators, educa-



STUDENT KAYLA BLIZZARD HOURIHAN AND TEACHER COREY SHEPHERD EXPERIMENTING IN OUR NEW STEM LAB.

tors, leaders, and learners of the 21st century! Valley students are working with Microsoft and Umass Lowell Sound Engineering departments in these areas.

On September 11th, 2017 "East" side visited the Haverhill Firefighter Museum to tour the museum. They were then invited to a private session with the creator of the 9/11 memorial, who discussed the inspiration that led to the memorial dubbed "Clambering Upward". Students were interviewed and this experience was highlighted in a tremendous article by the Eagle Tribune of Lawrence, MA. Valley is so proud of our students who took part in this experience, not to mention the appreciation our "East" side students demonstrated to the men and women of the Haverhill Fire Department.

Site 2 has already incorporated its new students and staff into the fabric of our day to day programming. The focus from Valley's amazing teachers continues to prioritize creating and fostering positive trusting relationships with our students. Valley Transitional High School's Site 2 programming would not be what it is without the teachers, aides, and social workers who build our children up every day and allow them to access the amazing programs Valley has to offer. ■

Site 3: Planning and Preparing for the Year Ahead

The programming on Valley Transitional High School Site 3 has provided the backdrop to begin another great school year! Our programs are continuing to grow and we have added a new classroom in our School and Life Skills program. All of our students continue to work and learn valuable vocational skills out in the community. We thank all of community partners who always welcome us into their businesses so that Valley students can gain the skills they need to be as successful as possible. In the classroom, students are focusing on functional academics and independent living skills.

Our afterschool recreation program started October 2 and has many exciting activities planned by listening to the student's wants and needs. Based on a feedback survey completed by the students at the end of the school year in June, we have incorporated additional sporting activities into our after-school programming. This November, students will develop, increase, and refine their soccer skills at a local gym. Throughout the year, students will be able to participate in other sports-based activities such as gymnastics, basketball, and swimming. In addition to adding more sports-based activities, we have created scene study classes where the students will be able to practice their dramatic appeal in order to prepare for the upcoming spring play!

As it's never too early to think globally, we are eager to begin preparations for our annual school trip! This year, we are planning to travel across the country in order to focus on exploring San Francisco. This great city offers a variety of learning experiences, where we plan to take a sightseeing tour, travel to see the Redwoods at Muir Woods, explore Alcatraz, and enjoy a San Francisco Giants baseball game. There is already a buzz about this trip from Valley students as students and staff alike are excited to experience another part of the country together!



MONICA BRUNI PROUDLY
DISPLAYS HER ART PROJECT.

AMIE HOWARD (LEFT) AND
MARY-ALICE JACKSON (RIGHT)
AT MINE FALLS PARK ON A
HIKE IN THE AFTER-SCHOOL
PROGRAM.



Palpable Positive Energy

»continued from page 5

- “Academic Recovery” exists for students who incur two or more absences in an academic week. This means that a student is required to spend time making up missed assignments at the beginning of their vocational week before they are able to rejoin their shop. Additionally, students are rewarded at the end of each month if their attendance is exemplary.

Aside from our scheduling changes, a few other modifications have been made to our programmatic offerings, including:

- “Civics and Media Literacy in America:” a new senior class examining American government and political structure, current political climate, and civic responsibilities for our young adults, where political speeches and social media are explored.
- “Transitional Living:” a class that ensures students are working towards transition planning goals on his/her IEPs, while also preparing upper-classmen for their journey into adulthood.

The positive energy within our school is palpable as the beginning of the school year already seems like a distant memory. Student success and confidence is booming and we look forward to continued accomplishments throughout the entire year! ■

Adult Services: Recognizing Vocational Independence and Excellence

This fall, Valley Collaborative's Adult Service program has many individuals to honor with his/her commitment to excellence and dedication in the workforce and workplace.

The Today and Tomorrow Program would like to acknowledge three outstanding examples of vocational independence and excellence. Crystal Dwyer recently celebrated three years of employment with Wegmans, an upscale regional grocer with a history of excellence in the marketplace, which is a true accolade of her performance and her dedication to her job. Ryan Poisson was promoted to working five days a week at Chelmsford High School as a result of his excellent work ethic and commitment to all things Chelmsford. Additionally, Mike Krawczyk will be honored for his ten years of service to the Lowell National Historic Park (LNHP), and as such, LNHP awarded him with a VIP centennial coin in recognition of his years of unwavering service. In addition, Kenneth Bonnell, a student from Valley Transitional High School's programming in School to Work on Site 3, joined Valley's Today and Tomorrow Program after gradu-



CRYSTAL DWYER RECENTLY CELEBRATED HER THREE YEARS OF EMPLOYMENT AT WEGMANS IN BURLINGTON, MASSACHUSETTS.

ation. We are excited to have Ken join our Adult Services team!

Valley's Adult Services program also welcomes Joe Venskus and Melina Seitzinger to join its staff! Joe Venskus has worn "many hats" over his twelve years of service with Valley and it was only a matter of time that his wealth of experience and knowledge would lead him to our Adult Services program. Staff from the Today and Tomorrow Program, in addition to contracted services through DDS and MRC, will surely benefit from his leadership as both the staff and individuals being served welcome Joe to his new role as Adult Services Coordinator.

Valley's Adult Services program, in order to meet the needs of the Individuals they serve, identified an ever-growing number of Individuals with disabilities who are experiencing emotional barriers to their ability to reach/sustain their independence. In an effort to ensure each Individual in our adult program receives access to services and resources aimed at increasing their skills and potential, a social worker position was added and filled by Melina Seitzinger. Melina has been with Valley Collaborative for nine years and will bring her clinical knowledge as a Licensed Independent Clinical Social Worker (LICSW) in addition to her programmatic experience working with government agencies to the Adult Program. Melina and Joe will work together to incorporate diverse programming for the individuals served through Valley Collaborative Adult Services. We are excited to have Joe and Melina combine all of their talents in these roles!

In addition to providing vocational experiences, Adult Services offers Individuals the opportunity to learn and practice a variety of adaptive life



RYAN POISSON HARD AT WORK AT CHELMSFORD HIGH SCHOOL.

skills that will enhance their independence. The Community Based Day Services (CBDS) has been addressing health and wellness within the context of their programming and incorporated these learning opportunities by bringing awareness to and support for Breast Cancer Awareness Month this past October. CBDS made and sold pink ribbons for \$1 to donate all proceeds to support The Cancer Center at Lowell General Hospital.

Please stop by and visit our program-our door is always open! Our goal is to be visible and productive members of the Valley Collaborative community. ■



ADULTS AND VALLEY STAFF CELEBRATED THE KICKOFF OF THE NFL SEASON BY HOSTING A "PATRIOTS" DAY, SHOWING OFF THEIR NEW ENGLAND PRIDE.

Dr. Scott's Clinical Corner

»continued from page 2

The current DSM-5 definition of Social Anxiety Disorder is:

A persistent fear of one or more social or performance situations in which the person is exposed to unfamiliar people or to possible scrutiny by others. Students suffering from Social Anxiety Disorder fear that they will act in a way that will be embarrassing or humiliating. Exposure to the feared situation almost invariably evokes anxiety. The individual almost always recognizes the fear is excessive. The fear situation is either avoided or endured with intense anxiety or distress. (The American Psychiatric Association 2013)

While this definition is clearly the most definitive and precise official definition produced so far, “social anxiety disorder” has only been officially recognized since 1980, and the problem did not become adequately explained until the 1987 version of the DSM-III-R. Thus, the definition of social anxiety disorder is becoming clearer and more precise with each edition.

According to Wikipedia, on June 29, 2007, the first iPhone was released. The rise of Social Anxiety Disorder and its connection to the use of smartphones definitely has our attention at Valley. Between 2011 and 2013, the percentage of teens nationwide who had smartphones increased from 23 percent to 37 percent. In 2012, 81 percent of teens used some form of social media.

Alexandra Ossola, in her article titled “A New Kind of Social Anxiety in the Classroom,” explores the rise of Social Anxiety Disorder and its connection to the use of smartphones. “An estimated 15 million Americans have social anxiety disorder, according to the Anxiety and

Depression Association of America, and symptoms usually start around age 13. More than just shyness, social anxiety causes people to fear the judgment and scrutiny of those around them. People with social anxiety often have concurrent disorders like depression. The disorder can affect every aspect of a person’s life, from academic performance to self-esteem; in severe cases, social anxiety can be debilitating, keeping sufferers in bed and out of public places to avoid confrontation.” Either way, though, she hypothesizes that teens are using social media as a crutch, a replacement for the in-person interactions that help them develop socially. “It’s going to take a lot more research because, as I’ve seen in my other research about social media, due to excessive use of cell phones, teens and young people alike are not talking face to face. It’s hampering their social skills,” she said (The Atlantic January 2015).

Jean Twenge, a professor of psychology at San Diego State University, in an article titled “Steve Jobs, Apple and Social Anxiety,” states that we are addicted to our phones and as a result, she concludes that our mental health and relationships may be suffering. The iGen generation, born after 1995, is the first generation to spend their entire adolescence with smartphones. Twenge declares, on the tenth year anniversary of the iPhone, the iGen is now becoming adults and there are serious adverse side effects of smartphone technology being used to supplant face-to-face interactions and relationship building. “More and more studies suggest that electronic communication—unlike the face-to-face interaction it may replace—has negative consequences for mental health.” (Newsweek July 2017).

As such, I believe it behooves us to take seriously the amount of time spent using smartphones and other ‘screen time’ technologies. In other words, too much exposure can



VALLEY'S EXECUTIVE DIRECTOR,
DR. CHRIS SCOTT, Ph.D., M.Sc., M.Ed, B.Ed., BA.

make us unhappy, socially disconnected, or according to the experts, one could develop anxieties in social settings, perhaps leading to a social anxiety disorder. In the age of social media and technology, it is important to teach our children what an appropriate amount of use of screen time looks like. At Valley, our programming provides students many opportunities to build meaningful, authentic relationships with peers and staff with a focus on fostering relationships. At Valley, we help our students establish, enhance, and practice social skills in targeted skill building groups lead by Speech Language Pathologists on the basis of Michelle Garica Winner's Social Thinking strategies, as well as by incidental learning through common, typical classroom interactions. We believe social connectedness is a precursor to all learning. ■

Sincerely yours,

Chris

For more information on this topic, please contact us. We are here to educate/serve.

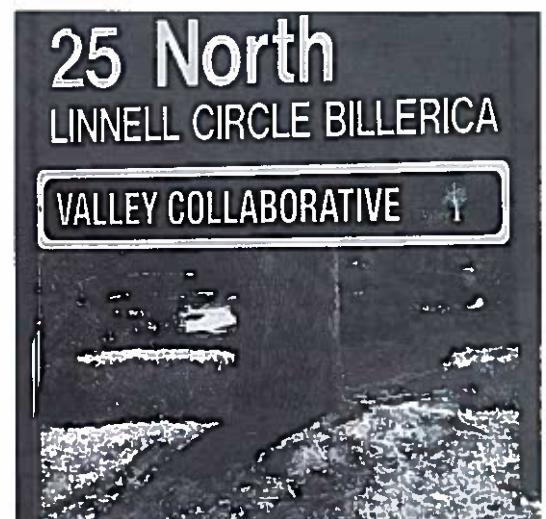
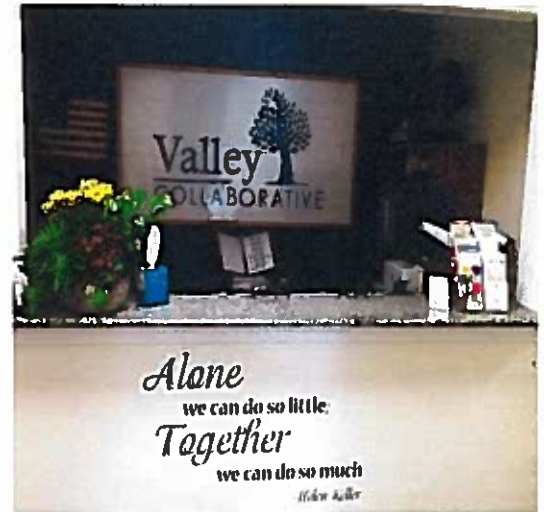
Facilities Report: Building for Success

Valley's Operations and Facilities Department, along with the help of our contractors and vendors, had a very productive and exciting summer. We met each timeline set forth for various projects and are proud of the hard work it took to accomplish our many goals. In each of our programs, we accomplished interior improvements and updates to refresh all of our classroom and treatment spaces in addition to larger renovations at 25 Linnell Circle and 40 Linnell Circle.

At 25 Linnell Circle, a reception area was constructed in order to create an appropriate greeting space for all who enter and serve as a directory for Valley's Adult program, as well as Valley's Central Offices. The reception area is a very welcoming addition to help the flow of traffic on the inside of the building. As for the outside of this location, two reflective entrance signs were added to help identify this site as a Valley Program. Lastly, a mailbox was added to 25 Linnell Circle.

At 40 Linnell Circle, the restrooms located on the second floor were renovated, which enhance personal care and activities of daily living lessons, as well as the general functionality of the facility. Corian countertops were installed with built in sinks and faucets to help the usability of this area. The partitions between stalls were replaced and contain new toilet paper dispensers. Additionally, the paper towel dispensers were replaced and full-sized mirrors were installed to finish these enhancements.

At 40 Linnell Circle, all of the tile floors received a "facelift" and were refinished. We welcomed the fall season by planting mums and pumpkins around the entrance. While the temperatures remain a little warm, we are festively decorated and ready for the fall season! Our department is excited to begin another successful school year! ■



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Valley Collaborative Board

Chair: Mr. Timothy Piwowar
Superintendent of the Billerica Public Schools

Dr. Jay Lang
Superintendent of the Chelmsford Public Schools

Mr. Steven Stone
Superintendent of the Dracut Public Schools

Dr. Laura Chesson
Superintendent of the Groton-Dunstable Regional School District

Ms. Denise Pigeon
Superintendent of the Nashoba Valley Technical School District

Ms. Joan Landers
Superintendent of the North Middlesex Regional School District

Mr. Christopher Malone
Superintendent of the Tewksbury Public Schools

Dr. Michael Flanagan
Superintendent of the Tyngsborough Public Schools

Mr. Everett (Bill) Olsen
Superintendent of the Westford Public Schools

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Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee
From: Chris Malone, Superintendent
Date: December 1, 2017
Re: Half-Day Teacher Workshop Schedule

This is Informational Only - No Vote of the School Committee is Required

The following chart outlines the December 7, 2017 half-day Teacher Workshop day schedule.

School	Group	Title	Where	When	Hours	Aides Optional	Notes
TMHS	Case Mgr., Soc. Wkr, Psych, & Co-teachers ONLY	Co-Teaching with WestEd	TMHS (TBD)	7:30-2:10	6	No	
TMHS	All (not co-teachers or above)	Standards Alignment and Tuning Lessons Protocols with WestEd	TMHS (LGI-1)	11:10 - 2:10	3	No	Laptops and (New) Standards Needed
Guidance (7-12)	All	Naviance Training	TMHS (Guidance)	8-10 & 11:10-2:10	3 (& 5)	No	Laptops Needed
Wynn	All (not Science)	Using the (NEW) MA Standards to align MC Assessments & lesson Tuning	Wynn (varies w/Dept. Leads & Facilitators)	11:15-2:15	3	No	Laptops and (New) Standards Needed
Ryan	All	Using the (NEW) MA Standards to align MC Assessments & lesson Tuning	Ryan (varies w/Dept. Leads & Facilitators)	11:40-2:40	3	No	Laptops and (New) Standards Needed
Gr. 6-8 Science	All 6-8 Science	Science Assessments and Stads. Alignment w/McGraw Hill Education	Ryan (118)	11:35-2:30	3	No	Laptops Needed
North Street	K-4 Teachers, CM's & Rel. Svc.	Math: Fluency with Dr. Nicki	TMHS LGI-2	12:20 - 3:20	3	Yes K-4	Laptops Needed
Trahan	K-4 Teachers, CM's & Rel. Svc.	Math: Fluency with Dr. Nicki	TMHS LGI-2	12:20 - 3:20	3	Yes K-4	Laptops Needed
Dewing	K-4 Teachers, CM's & Rel. Svc.	Math: Fluency with Dr. Nicki	TMHS LGI-2	12:20 - 3:20	3	Yes K-4	Laptops Needed
Heath Brook	K-4 Teachers, CM's & Rel. Svc.	Math: Fluency with Dr. Nicki	TMHS LGI-2	12:20 - 3:20	3	Yes K-4	Laptops Needed
ELE	ELE Teachers	Preparing for Online Access Testing	TMHS A101	12:00-3:00	3	No	
K-4 Specialists, TPS Aides & Delta-T	PK-6 (K-4 Art, Mus, PE)	Behavioral Reinforcement Strategies	Wynn Library	12:30-3:00	2.5	Yes	
TPS Aides & Delta-T	7-12	Facilitating Inclusion in Gen. Ed.	Wynn Class (TBD)	12:00-2:30	2.5	Yes	
Select DLC Teachers & DLC Aides	Select Staff ONLY	Applied Behavior Analysis w/ACE Program	Wynn Class (TBD)	12:30-3:00	2.5	No	Staff selected for this PD will be contacted via email



Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee
From: Chris Malone, Superintendent
Date: December 1, 2017
Re: TMHS Semester 2 Add/Drop Course Process Update

This is Informational Only - No Vote of the School Committee is Required

The following email provides an update from the Guidance Department at Tewksbury Memorial High School for the Semester 2 add/drop course(s) process.



Brenda Theriault-Regan <bregan@tewksbury.k12.ma.us>

Semester 2 Add Drop Update

Brenda Theriault-Regan <bregan@tewksbury.k12.ma.us>

Wed, Nov 8, 2017 at 9:09 AM

To: [REDACTED]

Cc: "kbobrien@tewksbury.k12.ma.us" <kbobrien@tewksbury.k12.ma.us>, Kristen Vogel <kvogel@tewksbury.k12.ma.us>

[REDACTED]

As you requested, I looked into the add/drop procedure at TMHS.

Here's what I found out:

Semester 1:

Students have up to the first quarter progress report to add/drop or change full-year and half year courses (pending availability).

Semester 2:

Students are able to (and have been) changing their Semester 2 electives throughout Semester 1...as long as it does not impact their full-year courses.

NEW: Once Semester 2 starts, the students will now have 5 days to change an elective course only (pending availability), as long as it does not impact the full-year courses already underway (which already had an opportunity to add/drop).

Our Guidance Dept. will inform all students of the additional 5-day add/drop for Semester 2 electives. This change will be reflected as an amendment to the 17-18 PoS, and entered into next year's 18-19 PoS. Once Semester 2 starts, the elective teacher can additionally remind students of the 5-day add/drop.

Below is the current process in the "17-18 Program of Studies."

COURSE CHANGE PROCEDURE

Once school has begun, students may make changes to their schedule up to the posting of First Quarter Progress Reports (add/drop period) in October. This time frame enables students, teachers, and parents to make informed course and placement decisions. After this time, changes may only be made to core courses at the discretion of the Assistant Principal and Program Administrator, only if a class is either too difficult or too easy. No changes to elective courses may be made after the add/drop period. [REDACTED] form must be completed to request changes after the add/drop period. Any student changing a level of a core course will receive a W on his/her transcript for the class from which they are changing. Lateral moves will not be allowed.

Please feel free to contact Principal Kristen Vogel, or Guidance Dept. Chair Ms. Baker-O'Brien if you have any further questions.

Sincerely,

Brenda Theriault-Regan

Brenda Theriault-Regan
Assistant Superintendent
Tewksbury Public Schools
139 Pleasant Street
Tewksbury, MA 01876
978-640-7800



Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee
From: Chris Malone, Superintendent
Date: December 1, 2017
Re: Students From Puerto Rico in Your District

This is Informational Only - No Vote of the School Committee is Required

The following information is from the Massachusetts Department of Elementary and Secondary Education's Homeless Education State Coordinator to the Homeless Liaisons in the Commonwealth. This is informational only, no vote of the School Committee is required.

Good Afternoon Homeless Liaisons,

As you are aware Massachusetts is receiving a significant number of families from Puerto Rico who lost their housing during Hurricane Maria.

We have been provided with a list of hotels being used by FEMA to shelter families. You are receiving this email because a hotel on this list is in your community.

This link is updated as the numbers and locations change. Please click on the link and be sure you are aware of the families landing in your district.

Children and youth in these hotels are homeless. We need to ensure their access to school and educational services. Here are a few things to keep in mind as you are reaching out them:

Attached is a FAQ on enrollment for families (English and Spanish). Please feel free to add your contact information if you are not on the list. The homeless posters and brochures are also attached.

In order to understand where children are enrolling ESE has asked that districts identify children through SIMS by entering "Puerto Rico" in the city-of-birth (see guidance below).

Puerto Rico is still recovering and schools are only beginning to re-open so school records are not available. Please work with the parents and their students to best determine class placement and refer to local clinics regarding medical records.

MASS 211 is providing initial referral services and the state's Family Resource Centers are partnering with community agencies to provide some case management.

Public Housing Authorities have been asked to waive visitation limits to accommodate families that maybe doubling up in public housing.

Many families are expressing concern that FEMA is moving them in a couple of days while others expect to stay for months – the bottom line is children need to be in school.

There is a myth out there that DCF will remove children of homeless families – that is NOT true in Massachusetts. Families must be assured that homelessness is not abuse or neglect and therefore not a reason for removal.

These families are coming from a warm climate and most are not prepared for a New England winter. Hats, mittens, and coats are an immediate need. Please collaborate with your local community providers to ensure that children's needs are being met.

For districts that have enrolled over 50 students from Puerto Rico, Fund Code 313 was posted last night (due 12/15/17) and offers a small amount of funds.

If you have questions/concerns/updates, email is the best way to reach me and I will get back to you.

