

**Tewksbury School Committee  
Regular Meeting #11  
Wednesday, March 21, 2018  
Tewksbury Memorial High School, Library  
320 Pleasant Street, Tewksbury**

**SCHOOL COMMITTEE MEMBERS PRESENT**

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

**SCHOOL COMMITTEE MEMBERS EXCUSED**

Dennis G. Francis, Member

**SCHOOL ADMINISTRATORS PRESENT**

Christopher J. Malone, Superintendent  
Sheri L. Matthews, Director of Business Services

**SCHOOL ADMINISTRATORS EXCUSED**

Brenda T. Regan, Assistant Superintendent

**CALL TO ORDER**

Ms. Polimeno called the Regular School Committee meeting to order at 6:00 p.m. Ms. Polimeno announced the School Committee will be convening an Executive Session to continue discussion relative to strategy with respect to collective bargaining or litigation. The Public Budget Hearing will begin at 6:30 p.m., followed by the Regular School Committee meeting at 7:00 p.m.

Ms. Bennett moved, seconded by Mr. Sullivan, to enter into an Executive Session to continue discussion relative to strategy with respect to collective bargaining and/or litigation. The School Committee will reconvene in Open Session at 6:30 p.m. for a Public Budget Hearing.

Roll Call Vote: Voting Yes: Mr. Sullivan, Ms. Bennett, and Ms. Polimeno. All Aye. No Opposed. Unanimous Vote. Motion carried 3-0. Mr. Cutelis arrived at 6:05 p.m.

At 6:29 p.m., Mr. Sullivan moved, seconded by Ms. Bennett to adjourn the Executive Session and reconvene the Regular School Committee meeting. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

At 6:31 p.m., Ms. Polimeno welcomed everyone back for the Public Hearing on the budget. She announced that the public is invited to make comments and to please direct questions and/or comments to the Chair. She will then direct the question to the appropriate person. Ms. Polimeno stated that the School Committee will not respond to comments this evening.

**PUBLIC HEARING BUDGET**

Ms. Matthews, Director of Business Services, presented the FY19 Public Hearing Budget to the the School Committee and the community. Ms. Mathews reported that similar to last week's Public Budget Hearing, the report is broken down by Regular Education accounts and Special Education accounts as submitted to the Massachusetts Department of Elementary and Secondary Education (DESE). Ms. Matthews pointed out that this is a contract negotiating year therefore the salary increase is for step and lane only.

Ms. Matthews reported the overall Regular Education budget increased by 1.16% for a total of \$356,915.00. This does not include Collective Bargaining set aside.

The overall Special Education budget increased by 1.77% for a total of \$14,714,204.00. This does not include Collective Bargaining set aside.

Ms. Matthews reported that transportation decreased by 2.89% for out-of-district costs. She remarked that the out-of-district transportation contract is up this June adding that the district is working with Chelmsford and Billerica to share the transportation services and costs.

Ms. Matthews presented the FY19 Local Appropriation Budget Summary:

Capital Outlay	\$ 314,500.00
Collective Bargaining	\$ 890,312.00
Regular Day Programs	\$31,048,216.00
Special Education	<u>\$14,714,294.00</u>
Grand Total	\$46,967,322.00

The Budget summary matches with the Town Manager's recommended budget for the district.

Ms. Matthews reviewed and presented the district's personnel needs and district buildings' and grounds' needs. She reported the school department met with FinCom to present the district's budget. We answered all their questions relating it was a positive meeting. Ms. Matthews reported the Annual Town Meeting will be held on Monday, May 7th relating the FY19 Budget will be a Warrant Article.

Ms. Polimeno announced that the public can reach out to the district on the budget. The Annual and Special Town Meetings will include special Warrant Articles concerning the district. It is important the public supports the district and comes to the Town Meetings. Ms. Bennett related that the Finance Committee gave accolades to Ms. Matthews for the budget. Ms. Polimeno stated the School Committee will vote on the FY19 Budget at the next School Committee meeting scheduled in April.

