

**Tewksbury School Committee
Regular Meeting #5
Wednesday, October 17, 2018
Tewksbury Memorial High School, LGI 1
320 Pleasant Street, Tewksbury**

SCHOOL COMMITTEE MEMBERS PRESENT

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

SCHOOL ADMINISTRATORS PRESENT

Christopher J. Malone, Superintendent
Brenda T. Regan, Assistant Superintendent
David A. Libby, Business Manager

CALL TO ORDER

Ms. Polimeno called the October 17, 2018 Regular School Committee meeting to order at 6:31 p.m. Ms. Polimeno announced the School Committee will be convening an Executive Session to continue discussion relative to strategy with respect to collective bargaining or litigation.

Mr. Francis moved, seconded by Ms. Bennett, to enter into an Executive Session to continue discussion relative to strategy with respect to collective bargaining and/or litigation. The School Committee will reconvene in Open Session at 7:00 p.m.

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

At 7:00 p.m., Mr. Francis moved, seconded by Mr. Sullivan, to adjourn the Executive Session and reconvene the Regular School Committee meeting. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

ANNOUNCEMENT

At 7:01 p.m., Ms. Polimeno announced that the October 17, 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 invited the honored guests to lead the School Committee in the Pledge of Allegiance.

**APPROVED
11-14-2018**

RECOGNITION

Tewksbury Memorial High School Students

Commended Students in the 2019 National Merit Scholarship Program

Mr. Malone reported that tonight we are honoring students with significant achievement on the Preliminary SATs. Mr. Malone introduced Akililu Aron, Cameron Grace, Colton Rusch, and Emma White. Ms. Vogel was invited up to say a few words. She related that this is the first time we have had four Commended students which is a reflection on their class. On behalf of the School Committee, Ms. Bennett presented the students with a Resolution of Recognition.

National Hispanic Recognition Program 2018-19 National Hispanic Scholar

Mr. Malone invited Ms. Vogel and Ryan Smith to come forward. Mr. Malone reported that Ryan was selected as the recipient of the the 2018-19 National Hispanic Scholar due to his achievement on the Preliminary SATs. Ms. Vogel commented that Tewksbury Memorial High School is very proud of Ryan's accomplishment. On behalf of the School Committee, Mr. Francis presented Ryan with a Resolution of Recognition.

STUDENT REPRESENTATIVE

Grace Morris presented the Notes From Tewksbury Memorial High School:

Math Team - Tewksbury hosted the first Math Team meet of the year on October 4th. They had six other schools participate. They placed 4th in their division and came in 15th overall in the league of 43 teams. The remaining meets of the year will be away meets.

SADD - Red Ribbon Week starts on October 23rd to raise awareness for drug use and abuse.

DECA - The DECA Fashion Show will be held on November 15th. DECA members are working on getting students to sign up and the show is an open invitation to all members of the School Committee. NHS has started their tutoring program and they are sending volunteers to set-up for Applefest on the Friday, October 26th.

Student Council has worked this week planning the Spirit Days for Homecoming week. They are sending volunteers to help out at the Heath Brook for a halloween party on Friday. They will begin leaf raking for the elderly in the town soon and the Regional Conference, NEMASC, will be held on November 13th.

Best Buddies - The big Halloween Party is on October 30th, their Unified Basketball had their first game against Billerica last week, and will have a home game against Haverhill on Thursday.

Interact Class of 2019 has been planning Homecoming for the past few weeks, the dance will be on Friday. They will be selling tickets until tomorrow, and are already looking at a good turnout. They are working with the teachers to determine the nominees for the Homecoming king and queen.

PRESENTATIONS

MCAS Accountability Update - Brenda Regan, Assistant Superintendent

Ms. Regan reported that she and district administrators have attended multiple informational sessions on the new accountability changes. She presented the MCAS accountability update sharing information and shedding light on the new system. Mr. Malone thanked Ms. Regan for putting this information together. He reported that there was some concern with the information we were receiving on the accountability update as it changed as we attended presentations but there was some good information for the district to use relating the district is already targeting students that need assistance. At the recommendation of the Commissioner, data results should not be compared to previous years or to other districts.

Ms. Polimeno opened the meeting for questions and comments from the School Committee members. Ms. Polimeno gave congratulations to the Ryan School for meeting the targets and gave kudos to staff and the administration.