Thank you very much!

Sarah

Sarah Slautterback
Homeless Education State Coordinator

Office of Student and Family Support
Massachusetts Department of Elementary and Secondary Education
781-338-6330, FAX 781-338-3399
sslautterback@doe.mass.edu
75 Pleasant Street, Malden, MA 02148

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From the October 6 Weekly Commissioner's Update:

Update on Puerto Rico:

The Department continues to plan for a possible influx of students from Puerto Rico and to consider what additional resources and assistance might be needed. As native Puerto Rican students arrive, districts are asked to please enter students promptly into the district's student information system and to indicate Puerto Rico as the students' place of birth. The Department will be monitoring this data weekly through your Schools Interoperability Framework (SIF) connections in order to identify where the greatest need is. (Those districts not yet on SIF are asked to keep us apprised of incoming numbers.) Helene Bettencourt and Sarah Slautterback are heading up ESE's response team. Please contact them with have any questions or particular needs."

FEMA Evacuee Hotel List - Listado de Hoteles de FEMA para Desalojados

If you are eligible for Transitional Sheltering Assistance, FEMA will pay for the cost to stay in certain hotels or motels for a limited period of time. Costs covered are for the cost of the room and taxes, and any other expenses are not included. Search the list below of participating locations to see if they have availability in the area you have selected. Since room availability changes quickly, please call the hotel prior to travelling to be sure the hotel can accommodate your need.

Si usted es elegible para Asistencia Transicional de Hogar, FEMA puede pagar por el precio que cuesta para que se pueda hospedar en ciertos hoteles o moteles por tiempo limitado. Lo que cubre es el precio del cuarto con impuestos, otros gastos no son incluidos. Busque en la lista de abajo para encontrar locaciones participantes y verificar si hay disponibilidad en el area seleccionada. Como la disponibilidad cambia rapidamente, por favor llame al hotel antes de viajar para asegurarse que el hotel le pueda acomodar.

Participating Hotels – Hoteles Participantes

Please Select The State You Would Like To View:

The following hotels have indicated they are accepting guests at this time dependent on availability:

(Results are sorted by city.)

LA QUINTA INN & SUITES (19072)	Additional Information
131 RIVER RD	Pets Allowed:Y - Pets Under 50 Pounds
ANDOVER, MA 01810-1005	Kitchen in Room:N
P: (978)685-6200	Number of rooms with ADA accommodations: 7
F: 9787949626	
COMFORT INN (19195)	Additional Information
426 SOUTHBRIDGE ST	Pets Allowed:N -
AUBURN, MA 01501-2442	Kitchen in Room:N
P: (508)8328300	Number of rooms with ADA accommodations: 4
F: 5088324579	
LA QUINTA #1021 (51712)	Additional Information
446 SOUTHBRIDGE ST	Pets Allowed:Y - 80 lbs or less no additional cost
AUBURN, MA 01501-2442	Kitchen in Room:N
P: (508)832-7000	Number of rooms with ADA accommodations: 4
F: 5088325790	
BEANTOWN INN (19707)	Additional Information
190 WOOD RD	Pets Allowed:N -
BRAINTREE, MA 02184-2502	Kitchen in Room:N
P: (781)8481260	Number of rooms with ADA accommodations: 3
F: 7818489799	
RESIDENCE INN BOSTON (13557)	Additional Information
124 LIBERTY ST	Pets Allowed:Y - \$100
BROCKTON, MA 02301-5521	Kitchen in Room:Y
P: (508)583-3600	Number of rooms with ADA accommodations: 5
F: 5085835355	
COURTYARD BY MARRIOTT (19183)	Additional Information
275 INDEPENDENCE WAY	Pets Allowed:N - Service Animals Only
DANVERS, MA 01923-3652	Kitchen in Room:N
P: (978)777-8630	Number of rooms with ADA accommodations: 8
F: 9787777341	

TOWNE PLACE SUITES (09777)

238 ANDOVER ST
DANVERS, MA 01923-1348
P: (978)777-6222
F: 9787772112

Additional Information

Pets Allowed:Y - two pets per room Max- one time \$100 fee
Kitchen in Room:Y
Number of rooms with ADA accommodations: 8

HOLIDAY INN FALMOUTH (69744)

291 JONES RD
FALMOUTH, MA 02540-3340
P: (508)5402000
F: 5085482712

Additional Information

Pets Allowed:Unknown -
Kitchen in Room:Unknown
Number of rooms with ADA accommodations: Unknown

COURTYARD FOXBOROUGH (57801)

35 FOXBORO BLVD
FOXBORO, MA 02035-2881
P: (508)543-5222
F: 5085430445

Additional Information

Pets Allowed:N -
Kitchen in Room:N
Number of rooms with ADA accommodations: 6

RESIDENCE INN BOS FOXBOROUGH (

250 FOXBOROUGH BLVD
FOXBORO, MA 02035-2871
P: (508) 698-2800
F: 5086982822

Additional Information

Pets Allowed:Y - \$100 per stay
Kitchen in Room:Y
Number of rooms with ADA accommodations: 2

RED ROOF INN #0068 (19059)

650 COCHITUATE RD
FRAMINGHAM, MA 01701-4630
P: (508)8724499
F: 5088722579

Additional Information

Pets Allowed:Y -
Kitchen in Room:N
Number of rooms with ADA accommodations: 8

RED ROOF INN#274 (19227)

60 FORBES BLVD
MANSFIELD, MA 02048-1146
P: (508)339-2323
F: 5083376733

Additional Information

Pets Allowed:Y -
Kitchen in Room:N
Number of rooms with ADA accommodations: 6

EXTENDED STAY AMERICA (13197)

19 NORTHBORO RD E
MARLBOROUGH, MA 01752-1818
P: (508)490-9911
F: 5084909922

Additional Information

Pets Allowed:Y -
Kitchen in Room:Y
Number of rooms with ADA accommodations: 6

COURTYARD MILFORD-MARRIOTT (71

10 FORTUNE BLVD
MILFORD, MA 01757-1745
P: (508)6349500
F: 5086349694

Additional Information

Pets Allowed:N - no pets
Kitchen in Room:N
Number of rooms with ADA accommodations: 20

NEW BEDFORD INN & SUITES(19252

500 HATHAWAY RD
NEW BEDFORD, MA 02740-1939
P: (508)9971231
F: 5089847977

Additional Information

Pets Allowed:Y - \$25
Kitchen in Room:N
Number of rooms with ADA accommodations: 2

QUALITY INN & SUITES (61920)

117 CONZ ST
NORTHAMPTON, MA 01060-3883
P: (413)5861500
F: 4135866549

Additional Information

Pets Allowed:N -
Kitchen in Room:N
Number of rooms with ADA accommodations: 5

ESA BOSTON-NORTON (60719-ARC)

280 S WASHINGTON ST
NORTON, MA 02766-3326
P: (508)285-7800
F: 5082853232

Additional Information

Pets Allowed:Y - 1 pet \$25 per day up to a total of \$150.00
Kitchen in Room:Y
Number of rooms with ADA accommodations: 7

COURTYARD BOSTON NORWOOD/CANTO

300 RIVER RIDGE DR
NORWOOD, MA 02062-5058
P: (781)7624700
F: 7817629459

Additional Information

Pets Allowed:N -
Kitchen in Room:N
Number of rooms with ADA accommodations: 9

EXTENDED STAY AMERICA (09386)

200 JUBLIE DR
PEABODY, MA 01960-4007
P: (978) 531-6632
F: 9785317742

Additional Information

Pets Allowed:Y -
Kitchen in Room:Y
Number of rooms with ADA accommodations: 5

RED ROOF INN SOUTH DEERFIELD (

9 GREENFIELD RD
SOUTH DEERFIELD, MA 01373-9618
P: (413) 665-7161
F: 4136657437

Additional Information

Pets Allowed:Y - Well behaved pet under 80 lbs
Kitchen in Room:N
Number of rooms with ADA accommodations: 5

AMBASSADOR INN & SUITES (58402

1314 ROUTE 28
SOUTH YARMOUTH, MA 02664-4458
P: (508)3944000
F: 5083948319

Additional Information

Pets Allowed:Unknown -
Kitchen in Room:Unknown
Number of rooms with ADA accommodations: Unknown

RED ROOF INN #0075 (19116)

367 TURNPIKE RD
SOUTHBOROUGH, MA 01772-1710
P: (508)481-3904
F: 5084813909

Additional Information

Pets Allowed:Unknown -
Kitchen in Room:Unknown
Number of rooms with ADA accommodations: Unknown

COURTYARD BOSTON STOUGHTON

200 TECHNOLOGY CENTER DR
STOUGHTON, MA 02072-4704
P: (781)297-7000
F: 7812977025

Additional Information

Pets Allowed:N -
Kitchen in Room:N
Number of rooms with ADA accommodations: 13

EXTENDED STAY AMERICA BOSTON -

1910 ANDOVER ST.
TEWKSBURY, MA 01876
P: 9788639888
F: 9788639777

Additional Information

Pets Allowed:Y - \$10 Per Pet per day up to a maximum \$150 per month Plus tax
Kitchen in Room:Y
Number of rooms with ADA accommodations: 4

RED ROOF INN #10193C(19135)

1254 RIVERDALE ST
W SPRINGFIELD, MA 01089-4915
P: (413) 731-1010
F: 4137311009

Additional Information

Pets Allowed:Y -
Kitchen in Room:N
Number of rooms with ADA accommodations: 4

QUALITY INN (19077)

1150 RIVERDALE ST
WEST SPRINGFIELD, MA 01089-4607
P: (413)7397261
F: 4137378410

Additional Information

Pets Allowed:Unknown -
Kitchen in Room:Unknown
Number of rooms with ADA accommodations: Unknown

ESA BOSTON-WESTBOROUGH (60720-

19 CONNECTOR RD
 WESTBOROUGH, MA 01581-3916
 P: (508)616-0155
 F: 5086160157

Additional Information

Pets Allowed:Y -
 Kitchen in Room:Y
 Number of rooms with ADA accommodations: 7

EXTENDED STAY DELUXE - BOSTON

180 EAST MAIN ST
 WESTBOROUGH, MA 01581
 P: (508)616-9213
 F: 5086169214

Additional Information

Pets Allowed:Y -
 Kitchen in Room:Y
 Number of rooms with ADA accommodations: 5

EXTENDED STAY DELUXE - BOSTON

1800 COMPUTER DR
 WESTBOROUGH, MA 01581
 P: (508)366-6100
 F: 5083669699

Additional Information

Pets Allowed:Y -
 Kitchen in Room:Y
 Number of rooms with ADA accommodations: 7

RESIDENCE INN (76086)

25 CONNECTOR ROAD
 WESTBOROUGH, MA 01581
 P: (508)3667700
 F: 5083664334

Additional Information

Pets Allowed:Y - \$100 for pet
 Kitchen in Room:Y
 Number of rooms with ADA accommodations: 15

QUALITY INN (19010)

2 SOUTHAMPTON RD
 WESTFIELD, MA 01085-1320
 P: (413)568-2821
 F: 4135720663

Additional Information

Pets Allowed:Y - 20.00
 Kitchen in Room:Y
 Number of rooms with ADA accommodations: null

COZY CORNER(19254)

284 SAND SPRINGS RD
 WILLIAMSTOWN, MA 01267-2250
 P: (413)458-8006
 F: 4134580237

Additional Information

Pets Allowed:N -
 Kitchen in Room:N
 Number of rooms with ADA accommodations: 12

QUALITY INN (19188)

50 ORIOLE DR
 WORCESTER, MA 01605-1911
 P: (508)8522800
 F: 5088541785

Additional Information

Pets Allowed:Unknown -
 Kitchen in Room:Unknown
 Number of rooms with ADA accommodations: Unknown

RESIDENCE INN BOSTON (42957)

503 PLANTATION ST
 WORCESTER, MA 01605-4310
 P: (508)7536300
 F: 5087536330

Additional Information

Pets Allowed:Y - One pet 55 lbs max - \$100 fee
 Kitchen in Room:Y
 Number of rooms with ADA accommodations: 4

SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	TOTALS
NORTH ST					147	131										278
TRAHAN					104	129										233
DEWING	110	121	157	130												518
HEATH BROOK	82	116	128	105												431
RYAN							249	265								514
WYNN MIDDLE									268	311						579
HIGH SCHOOL (HS)											218	219	242	234	3	916
PreSchool @ HS	15															15
TOTALS	207	237	285	235	251	260	249	265	268	311	218	219	242	234	3	3484
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	

*Denotes Special Ed classes where students at different grade levels may exist

**TEWKSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE
MONTHLY EXPENDITURE REPORT
NOVEMBER 2017**

FY 18 Budget Account	FY 18 Appropriation	Transfers Adjustments	Adjusted Balance	Expended	Encumbered	Account Balance
11 - Dewing School	\$ 3,811,182.00	\$ 39,359.00	\$ 3,850,541.00	\$ 1,102,589.21	\$ 2,532,038.51	\$ 215,913.28
13 - Heath Brook School	\$ 2,482,051.00	\$ -	\$ 2,482,051.00	\$ 703,931.52	\$ 1,668,255.18	\$ 109,864.30
15 - Ryan School	\$ 4,792,085.00	\$ -	\$ 4,792,085.00	\$ 1,353,442.23	\$ 3,131,616.99	\$ 307,025.78
16 - North Street School	\$ 2,229,807.00	\$ 19,790.00	\$ 2,249,597.00	\$ 679,731.39	\$ 1,559,657.68	\$ 10,207.93
17 - Trahan School	\$ 1,893,909.00	\$ -	\$ 1,893,909.00	\$ 531,927.07	\$ 1,179,430.75	\$ 182,551.18
21 - Wynn Middle School	\$ 5,193,075.00	\$ -	\$ 5,193,075.00	\$ 1,466,410.44	\$ 3,488,858.14	\$ 237,806.42
31 - Memorial High School	\$ 7,605,253.00	\$ 73,719.00	\$ 7,678,972.00	\$ 2,326,844.84	\$ 4,908,839.21	\$ 443,287.95
84 - School Committee	\$ 178,600.00	\$ -	\$ 178,600.00	\$ 75,120.59	\$ 54,996.29	\$ 48,483.12
86 - Administration	\$ 1,004,331.00	\$ -	\$ 1,004,331.00	\$ 416,760.63	\$ 532,409.07	\$ 55,161.30
88 - Technology Department	\$ 876,291.00	\$ 153,719.00	\$ 1,030,010.00	\$ 314,877.94	\$ 261,626.19	\$ 453,505.87
89 - Transportation	\$ 3,010,020.00	\$ -	\$ 3,010,020.00	\$ 856,194.79	\$ 2,009,451.56	\$ 144,373.65
91 - Athletics	\$ 626,464.00	\$ -	\$ 626,464.00	\$ 250,055.49	\$ 61,498.60	\$ 314,909.91
94 - Sped In-District	\$ 2,537,795.00	\$ -	\$ 2,537,795.00	\$ 605,271.72	\$ 1,369,075.40	\$ 563,447.88
95 - Sped Out of District	\$ 4,220,615.00	\$ -	\$ 4,220,615.00	\$ 1,046,104.32	\$ 1,809,373.71	\$ 1,365,136.97
97 - Buildings & Grounds	\$ 2,587,006.00	\$ 30,000.00	\$ 2,617,006.00	\$ 695,789.56	\$ 1,454,816.37	\$ 466,400.07
98 - Systemwide	\$ 1,654,518.00	\$ 129,719.00	\$ 1,784,237.00	\$ 479,031.61	\$ 800,144.65	\$ 505,060.74
FY 18 BUDGET BALANCES	\$ 44,703,002.00	\$ 446,306.00	\$ 45,149,308.00	\$ 12,904,083.35	\$ 26,822,088.30	\$ 5,423,136.35

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCMBRNC	BUDGET
11 DEWING							
1000-2210-300-307-11-01-000-1-600050-	DEW PRIN/ASST PRIN	\$216,837.00	\$0.00	\$216,837.00	\$99,031.79	\$135,043.35	-\$17,238.14
1000-2800-300-316-11-01-000-1-600084-	DEW PSYCHOLOGIST	\$62,527.00	\$0.00	\$62,527.00	\$16,834.16	\$45,692.72	\$0.12
1000-2357-300-317-11-01-000-1-600070-	DEW PROF DEV STIPEND	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00
1000-2310-300-343-11-01-000-1-600059-	DEW MOD SPED TEACHERS	\$635,627.00	\$0.00	\$635,627.00	\$173,854.17	\$471,889.89	-\$10,117.06
1000-2315-300-343-11-01-000-1-600081-	DEW CASE MANAGER STIPEND	\$0.00	\$0.00	\$0.00	\$773.78	\$2,100.26	-\$2,874.04
1000-2315-300-343-11-01-000-1-600083-	DEW CASE MANAGER	\$82,564.00	\$0.00	\$82,564.00	\$21,454.72	\$58,234.24	\$2,875.04
1000-2305-300-350-11-01-000-1-600052-	DEW TEACHERS SALARIES	\$1,659,926.00	\$0.00	\$1,659,926.00	\$452,119.89	\$1,209,324.99	-\$1,518.88
1000-2310-300-350-11-01-000-1-600061-	DEW SPECIALIST	\$74,826.00	\$39,359.00	\$114,185.00	\$30,741.97	\$83,442.41	\$0.62
1000-2210-300-307-11-02-000-1-600011-	DEW CLERICAL SALARIES	\$49,894.00	\$0.00	\$49,894.00	\$13,020.54	\$26,962.52	\$9,910.94
1000-2325-300-343-11-03-000-1-600089-	DEW ISET AIDES	\$3,500.00	\$0.00	\$3,500.00	\$858.00	\$0.00	\$2,642.00
1000-2330-300-343-11-03-000-1-600055-	DEW SPECIAL ED AIDES	\$228,577.00	\$0.00	\$228,577.00	\$53,097.78	\$144,702.87	\$30,776.35
1000-2330-300-344-11-03-000-1-600058-	DEW TECHNOLOGY AIDE	\$15,994.00	\$0.00	\$15,994.00	\$4,364.43	\$11,563.01	\$66.56
1000-2330-300-349-11-03-000-1-600056-	DEW KINDERGARTEN AIDE	\$120,852.00	\$0.00	\$120,852.00	\$36,222.61	\$83,821.14	\$808.25
1000-2325-300-350-11-03-000-1-601029-	DEW LONG TRM SUB	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00
1000-2325-300-350-11-03-000-1-601311-	DEW DAILY SUB TEACHERS	\$28,000.00	\$0.00	\$28,000.00	\$8,615.00	\$0.00	\$19,385.00
1000-2325-300-350-11-03-000-1-601312-	DEW DAILY SUB AIDE	\$13,000.00	\$0.00	\$13,000.00	\$2,338.00	\$0.00	\$10,662.00
1000-2330-300-350-11-03-000-1-600060-	DEW LUNCH/RECESS	\$28,816.00	\$0.00	\$28,816.00	\$8,151.00	\$0.00	\$20,665.00
1000-4110-300-360-11-03-000-1-600116-	DEW CUSTODIAL SALARIES	\$135,483.00	\$0.00	\$135,483.00	\$55,068.63	\$80,415.25	-\$0.88
1000-4110-300-360-11-03-000-1-600117-	DEW CUSTODIAL OVERTIME	\$11,000.00	\$0.00	\$11,000.00	\$6,093.46	\$0.00	\$4,906.54
1000-4110-300-360-11-03-000-1-600118-	DEW CUST BUILDING CHECK	\$7,600.00	\$0.00	\$7,600.00	\$2,855.45	\$0.00	\$4,744.55
1000-2357-300-317-11-04-000-2-601023-	DEW PROF DEV PRESENTER	\$5,900.00	\$0.00	\$5,900.00	\$0.00	\$0.00	\$5,900.00
1000-2420-300-318-11-04-000-2-601002-	DEW COPIER CONTRACTS	\$7,432.00	\$0.00	\$7,432.00	\$7,278.71	\$0.00	\$153.29
1000-2330-300-343-11-04-000-2-601032-	DEW SPED STUD SPEC AIDE	\$316,027.00	\$0.00	\$316,027.00	\$78,041.76	\$169,876.24	\$68,109.00
1000-4220-300-360-11-04-000-2-601191-	DEW ELEVATOR MAINT	\$700.00	\$0.00	\$700.00	\$692.81	\$0.00	\$7.19
1000-2210-300-307-11-05-000-2-601000-	DEW OFFICE SUPPLIES	\$5,000.00	\$0.00	\$5,000.00	\$2,318.67	\$7.00	\$2,674.33
1000-2415-300-313-11-05-000-2-601034-	DEW LIBRARY MEDIA SUPP	\$3,000.00	\$0.00	\$3,000.00	\$11.52	\$0.00	\$2,988.48
1000-2720-300-316-11-05-000-2-601209-	DEW TEST & ASSESS	\$5,000.00	\$0.00	\$5,000.00	\$417.51	\$1,833.78	\$2,748.71
1000-2420-300-318-11-05-000-2-601003-	DEW COPY SUPPLIES	\$6,000.00	\$0.00	\$6,000.00	\$2,147.00	\$900.00	\$2,953.00
1000-2410-300-318-11-05-000-2-601043-	DEW TEXTBOOKS	\$26,000.00	\$0.00	\$26,000.00	\$5,149.44	\$43.16	\$20,807.40
1000-2430-300-343-11-05-000-2-601074-	DEW SUPPLIES - SPED	\$7,000.00	\$0.00	\$7,000.00	\$6,614.96	\$102.60	\$282.44
1000-2451-300-344-11-05-000-2-601201-	DEW INSTR TECH EQUIP	\$10,000.00	\$0.00	\$10,000.00	\$3,277.64	\$414.33	\$6,308.03
1000-2430-300-350-11-05-000-2-601077-	DEW SUPPLIES - TEACHING	\$20,000.00	\$0.00	\$20,000.00	\$9,048.81	\$3,299.75	\$7,651.44
1000-2210-300-307-11-06-000-2-601007-	DEW PRINC DUES	\$600.00	\$0.00	\$600.00	\$600.00	\$0.00	\$0.00
1000-2210-300-307-11-06-000-2-601009-	DEW PRINC CONFER	\$500.00	\$0.00	\$500.00	\$445.00	\$0.00	\$55.00
1000-2415-300-313-11-06-000-2-601035-	DEW LIBRARY MEDIA	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00
1000-2357-300-317-11-06-000-2-601020-	DEW COURSE REIMB	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$2,369.00	\$5,631.00
1000-2353-300-317-11-06-000-2-601009-	DEW PD CONFERENC	\$1,500.00	\$0.00	\$1,500.00	\$1,050.00	\$0.00	\$450.00
1000-2440-300-350-11-06-000-2-601021-	DEW MILEAGE REIM	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00
TOTAL DEWING		\$3,811,182.00	\$39,359.00	\$3,850,541.00	\$1,102,589.21	\$2,532,038.51	\$215,913.28
13 HEATH BROOK							
1000-2210-300-307-13-01-000-1-600050-	HB PRINCIPAL SAL	\$111,353.00	\$0.00	\$111,353.00	\$47,110.91	\$64,242.15	-\$0.06
1000-2800-300-316-13-01-000-1-600084-	HB PSYCHOLOGIST	\$86,765.00	\$0.00	\$86,765.00	\$23,360.05	\$63,405.85	-\$0.90
1000-2357-300-317-13-01-000-1-600070-	HB PROF DEV STIP	\$6,000.00	\$0.00	\$6,000.00	\$17.42	\$0.00	\$5,982.58
1000-2310-300-343-13-01-000-1-600059-	HB MODERATE SPEC	\$142,216.00	\$0.00	\$142,216.00	\$38,317.79	\$103,927.15	-\$28.94
1000-2305-300-350-13-01-000-1-600052-	HB TEACHERS SALA	\$1,414,138.00	\$0.00	\$1,414,138.00	\$385,121.03	\$1,045,328.51	-\$16,311.54
1000-2305-300-350-13-01-000-1-600088-	HEAD TEACHER	\$2,874.00	\$0.00	\$2,874.00	\$773.78	\$2,100.26	-\$0.04
1000-2310-300-350-13-01-000-1-600061-	HB SPECIALIST	\$115,268.00	\$0.00	\$115,268.00	\$31,033.59	\$84,234.11	\$0.30
1000-2315-300-343-13-01-000-1-600081-	HB CASE MANAGER STIPEND	\$0.00	\$0.00	\$0.00	\$386.89	\$1,050.13	-\$1,437.02
1000-2315-300-343-13-01-000-1-600083-	HB CASE MANAGERS SALARY	\$41,032.00	\$0.00	\$41,032.00	\$10,586.19	\$28,934.43	\$1,511.38
1000-2210-300-307-13-02-000-1-600011-	HB CLERICAL SALA	\$48,394.00	\$0.00	\$48,394.00	\$11,498.87	\$27,327.89	\$9,567.24
1000-2325-300-343-13-03-000-1-600089-	HB ISET AIDES	\$2,953.00	\$0.00	\$2,953.00	\$715.00	\$0.00	\$2,238.00
1000-2330-300-343-13-03-000-1-600055-	HB SPECIAL ED AI	\$70,112.00	\$0.00	\$70,112.00	\$14,196.30	\$35,537.41	\$20,378.29
1000-2330-300-344-13-03-000-1-600058-	HB TECHNOLOGY AI	\$16,194.00	\$0.00	\$16,194.00	\$4,430.02	\$11,709.14	\$54.84
1000-2330-300-349-13-03-000-1-600056-	HB KINDERGARTEN	\$108,534.00	\$0.00	\$108,534.00	\$29,685.59	\$78,268.03	\$580.38
1000-2325-300-350-13-03-000-1-601029-	HB LONG TRM SUB	\$9,000.00	\$0.00	\$9,000.00	\$820.00	\$0.00	\$8,180.00
1000-2325-300-350-13-03-000-1-601311-	HB DAILY SUB TCH	\$15,000.00	\$0.00	\$15,000.00	\$2,831.57	\$0.00	\$12,168.43
1000-2325-300-350-13-03-000-1-601312-	HB DAILY SUB AID	\$5,000.00	\$0.00	\$5,000.00	\$1,287.00	\$0.00	\$3,713.00
1000-2330-300-350-13-03-000-1-600060-	HB LUNCH/RECESS	\$28,000.00	\$0.00	\$28,000.00	\$8,445.36	\$0.00	\$19,554.64
1000-4110-300-360-13-03-000-1-600116-	HB CUSTODIAL SAL	\$137,991.00	\$0.00	\$137,991.00	\$56,096.02	\$81,894.79	\$0.19
1000-4110-300-360-13-03-000-1-600117-	HB CUSTODIAL OVE	\$7,500.00	\$0.00	\$7,500.00	\$60.09	\$0.00	\$7,439.91
1000-4110-300-360-13-03-000-1-600118-	HB CUST BUILDING	\$8,500.00	\$0.00	\$8,500.00	\$3,120.68	\$0.00	\$5,379.32