Ms. Polimeno asked if there was anyone present tonight that wanted to speak on the Public Budget Hearing or have any questions. Not seeing any Ms. Polimeno asked for a motion to close the Public Hearing.

At 6:48 p.m., Ms. Bennett moved, seconded by Mr. Cutelis, to close the Public Budget Hearing. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

### **ANNOUNCEMENT**

At 7:00 p.m., Ms. Polimeno announced that the March 21, 2018, Regular School Committee meeting will be televised and recorded. Under the Open Meeting Law, the public is permitted to make an audio or video recording of an open session at a public meeting. At this time, Ms. Polimeno asked that if anyone is recording tonight's meeting to please identify himself/herself. No one was present recording the meeting.

### **PLEDGE OF ALLEGIANCE**

Ms. Polimeno asked the honored guest to lead the School Committee in the Pledge of Allegiance.

## **RECOGNITION**

### **Louise Davy Trahan Elementary School**

#### **Abigail McCarthy - National Geographic Bee School Champion**

Mr. Castonguay addressed the School Committee reporting that the 4th graders at the Trahan School participated in the Geographic Bee in January relating that two top students from each class went onto participate in the school championships. Mr. Castonguay introduced Abigail McCarthy announcing that she is the school champion. He added that the fourth graders receive the same questions as the 8th graders. On behalf of the School Committee, Mr. Cutelis presented Abigail McCarthy with a Resolution of Recognition.

### **John Wynn Middle School**

#### **Victoria Pinto - National Geographic Bee Wynn School Champion**

Mr. Weir addressed the School Committee reporting that the 7th & 8th graders at the Wynn Middle School participated in the National Geographic Bee. He announced that Victoria Pinto was victorious as the National Geographic Bee champion at the Wynn Middle School. On behalf of the School Committee, Mr. Sullivan presented Victoria Pinto with a Resolution of Recognition.

#### **Kasey McFadden - Project 351**

Mr. Weir reported that Kasey McFadden did her Service Project 351 at the Martin Luther King School in Dorchester, painting the cafeteria walls. She also volunteered at nursing homes and her next Service Project is a Clothing Drive to benefit Cradles for Crayons, collecting clothing, winter jackets, and shoes. The Clothing Drive will be from March 26th through April 26th at the Wynn Middle School. On behalf of the School Committee, Mr. Sullivan presented Kasey McFadden with a Resolution of Recognition.

#### **Brooke Bunyan - VFW Patriot Pen Competition**

Commander Vinnie Olivera and Jimmy Williams of the Tewksbury/Wilmington VFW Post addressed the School Committee announcing that Brooke Bunyan came in second in all of Merrimack County in the Patriot Pen Competition. He stated that this is Brooke's second time in front of the School Committee for the Patriot Pen. Brooke read her essay on "*Americas Gift to my Generation*" to the School Committee and the community. On behalf of the School Committee, Mr. Sullivan presented Brooke Bunyan with a Resolution of Recognition.

### **Tewksbury Education Foundation - Annual Silent & Live Auction Update**

#### **Jenn Moynihan-President, Laura Hulme-vice-President, Tammy Minister-Treasurer, and Jenn Malizia-Clerk**

Mr. Malone reported the next presentation relates to the budget presentation and the thoughtful fundraising efforts of the Tewksbury Education Foundation (TEF). Ms. Polimeno invited Ms. Bennett to join the members of the TEF as the School Committee representative to the Foundation. President of the TEF, Jenn Moynihan, remarked that we do the fundraising for our students. She announced the funds raised, through the Annual Silent & Live Action, will go back to the schools. The TEF presented Mr. Malone with a check, on behalf of the district, in the amount of \$36,000.00. Ms. Bennett thanked the members of (TEF) for raising \$200,000 over the past six years. On behalf of the School Committee, Ms. Bennett presented the Tewksbury Education Foundation with a Resolution of Recognition.

Ms. Polimeno called for a three minute recess to allow for the recognitions to leave.

## **STUDENT REPRESENTATIVE**

None

## **PRESENTATIONS**

Mr. Malone reported the Tewksbury Memorial High School staff will present the Global Competency Certificate reminding the Committee this is a teacher/student element in the high school. When they talk about the project think what it is like for the students in the class.