Mr. Malone introduced the district's Informational Technology team inviting them to come up for the presentation.

Information Technology Critical Needs Report - Jason Stamp, Director of S.T.E.M. / IT

Mr. Stamp addressed the School Committee thanking the School Committee for their ongoing support and the Town of Tewksbury for providing \$95,000 for technology infrastructure updates. Mr. Stamp thanked the district for adding additional administrators to the IT team. He introduced Cameron Carey the district's Cloud Administrator. Mr. Carey reported that he oversees applications and new technology and supports the digital learning technology. Mr. Stamp introduced Stephen Pifalo the district's Network Administrator. Mr. Pifalo reported since coming to Tewksbury he has help to evaluate the network and made upgrades where needed in the district. Mr. Stamp reported that our Systems Administrator, Brenden Le, was not able to attend tonight's meeting. He reported that relating that Mr. Le manages our servers and print services. Mr. Stamp reported that the IT department also has Tech Integration Coaches in the district helping the teachers know how to use the technology. There is a great collaboration between the Tech Department and the coaches. He reported the district has over 5,000 mobile devices and are integrating new devices e.g., the Clear Touch Board. Mr. Stamp presented a demonstration of a Clear Touch Board relating there are 18 in the district that teachers are piloting. Mr. Stamp reported that the IT department needs to look at the needs, improve speed on devices, and determine what needs to be done in order to support new devices. Mr. Stamp presented the IT Department's Critical Needs list to the School Committee.

Ms. Polimeno opened the meeting for questions and comments from the School Committee members.

CITIZEN'S FORUM

Ms. Polimeno inquired if there was anyone in the audience wishing to speak on any item on the agenda. Seeing no one, Ms. Polimeno moved to the Approval of Minutes.

APPROVAL OF MINUTES

Mr. Cutelis moved, seconded by Mr. Francis, to approve the September 26, 2018 Regular Meeting minutes. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Mr. Cutelis moved to approve the payroll period ending October 4, 2018, to be approved and certified in the amount and categories as shown \$1,323,681.32, seconded by Mr. Francis.

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

SUPERINTENDENT AND ADMINISTRATOR REPORTS

Mr. Malone reported on the two new technology instructional positions which will allow the district to address instructional needs. Mr. Malone thanked the Town of Tewksbury for allocating money for the district to do a study on improving our school vestibules, he believes this money will have a significant impact on our school district for a long time.

Mr. Malone reported he connected with Mr. Montuori regarding writing a request for a proposal for the Community Services Extended Day and Summer Program relating that the town is writing the RFP to be ready by November 1st.

Mr. Malone reported that he and Ms. Regan have met with principals on goal setting.

He reported the state will not be entertaining any snow-day waivers in the future. He reported that in preparation for snow days, the district would like to explore student engagement options and would report back to the School Committee.

Ms. Polimeno asked for a motion to give the district administrators the ability to explore different options for snow days.

Mr. Francis moved to allow the district administration team the ability to explore snow-day options, seconded by Mr. Cutelis. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

Mr. Malone reported the Town-wide PAC met on October 15, 2018 at Tewksbury Memorial High School. He reported there was a presentation on school security and the Elementary School Building Project. He remarked that all parents are encouraged to be involved in the PACs and special education parents are welcome to reach out to the SEPAC is they want to get involved.

Mr. Malone reported he, Ms. Polimeno and Mr. Sullivan will attend the MCAS/MASS Annual Conference on November 7-10th.

He reported the district was invited to have a table at the Residents Welcome to Tewksbury event held on October 22nd at the Tewksbury Public Library. Mr. Malone thanked Alexis Bosworth and Mr. Francis for representing the district.

Mr. Malone reported on upcoming events:

- Unified Basketball Game is scheduled tomorrow night, 6:00 p.m., at Tewksbury Memorial High School against Haverhill
- October 18th - Basic Rights Workshop will be held at TMHS hosted by the Tewksbury and Wilmington Special Education PACs from 6:00-8:00 p.m.
- October 27th - Applefest will be held at Tewksbury Memorial High School, 9:00 a.m.-3:00 p.m..
- November 6th - No School, Professional Development.
- November 9th - Veterans Day ceremony at Tewksbury Memorial High School at 1:00 p.m.
- November 11th - No School in observance of Veterans Day,

Ms. Regan reported the Ryan School held an iSTEM Open House on October 10th hosted by Ryan School teachers, Eileen Lindsey and Kim Hillson. She related that the Ryan School received a grant from the Corning Foundation giving the school the opportunity to furnish and equip the lab.