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCMBRNC	BUDGET
1000-2357-300-317-13-04-000-2-601023-	HB PROF DEV PRES	\$5,900.00	\$0.00	\$5,900.00	\$0.00	\$0.00	\$5,900.00
1000-2420-300-318-13-04-000-2-601002-	HB COPIER CONTRA	\$4,955.00	\$0.00	\$4,955.00	\$7,709.41	\$0.00	-\$2,754.41
1000-2330-300-343-13-04-000-2-601032-	HB SPED STUD SPE	\$22,883.00	\$0.00	\$22,883.00	\$10,609.92	\$35,158.08	-\$22,885.00
1000-2210-300-307-13-05-000-2-601000-	HB OFFICE SUPPLI	\$4,000.00	\$0.00	\$4,000.00	\$1,573.58	\$0.00	\$2,426.42
1000-2415-300-313-13-05-000-2-601034-	HB LIBRARY MEDIA	\$3,000.00	\$0.00	\$3,000.00	\$11.53	\$0.00	\$2,988.47
1000-2430-300-343-13-05-000-2-601074-	HB SUPPLIES-SPECIAL ED	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
1000-2720-300-316-13-05-000-2-601209-	HB TEST & ASSESS	\$5,000.00	\$0.00	\$5,000.00	\$445.07	\$350.00	\$4,204.93
1000-2420-300-318-13-05-000-2-601003-	HB COPY SUPPLIES	\$5,000.00	\$0.00	\$5,000.00	\$2,147.00	\$900.00	\$1,953.00
1000-2410-300-318-13-05-000-2-601043-	HB TEXTBOOKS	\$13,000.00	\$0.00	\$13,000.00	\$617.32	\$20.93	\$12,361.75
1000-2451-300-344-13-05-000-2-601201-	HB INSTR TECH EQ	\$7,700.00	\$0.00	\$7,700.00	\$2,144.30	\$801.67	\$4,754.03
1000-2430-300-350-13-05-000-2-601077-	HB SUPPLIES-TEAC	\$18,000.00	\$0.00	\$18,000.00	\$5,934.24	\$2,139.65	\$9,926.11
1000-2210-300-307-13-06-000-2-601007-	HB PRINC DUES	\$639.00	\$0.00	\$639.00	\$535.00	\$0.00	\$104.00
1000-2210-300-307-13-06-000-2-601009-	HB PRINC CONFERE	\$400.00	\$0.00	\$400.00	\$560.00	\$0.00	-\$160.00
1000-2415-300-313-13-06-000-2-601035-	HB LIBRARY MEDIA	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00
1000-2357-300-317-13-06-000-2-601020-	HB COURSE REIMB	\$7,000.00	\$0.00	\$7,000.00	\$1,275.00	\$850.00	\$4,875.00
1000-2353-300-317-13-06-000-2-601009-	HB PD CONFERENCE	\$1,000.00	\$0.00	\$1,000.00	\$475.00	\$75.00	\$450.00
1000-2440-300-350-13-06-000-2-601021-	HB MILEAGE REIMB	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL HEATH BROOK		\$2,482,051.00	\$0.00	\$2,482,051.00	\$703,931.52	\$1,668,255.18	\$109,864.30
15 RYAN							
1000-2210-300-307-15-01-000-1-600050-	RY PRIN/ASST PRI	\$217,510.00	\$0.00	\$217,510.00	\$92,023.47	\$125,486.55	-\$0.02
1000-2800-300-316-15-01-000-1-600084-	RY PSYCHOLOGIST	\$168,742.00	\$0.00	\$168,742.00	\$45,431.05	\$123,312.85	-\$1.90
1000-2357-300-317-15-01-000-1-600070-	RY PROF DEV STIP	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00
1000-2310-300-343-15-01-000-1-600059-	RY MODERATE SPEC	\$724,537.00	\$0.00	\$724,537.00	\$198,769.32	\$489,744.57	\$36,023.11
1000-2315-300-343-15-01-000-1-600081-	RYAN CASE MANAGE	\$2,874.00	\$0.00	\$2,874.00	\$773.78	\$2,100.26	-\$0.04
1000-2315-300-343-15-01-000-1-600083-	RYAN CASE MANAGER SALARY	\$1,500.00	\$0.00	\$1,500.00	\$403.83	\$1,096.11	\$0.06
1000-2310-300-350-15-01-000-1-600061-	RY SPECIALIST	\$164,311.00	\$0.00	\$164,311.00	\$26,141.82	\$62,569.85	\$75,599.33
1000-2305-300-350-15-01-000-1-600052-	RY TEACHERS SALA	\$2,622,034.00	\$0.00	\$2,622,034.00	\$708,620.64	\$1,887,804.89	\$25,608.47
1000-2305-300-350-15-01-000-1-600097-	RY TEAM LEADERS	\$15,736.00	\$0.00	\$15,736.00	\$4,347.14	\$11,390.66	-\$1.80
1000-2210-300-307-15-02-000-1-600011-	RY CLERICAL SALA	\$85,905.00	\$0.00	\$85,905.00	\$30,066.70	\$46,134.55	\$9,703.75
1000-2325-300-343-15-03-000-1-600089-	RY ISET AIDES	\$8,000.00	\$0.00	\$8,000.00	\$2,288.00	\$0.00	\$5,712.00
1000-2330-300-343-15-03-000-1-600055-	RY SPECIAL ED AI	\$214,939.00	\$0.00	\$214,939.00	\$52,831.85	\$133,566.39	\$28,540.76
1000-2325-300-350-15-03-000-1-601029-	RY LONG TRM SUB	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00
1000-2325-300-350-15-03-000-1-601311-	RYAN DAILY SUB T	\$30,000.00	\$0.00	\$30,000.00	\$9,455.00	\$0.00	\$20,545.00
1000-2325-300-350-15-03-000-1-601312-	RYAN DAILY SUB A	\$8,500.00	\$0.00	\$8,500.00	\$1,644.50	\$0.00	\$6,855.50
1000-3520-300-350-15-03-000-1-600085-	RYAN APPX B ADVI	\$1,192.00	\$0.00	\$1,192.00	\$593.32	\$812.70	-\$214.02
1000-4110-300-360-15-03-000-1-600116-	RY CUSTODIAL SAL	\$181,227.00	\$0.00	\$181,227.00	\$71,803.63	\$107,567.69	\$1,855.68
1000-4110-300-360-15-03-000-1-600117-	RY CUSTODIAL OVE	\$10,000.00	\$0.00	\$10,000.00	\$3,448.73	\$0.00	\$6,551.27
1000-4110-300-360-15-03-000-1-600118-	RY CUST BUILDING	\$5,000.00	\$0.00	\$5,000.00	\$2,695.71	\$0.00	\$2,304.29
1000-2357-300-317-15-04-000-2-601023-	RY PROF DEV PRES	\$5,900.00	\$0.00	\$5,900.00	\$5,930.00	\$0.00	-\$30.00
1000-2420-300-318-15-04-000-2-601002-	RY COPIER CONTRA	\$7,432.00	\$0.00	\$7,432.00	\$7,278.71	\$0.00	\$153.29
1000-2330-300-343-15-04-000-2-601032-	RY SPED STUD SPE	\$200,420.00	\$0.00	\$200,420.00	\$51,192.39	\$130,432.61	\$18,795.00
1000-4220-300-360-15-04-000-2-601191-	RYAN ELEVATOR MA	\$3,631.00	\$0.00	\$3,631.00	\$3,659.97	\$0.00	-\$28.97
1000-2210-300-307-15-05-000-2-601000-	RY OFFICE SUPPLI	\$8,000.00	\$0.00	\$8,000.00	\$3,903.11	\$163.14	\$3,933.75
1000-2415-300-313-15-05-000-2-601034-	RY LIBRARY MEDIA	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00
1000-2720-300-316-15-05-000-2-601209-	RY TEST & ASSESS	\$5,000.00	\$0.00	\$5,000.00	\$153.57	\$0.00	\$4,846.43
1000-2420-300-318-15-05-000-2-601003-	RY COPY SUPPLIES	\$7,000.00	\$0.00	\$7,000.00	\$1,175.00	\$900.00	\$4,925.00
1000-2410-300-318-15-05-000-2-601043-	RY TEXTBOOKS	\$13,000.00	\$0.00	\$13,000.00	\$96.93	\$0.00	\$12,903.07
1000-2430-300-343-15-05-000-2-601074-	RY SUPPLIES-SPEC	\$2,000.00	\$0.00	\$2,000.00	\$2,295.98	\$300.00	-\$595.98
1000-2451-300-344-15-05-000-2-601201-	RY INSTR TECH EQ	\$16,625.00	\$0.00	\$16,625.00	\$1,181.25	\$801.67	\$14,642.08
1000-2410-300-350-15-05-000-2-601058-	RY REBINDING	\$620.00	\$0.00	\$620.00	\$566.26	\$0.00	\$53.74
1000-2430-300-350-15-05-000-2-601077-	RY SUPPLIES-TEAC	\$20,000.00	\$0.00	\$20,000.00	\$17,066.59	\$4,228.25	-\$1,294.84
1000-2210-300-307-15-06-000-2-601007-	RY PRINC DUES	\$600.00	\$0.00	\$600.00	\$0.00	\$0.00	\$600.00
1000-2210-300-307-15-06-000-2-601009-	RY PRINC CONFERE	\$1,500.00	\$0.00	\$1,500.00	\$1,045.00	\$225.00	\$230.00
1000-2415-300-313-15-06-000-2-601035-	RY LIBRARY MEDIA	\$1,250.00	\$0.00	\$1,250.00	\$28.98	\$159.25	\$1,061.77
1000-2357-300-317-15-06-000-2-601020-	RY COURSE REIMB	\$11,000.00	\$0.00	\$11,000.00	\$6,530.00	\$2,820.00	\$1,650.00
1000-2353-300-317-15-06-000-2-601009-	RY PD CONFERENCE	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
1000-2440-300-350-15-06-000-2-601021-	RY MILEAGE REIMB	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL RYAN		\$4,792,085.00	\$0.00	\$4,792,085.00	\$1,353,442.23	\$3,131,616.99	\$307,025.78
16 NORTH ST							
1000-2210-300-307-16-01-000-1-600050-	NS PRINCIPAL SAL	\$109,000.00	\$0.00	\$109,000.00	\$46,115.41	\$62,884.65	-\$0.06
1000-2800-300-316-16-01-000-1-600084-	NS PSYCHOLOGIST	\$68,904.00	\$0.00	\$68,904.00	\$18,551.61	\$50,354.37	-\$1.98
1000-2357-300-317-16-01-000-1-600070-	NS PROF DEV STIP	\$6,000.00	\$0.00	\$6,000.00	\$280.35	\$0.00	\$5,719.65

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCM8RNC	BUDGET
1000-2310-300-343-16-01-000-1-600059-	NS MODERATE SPEC	\$385,618.00	\$0.00	\$385,618.00	\$104,503.77	\$283,653.09	-\$2,538.86
1000-2305-300-350-16-01-000-1-600052-	NS TEACHERS SALA	\$1,036,124.00	\$0.00	\$1,036,124.00	\$286,822.48	\$750,195.98	-\$894.46
1000-2305-300-350-16-01-000-1-600088-	NS HEAD TEACHER	\$3,195.00	\$0.00	\$3,195.00	\$773.78	\$2,100.26	\$320.96
1000-2310-300-350-16-01-000-1-600061-	NS SPECIALIST	\$93,161.00	\$19,790.00	\$112,951.00	\$58,106.89	\$149,165.33	-\$94,321.22
1000-2315-300-343-16-01-000-1-600083-	NS CASE MNGRS SALARY	\$2,874.00	\$0.00	\$2,874.00	\$0.00	\$0.00	\$2,874.00
1000-2210-300-307-16-02-000-1-600011-	NS CLERICAL SALA	\$40,394.00	\$0.00	\$40,394.00	\$10,346.10	\$26,962.52	\$3,085.38
1000-2330-300-343-16-03-000-1-600055-	NS SPECIAL ED AI	\$107,229.00	\$0.00	\$107,229.00	\$32,901.87	\$79,203.92	-\$4,876.79
1000-2330-300-344-16-03-000-1-600058-	NS TECHNOLOGY AI	\$16,194.00	\$0.00	\$16,194.00	\$4,429.86	\$11,709.12	\$55.02
1000-2325-300-350-16-03-000-1-601029-	NS LONG TRM SUB	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00
1000-2325-300-350-16-03-000-1-601311-	NS DAILY SUB TCH	\$15,000.00	\$0.00	\$15,000.00	\$5,286.42	\$0.00	\$9,713.58
1000-2325-300-350-16-03-000-1-601312-	NS DAILY SUB AID	\$4,000.00	\$0.00	\$4,000.00	\$500.50	\$0.00	\$3,499.50
1000-2330-300-350-16-03-000-1-600060-	NS LUNCH/RECESS	\$19,000.00	\$0.00	\$19,000.00	\$5,445.00	\$0.00	\$13,555.00
1000-4110-300-360-16-03-000-1-600116-	NS CUSTODIAL SAL	\$84,234.00	\$0.00	\$84,234.00	\$34,223.88	\$50,010.13	-\$0.01
1000-4110-300-360-16-03-000-1-600117-	NS CUSTODIAL OVE	\$9,000.00	\$0.00	\$9,000.00	\$1,316.66	\$0.00	\$7,683.34
1000-4110-300-360-16-03-000-1-600118-	NS CUST BUILDING	\$8,700.00	\$0.00	\$8,700.00	\$2,938.45	\$0.00	\$5,761.55
1000-2357-300-317-16-04-000-2-601023-	NS PROF DEV PRES	\$5,900.00	\$0.00	\$5,900.00	\$0.00	\$0.00	\$5,900.00
1000-2420-300-318-16-04-000-2-601002-	NS COPIER CONTRA	\$4,955.00	\$0.00	\$4,955.00	\$4,852.47	\$0.00	\$102.53
1000-2330-300-343-16-04-000-2-601032-	NS SPED STUD SPE	\$137,298.00	\$0.00	\$137,298.00	\$48,454.63	\$88,843.37	\$0.00
1000-2210-300-307-16-05-000-2-601000-	NS OFFICE SUPPLI	\$3,500.00	\$0.00	\$3,500.00	\$937.14	\$458.84	\$2,104.02
1000-2415-300-313-16-05-000-2-601034-	NS LIBRARY MEDIA	\$3,000.00	\$0.00	\$3,000.00	\$618.21	\$221.00	\$2,160.79
1000-2720-300-316-16-05-000-2-601209-	NS TEST & ASSESS	\$5,000.00	\$0.00	\$5,000.00	\$153.28	\$0.00	\$4,846.72
1000-2420-300-318-16-05-000-2-601003-	NS COPY SUPPLIES	\$6,000.00	\$0.00	\$6,000.00	\$1,159.00	\$900.00	\$3,941.00
1000-2410-300-318-16-05-000-2-601043-	NS TEXTBOOKS	\$13,000.00	\$0.00	\$13,000.00	\$2,385.87	\$0.00	\$10,614.13
1000-2430-300-343-16-05-000-2-601074-	NS SUPPLIES-SPEC	\$3,000.00	\$0.00	\$3,000.00	\$1,551.47	\$563.40	\$885.13
1000-2451-300-344-16-05-000-2-601201-	NS INSTR TECH EQ	\$8,500.00	\$0.00	\$8,500.00	\$1,553.65	\$446.19	\$6,500.16
1000-2430-300-350-16-05-000-2-601077-	NS SUPPLIES-TEAC	\$12,277.00	\$0.00	\$12,277.00	\$4,837.64	\$1,560.51	\$5,878.85
1000-2210-300-307-16-06-000-2-601007-	NS PRINC DUES	\$700.00	\$0.00	\$700.00	\$300.00	\$0.00	\$400.00
1000-2210-300-307-16-06-000-2-601009-	NS PRINC CONFERE	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00
1000-2415-300-313-16-06-000-2-601035-	NS LIBRARY MEDIA	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00
1000-2357-300-317-16-06-000-2-601020-	NS COURSE REIMB	\$7,000.00	\$0.00	\$7,000.00	\$385.00	\$425.00	\$6,190.00
1000-2353-300-317-16-06-000-2-601009-	NS PD CONFERENCE	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00
1000-2440-300-350-16-06-000-2-601021-	NS MILEAGE REIMB	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00
TOTAL NORTH ST		\$2,229,807.00	\$19,790.00	\$2,249,597.00	\$679,731.39	\$1,559,657.68	\$10,207.93
17 TRAHAN							
1000-2210-300-307-17-01-000-1-600050-	TR PRINCIPAL SAL	\$111,353.00	\$0.00	\$111,353.00	\$47,110.91	\$64,242.15	-\$0.06
1000-2800-300-316-17-01-000-1-600084-	TR PSYCHOLOGIST	\$39,263.00	\$0.00	\$39,263.00	\$10,570.70	\$28,691.81	\$0.49
1000-2357-300-317-17-01-000-1-600070-	TR PROF DEV STIP	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00
1000-2310-300-343-17-01-000-1-600059-	TR MODERATE SPEC	\$139,803.00	\$0.00	\$139,803.00	\$41,810.66	\$98,021.97	-\$29.63
1000-2305-300-350-17-01-000-1-600052-	TR TEACHERS SALA	\$994,162.00	\$0.00	\$994,162.00	\$262,525.27	\$702,535.51	\$29,101.22
1000-2305-300-350-17-01-000-1-600088-	TR HEAD TEACHER	\$2,874.00	\$0.00	\$2,874.00	\$773.78	\$2,100.26	-\$0.04
1000-2310-300-350-17-01-000-1-600061-	TR SPECIALIST	\$123,624.00	\$0.00	\$123,624.00	\$37,530.92	\$86,094.09	-\$1.01
1000-2315-300-343-17-01-000-1-600081-	TRAHAN CASE MANAGER STIPE	\$0.00	\$0.00	\$0.00	\$386.89	\$1,050.13	-\$1,437.02
1000-2315-300-343-17-01-000-1-600083-	TR CASE MANAGERS SALARY	\$41,032.00	\$0.00	\$41,032.00	\$10,676.23	\$28,934.44	\$1,421.33
1000-2210-300-307-17-02-000-1-600011-	TR CLERICAL SALA	\$47,994.00	\$0.00	\$47,994.00	\$11,035.31	\$26,962.52	\$9,996.17
1000-2330-300-343-17-03-000-1-600055-	TR SPECIAL ED AI	\$53,856.00	\$0.00	\$53,856.00	\$14,240.24	\$38,652.08	\$963.68
1000-2330-300-344-17-03-000-1-600058-	TR TECHNOLOGY AI	\$16,194.00	\$0.00	\$16,194.00	\$4,364.58	\$11,563.03	\$266.39
1000-2325-300-350-17-03-000-1-601029-	TR LONG TRM SUB	\$9,000.00	\$0.00	\$9,000.00	\$1,360.00	\$0.00	\$7,640.00
1000-2325-300-350-17-03-000-1-601311-	TR DAILY SUB TCH	\$15,000.00	\$0.00	\$15,000.00	\$2,071.30	\$0.00	\$12,928.70
1000-2325-300-350-17-03-000-1-601312-	TR DAILY SUB AID	\$2,200.00	\$0.00	\$2,200.00	\$0.00	\$0.00	\$2,200.00
1000-2330-300-350-17-03-000-1-600054-	TR INST AIDES SA	\$22,665.00	\$0.00	\$22,665.00	\$5,382.56	\$14,285.72	\$2,996.72
1000-2330-300-350-17-03-000-1-600060-	TR LUNCH/RECESS	\$17,000.00	\$0.00	\$17,000.00	\$3,597.00	\$0.00	\$13,403.00
1000-4110-300-360-17-03-000-1-600116-	TR CUSTODIAL SAL	\$91,637.00	\$0.00	\$91,637.00	\$37,247.64	\$54,390.39	-\$1.03
1000-4110-300-360-17-03-000-1-600117-	TR CUSTODIAL OVE	\$8,917.00	\$0.00	\$8,917.00	\$2,518.71	\$0.00	\$6,398.29
1000-4110-300-360-17-03-000-1-600118-	TR CUST BUILDING	\$8,000.00	\$0.00	\$8,000.00	\$3,152.40	\$0.00	\$4,847.60
1000-2357-300-317-17-04-000-2-601023-	TR PROF DEV PRES	\$5,900.00	\$0.00	\$5,900.00	\$0.00	\$0.00	\$5,900.00
1000-2420-300-318-17-04-000-2-601002-	TR COPIER CONTRA	\$7,432.00	\$0.00	\$7,432.00	\$7,278.71	\$0.00	\$153.29
1000-2330-300-343-17-04-000-2-601032-	TR SPED STUD SPEC AIDE	\$67,804.00	\$0.00	\$67,804.00	\$6,817.28	\$15,784.72	\$45,202.00
1000-2210-300-307-17-05-000-2-601000-	TR OFFICE SUPPLI	\$3,500.00	\$0.00	\$3,500.00	\$457.93	\$0.00	\$3,042.07
1000-2415-300-313-17-05-000-2-601034-	TR LIBRARY MEDIA	\$3,000.00	\$0.00	\$3,000.00	\$11.53	\$0.00	\$2,988.47
1000-2720-300-316-17-05-000-2-601209-	TR TEST & ASSESS	\$5,000.00	\$0.00	\$5,000.00	\$153.57	\$0.00	\$4,846.43
1000-2420-300-318-17-05-000-2-601003-	TR COPY SUPPLIES	\$6,000.00	\$0.00	\$6,000.00	\$1,175.00	\$900.00	\$3,925.00
1000-2410-300-318-17-05-000-2-601043-	TR TEXTBOOKS	\$13,000.00	\$0.00	\$13,000.00	\$5,044.71	\$138.77	\$7,816.52
1000-2430-300-343-17-05-000-2-601074-	TR SUPPLIES-SPEC	\$1,172.00	\$0.00	\$1,172.00	\$51.98	\$0.00	\$1,120.02