Ms. Vogel reported the teachers came to her two years ago stating that area schools were doing the Global Competency Certificate relating it is a great way to encourage and to celebrate students that participate. She reported the staff put a Committee together, showed her the research and what was found, and put together the following presentation.

### **Global Competency Certificate**

TMHS Spanish Department representative Beth Beauchesne and Graca Dudley presented a summarized proposal of the Global Competency Certificate to the School Committee asking for them to approve the program to be added to the Program of Studies.

Mr. Malone took a Point of Privilege requesting to move Old Business item, Vote to Approve Global Competency Certificate, to this portion of the meeting.

Mr. Sullivan moved, seconded by Ms. Bennett, to approve the Global Competency Certificate program at Tewksbury Memorial High School. Roll Call Vote: Voting Yes: Ms. Bennett, Mr. Cutelis, Mr. Sullivan and Ms. Polimeno. Unanimous Vote. Motion carried 4-0.

Ms. Polimeno asked if the School Committee had any questions on the Seal of Biliteracy as Ms. Graca would be available to answer questions. Seeing none, Ms. Polimeno moved onto the next order of business.

### **CITIZEN'S FORUM**

Ms. Polimeno inquired if there was anyone in the audience wishing to speak on any item on the agenda. Seeing one, Ms. Polimeno moved to the Submission of Payment of Bills.

### **APPROVAL OF MINUTES**

None

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

Mr. Sullivan moved to approve the payroll period ending March 8, 2018, to be approved and certified in the amount and categories as shown (\$1,374,420.94), seconded by Mr. Cutelis.

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

### **SUPERINTENDENT REPORTS**

#### **Mr. Malone presented the Superintendent's Report: Current Weather Status and Days Missed**

Mr. Malone reported the district is exploring opportunities and solutions to meeting the required 180 days of school. The district has three snow days above the five included in the calendar bringing the last day of school to Tuesday, June 26, 2018. Mr. Malone has received a favorable response from the Unions to attend school on March 30 for an early release half-day of school thus making the last day of school on Monday, June 25th. Mr. Malone will also look at June 25th for a better opportunity for students instead of having the last day to be on that Monday.

Mr. Cutelis moved, seconded by Ms. Bennett, to approve to have school, with an early release schedule, on Good Friday, March 30th and to have June 25th be the anticipated last day of school. Roll Call Vote Voting Yes: Ms. Bennett, Mr. Cutelis, Mr. Sullivan and Ms. Polimeno. No Opposed. Unanimous Vote. Motion carried 4-0.

Mr. Malone reported at the last meeting there was a scheduled student event at TMHS, a student walk-out in support of the Florida tragedy.

He reported that the Wynn Middle School held a Moment of Silence in support of the Florida tragedy. Mr. Malone reported the high school had rescheduled the walk-out to today at 10:00, students went outside for a Moment of Silence for the lives lost in Florida. Mr. Malone reported this was not a political event, staff oversaw the event, and the students adhered to the 17 minute timeframe.

Mr. Malone reported the ACE Curriculum presentation was cancelled due to snow relating the district will put the presentation out for parents.

Mr. Malone reported the district continues to look at security relating that Ms. Matthew took vendors to see vestibules in all the schools and is working with the Town on a full-security investment in all school entrances. The district is looking at opportunities to increase security.

Mr. Malone announced that April 25th will be the Day on the Hill event at the State House adding that the event has been extended to high school students to expand opportunities for students.

Mr. Malone attended the Girls Hockey event at TD Gardens on Sunday morning relating the Methuen-Tewksbury Rangers lost 1-0. The School Committee will recognize the Girls Hockey Team and coaches at a future meeting.

Mr. Malone gave *Hats Off!* to Ms. Matthews and Ms. Mugford for presenting at the MASBO meeting on how administrators and food services work together.

Ms. Matthews reported that the district has set-up an additional audit for security cameras for all district schools except at the high school.

Ms. Matthews reported the district received the results of the Powers and Sullivan annual audit year-end-report stating there were no findings, another year, another prefect record.