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCMBRNC	BUDGET
1000-2451-300-344-17-05-000-2-601201-	TR INSTR TECH EQ	\$8,500.00	\$0.00	\$8,500.00	\$4,561.04	\$1,551.33	\$2,387.63
1000-2430-300-350-17-05-000-2-601077-	TR SUPPLIES-TEAC	\$12,277.00	\$0.00	\$12,277.00	\$6,852.96	\$3,531.83	\$1,892.21
1000-2210-300-307-17-06-000-2-601007-	TR PRINC DUES	\$550.00	\$0.00	\$550.00	\$535.00	\$0.00	\$15.00
1000-2210-300-307-17-06-000-2-601008-	TR PRINC SUBSCRIPTIONS	\$0.00	\$0.00	\$0.00	\$69.00	\$0.00	-\$69.00
1000-2210-300-307-17-06-000-2-601009-	TR PRINC CONFERE	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00
1000-2415-300-313-17-06-000-2-601035-	TR LIBRARY MEDIA	\$1,250.00	\$0.00	\$1,250.00	\$270.00	\$0.00	\$980.00
1000-2357-300-317-17-06-000-2-601020-	TR COURSE REIMB	\$6,000.00	\$0.00	\$6,000.00	\$2,293.26	\$0.00	\$3,706.74
1000-2353-300-317-17-06-000-2-601009-	TR PD CONFERENCE	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00
1000-2440-300-350-17-06-000-2-601021-	TR MILEAGE REIMB	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL TRAHAN		\$1,893,909.00	\$0.00	\$1,893,909.00	\$531,927.07	\$1,179,430.75	\$182,551.18
21 WYNN							
1000-2210-300-307-21-01-000-1-600050-	WMS PRIN/ASST PR	\$222,734.00	\$0.00	\$222,734.00	\$94,233.59	\$128,500.35	\$0.06
1000-2710-300-316-21-01-000-1-600071-	WMS GUIDANCE COU	\$152,409.00	\$0.00	\$152,409.00	\$41,032.67	\$111,374.39	\$1.94
1000-2800-300-316-21-01-000-1-600084-	WMS PSYCHOLOGIST	\$86,909.00	\$0.00	\$86,909.00	\$23,398.55	\$63,510.35	\$0.10
1000-2357-300-317-21-01-000-1-600070-	WMS PROF DEV STIP	\$6,000.00	\$0.00	\$6,000.00	\$288.36	\$0.00	\$5,711.64
1000-2315-300-318-21-01-000-1-600020-	WMS CURR COOR	\$17,984.00	\$0.00	\$17,984.00	\$4,841.76	\$13,141.92	\$0.32
1000-2305-300-337-21-01-000-1-600052-	WMS TEACHERS SAL	\$2,973,556.00	\$0.00	\$2,973,556.00	\$808,906.91	\$2,166,469.02	-\$1,819.93
1000-2310-300-343-21-01-000-1-600059-	WMS MODERATE SPED	\$725,673.00	\$0.00	\$725,673.00	\$185,929.80	\$489,018.24	\$50,724.96
1000-2310-300-343-21-01-000-1-600062-	WMS SPECIAL ED T	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00
1000-2315-300-343-21-01-000-1-600081-	WMS CASE MGR STIPD	\$2,874.00	\$0.00	\$2,874.00	\$773.78	\$2,100.26	-\$0.04
1000-2315-300-343-21-01-000-1-600083-	WMS CASE MANAGER	\$82,477.00	\$0.00	\$82,477.00	\$22,205.33	\$60,271.61	\$0.06
1000-2315-300-351-21-01-000-1-600097-	WMS TEAM LEADERS	\$17,992.00	\$0.00	\$17,992.00	\$4,237.66	\$11,502.22	\$2,252.12
1000-2340-300-313-21-01-000-1-600067-	WMS MEDIA SPECIALIST	\$79,690.00	\$0.00	\$79,690.00	\$21,454.72	\$58,234.24	\$1.04
1000-2210-300-307-21-02-000-1-600011-	WMS CLERICAL SAL	\$77,400.00	\$0.00	\$77,400.00	\$24,299.06	\$47,717.68	\$5,383.26
1000-2325-300-343-21-03-000-1-600089-	WMS ISET AIDES	\$9,000.00	\$0.00	\$9,000.00	\$1,573.00	\$0.00	\$7,427.00
1000-2330-300-343-21-03-000-1-600055-	WMS SPECIAL ED AIDE	\$163,925.00	\$0.00	\$163,925.00	\$35,239.70	\$83,799.88	\$44,885.42
1000-2325-300-351-21-03-000-1-601029-	WMS LONG TRM SUB	\$16,428.00	\$0.00	\$16,428.00	\$2,499.77	\$0.00	\$13,928.23
1000-2325-300-351-21-03-000-1-601311-	WMS DAILY SUB TEACH	\$36,000.00	\$0.00	\$36,000.00	\$10,182.44	\$0.00	\$25,817.56
1000-2325-300-351-21-03-000-1-601312-	WMS DAILY SUB AIDE	\$3,000.00	\$0.00	\$3,000.00	\$725.00	\$0.00	\$2,275.00
1000-3520-300-351-21-03-000-1-600085-	WMS APPX B ADVIS	\$20,797.00	\$0.00	\$20,797.00	\$5,034.68	\$13,376.48	\$2,385.84
1000-2305-300-351-21-03-000-1-600102-	WMS BUS LUNCH SUP	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00
1000-4110-300-360-21-03-000-1-600116-	WMS CUSTODIAL SAL	\$173,141.00	\$0.00	\$173,141.00	\$69,147.02	\$106,749.76	-\$2,755.78
1000-4110-300-360-21-03-000-1-600117-	WMS CUSTODIAL OT	\$11,500.00	\$0.00	\$11,500.00	\$2,637.46	\$0.00	\$8,862.54
1000-4110-300-360-21-03-000-1-600118-	WMS CUST BUILDING	\$5,000.00	\$0.00	\$5,000.00	\$2,331.44	\$0.00	\$2,668.56
1000-2357-300-317-21-04-000-2-601023-	WMS PROF DEV PRES	\$5,900.00	\$0.00	\$5,900.00	\$6,207.50	\$0.00	-\$307.50
1000-2420-300-318-21-04-000-2-601002-	WMS COPIER CONT	\$9,909.00	\$0.00	\$9,909.00	\$9,704.95	\$0.00	\$204.05
1000-2330-300-343-21-04-000-2-601032-	WMS SPED STUD SPEC	\$175,389.00	\$0.00	\$175,389.00	\$50,800.17	\$124,588.83	\$0.00
1000-2440-300-351-21-04-000-2-601234-	WMS INSTR EQUIP	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
1000-4220-300-360-21-04-000-2-601191-	WMS ELEVATOR MAIN	\$4,300.00	\$0.00	\$4,300.00	\$672.56	\$0.00	\$3,627.44
1000-2210-300-307-21-05-000-2-601000-	WMS OFFICE SUPP	\$9,000.00	\$0.00	\$9,000.00	\$3,690.00	\$0.00	\$5,310.00
1000-2415-300-313-21-05-000-2-601034-	WMS LIBRY MEDIA SUPP	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00
1000-2720-300-316-21-05-000-2-601209-	WMS TEST & ASSESS	\$5,000.00	\$0.00	\$5,000.00	\$201.77	\$0.00	\$4,798.23
1000-2420-300-318-21-05-000-2-601003-	WMS COPY SUPPLIES	\$7,500.00	\$0.00	\$7,500.00	\$1,175.00	\$900.00	\$5,425.00
1000-2410-300-318-21-05-000-2-601043-	WMS TEXTBOOKS	\$13,000.00	\$0.00	\$13,000.00	\$8,198.30	\$0.00	\$4,801.70
1000-2430-300-343-21-05-000-2-601074-	WMS SUPP-SPED	\$5,000.00	\$0.00	\$5,000.00	\$679.07	\$0.00	\$4,320.93
1000-2451-300-344-21-05-000-2-601201-	WMS INSTR TECH EQU	\$18,000.00	\$0.00	\$18,000.00	\$10,247.10	\$144.33	\$7,608.57
1000-2410-300-351-21-05-000-2-601058-	WMS REBINDING	\$588.00	\$0.00	\$588.00	\$566.27	\$0.00	\$21.73
1000-2430-300-351-21-05-000-2-601077-	WMS SUPP-TEACHING	\$30,000.00	\$0.00	\$30,000.00	\$10,963.40	\$610.58	\$18,426.02
1000-2210-300-307-21-06-000-2-601007-	WMS PRINC DUES	\$2,000.00	\$0.00	\$2,000.00	\$600.00	\$0.00	\$1,400.00
1000-2210-300-307-21-06-000-2-601009-	WMS PRINC CONFER	\$500.00	\$0.00	\$500.00	\$570.00	\$149.00	-\$219.00
1000-2415-300-313-21-06-000-2-601035-	WMS LIBRARY MEDIA OTHER	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00
1000-2357-300-317-21-06-000-2-601020-	WMS COURSE REIMB	\$12,000.00	\$0.00	\$12,000.00	\$1,161.65	\$6,649.00	\$4,189.35
1000-2353-300-317-21-06-000-2-601009-	WMS PD CONFERENC	\$750.00	\$0.00	\$750.00	\$0.00	\$50.00	\$700.00
1000-2440-300-351-21-06-000-2-601021-	WMS MILEAGE REIM	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL WYNN		\$5,193,075.00	\$0.00	\$5,193,075.00	\$1,466,410.44	\$3,488,858.14	\$237,806.42
31 HIGH SCHOOL							
1000-2210-300-307-31-01-000-1-600050-	TMHS PRIN/ADST P	\$342,925.00	\$0.00	\$342,925.00	\$145,040.94	\$197,783.10	\$100.96
1000-2340-300-313-31-01-000-1-600066-	TMHS LIBRARIAN	\$93,669.00	\$0.00	\$93,669.00	\$25,218.55	\$68,450.35	\$0.10
1000-2340-300-313-31-01-000-1-600067-	TMHS MEDIA SPECI	\$69,266.00	\$0.00	\$69,266.00	\$28,017.07	\$41,249.01	-\$0.08
1000-2710-300-316-31-01-000-1-600071-	TMHS GUIDANCE CO	\$401,922.00	\$0.00	\$401,922.00	\$105,958.93	\$287,602.81	\$8,360.26
1000-2710-300-316-31-01-000-1-600072-	GUIDANCE DEPT HE	\$7,154.00	\$0.00	\$7,154.00	\$1,926.05	\$5,227.85	\$0.10

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCMBRNC	BUDGET
1000-2800-300-316-31-01-000-1-600084-	TMHS PSYCHOLOGIS	\$83,621.00	\$0.00	\$83,621.00	\$22,513.61	\$61,108.37	-\$0.98
1000-2357-300-317-31-01-000-1-600070-	TMHS PROF DEV ST	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00
1000-2305-300-331-31-01-000-1-600052-	TEACHERS SALARY	\$4,486,956.00	\$0.00	\$4,486,956.00	\$1,205,175.51	\$3,230,246.51	\$51,533.98
1000-2310-300-343-31-01-000-1-600059-	TMHS MODERATE SP	\$298,875.00	\$73,719.00	\$372,594.00	\$75,262.11	\$195,098.67	\$102,233.22
1000-2310-300-343-31-01-000-1-600062-	TMHS SPECIAL ED	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
1000-2315-300-343-31-01-000-1-600081-	TMHS CASE MANAGER STIPEND	\$0.00	\$0.00	\$0.00	\$773.78	\$2,100.26	-\$2,874.04
1000-2315-300-343-31-01-000-1-600083-	TMHS CASE MANAGE	\$81,564.00	\$0.00	\$81,564.00	\$21,185.50	\$57,503.50	\$2,875.00
1000-2220-300-352-31-01-000-1-600052-	NEW START TEACHE	\$11,000.00	\$0.00	\$11,000.00	\$6,921.68	\$0.00	\$4,078.32
1000-2220-300-352-31-01-000-1-600072-	TMHS DEPT HEAD	\$40,546.00	\$0.00	\$40,546.00	\$11,032.91	\$29,512.67	\$0.42
1000-3600-300-352-31-01-000-1-600033-	TMHS SECURITY MO	\$10,770.00	\$0.00	\$10,770.00	\$3,153.07	\$0.00	\$7,616.93
1000-3600-300-352-31-01-000-1-600087-	RESOURCE OFFICER	\$132,286.00	\$0.00	\$132,286.00	\$132,286.00	\$0.00	\$0.00
1000-2210-300-307-31-02-000-1-600011-	TMHS CLERICAL SA	\$106,703.00	\$0.00	\$106,703.00	\$33,805.53	\$64,386.14	\$8,511.33
1000-2710-300-307-31-02-000-1-600011-	TMHS GUIDANCE SE	\$38,694.00	\$0.00	\$38,694.00	\$11,170.51	\$26,670.30	\$853.19
1000-1230-300-305-31-03-000-1-600006-	TMHS FACILITY MG	\$84,417.00	\$0.00	\$84,417.00	\$34,110.64	\$50,306.17	\$0.19
1000-2325-300-343-31-03-000-1-600089-	TMHS ISET AIDES	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00
1000-2330-300-343-31-03-000-1-600055-	TMHS SPECIAL ED	\$269,844.00	\$0.00	\$269,844.00	\$73,699.89	\$187,578.55	\$8,565.56
1000-2330-300-344-31-03-000-1-600058-	TMHS TECHNOLOGY	\$26,787.00	\$0.00	\$26,787.00	\$7,120.12	\$19,326.04	\$340.84
1000-2325-300-352-31-03-000-1-600090-	TMHS IN SERVICE	\$30,000.00	\$0.00	\$30,000.00	\$3,273.14	\$0.00	\$26,726.86
1000-2325-300-352-31-03-000-1-601029-	TMHS LONG TRM SU	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00
1000-2325-300-352-31-03-000-1-601311-	TMHS DAILY SUB T	\$42,000.00	\$0.00	\$42,000.00	\$11,056.12	\$0.00	\$30,943.88
1000-2325-300-352-31-03-000-1-601312-	TMHS DAILY SUB A	\$3,400.00	\$0.00	\$3,400.00	\$406.00	\$0.00	\$2,994.00
1000-3510-300-352-31-03-000-1-600127-	TMHS INTRAMURALS	\$2,126.00	\$0.00	\$2,126.00	\$0.00	\$0.00	\$2,126.00
1000-3520-300-352-31-03-000-1-600085-	TMHS APPX B ADVI	\$81,481.00	\$0.00	\$81,481.00	\$19,307.51	\$49,762.31	\$12,411.18
1000-2305-300-352-31-03-000-1-600093-	TMHS LUNCH DUTY	\$19,000.00	\$0.00	\$19,000.00	\$2,435.04	\$0.00	\$16,564.96
1000-4110-300-360-31-03-000-1-600116-	TMHS CUSTODIAL S	\$346,595.00	\$0.00	\$346,595.00	\$134,826.76	\$200,564.80	\$11,203.44
1000-4110-300-360-31-03-000-1-600117-	TMHS CUSTODIAL O	\$35,000.00	\$0.00	\$35,000.00	\$20,270.11	\$0.00	\$14,729.89
1000-4110-300-360-31-03-000-1-600118-	TMHS CUST BUILDI	\$4,000.00	\$0.00	\$4,000.00	\$1,382.95	\$0.00	\$2,617.05
1000-2440-300-307-31-04-000-2-601147-	TMHS RENAISSANCE	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
1000-2440-300-307-31-04-000-2-601148-	TMHS NHS CEREMON	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$385.00	\$2,615.00
1000-2415-300-313-31-04-000-2-601015-	TMHS GUID COMPUT	\$5,000.00	\$0.00	\$5,000.00	\$2,187.00	\$0.00	\$2,813.00
1000-2357-300-317-31-04-000-2-601023-	TMHS PROF DEV PR	\$7,000.00	\$0.00	\$7,000.00	\$9,352.50	\$0.00	-\$2,352.50
1000-2420-300-318-31-04-000-2-601002-	TMHS COPIER CONT	\$19,817.00	\$0.00	\$19,817.00	\$19,409.89	\$0.00	\$407.11
1000-2330-300-343-31-04-000-2-601032-	TMHS SPED STUD S	\$129,342.00	\$0.00	\$129,342.00	\$48,430.46	\$104,112.54	-\$23,201.00
1000-4220-300-360-31-04-000-2-601191-	TMHS ELEVATOR MA	\$7,294.00	\$0.00	\$7,294.00	\$7,293.12	\$0.00	\$0.88
1000-2210-300-307-31-05-000-2-601000-	TMHS OFFICE SUPP	\$12,000.00	\$0.00	\$12,000.00	\$7,730.41	\$921.55	\$3,348.04
1000-2440-300-307-31-05-000-2-601142-	TMHS GRADUATION	\$16,500.00	\$0.00	\$16,500.00	\$1,810.80	\$5,898.32	\$8,790.88
1000-2415-300-313-31-05-000-2-601034-	TMHS LIBRARY MED SUPPLIES	\$20,000.00	\$0.00	\$20,000.00	\$1,756.00	\$0.00	\$18,244.00
1000-2415-300-313-31-05-000-2-601035-	TMHS LIBRARY MED OTHER	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00
1000-2720-300-316-31-05-000-2-601209-	TMHS TEST & ASSE	\$10,000.00	\$0.00	\$10,000.00	\$7,118.39	\$0.00	\$2,881.61
1000-2710-300-316-31-05-000-2-601000-	TMHS GUID SUPPLIES	\$5,000.00	\$0.00	\$5,000.00	\$275.00	\$0.00	\$4,725.00
1000-2720-300-316-31-03-000-1-600085-	TMHS TESTING PROCTORS	\$2,660.00	\$0.00	\$2,660.00	\$0.00	\$0.00	\$2,660.00
1000-2420-300-318-31-05-000-2-601003-	TMHS COPY SUPPLI	\$10,000.00	\$0.00	\$10,000.00	\$1,175.00	\$900.00	\$7,925.00
1000-2410-300-318-31-05-000-2-601043-	TMHS TEXTBOOKS	\$20,000.00	\$0.00	\$20,000.00	\$986.02	\$1,728.97	\$17,285.01
1000-2430-300-343-31-05-000-2-601074-	TMHS SUPPLIES-SPED	\$5,509.00	\$0.00	\$5,509.00	\$840.59	\$3,000.00	\$1,668.41
1000-2451-300-344-31-05-000-2-601201-	TMHS INSTR TECH	\$25,000.00	\$0.00	\$25,000.00	\$12,765.91	\$2,818.39	\$9,415.70
1000-2430-300-347-31-05-000-2-601305-	TMHS SUPPLIES - VHS	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00
1000-2410-300-352-31-05-000-2-601058-	TMHS REBINDING	\$700.00	\$0.00	\$700.00	\$566.27	\$0.00	\$133.73
1000-2430-300-352-31-05-000-2-601077-	TMHS SUPPLIES-TEACHING	\$65,000.00	\$0.00	\$65,000.00	\$29,087.11	\$8,210.03	\$27,702.86
1000-3520-300-352-31-06-000-2-601007-	TMHS STUDENT DUES	\$2,610.00	\$0.00	\$2,610.00	\$1,875.00	\$0.00	\$735.00
1000-2210-300-307-31-06-000-2-601007-	TMHS PRINC DUES	\$6,200.00	\$0.00	\$6,200.00	\$6,395.00	\$0.00	-\$195.00
1000-2210-300-307-31-06-000-2-601009-	TMHS PRINC CONFE	\$4,100.00	\$0.00	\$4,100.00	\$1,610.34	\$0.00	\$2,489.66
1000-2210-300-307-31-06-000-2-601012-	TMHS POSTAGE	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00
1000-2357-300-317-31-06-000-2-601020-	TMHS COURSE REIM	\$15,000.00	\$0.00	\$15,000.00	\$3,425.00	\$6,387.00	\$5,188.00
1000-2353-300-317-31-06-000-2-601009-	TMHS PD CONFEREN	\$1,750.00	\$0.00	\$1,750.00	\$425.00	\$0.00	\$1,325.00
1000-2440-300-352-31-06-000-2-601021-	TMHS MILEAGE REI	\$920.00	\$0.00	\$920.00	\$0.00	\$0.00	\$920.00
TOTAL HIGH SCHOOL		\$7,605,253.00	\$73,719.00	\$7,678,972.00	\$2,326,844.84	\$4,908,839.21	\$443,287.95
84 SCHOOL COMMITTEE							
1000-1110-300-305-84-02-000-1-600029-	SCHOOL COMM SECY	\$9,000.00	\$0.00	\$9,000.00	\$2,988.41	\$0.00	\$6,011.59
1000-1110-300-305-84-03-000-1-600000-	SCHOOL COMM SAL	\$13,000.00	\$0.00	\$13,000.00	\$5,416.60	\$7,583.24	\$0.16
1000-1110-300-305-84-04-000-2-601006-	LEGAL FEES	\$95,000.00	\$0.00	\$95,000.00	\$43,986.95	\$47,413.05	\$3,600.00
1000-1110-300-305-84-04-000-2-601010-	ADVERTISING	\$15,000.00	\$0.00	\$15,000.00	\$6,927.22	\$0.00	\$8,072.78
1000-1110-300-305-84-04-000-2-601190-	MEDICAIDE PROCES	\$13,000.00	\$0.00	\$13,000.00	\$1,703.70	\$0.00	\$11,296.30
1000-1110-300-305-84-05-000-2-601027-	SCHOOL COMM SUPP	\$5,000.00	\$0.00	\$5,000.00	\$416.00	\$0.00	\$4,584.00

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCMBRNC	BUDGET
1000-1110-300-305-84-06-000-2-601007-	DUES	\$9,300.00	\$0.00	\$9,300.00	\$8,483.61	\$0.00	\$816.39
1000-1110-300-305-84-06-000-2-601009-	SCHOOL COMM CONF	\$2,300.00	\$0.00	\$2,300.00	\$1,070.64	\$0.00	\$1,229.36
1000-1110-300-305-84-06-000-2-601024-	MEDICAL EXPENSES	\$17,000.00	\$0.00	\$17,000.00	\$4,127.46	\$0.00	\$12,872.54
TOTAL SCHOOL COMMITTEE		\$178,600.00	\$0.00	\$178,600.00	\$75,120.59	\$54,996.29	\$48,483.12
86 ADMINISTRATION							
1000-1210-300-305-86-01-000-1-600001-	ADMIN SUPERINTEN	\$174,250.00	\$0.00	\$174,250.00	\$70,370.16	\$103,879.76	\$0.00
1000-1220-300-305-86-01-000-1-600002-	ADMIN ASST SUPT	\$141,976.00	\$0.00	\$141,976.00	\$57,336.51	\$84,639.61	-\$0.12
1000-3100-300-305-86-01-000-1-600032-	ADMIN ATTENDENCE	\$5,500.00	\$0.00	\$5,500.00	\$2,321.88	\$3,166.20	\$11.92
1000-3300-300-305-86-01-000-1-600007-	ADMIN TRANSPORTA	\$38,859.00	\$0.00	\$38,859.00	\$15,675.05	\$23,105.94	\$78.01
1000-1230-300-305-86-01-000-1-600006-	ADMIN FACILITES	\$38,743.00	\$0.00	\$38,743.00	\$15,674.95	\$23,105.96	-\$37.91
1000-1410-300-306-86-01-000-1-600003-	BUS OFF BUSINESS	\$128,410.00	\$0.00	\$128,410.00	\$51,857.93	\$76,552.18	-\$0.11
1000-1420-300-306-86-01-000-1-600220-	HUMAN RESOURCES	\$55,440.00	\$0.00	\$55,440.00	\$22,404.64	\$33,035.42	-\$0.06
1000-1210-300-305-86-02-000-1-600030-	ADMIN SUPT SECRE	\$61,017.00	\$0.00	\$61,017.00	\$24,656.89	\$36,360.17	-\$0.06
1000-1220-300-305-86-02-000-1-600031-	ADMIN ASST SUPT SECT	\$61,945.00	\$0.00	\$61,945.00	\$25,050.87	\$36,894.14	-\$0.01
1000-1410-300-306-86-02-000-1-600011-	BUS OFF CLERICAL	\$62,445.00	\$0.00	\$62,445.00	\$25,262.40	\$37,182.59	\$0.01
1000-1410-300-306-86-02-000-1-600012-	BUS OFF PAYROLL	\$46,461.00	\$0.00	\$46,461.00	\$18,763.08	\$27,697.88	\$0.04
1000-1410-300-306-86-02-000-1-600013-	BUS OFF ACCT PAY	\$49,141.00	\$0.00	\$49,141.00	\$19,868.39	\$29,272.39	\$0.22
1000-1210-300-305-86-04-000-2-601002-	SUPT OFF COPIER	\$5,712.00	\$0.00	\$5,712.00	\$5,651.66	\$0.00	\$60.34
1000-1210-300-305-86-04-000-2-601013-	SUPT OFFICE PRIN	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$0.00	\$2,600.00
1000-1210-300-305-86-04-000-2-601192-	SUPT - CONT SERV	\$15,000.00	\$0.00	\$15,000.00	\$1,742.40	\$0.00	\$13,257.60
1000-1410-300-306-86-04-000-2-601002-	BUS OFF COPIER C	\$7,432.00	\$0.00	\$7,432.00	\$7,278.62	\$0.00	\$153.38
1000-1410-300-306-86-04-000-2-601013-	BUSINESS OFFICE	\$3,000.00	\$0.00	\$3,000.00	\$1,185.18	\$783.09	\$1,031.73
1000-1410-300-306-86-04-000-2-601192-	BUS OFFICE - CONT SERV	\$9,000.00	\$0.00	\$9,000.00	\$849.90	\$0.00	\$8,150.10
1000-1210-300-305-86-05-000-2-601000-	SUPT OFFICE SUPPLIES	\$7,500.00	\$0.00	\$7,500.00	\$1,013.18	\$427.48	\$6,059.34
1000-1210-300-305-86-05-000-2-601003-	SUPT - COPY SUPPLIES	\$3,500.00	\$0.00	\$3,500.00	\$1,175.00	\$900.00	\$1,425.00
1000-1220-300-305-86-05-000-2-601000-	ASST SUPT OFFICE SUPP	\$4,500.00	\$0.00	\$4,500.00	\$1,575.00	\$0.00	\$2,925.00
1000-1410-300-306-86-05-000-2-601000-	BUS OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$1,960.92	\$549.98	\$7,489.10
1000-1410-300-306-86-05-000-2-601003-	BUS OFFICE - COPY SUPPLIES	\$6,000.00	\$0.00	\$6,000.00	\$2,150.10	\$900.00	\$2,949.90
1000-1210-300-305-86-06-000-2-601007-	SUPT/ASST SUPT DUES	\$14,000.00	\$0.00	\$14,000.00	\$9,488.00	\$0.00	\$4,512.00
1000-1210-300-305-86-06-000-2-601008-	SUBSCRIPTIONS	\$500.00	\$0.00	\$500.00	\$465.40	\$0.00	\$34.60
1000-1210-300-305-86-06-000-2-601009-	SUPT CONFERENCE	\$5,000.00	\$0.00	\$5,000.00	\$1,229.00	\$0.00	\$3,771.00
1000-1220-300-305-86-06-000-2-601009-	ASST SUPT CONFER	\$2,500.00	\$0.00	\$2,500.00	\$1,307.05	\$0.00	\$1,192.95
1000-1230-300-306-86-06-000-2-601007-	BUS OFFICE - DUES	\$2,200.00	\$0.00	\$2,200.00	\$2,135.00	\$0.00	\$65.00
1000-1230-300-306-86-06-000-2-601009-	BUS OFF CONFERENCE	\$3,500.00	\$0.00	\$3,500.00	\$950.00	\$0.00	\$2,550.00
1000-1230-300-306-86-06-000-2-601012-	POSTAGE	\$27,000.00	\$0.00	\$27,000.00	\$23,679.02	\$8,994.73	-\$5,673.75
1000-1230-300-306-86-06-000-2-601021-	MILEAGE REIMB	\$11,200.00	\$0.00	\$11,200.00	\$3,682.45	\$4,961.55	\$2,556.00
TOTAL ADMINISTRATION		\$1,004,331.00	\$0.00	\$1,004,331.00	\$416,760.63	\$532,409.07	\$55,161.30
88 INFORMATION SYST							
1000-1450-300-310-88-01-000-1-600005-	INFOSYS DATA PRO	\$38,743.00	\$0.00	\$38,743.00	\$15,675.47	\$23,106.65	-\$39.12
1000-1450-300-310-88-01-000-1-600015-	INFOSYS NETWORK	\$93,902.00	\$0.00	\$93,902.00	\$38,110.37	\$55,791.50	\$0.13
1000-1450-300-310-88-02-000-1-600019-	INFOSYS STUDENT	\$55,350.00	\$0.00	\$55,350.00	\$22,506.78	\$33,335.65	-\$492.43
1000-1450-300-310-88-03-000-1-600016-	INFOSYS COMPUTER	\$290,000.00	\$153,719.00	\$443,719.00	\$93,384.35	\$85,549.50	\$264,785.15
1000-1450-300-310-88-04-000-2-601016-	INFOSYS TECH CON	\$168,649.00	\$0.00	\$168,649.00	\$51,562.76	\$21,979.35	\$95,106.89
1000-1450-300-310-88-04-000-2-601017-	INFORMATION SYST	\$20,000.00	\$0.00	\$20,000.00	\$9,170.84	\$3,262.00	\$7,567.16
1000-1450-300-310-88-04-000-2-601265-	INTERNET CONNECT	\$93,760.00	\$0.00	\$93,760.00	\$28,682.75	\$34,327.23	\$30,750.02
1000-1450-300-310-88-04-000-2-601400-	NETWORK MAINTENE	\$4,800.00	\$0.00	\$4,800.00	\$4,745.00	\$0.00	\$55.00
1000-1450-300-310-88-04-000-2-601401-	EMAIL	\$3,620.00	\$0.00	\$3,620.00	\$3,620.00	\$0.00	\$0.00
1000-1450-300-310-88-04-000-2-601402-	WEB PAGE	\$15,000.00	\$0.00	\$15,000.00	\$7,500.00	\$0.00	\$7,500.00
1000-1450-300-310-88-04-000-2-601403-	TSS AND SMS	\$2,500.00	\$0.00	\$2,500.00	\$2,364.88	\$0.00	\$135.12
1000-1450-300-310-88-04-000-2-601404-	TECH EQUIPMENT M	\$3,300.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$3,300.00
1000-1450-300-310-88-05-000-2-601027-	INFOSYS SUPPLIES	\$35,567.00	\$0.00	\$35,567.00	\$29,953.99	\$4,274.31	\$1,338.70
1000-1450-300-310-88-06-000-2-601007-	INFO SYSTEMS DUE	\$1,100.00	\$0.00	\$1,100.00	\$1,015.00	\$0.00	\$85.00
1000-2451-300-344-88-06-000-2-601201-	INSTR TECH EQUIP - SYSTEMWI	\$50,000.00	\$0.00	\$50,000.00	\$6,585.75	\$0.00	\$43,414.25
TOTAL INFORMATION SYST		\$876,291.00	\$153,719.00	\$1,030,010.00	\$314,877.94	\$261,626.19	\$453,505.87
89 TRANSPORTATION							
1000-2440-300-311-89-04-000-2-601120-	TRANSPRTN AFTER SCHOOL	\$49,500.00	\$0.00	\$49,500.00	\$12,600.00	\$0.00	\$36,900.00
1000-3300-300-311-89-03-000-1-600197-	TRANS MONITORS	\$10,000.00	\$0.00	\$10,000.00	\$2,715.00	\$0.00	\$7,285.00
1000-2440-300-311-89-04-000-2-601279-	TRANSPRTN FIELD	\$15,000.00	\$0.00	\$15,000.00	\$3,765.00	\$250.00	\$10,985.00
1000-3300-300-311-89-04-000-2-601007-	TRANSPORTATION D	\$200.00	\$0.00	\$200.00	\$225.00	\$0.00	-\$25.00
1000-3300-300-311-89-04-000-2-601015-	TRANSPRTN COMPUT	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCMBRNC	BUDGET
1000-3300-300-311-89-04-000-2-601036-	TRANSPRTN TRANS-	\$1,459,200.00	\$0.00	\$1,459,200.00	\$434,160.00	\$1,025,040.00	\$0.00
1000-3300-300-311-89-04-000-2-601039-	TRANSPRTN TRANS-	\$60,000.00	\$0.00	\$60,000.00	\$11,366.00	\$0.00	\$48,634.00
1000-3300-300-311-89-04-000-2-601040-	TRANS- VOCATIONA	\$22,000.00	\$0.00	\$22,000.00	\$4,725.00	\$15,525.00	\$1,750.00
1000-3300-300-343-89-04-000-2-601037-	SPED TRANS-I/D D	\$426,900.00	\$0.00	\$426,900.00	\$143,892.00	\$250,008.00	\$33,000.00
1000-3300-300-343-89-04-000-2-601038-	SPED TRANS-O/D D	\$964,720.00	\$0.00	\$964,720.00	\$242,746.79	\$718,628.56	\$3,344.65
TOTAL TRANSPORTATION		\$3,010,020.00	\$0.00	\$3,010,020.00	\$856,194.79	\$2,009,451.56	\$144,373.65
91 ATHLETICS							
1000-3510-300-314-91-01-000-1-600004-	ATHL DIR/TMHS FA	\$24,104.00	\$0.00	\$24,104.00	\$9,796.83	\$14,307.24	-\$0.07
1000-3510-300-314-91-01-000-1-600122-	ATHL DEPT ATHLET	\$42,961.00	\$0.00	\$42,961.00	\$11,607.94	\$20,432.98	\$10,920.08
1000-3510-300-314-91-01-000-1-600123-	ATHLETIC COACH	\$277,740.00	\$0.00	\$277,740.00	\$114,082.00	\$0.00	\$163,658.00
1000-3510-300-314-91-02-000-1-600011-	ATHL DEPT CLERIC	\$19,486.00	\$0.00	\$19,486.00	\$5,302.94	\$13,481.26	\$701.80
1000-3510-300-314-91-03-000-1-600086-	ATHLETIC CUSTODI	\$25,000.00	\$0.00	\$25,000.00	\$16,166.38	\$0.00	\$8,833.62
1000-3510-300-314-91-03-000-1-600121-	ATHL DEPT EQUIPM	\$9,000.00	\$0.00	\$9,000.00	\$1,980.02	\$5,374.34	\$1,645.64
1000-3510-300-314-91-03-000-1-600124-	ATHL EVNT PSNL S	\$15,000.00	\$0.00	\$15,000.00	\$10,140.00	\$0.00	\$4,860.00
1000-3510-300-314-91-03-000-1-600125-	ATHL GAME OFF SA	\$3,060.00	\$0.00	\$3,060.00	\$0.00	\$0.00	\$3,060.00
1000-3510-300-314-91-04-000-2-600124-	CONT EVENT PERSN	\$4,000.00	\$0.00	\$4,000.00	\$160.00	\$0.00	\$3,840.00
1000-3510-300-314-91-04-000-2-600125-	GAME OFFICIALS C	\$41,917.00	\$0.00	\$41,917.00	\$17,716.00	\$0.00	\$24,201.00
1000-3510-300-314-91-04-000-2-600126-	POLICE DETAILS	\$8,400.00	\$0.00	\$8,400.00	\$0.00	\$0.00	\$8,400.00
1000-3510-300-314-91-04-000-2-600151-	ATHL DEPT RECOND	\$10,000.00	\$0.00	\$10,000.00	\$1,070.50	\$0.00	\$8,929.50
1000-3510-300-314-91-04-000-2-600152-	ATHL DEPT FILMIN	\$1,400.00	\$0.00	\$1,400.00	\$960.00	\$0.00	\$440.00
1000-3510-300-314-91-04-000-2-605061-	BOYS HOCKEY ICE	\$30,750.00	\$0.00	\$30,750.00	\$0.00	\$0.00	\$30,750.00
1000-4210-300-360-91-04-000-2-601271-	ATH FLD GROUNDS	\$22,000.00	\$0.00	\$22,000.00	\$26,174.93	\$3,253.44	-\$7,428.37
1000-3510-300-314-91-05-000-2-601271-	ATHL FLD MAINT S	\$3,646.00	\$0.00	\$3,646.00	\$1,091.46	\$181.18	\$2,373.36
1000-3510-300-314-91-05-000-2-601286-	ATHL CONFERENCES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00
1000-3510-300-314-91-05-000-2-601287-	ATHL DIR SUPPLIE	\$7,000.00	\$0.00	\$7,000.00	\$1,058.51	\$2,001.49	\$3,940.00
1000-3510-300-314-91-05-000-2-601288-	ATHL TRAINER SUP	\$5,000.00	\$0.00	\$5,000.00	\$751.29	\$960.00	\$3,288.71
1000-3510-300-314-91-05-000-2-605027-	ATHL SPORTS SUPP	\$50,000.00	\$0.00	\$50,000.00	\$18,621.69	\$1,381.67	\$29,996.64
1000-3510-300-314-91-06-000-2-601007-	ATHLETIC DUES	\$24,000.00	\$0.00	\$24,000.00	\$13,375.00	\$125.00	\$10,500.00
TOTAL ATHLETICS		\$626,464.00	\$0.00	\$626,464.00	\$250,055.49	\$61,498.60	\$314,909.91
94 SPECIAL ED I/D							
1000-2320-300-343-94-01-000-1-600016-	ASSISTIVE TECH SALARY	\$80,000.00	\$0.00	\$80,000.00	\$11,176.41	\$16,498.59	\$52,325.00
1000-2320-300-343-94-01-000-1-600199-	SYSTEMWIDE THERA	\$886,404.00	\$0.00	\$886,404.00	\$240,914.42	\$589,264.29	\$56,225.29
1000-2320-300-343-94-01-000-1-600207-	SUMMER SERVICES	\$57,020.00	\$0.00	\$57,020.00	\$17,327.76	\$0.00	\$39,692.24
1000-2320-300-343-94-01-000-1-601084-	BEHAVIOR MOD THERA	\$446,000.00	\$0.00	\$446,000.00	\$113,273.50	\$310,939.08	\$21,787.42
1000-2310-300-343-94-01-000-1-600059-	SUMM TEACH SAL	\$59,272.00	\$0.00	\$59,272.00	\$39,353.13	\$0.00	\$19,918.87
1000-2310-300-343-94-01-000-1-600212-	SUMM TUTOR SAL	\$4,461.00	\$0.00	\$4,461.00	\$1,360.00	\$0.00	\$3,101.00
1000-3200-300-343-94-01-000-1-600039-	SUMM NURSE	\$12,348.00	\$0.00	\$12,348.00	\$8,499.17	\$0.00	\$3,848.83
1000-2330-300-343-94-03-000-1-600092-	SUMM AIDE SAL	\$62,212.00	\$0.00	\$62,212.00	\$39,026.58	\$0.00	\$23,185.42
1000-2440-300-343-94-04-000-2-601098-	PUPIL SERVICES-CONT SERV	\$730,000.00	\$0.00	\$730,000.00	\$113,558.82	\$401,889.44	\$214,551.74
1000-2720-300-343-94-04-000-2-601108-	SPED SPEC EVAL-S	\$60,000.00	\$0.00	\$60,000.00	\$750.00	\$5,475.00	\$53,775.00
1000-2800-300-343-94-04-000-2-601083-	SPED BEH MOD-SYS	\$70,000.00	\$0.00	\$70,000.00	\$12,525.00	\$38,210.00	\$19,265.00
1000-2320-300-343-94-04-000-2-601187-	OT/PT/SPCH CONT	\$14,000.00	\$0.00	\$14,000.00	\$1,527.36	\$3,711.04	\$8,761.60
1000-2420-300-343-94-04-000-2-601002-	SPED OFFICE COPI	\$2,478.00	\$0.00	\$2,478.00	\$0.00	\$0.00	\$2,478.00
1000-2320-300-343-94-05-000-2-601078-	SPED SUPPLIES-OT	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
1000-2420-300-343-94-05-000-2-601299-	SPEC ED I/D ASSI	\$20,000.00	\$0.00	\$20,000.00	\$322.98	\$1,100.00	\$18,577.02
1000-2430-300-343-94-05-000-2-601100-	PUPIL SERVICES - SUPP	\$16,000.00	\$0.00	\$16,000.00	\$4,440.70	\$487.96	\$11,071.34
1000-2120-300-343-94-06-000-2-601012-	POSTAGE	\$2,600.00	\$0.00	\$2,600.00	\$57.88	\$0.00	\$2,542.12
1000-2120-300-343-94-06-000-2-601021-	MILEAGE REIMB	\$5,000.00	\$0.00	\$5,000.00	\$1,158.01	\$1,500.00	\$2,341.99
TOTAL SPECIAL ED I/D		\$2,537,795.00	\$0.00	\$2,537,795.00	\$605,271.72	\$1,369,075.40	\$563,447.88
95 SPECIAL ED O/D							
1000-2110-300-343-95-01-000-1-600010-	SPED SPECIAL ED	\$307,325.00	\$0.00	\$307,325.00	\$126,538.10	\$180,412.44	\$374.46
1000-2110-300-343-95-02-000-1-600011-	SPED CLERICAL SA	\$259,918.00	\$0.00	\$259,918.00	\$86,711.17	\$130,781.42	\$42,425.41
1000-9100-300-343-95-04-000-2-601129-	MA TUI - PUBLIC DAY	\$794,902.00	\$0.00	\$794,902.00	\$299,532.43	\$453,745.37	\$41,624.20
1000-9300-300-343-95-04-000-2-601124-	PRIV TUITION - DAY	\$214,811.00	\$0.00	\$214,811.00	\$61,650.62	\$144,251.56	\$8,908.82
1000-9300-300-343-95-04-000-2-601126-	PRIV TUIT - PRESCHOOL	\$171,518.00	\$0.00	\$171,518.00	\$49,515.76	\$119,520.80	\$2,481.44
1000-9300-300-343-95-04-000-2-601127-	PRIV TUITION - RESIDENT	\$1,731,107.00	\$0.00	\$1,731,107.00	\$421,215.02	\$780,662.12	\$529,229.86
1000-9400-300-343-95-04-000-2-601123-	COLLAB TUI - PUB	\$732,584.00	\$0.00	\$732,584.00	\$0.00	\$0.00	\$732,584.00
1000-2110-300-343-95-06-000-2-601007-	DUES	\$450.00	\$0.00	\$450.00	\$0.00	\$0.00	\$450.00
1000-2110-300-343-95-06-000-2-601021-	MILEAGE REIMB	\$8,000.00	\$0.00	\$8,000.00	\$941.22	\$0.00	\$7,058.78
TOTAL SPECIAL ED O/D		\$4,220,615.00	\$0.00	\$4,220,615.00	\$1,046,104.32	\$1,809,373.71	\$1,365,136.97