### **CONSENT AGENDA**

Ms. Polimeno asked if anyone would like to remove any item from the Consent Agenda. Seeing none, Ms. Polimeno asked for a motion to approve the Consent Agenda. Ms. Bennett, seconded by Mr. Cutelis moved to approve the Consent Agenda as presented. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

### **Correspondence**

None

### **Enrollment Update**

None

### **Monthly Expenditure Report**

None

### **Personnel Items**

**New Hires:** Christine (Tina) Bourgeois (\$19,549 *prorated*), Classroom Instructional Aides, North Street School, effective March 12, 2018

**Transfers:** None

**Retirements/Resignations/Terminations:** None

**Appendix B - Coach Position:** None

**Acceptance of Donations/Gifts:** See New Business

**Fundraisers/Raffles:** TMHS Boys and Girls Track & Cross Country Mattress Sale on April 14, 2018 to support scholarships.

## **COMMITTEE REPORTS**

### **Elementary School Building Committee**

Mr. Cutelis, provided an update of the Elementary School Building Committee reporting there will be a community meeting held on March 27, 2018. This will be an open meeting seeking community on what they would like to see in the new elementary school. Mr. Malone reported the district has made posters and flyers for the event and distributed to the Town offices, churches, parents and abutters. The next ESBC will be held on April 5th at the Ryan Elementary School.

### **Tewksbury Education Foundation**

Ms. Bennett reported the Spelling Bee will be held on June 11th and 12th. She reported she is working with Ms. Matthews to allocate the \$36,000 from the TEF Silent Auction for the schools.

### **Wellness Advisory Committee**

Mr. Sullivan reported the Wellness Committee met on Monday relating the mandated screening for grades 7th and 9th on drugs and alcohol was completed with 192 students out of 212 screened. March is National Nutrition month, there will be a Nutrition Seminar at the Tewksbury Public Library on March 27th from 7:00-8:30 p.m., and the Bike Rodeo will take place on June 3rd at the high school. The next Wellness Committee meeting will be held on May 21, 2018.

## **POLICY CHANGES, PROPOSALS, AND ADOPTION**

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

Ms. Polimeno reported there are no policies tonight, the Policy Committee has scheduled a meeting to continue to review policies.

## **OLD BUSINESS**

### **Vote to Approve Global Competency Certificate**

Moved up on the agenda.

### **Seal of Biliteracy Pathway & Program Awards**

Ms. Polimeno reported the Seal of Biliteracy program is an informational only item, no vote is required of the School Committee.

## **NEW BUSINESS**

### **Acceptance of \$500 from the Exxon Mobil Educational Alliance Program to the Heath Brook School**

Ms. Polimeno remarked at how generous the community is and the partnerships formed with our schools. Ms. Polimeno recommends the School Committee vote to accept the donation. Ms. Bennett requested that a thank you is sent for the donation.

Ms. Bennett moved, seconded by Mr. Sullivan, to accept the \$500.00 donation from the Exxon Mobil Educational Alliance program to the Heath Brook School. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

*Tewksbury School Committee  
Regular Meeting  
March 21, 2018*

**APPROVED  
APRIL 11, 2018**

**Day on the Hill - MASC Legislative Advocacy Day**

Ms. Polimeno announced that Mr. Malone and Ms. Vogel are working to expand students attending the Day on the Hill event. Ms. Polimeno asked the School Committee members to inform Ms. Johnson if they will be attending.

**SCHOOL COMMITTEE MATTERS OF INTEREST**

Keith Sullivan reminded the community that April 7th is voting day in Tewksbury encouraging people to vote. Ms. Polimeno announced that Mr. Cutelis and Mr Francis are running for unopposed for the School Committee.

**FUTURE MEETINGS**

April 11, 2018

**FUTURE AGENDA ITEMS**

None

**ADJOURN**

At 8:24 pm, Ms. Polimeno adjourned the School Committee meeting with a motion from Ms. Bennett, seconded by Mr. Cutelis. All Aye. Unanimous Vote. Motion carried 4-0.