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCMBRNC	BUDGET
97 BUILDINGS & GROUNDS							
1000-4220-300-360-97-03-000-1-600023-	MAINTENANCE SALA	\$326,018.00	\$0.00	\$326,018.00	\$122,029.71	\$180,161.33	\$23,826.96
1000-4220-300-360-97-03-000-1-600024-	ELEC/MAINT FOREM	\$80,222.00	\$0.00	\$80,222.00	\$32,416.56	\$47,805.40	\$0.04
1000-4220-300-360-97-03-000-1-600025-	SUMMER MAINT	\$15,000.00	\$0.00	\$15,000.00	\$8,804.52	\$0.00	\$6,195.48
1000-4220-300-360-97-03-000-1-600036-	MAINTENENCE OT	\$25,000.00	\$0.00	\$25,000.00	\$9,605.52	\$0.00	\$15,394.48
1000-4220-300-360-97-03-000-1-600037-	MAINT FOREMAN OT	\$25,000.00	\$0.00	\$25,000.00	\$16,142.00	\$0.00	\$8,858.00
1000-4110-300-360-97-04-000-2-601213-	CUSTSERV UNIFORM	\$18,500.00	\$0.00	\$18,500.00	\$7,089.83	\$11,409.97	\$0.20
1000-4110-300-360-97-04-000-2-601233-	CUSTSERV CARPET	\$22,203.00	\$2,797.00	\$25,000.00	\$19,029.60	\$5,970.40	\$0.00
1000-4120-300-360-97-04-000-2-601214-	HTNGBLDGS HEATIN	\$155,000.00	\$8,834.00	\$163,834.00	\$60,271.36	\$92,728.64	\$10,834.00
1000-4130-300-360-97-04-000-2-601253-	UTILS ELEC BILLS - DEWING	\$55,000.00	\$0.00	\$55,000.00	\$14,520.46	\$39,479.54	\$1,000.00
1000-4130-300-360-97-04-000-2-601254-	UTILS ELEC BILLS - HEATH BRK	\$55,000.00	\$0.00	\$55,000.00	\$15,383.22	\$33,616.78	\$6,000.00
1000-4130-300-360-97-04-000-2-601255-	UTILS ELEC BILLS - NORTH ST	\$40,000.00	\$0.00	\$40,000.00	\$8,519.79	\$28,600.47	\$2,879.74
1000-4130-300-360-97-04-000-2-601256-	UTILS ELEC BILLS - TRAHAN	\$30,000.00	\$0.00	\$30,000.00	\$8,025.35	\$21,974.65	\$0.00
1000-4130-300-360-97-04-000-2-601257-	UTILS ELEC BILLS - RYAN	\$98,000.00	\$0.00	\$98,000.00	\$29,404.35	\$68,587.04	\$8.61
1000-4130-300-360-97-04-000-2-601258-	UTILS ELEC BILLS - WYNN	\$140,000.00	\$0.00	\$140,000.00	\$29,217.54	\$111,962.46	-\$1,180.00
1000-4130-300-360-97-04-000-2-601259-	UTILS ELEC BILLS - TMHS	\$300,000.00	\$0.00	\$300,000.00	\$60,623.00	\$239,377.00	\$0.00
1000-4130-300-360-97-04-000-2-601260-	UTILS ELEC BILLS - CENTER	\$20,000.00	\$0.00	\$20,000.00	\$5,560.73	\$13,439.27	\$1,000.00
1000-4130-300-360-97-04-000-2-601261-	UTILS TELEPHONE	\$33,000.00	\$3,369.00	\$36,369.00	\$12,075.96	\$24,293.34	-\$0.30
1000-4130-300-360-97-04-000-2-601263-	UTILS SEWER/SEPT	\$12,000.00	\$0.00	\$12,000.00	\$4,615.50	\$5,384.50	\$2,000.00
1000-4130-300-360-97-04-000-2-601264-	UTILS CELLULAR	\$16,000.00	\$0.00	\$16,000.00	\$6,235.03	\$9,764.97	\$0.00
1000-4130-300-360-97-04-000-2-601267-	UTILS DUMPSTER	\$3,500.00	\$0.00	\$3,500.00	\$60.00	\$0.00	\$3,440.00
1000-4210-300-360-97-04-000-2-601234-	MNTGRND EQUIPMENT	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00
1000-4210-300-360-97-04-000-2-601271-	MNTGRND CONTRACTED SVCS	\$25,000.00	\$15,000.00	\$40,000.00	\$13,549.99	\$6,550.01	\$19,900.00
1000-4220-300-360-97-04-000-2-601119-	PEST CONTROL	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00
1000-4220-300-360-97-04-000-2-601192-	MNTBLDG CONTRACT	\$400,000.00	\$0.00	\$400,000.00	\$121,161.82	\$87,998.45	\$190,839.73
1000-4225-300-360-97-04-000-2-601212-	BLDGSCRTY OPERAT	\$17,000.00	\$0.00	\$17,000.00	\$410.00	\$0.00	\$16,590.00
1000-4230-300-360-97-04-000-2-601236-	MNTCEQUIP STORAG	\$1,000.00	\$0.00	\$1,000.00	\$650.00	\$0.00	\$350.00
1000-4110-300-360-97-05-000-2-601232-	CUSTODIAL SUPPLIES	\$115,000.00	\$0.00	\$115,000.00	\$27,609.10	\$4,289.33	\$83,101.57
1000-4120-300-360-97-05-000-2-601224-	HTNGBLDGS FILTER	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00
1000-4210-300-360-97-05-000-2-601271-	GROUNDS MAINTENA	\$12,000.00	\$0.00	\$12,000.00	\$767.00	\$0.00	\$11,233.00
1000-4220-300-360-97-05-000-2-601027-	MNTBLDG SUPPLIES	\$80,000.00	\$0.00	\$80,000.00	\$41,176.97	\$18,796.05	\$20,026.98
1000-7400-300-360-97-05-000-2-601235-	EQUIPMENT REPLAC	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
1000-4120-300-360-97-06-000-2-601245-	HTNGBLDGS GAS-DEWING	\$54,000.00	\$0.00	\$54,000.00	\$3,721.32	\$52,380.68	-\$2,102.00
1000-4120-300-360-97-06-000-2-601246-	HTNGBLDGS GAS-HEATH	\$43,000.00	\$0.00	\$43,000.00	\$1,732.09	\$41,945.13	-\$677.22
1000-4120-300-360-97-06-000-2-601247-	HTNGBLDGS GAS-NORTH ST	\$60,000.00	\$0.00	\$60,000.00	\$497.90	\$61,834.72	-\$2,332.62
1000-4120-300-360-97-06-000-2-601248-	HTNGBLDGS GAS-TRAHAN	\$44,000.00	\$0.00	\$44,000.00	\$739.28	\$41,599.98	\$1,660.74
1000-4120-300-360-97-06-000-2-601249-	HTNGBLDGS GAS-RYAN	\$57,000.00	\$0.00	\$57,000.00	\$3,462.74	\$54,775.77	-\$1,238.51
1000-4120-300-360-97-06-000-2-601250-	HTNGBLDGS GAS-WYNN	\$64,000.00	\$0.00	\$64,000.00	\$1,517.32	\$58,116.95	\$4,365.73
1000-4120-300-360-97-06-000-2-601251-	HTNGBLDGS GAS-TMHS	\$60,000.00	\$0.00	\$60,000.00	\$1,745.91	\$59,705.07	-\$1,450.98
1000-4120-300-360-97-06-000-2-601252-	HTNGBLDGS GAS-CENTER	\$30,000.00	\$0.00	\$30,000.00	\$1,206.36	\$29,231.49	-\$437.85
1000-4130-300-360-97-06-000-2-601212-	UTILS OPERATING	\$400.00	\$0.00	\$400.00	\$146.07	\$0.00	\$253.93
1000-4210-300-360-97-06-000-2-601021-	MNTGRND MILEAGE	\$4,000.00	\$0.00	\$4,000.00	\$1,059.30	\$2,090.50	\$850.20
1000-4220-300-360-97-06-000-2-601321-	VEHICLE MAINTENA	\$10,163.00	\$0.00	\$10,163.00	\$5,006.36	\$946.48	\$4,210.16
1000-4220-300-360-97-06-000-2-601322-	VEHICLE GAS & OI	\$16,000.00	\$0.00	\$16,000.00	\$0.00	\$0.00	\$16,000.00
TOTAL BUILDINGS & GROUNDS		\$2,587,006.00	\$30,000.00	\$2,617,006.00	\$695,789.56	\$1,454,816.37	\$466,400.07
98 S/W LEA							
1000-2220-300-305-98-01-000-1-600020-	CURR COORDINATOR	\$271,960.00	\$73,719.00	\$345,679.00	\$89,748.82	\$179,553.46	\$76,376.72
1000-2357-300-305-98-01-000-1-600048-	MENTORS SALARY	\$35,000.00	\$0.00	\$35,000.00	\$8,480.92	\$23,124.48	\$3,394.60
1000-2357-300-305-98-01-000-1-600049-	MENTEES SALARY	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00
1000-2357-300-317-98-04-000-2-601023-	DISTRICTWIDE PROF DEVEL	\$50,000.00	\$30,000.00	\$80,000.00	\$11,560.01	\$500.00	\$67,939.99
1000-5100-300-305-98-01-000-1-600026-	SICK LEAVE BUY B	\$110,000.00	\$0.00	\$110,000.00	\$1,914.16	\$0.00	\$108,085.84
1000-5100-300-305-98-01-000-1-600027-	RETIREMENT INCEN	\$16,000.00	\$0.00	\$16,000.00	\$0.00	\$3,220.00	\$12,780.00
1000-1230-300-305-98-01-000-1-600035-	GRANT MGMT	\$10,000.00	\$0.00	\$10,000.00	\$1,450.00	\$0.00	\$8,550.00
1000-1420-300-305-98-04-000-2-600219-	BENEFITS ADMINISTRATION	\$11,800.00	\$0.00	\$11,800.00	\$0.00	\$0.00	\$11,800.00
1000-2305-300-305-98-01-000-1-600100-	SALARY RESERVE -	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00
1000-3200-300-315-98-01-000-1-600040-	NURSE SALARIES - SYSTEM	\$498,527.00	\$0.00	\$498,527.00	\$133,834.61	\$360,800.88	\$3,891.51
1000-2310-300-333-98-01-000-1-600052-	SYST WD ELL TEAC	\$281,138.00	\$26,000.00	\$307,138.00	\$75,712.49	\$162,892.13	\$68,533.38
1000-2325-300-305-98-03-000-1-600011-	SUBS CALL LINE	\$18,500.00	\$0.00	\$18,500.00	\$5,460.00	\$0.00	\$13,040.00
1000-3200-300-315-98-03-000-1-600021-	MED SRVCS SUBSTI	\$8,000.00	\$0.00	\$8,000.00	\$2,520.00	\$0.00	\$5,480.00
1000-2330-300-352-98-03-000-1-600096-	COPY CTR AUDIO V	\$16,638.00	\$0.00	\$16,638.00	\$4,546.37	\$12,090.65	\$0.98
1000-4110-300-360-98-03-000-1-600120-	INTEROFFICE MAIL	\$11,275.00	\$0.00	\$11,275.00	\$4,379.50	\$0.00	\$6,895.50
1000-4110-300-360-98-03-000-1-600196-	PT CUST CENTER SCHOOL	\$15,000.00	\$0.00	\$15,000.00	\$5,031.00	\$0.00	\$9,969.00

Tewksbury Public Schools
Monthly Expenditure Report - November 2017

		ORIGINAL		REVISED	YTD		AVAILABLE
		APPROP	TRANSFERS	BUDGET	EXPENDED	ENCMBRNC	BUDGET
1000-3200-300-315-98-04-000-2-601188-	DOCTOR CONTRACTE	\$5,650.00	\$0.00	\$5,650.00	\$2,825.00	\$2,825.00	\$0.00
1000-9100-300-318-98-04-000-2-601199-	VOCATIONAL TUITION	\$37,956.00	\$0.00	\$37,956.00	\$0.00	\$0.00	\$37,956.00
1000-3520-300-352-98-04-000-2-601121-	BAND TRANS	\$2,500.00	\$0.00	\$2,500.00	\$1,325.00	\$0.00	\$1,175.00
1000-3520-300-352-98-04-000-2-601234-	BAND EQUIPMENT R	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
1000-2420-300-355-98-04-000-2-601002-	COPY CENTERCOPIE	\$41,574.00	\$0.00	\$41,574.00	\$31,740.00	\$0.00	\$9,834.00
1000-2420-300-355-98-04-000-2-601192-	COPY CENTER CONT	\$95,000.00	\$0.00	\$95,000.00	\$39,127.90	\$54,779.06	\$1,093.04
1000-3200-300-315-98-05-000-2-601298-	HEALTH SUPPLIES	\$14,000.00	\$0.00	\$14,000.00	\$4,493.79	\$0.00	\$9,506.21
1000-2420-300-355-98-05-000-2-601003-	COPY CTR SUPPLIE	\$76,000.00	\$0.00	\$76,000.00	\$54,882.04	\$358.99	\$20,758.97
TOTAL S/W LEA		\$1,654,518.00	\$129,719.00	\$1,784,237.00	\$479,031.61	\$800,144.65	\$505,060.74
GRAND TOTAL		\$44,703,002.00	\$446,306.00	\$45,149,308.00	\$12,904,083.35	\$26,822,088.30	\$5,423,136.35

TEWKSBURY PUBLIC SCHOOLS
Request for Fund Raising

NOV 21 '17 AM 11:11

Date: 11/20/17

1. Name of Organization: TMHS Theater Company
2. Describe in detail the method of the fund raising activity. Attach additional information if necessary:
Students will sell calendar raffles. The buyer will be entered into to a drawing each day for the prize listed for that day on the calendar. Each calendar is \$10. People can win more than once throughout the month. Prizes include gift cards to national chain businesses.
3. School location and facilities desired: (cafetorium, cafeteria, classroom, gymnasium). businesses.
Please attach an approved Use of Facilities form!!
4. Purpose of anticipated funds (to be approved by the building principal).
the SPRING MUSICAL MUSICIANS AND set CONSTRUCTION.
5. Proposed dates of fund raising activity: from: Dec 1 to: Feb 28
6. Describe student involvement in the fund raising activity:
Students will be selling the calendars to friends and family, in addition to collecting the gift cards from businesses.
7. Type of identifying credential to be used during fund raising activity.
School I.D.
8. Is there a contract or agreement to be signed: Yes ☐ No ☒
9. Name of responsible individual: David Moffat
 Signature of applicant: [Signature]
 Address: [Redacted]
 Telephone No.: [Redacted]

- Date: 11/20/17
1. Your request for permission to raise funds is approved/disapproved. (Circle)
 2. Reason for disapproval: _____
 3. You are authorized to begin the activity of this date: _____
 4. You are to submit a written narrative describing the amount of money raised and the funds not later than thirty (30) days after the ending date as shown above.
 5. Comments by the principal: _____
 6. Copy sent to the office of the Athletic Director.
 Signature: [Signature] Date: 11/20/17

TEWKSBURY PUBLIC SCHOOLS
Request for Fundraising

NOV 16 '17 AM 11:5

File: JJE-E

Date: 11/15/17

1. Name of Organization TMHS Music (Tewksbury Music Association)

2. Describe in detail the method of the fundraising activity. Attach additional information necessary.

Students will sell candy canes of different colors to be delivered to friends the day before holiday break.

3. School location and facilities desired (cafetorium, cafeteria, classroom, gymnasium).

Cafeteria

Please send Use of Facilities Form to Nancy O'Hare (TMHS)/Patricia Meuse (K-8 Schools)

4. Purpose of anticipated funds (To be approved by the building principal.)

Equipment for the music ensembles

5. Proposed dates of fund raising activity From 12/11/17 To 12/15/17

6. Describe student involvement in the fund raising activity. Students will be selling candy canes and delivering them.

7. Type of identifying credential to be used during Fund Raising Activity. Tewksbury Music logo.

8. Is there a contract or agreement to be signed. Yes _____ No X

9. Name of responsible individual Heather Ware

Address 320 Pleasant St., Tewksbury, MA 01876

Telephone No. [REDACTED] Signature of Applicant Heather Ware

(To be completed by the School Principal)

Date 11/15/17

1. Your request for permission to raise funds is Approved Disapproved (Circle)

2. Reason for disapproval _____

3. You are authorized to begin the activity on _____

4. You are to submit a written narrative describing the amount of money raised and the funds not later than thirty (30) days after the ending date as shown above.

5. Comments by the principal: _____

6. Copy sent to the Office of the Superintendent of Schools. Yes No (Circle)

Principal's Signature Robert F. Vogel Date 11/15/17

TEWKSBURY PUBLIC SCHOOLS
Request for Fundraising

NOV 27 '17 PM 12:1

Date: Nov. 20, 2017

File: JJE-E

1. Name of Organization Tewksbury Music Association

2. Describe in detail the method of the fundraising activity. Attach additional information necessary.

Selling at Bandstand table, take orders from posters

3. School location and facilities desired (cafeteria, cafeteria, classroom, gymnasium).

Wall space for posters

Please send Use of Facilities Form to Nancy O'Hare (TMHS)/Patricia Meuse (K-8 Schools)

4. Purpose of anticipated funds (To be approved by the building principal.)

For TMA - to be used to support the music program at TMHS

5. Proposed dates of fund raising activity From 12/01/17 To 02/28/18

6. Describe student involvement in the fund raising activity. help preparing product -

promotion w/ posters + word of mouth selling

7. Type of identifying credential to be used during Fund Raising Activity.

Chorus + J band members + parents

8. Is there a contract or agreement to be signed. Yes _____ No X

9. Name of responsible individual _____

Address _____

Telephone No. _____

Signature of Applicant _____

(To be completed by the School Principal)

Date 11/22/17

1. Your request for permission to raise funds is Approved Disapproved (Circle)

2. Reason for disapproval _____

3. You are authorized to begin the activity on _____

4. You are to submit a written narrative describing the amount of money raised and the funds not later than thirty (30) days after the ending date as shown above.

5. Comments by the principal: _____

6. Copy sent to the Office of the Superintendent of Schools. Yes No (Circle)

Principal's Signature Patricia Meuse

Date 11/22/17

TEWKSBURY PUBLIC SCHOOLS
Request for Fundraising

NOV 13 '17 AM 11:50

File: JJE-E

Date: 11-5-171. Name of Organization Ryan School PAC

2. Describe in detail the method of the fundraising activity. Attach additional information necessary.

Selling Ryan School Apparel

3. School location and facilities desired (cafetorium, cafeteria, classroom, gymnasium).

Please send Use of Facilities Form to Nancy O'Hare (TMHS)/Patricia Meuse (K-8 Schools)

4. Purpose of anticipated funds (To be approved by the building principal.)

Court yard Project at the Ryan School5. Proposed dates of fund raising activity From Dec 1st To Dec 15th6. Describe student involvement in the fund raising activity. A notice will go home iffamilies are interested in purchasing - no door-to-door sales

7. Type of identifying credential to be used during Fund Raising Activity. _____

8. Is there a contract or agreement to be signed. Yes No9. Name of responsible individual Cecilya GaylinAddress [REDACTED]Telephone No [REDACTED] Signature of Applicant Cecilya Gaylin

(To be completed by the School Principal)

Date 11-9-171. Your request for permission to raise funds is Approved Disapproved (Circle)

2. Reason for disapproval _____

3. You are authorized to begin the activity on Dec. 1, 2017

4. You are to submit a written narrative describing the amount of money raised and the funds not later than thirty (30) days after the ending date as shown above.

5. Comments by the principal: Thank you!6. Copy sent to the Office of the Superintendent of Schools Yes No (Circle)Principal's Signature Jud McEwen Date 11-9-17

TEWKSBURY PUBLIC SCHOOLS

Request for Fundraising

File: JJE-E

Date: 11-5-17

1. Name of Organization Ryan School PAC

2. Describe in detail the method of the fundraising activity. Attach additional information necessary.

Staff / Student Basketball Game

3. School location and facilities desired (cafetorium, cafeteria, classroom, gymnasium).

Please send Use of Facilities Form to Nancy O'Hare (TMHS)/Patricia Meuse (K-8 Schools)

4. Purpose of anticipated funds (To be approved by the building principal.)

Court yard Project

5. Proposed dates of fund raising activity From Feb 15th, 2018 To _____

6. Describe student involvement in the fund raising activity. To attend for event

7. Type of identifying credential to be used during Fund Raising Activity. NIA

8. Is there a contract or agreement to be signed. Yes No

9. Name of responsible individual Carolyn Gaylone

Address [REDACTED]

Telephone No. [REDACTED] Signature of Applicant Carolyn Gaylone

(To be completed by the School Principal)

Date 11-9-17

1. Your request for permission to raise funds is Approved Disapproved (Circle)

2. Reason for disapproval _____

3. You are authorized to begin the activity on Feb. 15, 2017

4. You are to submit a written narrative describing the amount of money raised and the funds not later than thirty (30) days after the ending date as shown above.

5. Comments by the principal: Thank you!

6. Copy sent to the Office of the Superintendent of Schools Yes No (Circle)

Principal's Signature Jud. McGlone Date 11-9-17

Policy

File: DGA - AUTHORIZED SIGNATURES

The Superintendent or his/her designee will sign payrolls presented for approval. Payrolls will then be approved by vote of the Tewksbury School Committee in arrears.

The Town Treasurer, who also serves as the School Department Treasurer, signs all checks drawn against school department funds. No other signature is valid.

{Adoption date}

Revised: January 18, 1996

Reviewed and Adopted August 21, 2013

Reviewed:

LEGAL REF.: M.G.L. [41:41](#), [41:52](#)

File: DJE - BIDDING PROCUREMENT REQUIREMENTS

All purchases of materials and equipment and all contracts for construction or maintenance in amounts exceeding ~~\$35,000~~ \$50,000 will be based upon competitive bidding. All purchases valued between \$10,000 and \$50,000 shall require the procurement officer to attempt to secure 3 quotes for all materials, equipment, or services. All purchases valued at less than \$10,000 shall require the use of sound business practices to secure the best quality at the best price.

An effort will be made to procure multiple bids for all purchases in excess of ~~\$35,000~~ \$50,000. When recommending acceptance of a bid, the Superintendent will inform the Tewksbury School Committee whenever possible of the competitive price of a reasonable substitute for the item specified.

When bidding procedures are used, bids will be advertised appropriately. Suppliers will be invited to have their names placed on ~~mailing~~ distribution lists to receive invitations to bid. When specifications are prepared, they will be ~~mailed~~ distributed to all merchants and firms who have indicated an interest in bidding.

All bids will be submitted in sealed envelopes, addressed to the Superintendent and plainly marked with the name of the bid and the time of the bid opening. Bids will be opened in public at the time specified, and all bidders will be invited to be present.

The Committee reserves the right to reject any or all bids and to accept the bid that appears to be in the best interest of the school system. The Committee reserves the right to waive any informality in, or reject, any or all bids or any part of any bid. Any bid maybe withdrawn prior to the scheduled time for the opening of the bids. Any bid received after the time and date specified will not be considered. All bids will remain firm for a period of 30 days after opening.

The bidder to whom an award is made may be required to enter into a written contract with the school system.

Adoption date: July 2001

Reviewed and Adopted August 21, 2013

Revised: April 14, 2015

Revised:

LEGAL REFS.: M.G.L. [7:22A](#); [7:22B](#); [30B](#)

CROSS REF: DJA, Purchasing Authority

File: DK - PAYMENT PROCEDURES

All claims for payment from school department funds will be processed in accordance with regulations developed by the Superintendent. Payment will be authorized against invoices properly supported by approved purchase orders, with properly submitted vouchers, or in accordance with salaries and salary schedules approved by the Tewksbury School Committee.

As an operating procedure, the Committee will receive monthly lists of bills (warrants) for payment from school department funds. The lists will be certified as correct and approved for payment by the Tewksbury School Committee and then forwarded to the Town Auditor for processing and subsequent payment by the Town Treasurer. Actual invoices, statements, and vouchers will be available for inspection by the Tewksbury School Committee.

The Superintendent will be responsible for assuring that budget allocations are observed and that total expenditures do not exceed the amount allocated in the budget for all items.

The school-building administrators will be responsible for observing budget allocations in their respective schools.

{Adoption date}

Revised: January 18, 1996

Reviewed and Adopted August 21, 2013

Revised:

LEGAL REFS.: M.G.L. [41:41](#); [41:52](#) [41:56](#)

File: DKC - EXPENSE REIMBURSEMENTS

Personnel and school department officials who incur expenses in carrying out their authorized duties will be reimbursed by the school department upon submission of a properly completed and approved voucher and any supporting receipts required by the Superintendent.

When official travel by personally owned vehicle is authorized, mileage payment will generally be made at the rate currently approved by the Committee **state rate. Based on individual contracts, a stipend may be given.** ~~However, a monthly travel stipend, in an amount established, will be paid to the personnel authorized by the Committee.~~

To the extent budgeted for such purposes in the school budget, approval of travel requests will be as follows: ~~1. Travel by Tewksbury School Committee members must have prior approval of the Tewksbury School Committee. 2. Any overnight travel request must be approved in advance by the Committee unless previously approved within an individual employment agreement.~~ **Staff travel requests within budgetary limits may be approved by the Superintendent. Staff travel requests that exceed budgetary limits will require the approval of the School Committee and the identification of funding sources by administration.** ~~3. Each individual request will be judged on the basis of its benefit to the school system.~~

Adoption date: January 1996

Reviewed and Adopted August 21, 2013

Revised:

LEGAL REFS.: M.G.L. [40:5](#); [44:58](#)

File: EB - SAFETY PROGRAM

Accidents, unplanned occurrences that can result in tragic consequences--bodily harm, loss of school time, property damage, legal action, and even fatality. The Tewksbury School Committee will guard against such occurrences by taking every possible precaution to protect the safety of all students, employees, visitors and others present on school property or at school-sponsored events.

The committee will comply with safety requirements established by governmental authorities and will insist that its staff adhere to recommended safety practices as these pertain, for example, to the school plant, special areas of instruction, student transportation, school sports and occupational safety.

The practice of safety will also be considered a facet of the instructional program of the schools. Instruction in accident prevention as well as fire prevention; emergency procedures; traffic, bicycle, and pedestrian safety.

The Superintendent will have overall responsibility for the safety program of the school system. It will be the responsibility of the Superintendent to see that appropriate staff members are kept informed of current state and local requirements relating to fire prevention, civil defense, sanitation, public health, and occupational safety.

Efforts directed toward the prevention of accidents will succeed only to the degree that all staff members recognize that preventing accidents is a daily operational responsibility.

{Adoption date}

Revised: May 4, 1998

Reviewed and Adopted September 25, 2013

Revised:

LEGAL REF.: M.G.L. [71:55C](#) and ~~Aets of 1985c 614~~ See I Board of Education

603 CMR 36:00

[EEAE](#), School Bus Safety Program

[GBGB](#), Staff Personal Security and Safety

[IHAM](#), Health Education

JLI, Student Safety

~~Code Red~~—Safety Procedures

File: EBAB - PEST MANAGEMENT POLICY

The Tewksbury Public Schools are committed to providing a safe and properly maintained environment for all staff, students and visitors. To achieve this end, the School District will implement integrated pest management procedures for its buildings and grounds.

The integrated pest management procedures shall include implementation of appropriate prevention and control strategies, notification of certain pesticide and herbicide uses, record keeping, education and evaluation.

Integrated pest management procedures will determine when to control pests and what method of control to choose. Strategies for managing pest populations will be influenced by the pest species, location and whether and at what population level its presence poses a threat to people, property or the environment. The full range of action alternatives, including no action, will always be considered.

I. OVERVIEW AND GOALS

- A. The Tewksbury Public Schools shall develop and implement an integrated pest management program.
- B. An integrated pest management program is a pest control approach that emphasizes using a balanced combination of tactics (cultural, mechanical, biological, chemical) to reduce pests to a tolerable level while using pesticides and herbicides as a last resort to minimize health, environmental and economic risks.
- C. Pesticides and herbicides will be used only as a last resort, based on a review of all other available options.
- D. The integrated pest management program shall strive to:
 - 1. Reduce any potential human health hazard.
 - 2. Reduce loss or damage to school structures or property.
 - 3. Minimize the risk of pests from spreading in the community.
 - 4. Enhance the quality of facility use for school and community.
 - 5. Minimize health, environmental and economic risks.

II. RESTRICTIONS ON USE OF PESTICIDES AND HERBICIDES

- A. When pesticides or herbicides are used, they must be classified as an EPA Category III or IV. Application of any pesticide or herbicide may be performed only by certified applicators.

- B. Application of pesticides and herbicides may only be accomplished during a school break or when the building will be clear of students for at least 48 hours.

III. NOTIFICATION OF PESTICIDE AND HERBICIDE USE

- A. When pesticides or herbicides are used outdoors, notice of their use will be provided to parent/guardians, staff and students and will also be posted in a common area.
- B. When pesticides and herbicides are used in a building, the site will provide a 48-hour pre-notification in the form of posting the product name, purpose, application date, time and method and the Material Safety Data Sheet on all entrance doors. A contact person will also be listed.
- C. In the event of an EPA registered pesticide or herbicide application in or around a building site during the school year or summer session, a notice (including the product name, purpose, contact person, and application date, time and method), will be sent home in writing with students in the affected building at least 5 days prior to application.

IV. RECORD-KEEPING

- A. The District will keep a record of pesticides and herbicides used, amounts and locations of treatments and will keep any Material Safety Data Sheets, product labels and manufacturer information on ingredients related to the application of the pesticides or herbicides.
- B. All records of pesticides and herbicides used and correspondence will be available for public review upon notice and during normal school hours.

V. STAFF RESPONSIBILITIES AND EDUCATION

- A. Designated staff (School Nutrition, Buildings and Grounds, etc.) will participate in sanitation and pest exclusion procedure appropriate to their roles. For example: keeping doors closed, repairing cracks, removing food waste within 12 hours, keeping lids on garbage receptacles and keeping vegetation properly ~~out~~ cut.
- B. Ongoing education of all appropriate District staff will be a priority to ensure a safe and clean environment.

ADOPTED: November 4, 2015

Revised:

LEGAL REF.: ~~Chapter 85 of the Acts of 2000, "An Act to Protect Children and Families from Harmful Pesticides."~~ M.G.L. 71:68; 132B

File: EBB - FIRST AID

The school district attempts to provide a safe environment. If an accident or sudden illness occurs, school personnel will administer first aid and, if warranted, call appropriate emergency personnel emergency medical services. In the case of illness that may include an infectious disease the school physician shall be notified in accordance with law.

First aid is defined as the immediate and temporary care given in case of an accident or sudden illness, which enables the child to be taken safely home or to a physician. It does not include diagnosis or treatment. Any care beyond first aid will not be given.

At each school, procedures will be developed for the proper handling of an injury to, or sudden illness of, a child or staff member. These will be made known to the staff and will incorporate the following requirements:

1. The school nurse or another trained person will be responsible for administering first aid.
2. When the nature of an illness or an injury appears in any way serious, every effort will be made to contact the parent/guardian/guardian and/or family physician immediately.
- ~~3. No young child who is ill or injured will be sent home alone, nor will any older child unless the illness or injury is minor. A young child who is ill or injured will not be taken home unless it is known that someone is there to receive him/her.~~
3. In extreme emergencies, the school nurse, school physician or Principal may make arrangements for immediate hospitalization transport to a hospital of injured or ill students, contacting parent/guardian or guardian in advance if at all possible.
4. The teacher or other staff member to whom a child is responsible at the time an accident occurs will make out a report on an official form providing details about the accident. This will be required for every accident for which first aid is given.
5. All accidents to students and staff members will be reported as soon as possible to the Superintendent and the Tewksbury School Committee.

{Adoption date}

Revised: January 18, 1996

Reviewed and Adopted September 25, 2013

Revised:

LEGAL REFS.: M.G.L. [71:55A](#); [71:56](#)

CROSS REF.: [JLC](#), Student Health Services and Requirements

~~“Code Red”~~ Safety Procedures

File: EBC - EMERGENCY PLANS

Advance planning for emergencies and disasters is essential to provide for the safety of students and staff; it also strengthens the morale of all concerned to know that plans exist and that students and staff have been trained in carrying out the plans.

The Superintendent will develop and maintain plans that meet the requirements of state law for preparedness in case of fire, civil emergencies, natural disasters, and safety threats.

The Superintendent shall develop, in consultation with school nurses, school physicians, athletic coaches, trainers, and local Emergency Medical Services agencies, an Emergency Medical Response Plan for each school in the district. Each Plan shall include:

1. A method establishing a rapid communications system linking all parts of the school campus, including outdoor facilities, to local Emergency Medical Services along with protocols to clarify when EMS and other emergency contacts will be called.
2. A determination of EMS response times to any location on the campus.
3. A list of relevant contacts with telephone numbers and a protocol indicating when each person shall be called, including names of experts to help with post-event support.
4. A method to efficiently direct EMS personnel to any location on campus, including the location of available rescue equipment.
5. Safety precautions to prevent injuries in classrooms and on the school campus.
6. A method of providing access to training in CPR and first aid for teachers, athletic coaches, trainers, and other school staff which may include CPR training for High School students; provided that School Committees may opt out of instruction in CPR pursuant to Section 1 of Chapter 71.
7. In the event the school possesses Automated External Defibrillators (AEDs), the location of all available AEDs, whether the location is fixed or portable, and a list of personnel trained in its use.

Plans shall be submitted at least every 3 years ~~by September 1~~. Plans must be updated in the case of new construction or other physical changes to the school campus.

Building Principals will meet all requirements for conducting fire drills and Emergency Response Drills to give students practice in moving with orderly dispatch to designated areas under emergency conditions, and the staff practice in carrying out their assigned responsibilities for building evacuation.

Revised: May 4, 1998

Revised: November 14, 2012

Reviewed and Adopted September 25, 2013

Revised:

Second & Final Reading

REVISE and/or ADOPT MASC POLICY – Policies recommended for revision to TPS or adoption of MCAS policy recommendations.

LEGAL REF: M.G.L. [69:8A](#) Section 363 of Chapter 159 of the Acts of 2000

CROSS REF.: [EBCD](#), Emergency Closings

[JL](#), Student Welfare

[JLC](#), Student Health Services and Requirements

File: EC - BUILDINGS AND GROUNDS MANAGEMENT

The Tewksbury School Committee's most important function is to provide for the education of children, and it recognizes that the education of children is dependent upon many factors, including a proper physical environment that is safe, clean, sanitary, and as comfortable and convenient as the facilities will permit or the use requires.

The supervision over the care and safekeeping of property used by the school department will be the general responsibility of the Superintendent or designee. He/she will work with other town municipal departments, as necessary, to develop a comprehensive and well-defined plan for the proper maintenance, cleanliness, and safekeeping of all school buildings and grounds to ensure that each school is equally well maintained, equipped, and staffed.

The Superintendent or designee will establish procedures and employ such means as may be necessary to provide accurate information in regard to the nature, condition, location, and value of all property used by the school department; to safeguard the property against loss, damage, or undue depreciation; to recover and restore to usefulness any property that may be lost, stolen or ~~dam- aged~~ **damaged**; and to do all things necessary to ensure the proper maintenance, cleanliness, and safe-keeping of school property.

Within the separate schools, the building administrator will be responsible for proper care, maintenance, and cleanliness of buildings, equipment and grounds.

Adoption date: January 1996

Reviewed and Adopted September 25, 2013

Revised:

LEGAL REF.: M.G.L. [71:68](#)

File: ECA - BUILDINGS AND GROUNDS SECURITY

Public school buildings and grounds are one of the greatest investments of the town. It is deemed in the best interest of the school department and town to protect the investment adequately.

Security should mean not only maintenance of a secure (locked) building, but protection from fire hazards and faulty equipment, and safe practices in the use of electrical, plumbing, and heating equipment and the storage of hazardous materials and chemicals. The committee expects close cooperation with fire and law enforcement departments and with insurance company inspectors.

Access to school buildings and grounds outside of regular school hours will be limited to personnel whose work requires it. An adequate key control system will be established, which will limit access to buildings to authorized personnel and will safeguard against the chance of entrance to buildings by unauthorized persons.

Funds and valuable records will be kept in a safe place and under lock and key.

Protective devices designed to be used as safeguards against illegal entry and vandalism will be installed and maintained when appropriate to the individual situation. Employment of ~~watchmen~~ **security personnel** may be approved in situations where special risks are involved.

Adoption date: January 1996

Reviewed and Adopted September 25, 2013

Revised:

File: EDC - AUTHORIZED USE OF SCHOOL-OWNED MATERIALS

The Tewksbury School Committee wishes to be of assistance, whenever possible, to other town departments and community organizations. Therefore, permission to use school equipment may be granted by the Superintendent upon request by responsible parties or organizations.

School equipment may be used by staff members upon approval of their immediate supervisor and when the use is related to their school employment.

Use of school equipment by students must be approved by the building administrator and the equipment is to be used in connection with their studies or extracurricular activities.

Proper controls will be established by the Business Manager to assure the user's responsibility for, and return of, all school equipment.

Reviewed and Adopted September 25, 2013

Reviewed:

File: EEAA - WALKERS AND RIDERS

Students will be entitled to transportation to and from school at the expense of the public schools when such transportation conforms with applicable provisions of the Massachusetts General Laws. Reimbursement to the school system for transportation costs is given by the Commonwealth, **subject to appropriation**, only for (a) students living at least one and one half miles from school, (b) students who live more than one mile from the nearest bus stop, and (c) students with special needs for whom transportation must be provided.

Additionally, the committee will provide transportation for students as follows:

Kindergarten: All students, except those living in immediate proximity to the school, as determined by the Superintendent.

Grades 1 - 4: Students living more than one mile from school.

Grades 5 - 6: Students living more than one and one-half miles from school.

Grades 7 -12: Students living more than two miles from school.

Exceptions to these guidelines may be made at the discretion of the Superintendent. This will apply particularly to any student who must travel in a hazardous area to and from school. These students will be transported regardless of the mileage limits listed.

Adoption date: January 1996

Reviewed and Adopted September 25, 2013

Revised:

LEGAL REFS.: M.G.L. [40:5](#); [71:7A](#); [71:68](#); [71B:5](#)

CROSS REF.: [EEA](#), Student Transportation Services

File: EEAEA – BUS DRIVER EXAMINATION AND TRAINING

~~SCHOOL BUS AND COMMERCIAL VEHICLE DRIVERS EXAMINATION, TRAINING, AND DRUG AND ALCOHOL TESTING~~

The Tewksbury School Committee will reserve the right to approve or disapprove persons employed by the bus contractor to drive school transportation vehicles.

1. Courteous and careful drivers will be required.
2. Each driver will file with school officials a medical certificate and proof of freedom from tuberculosis.
- ~~3. No person under 18 years and only persons of high character will be allowed to operate school buses.~~
3. Only persons who are properly licensed by the state and have completed the driver training program will be permitted to drive school buses.
4. The contractor will furnish the Tewksbury School Committee with a list of names of drivers and their safety records for the last three years.
5. In case of any change of bus drivers, the contractor will notify school officials as soon as possible.
- ~~7. Each driver will be required to comply with the Department of Transportation regulations for drug and alcohol testing.~~
- ~~8. The Superintendent or designee will arrange to conduct CORI and Fingerprinting background checks on all drivers.~~

Adoption date: June 1999

Reviewed and Adopted September 25, 2013

Revised: April 13, 2016

Revised:

LEGAL REFS.: M.G.L. 90:7B; 90:8A; 90:8A ½

File: EEAEA-1

**DRUG AND ALCOHOL TESTING FOR SCHOOL BUS AND COMMERCIAL
VEHICLE DRIVERS ~~EXAMINATION, TRAINING, AND~~**

The district shall ~~comply~~ **adhere to federal law and** ~~with the~~ Department of Transportation's regulations **requiring** ~~for the~~ a drug and alcohol testing **program** ~~of for~~ school bus drivers and commercial vehicle drivers employed by the district. Such testing will be conducted for five different situations: pre-employment, randomly, following an accident, following an authorization to return to duty, and upon reasonable suspicion that a driver is under the influence of alcohol or using drugs.

The district will comply with Department of Transportation protocols regarding the collection and testing necessary to establish whether alcohol or drugs are present in the driver's system, and regulations will be established for the steps to be taken in the event that test results are positive.

This program shall comply with the requirements of ~~the Code of Federal Regulations, Title 49, Section 382 et seq~~ **Federal law and regulations**. The Superintendent or designees shall adopt and enact procedures consistent with the federal regulations, defining the circumstances and procedures for testing.

LEGAL REFS.: 49 U.S.C. sec. 2717 et seq. (Omnibus Transportation Employee Testing Act of 1991)
 49 C.F.R. Part 40 Procedures for Transportation Workplace and Drug and Alcohol Testing Programs
 49 C.F.R. Part 382 Controlled Substance and Alcohol Use and Testing
 49 C.F.R. Part 391 Qualification of Drivers

File: EFC - FREE AND REDUCED PRICE FOOD SERVICES

The school system will take part in the National School Lunch Program and other food programs that may become available to assure that all children in the schools receive proper nourishment.

In accordance with guidelines for participation in these programs, and in accordance with the wishes of the Committee, no child who a teacher believes is improperly nourished will be denied a free lunch or other food simply because proper application has not been received from his/her parent/guardians ~~or guardian~~.

As required by state and federal regulations, the Tewksbury School Committee ~~will approve a~~ **approves this** policy statement pertaining to eligibility for free milk, free meals, and reduced price meals.

Adoption date: January 1996

Reviewed and Adopted September 25, 2013

Revised:

LEGAL REFS.: National School Lunch Act, as amended (42 USC 1751-1760)
Child Nutrition Act of 1966
P.L. 89-642, 80 Stat. 885, as amended M.G.L. [15:1G](#); [15:1L](#); [69:1C](#); [71:72](#)

File: FA - FACILITIES DEVELOPMENT GOALS

The School Committee believes that any educational program is influenced greatly by the environment in which it functions. The development of a quality educational program and of school facilities that help to implement the program must go hand in hand.

Therefore, it is the Committee's goal to provide the facilities needed for the number and educational requirements of students in the school system, and to provide the kind of facilities that will best support and accommodate the educational program.

~~In planning facilities, the Committee recognizes that capital outlay funds are limited, and that priorities must be established to make the best use of the school building dollar. The Committee's first objective will be to develop a plan that eliminates overcrowding and minimizes the need for extended day programs and double sessions. Whenever possible, the cultural as well as educational needs of the community will be considered in planning facility expansions.~~

~~Architects retained by the Committee are expected to plan for simplicity of design; sound economics, including low long-range maintenance costs; efficiency in energy needs; low insurance rates; high educational use; and flexibility.~~

To best use local resources, it is the Committee's intent, wherever possible, to partner with the Massachusetts School Building Authority.

Recognizing that school facilities are long-term community investments, the Committee will develop projects that reflect cost-effective designs, are consistent with good engineering practice, and use high quality construction, with attention to current and future technological practices for students, faculty, and school staff. Sites will be chosen to meet the educational need, maximize the use of any available community resources, and minimize any possible adverse education, environmental, social, or economic impacts on the community.

Revised: June 24, 1999

Revised and Adopted: September 25, 2013

Revised:

LEGAL REF.: 603 CMR [2:00](#)

File: FF - NAMING NEW FACILITIES

Naming a school facility is an important matter that deserves thoughtful attention. Personal prejudice or favoritism, political pressure, or temporary popularity should not be an influence in choosing a school name for a school, a portion of a school, or a portion of school grounds. A name with educational significance or inspiration should be chosen. ~~The Committee also feels that it is appropriate to name schools for physical locations; geographical areas; distinguished local, state, and national leaders whose names will lend dignity and stature to the school; or significant or pertinent events.~~

~~The Superintendent will prepare for the approval of the Committee a procedure to follow in recommending names for school buildings. Whenever possible, the wishes of the community, including parents and students, should be considered in naming new facilities.~~

The School Committee has the authority to approve the naming and renaming of buildings, structures, and facilities located on school property. The School Committee also has the authority to name subsections of existing structures or facilities, such as classrooms, auditoriums, and gymnasiums.

Names and/or wording associated with school facilities shall be consistent with school district policies and promote messages aligned with the mission, vision and goals of the school district. To the extent possible, names and/or wording should be designed not to restrict the use of a space or inhibit changing the function of the space should that become necessary in the future.

When the opportunity to name or dedicate a new school or school related property, structure or facility is forthcoming, an orderly procedure will be communicated at the next available School Committee meeting. The Committee's agendas should clearly reflect the intent to consider, review, and vote on naming opportunities.

Submission of a name for a school space may be made by any resident or by the Superintendent, in writing, and should be made to the School Committee Chairperson. If a name is being initiated at the local school level, the Principal must take reasonable steps to include the School Council and PAC in the nomination of the name before submission to the School Committee.

The written request should specify the intent of the requestor and the reasons why this particular name would fit the facility. It should offer appropriate background information on the person or organization after which the facility will be named. An offer of a financial contribution to the School District may accompany the naming request, but the School Committee is not obligated to accept or reject a name based upon financial considerations alone. Philanthropic contributions in support of the School District are encouraged by the School Committee. The School Committee may acknowledge generous donors by designating appropriate spaces within the School District's facilities consistent with the level of financial commitment.

Following the submission of a naming request, the School Committee Chairperson will specify a consideration period that allows for public comment, following which the Committee will deliberate and vote on the name.

Second & Final Reading

REVISE and/or ADOPT MASC POLICY – Policies recommended for revision to TPS or adoption of MCAS policy recommendations

~~It is expected that an orderly, announced procedure will lessen the community or factional pressures that so quickly build up when the selection is delayed or seems uncertain. A prompt decision will reduce disappointments and advance community solidarity.~~

~~Much confusion in accounts, files, and records can be avoided if a new school can be identified by name before the planning starts.~~

Adopted: September 25, 2013

Revised:

SOURCE: MASC August 2016

File: FFA

MEMORIALS

The School Committee recognizes that the death of a student, member of the staff, or prominent community member is deeply felt by the school community. As places designed primarily to support learning, school sites should not serve as the main venue for permanent memorials.

Permanent memorials within the schools shall be limited in form to perpetual awards or scholarships.

Any permanent memorials in existence before the adoption of this policy can only be removed by a vote of the School Committee.

SOURCE: MASC August 2016

Adopted:

File: GBA - EQUAL EMPLOYMENT OPPORTUNITY

The Tewksbury School Committee subscribes to the fullest extent to the principle of the dignity of all people and of their labors and will take action to ensure that any individual within the district who is responsible for hiring and/or personnel supervision understands that applicants are employed, assigned, and promoted without regard to their race, ~~ereed~~ religion, color, age, sex, gender identity, national origin, sexual orientation, military status, genetic information, ancestry, or disability. Every available opportunity will be taken in order to assure that each applicant for a position is selected on the basis of qualifications, merit and ability.

{Adoption date}

Revised: January 18, 1996

November 14, 2012

Reviewed and Adopted October 23, 2013

Revised:

LEGAL REF.: M.G.L. 151B4; BESE Regulations 603 CMR [26:00](#)

CROSS REFS.: [AC](#), Nondiscrimination

File: GBEA - STAFF ETHICS / CONFLICT OF INTEREST

The Tewksbury School Committee expects members of its professional staff to be familiar with the codes of ethics that applies to their profession and to adhere to it in their relationships with students, parent/guardians, coworkers, and officials of the school system.

No employee of the Committee will engage in or have a financial interest in, directly or indirectly, any activity that conflicts or raises a reasonable question of conflict with his/her duties and responsibilities in the school system. Nor will any staff member engage in any type of private business during school time or on school property.

Employees will not engage in work of any type where information concerning customer, client, or employer originates from any information available to them through school sources.

Moreover, as there should be no conflict of interest in the supervision and evaluation of employees, at no time may any administrator responsible for the supervision and/or evaluation of an employee be directly related to him/her.

Every 2 years, all current employees, including School Committee members, must complete the State Ethics Commission's online training. New employees must complete this training within 30 days of beginning employment and every 2 years thereafter. Upon completing the program, employees should print out the completion certificate and keep a copy for themselves. Employees will be required to provide a copy of the completion certificate to the Town or district Clerk through the Superintendent's office.

In order to avoid the appearance of any possible conflict, it is the policy of the School Committee that when an immediate family member, as defined in the Conflict of Interest statute, of a School Committee member or district administrator is to be hired into or promoted within the School District, the Superintendent shall file public notice with the School Committee and the Town or District Clerk at least two weeks prior to executing the hiring in accordance with the law.

Adoption date: January 1996

Revised: December 11, 2013

Revised:

LEGAL REFS.: M.G.L. [71:52](#); [268A:1](#) et seq.

File: GBEB - STAFF CONDUCT

All Tewksbury Public School staff members have a responsibility to familiarize themselves with and abide by the laws and regulations of the State as these affect their work, the policies of the Tewksbury School Committee, and the ~~regulations~~ procedures designed to implement them.

In the area of personal conduct, the Committee expects that teachers and others will conduct themselves in a manner that not only reflects credit to the school system but also sets forth a model worthy of emulation by students.

All staff members will be expected to carry out their assigned responsibilities with conscientious concern.

Essential to the success of ongoing school operations and the instructional program are the following specific responsibilities, which will be required of all personnel:

1. Faithfulness and promptness in attendance at work.
2. Support and enforcement of policies of the Committee and their implementing ~~regulations~~ procedures and school rules in regard to students.
3. Diligence in submitting required reports promptly at the times specified.
4. Care and protection of school property.
5. Concern for and attention to their own and the school system's legal responsibility for the safety and welfare of students, including the need to ensure that students are under supervision at all times.
6. Due diligence in providing the appropriate school and grade level curriculum required to their students in insuring their academic success.

Adoption date: January 1996

Revised and Adopted October 23, 2013

Revised:

LEGAL REFS.: M.G.L. [71:37H](#); [264:11](#); [264:14](#)

File: GBED - TOBACCO USE ON SCHOOL PROPERTY

~~Smoking, chewing, snuff, electronic, smokeless tobacco, and vaporizing products or the use of tobacco and/or electronic, smokeless tobacco products, and vaporizing products within school buildings, the school facilities or on school property or busses, by any individual, including school personnel is prohibited.~~ Use of any tobacco products, including, but not limited to: cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco and snuff and electronic cigarettes, electronic pipes or other similar products that rely on vaporization or aerosolization, within the school buildings, school facilities, on school grounds or school buses, or at school sponsored events by any individual, including school personnel, is prohibited at all times

Visitors, employees, and others found violating the tobacco policy:

First Through Third Offense

~~One hundred dollars (\$100.00) fine for violations of the Smoke Free Workplace Law.~~

~~For smoking, chewing, snuff, electronic, smokeless tobacco, and vaporizing products on school grounds, visitors and others will be asked to leave the premises immediately.~~

~~Employees could be subjected to disciplinary actions by the School Committee.~~

Subsequent Offense

~~Three hundred dollars (\$300.00) fine for violations of the Smoke Free Workplace Law.~~

~~Permanently removed from school grounds.~~

~~Employees are subject to further disciplinary actions by the School Administration.~~

Any disciplinary actions(s) by the school administration/committee will be subject to and in accordance with the Collective Bargaining Agreement.

Staff members who violate this policy will be referred to their immediate supervisor.

LEGAL REF: M.G.L. [71:37H](#)

Adopted: February 9, 2011

Reviewed and Adopted October 23, 2013

Revised: April 13, 2016

Revised:

File: GBGB - STAFF PERSONAL HEALTH AND SAFETY

Through its overall safety program and various policies pertaining to school personnel, the Tewksbury School Committee will seek to assure the safety of employees during their working hours and assist them in the maintenance of good health.

Employees offered a position as a custodian, maintenance worker or food service worker must successfully pass a pre-employment physical examination) (provided at School Committee cost) prior to the date of employment.

The Superintendent may require an employee to submit to a physical examination by a physician appointed by the school system whenever that employee's health appears to be a hazard to children or others in the school system or when a doctor's certificate is legally required to verify need for sick leave.

School employees, their families and members of their household are eligible to use the confidential services provided by the town's employee assistance program.

Adoption date: January 1996

MASC Revised: June 21, 2004

Revised: December 11, 2013

Revised:

LEGAL REFS.: M.G.L. [71:54](#); [71:55B](#); [71:55C](#)

CROSS REFS.: [EB](#), Environmental and Safety Program

File: ~~GCCD~~ **GBGE**

DOMESTIC VIOLENCE LEAVE POLICY

It shall be the policy of the school district to permit an employee to take up to 15 days of domestic violence leave from work in any 12 month period. In order to be eligible for said leave:

- (i) the employee, or a family member of the employee must be a victim of abusive behavior;
- (ii) the employee must be using the leave from work to seek or obtain medical attention, counseling , victim services or legal assistance; secure housing; obtain a protective order from court; appear before a grand jury; meet with a district attorney or other law enforcement official; or attend child custody proceedings or address other issues directly related to the abusive behavior against the employee or family member of the employee; and
- (iii) the employee must not be the perpetrator of the abusive behavior against such employee's family member.

The employer shall have the sole discretion to determine whether this leave shall be paid or unpaid. An employee seeking such leave shall exhaust all annual or vacation leave, personal leave and sick leave available to the employee, prior to requesting or taking domestic violence leave, unless the employer waives this requirement.

Except in cases of imminent danger to the health or safety of an employee, advanced notice of domestic violence leave shall be required. If such imminent danger exists the employee shall notify the employer within 3 workdays that the leave was taken. The notification may be communicated to the employer by the employee, a family member of the employee or the employee's counselor, social worker, health care worker, member of the clergy, shelter worker, legal advocate or other professional who has assisted the employee in addressing the effects of the abusive behavior. If an unscheduled absence occurs, an employer shall not take any negative action against the employee if the employee, within 30 days from the unauthorized absence or within 30 days from the employee's last unauthorized absence in the instance of consecutive days of unauthorized absences, provides any of the documentation found in (1) to (7) below. An employer may require documentation that the employee or employee's family member has been a victim of abusive behavior and that the leave is consistent with clauses (i) to (iii) as above referenced; provided, however, that an employer shall not require an employee to show evidence of an arrest, conviction or other law enforcement documentation for such abusive behavior. The documentation shall be provided to the employer within a reasonable period after the employer requests it.

An employee shall satisfy this documentation requirement by providing anyone of the following documents to the employer:

- (1) a protective order, order of equitable relief or other documentation issued by a court of competent jurisdiction as a result of abusive behavior against the employee or employee's family member;
- (2) a document under the letterhead of the court, provider or public agency which the employee attended for the purposes of acquiring assistance as it relates to the employee or family member;

- (3) A police report or statement of a victim or witness provided to police documenting the abusive behavior;
- (4) documentation that the perpetrator of the abusive behavior has admitted to sufficient facts to support a finding of guilt ; or has been convicted of , or has been adjudicated a juvenile delinquent by reason of any offense constituting abusive behavior;
- (5) medical documentation of treatment as a result of the abusive behavior;
- (6) a sworn statement, signed under the penalties of perjury, provided by a counselor, social worker, health care worker, member of the clergy, shelter worker, legal advocate or other professional who has assisted the employee in addressing the effects of the abusive behavior;
- (7) a sworn statement, signed under the penalties of perjury, from the employee attesting that the employee has been a victim of or is a family member of a victim of abusive behavior.

All information related to the employee's leave shall be kept confidential and shall not be disclosed, except to the extent that disclosure is:

- (i) requested or consented to, in writing, by the employee;
- (ii) ordered to be released by a court of competent jurisdiction;
- (iii) otherwise required by applicable federal or state law;
- (iv) required in the course of an investigation authorized by law enforcement, including, but not limited to, an investigation by the Attorney General; or
- (v) necessary to protect the safety of the employee or others employed at the workplace.

The Superintendent shall ensure that notice is provided to all employees in the next school year and beyond by appropriately amending the district's employee handbooks, by whatever title they may be known, or by direct notice about the Domestic Violence Law and securing the employees signature acknowledging receipt of the handbook/notice. The Superintendent shall be responsible for notifying all current employees, unless they have been notified through the handbook, of this policy in a manner that he/she deems appropriate.

No employer shall coerce, interfere with, restrain or deny the exercise of, or any attempt to exercise, any rights provided herein or to make leave requested or taken contingent upon whether or not the victim maintains contact with the alleged abuser. No employer shall discharge or in any other manner discriminate against an employee for exercising the employee's rights under law. The taking of domestic violence leave shall not result in the loss of any employment benefit accrued prior to the date of such leave. Upon the employee's return from such leave, he/she shall be entitled to restoration to the employee's original job or to an equivalent position. Definitions of 'abuse', 'abusive behavior', 'domestic violence', 'employees' and 'family members' may be found in the laws referenced below.

Revised:

LEGAL REF.: M.G.L. 149:52E; Section 10

Chapter 260 of the Acts of 2014

File: ~~GDCC~~ **GBGF**

FAMILY AND MEDICAL LEAVE

The School System shall comply with the mandatory provisions of the Family and Medical Leave Act of 1993. The Superintendent shall issue, and from time to time amend, ~~regulations~~ **procedures** setting forth the rights and **procedures** granted by the Act, and shall ensure compliance with those ~~regulations~~ **procedures** either personally or by delegation, or by some combination of personal oversight and delegation.

Reviewed and Adopted October 23, 2013

Revised:

LEGAL REFS.: P.L. 103-3, "Family and Medical Leave Act of 1993"

File: GBI - STAFF PARTICIPATION IN POLITICAL ACTIVITIES

The Tewksbury School Committee recognizes that employees of the school system have the same fundamental civic responsibilities and privileges as other citizens. Among these are campaigning for an elective public office and holding an elective or appointive office.

In connection with campaigning, an employee will not: use school system facilities, equipment or supplies; discuss his/her campaign with school personnel or students during the working day; use any time during the working day for campaigning purposes. Under no circumstances, will students be pressured into campaigning for any staff member. This does not apply to student participation in election simulations for educational purposes.

Adoption date: January 1996

Reviewed and Adopted October 23, 2013

Reviewed:

LEGAL REF.: M.G.L. 55; [71:44](#)

File: GBK - STAFF COMPLAINTS AND GRIEVANCES

The Tewksbury School Committee will encourage the administration to develop effective means of resolving differences that may arise among employees and between employees and administrators; reduce potential areas of grievances; and establish and maintain recognized channels of communication between the staff, administration, and Tewksbury School Committee.

It is the committee's desire that grievance procedures provide for prompt and equitable adjustment of differences at the lowest possible administrative level, and that each employee be assured opportunity for an orderly presentation and review of complaints and concerns.

Channels established will provide for the following:

1. That teachers and other school employees may appeal a ruling of a pPrincipal or other administrator to the sSuperintendent.
2. That all school employees may appeal a ruling of the sSuperintendent to the eCommittee, except in those areas where the law has specifically assigned authority to the pPrincipal and/or the sSuperintendent and eCommittee action would be in conflict with that law.
3. That all hearings of complaints before the sSuperintendent or eCommittee be conducted in the presence of the administrator who made the ruling that is the subject of the grievance.

The process established for the resolution of grievances in contracts negotiated with recognized employee bargaining units will apply only to "grievances" as defined in the particular contract.

{Adoption date}

Revised: January 18, 1996

Reviewed and Adopted October 23, 2013

Revised:

LEGAL REFS.: M.G.L. [150E:5](#); [150E:8](#)

CONTRACT REFS.: All Contract Agreements

File: GCBA - PROFESSIONAL STAFF SALARY SCHEDULES

Teachers

The Tewksbury School Committee will adopt a salary schedule for regular teaching personnel as part of the contract negotiated with the teachers' bargaining unit. The schedule will be designed to recognize and reward training and experience and encourage additional study for professional advancement.

Principals

Salaries will be reviewed annually prior to July 1. The Tewksbury School Committee, with the advice of the Superintendent, will establish levels of compensation for each position based on the circumstances, dynamics, and requirements of each position. Consideration may be given to individuals for exceptional performance as a basis for establishing merit increases for Principals. It is the responsibility of the Superintendent to present evidence to the School Committee to support recommendations for merit increases.

Administrators

Salaries will be reviewed annually prior to July 1. The Superintendent may, upon the request of the Committee, survey other school systems to determine salaries being paid for comparable positions in each system. The survey will include the effective date of the specified salary.

Revised: January 18, 1996

Revised: December 11, 2013

Reviewed:

LEGAL REFS.: M.G.L. [71:40](#); [71:43](#)

CONTRACT REF.: Teachers' Agreement

Old Business

New Business