Ms. Regan reported that on October 10th, 414 10th and 11th graders participated in the PSATs. She pointed out that the School Committee gave permission for the district to offer the PSATs during the school day adding that the School Committee funds the cost for the PSAT's. Ms. Regan reported that the 9th grade students participated in Native American Education on the culture and history of the Wamesit tribe presented by the Greater Lowell Tribal Council.

Ms. Polimeno requested that information on the Native American experience be shared with the media.

Mr. Libby addressed the School Committee reporting that the district is beginning the FY 20 budget presenting the 2019-2020 Budget timeline and deadlines.

CONSENT AGENDA

Ms. Polimeno asked if anyone would like to remove any item from the Consent Agenda. Seeing none, Ms. Polimeno asked for a motion to approve the Consent Agenda. Mr. Francis moved, seconded by Ms. Bennett, to approve the Consent Agenda as presented. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

CONSENT AGENDA

Correspondence

DA Truancy Letter

Enrollment Update

See Old Business

Monthly Expenditure Report

None

Personnel Items

New Hires: Leonard Gendron (\$20/hr.), Building Safety & Security Monitor, Tewksbury Memorial High School effective October 29, 2018; Kaitlynn Perreault (\$19,549), Classroom Instructional Aide, John Ryan Elementary School, effective October 16, 2018; Gina Manetta (\$13/hr.), Part-time Special Education Secretary, John Ryan Elementary School, effective October 9, 2018

Appendix B Coach Positions for the 2018-2019:

Paige Winn - Girls Varsity Fall Cheer Coach

Transfers: None

Retirements/Resignations/Terminations: Robyn Hakala, Special Education Teacher, Dewing Elementary School, effective June 30, 2019

Policy Review: First and Final Reading/Approve on Consent

Policies reviewed and recommended to adopt with no changes – IJL-Library Materials Selection and Adoption; IJL-R-Library Media Materials Discard/Removal Procedures; IJNDD-Facebook and Social Networking Web Sites

Acceptance of Donations/Gifts: None

Fundraisers/Raffles: TMHS Soccer Boosters “Evening With Friends” fundraiser, October 19, 2018, proceeds to be used for scholarships for graduating seniors; TMHS Adaptive Ski Team sale of holiday wreaths, October 8, 2018 through November 5, 2018, proceeds used to purchase ski lift tickets for lessons and to defray the cost of annual overnight ski trip.

SCHOOL COMMITTEE REPORTS

Elementary School Building Committee

Mr. Francis reported that members of the Elementary School Building Committee (ESBC) attended 14 meetings over the past month. He reported the ESBC continues to meet on a monthly basis relating that the meetings are open to the public. Mr. Francis reported on the upcoming ESBC community meetings, scheduled on November 1st and December 6th, current activities, and the milestones the Committee has met on the project. Mr. Francis read the ESBC Mission Statement to the School Committee and community as well as the Leading Guidelines. He remarked that the ESBC is committed to make this the safest school they can.

Tewksbury Education Foundation

Ms. Bennett reported the Tewksbury Education Foundation (TEF) canceled the Casino Night fundraiser due to State Gaming regulations. She reminded the community of the Annual Barnes & Noble fundraiser to be held on December 8th in Burlington. Ms. Bennett thanked the community for their continued support.

Wellness Committee

Mr. Sullivan related that there were no updates at this time.

POLICY CHANGES, PROPOSALS, AND ADOPTION

Recommended Revisions to Tewksbury Public Schools' Policies on First Reading

Ms. Bennett reported the Policy Committee reviewed the following policies presenting them on the First Reading. Ms. Bennett stated that the public is encouraged to review the policies and may reach out to the Superintendent's Office or the Policy Committee members with any issues or concerns with a policy.

IJL-Library Materials Selection and Adoption; **IJL-R**-Library Media Materials Discard/Removal Procedures; **IJNDD**-Facebook and Social Networking Web Sites; **JJE**-Student Fundraising Activities; **JLCB**-Inoculations of Students; **JLCC**-Communicable Diseases; **JLCD**-Administering Medicines to Students; **KBE**-Relations with Parent Advisory Council and Booster Organizations; **KFD**-Use of School Facilities for a Candidates Night; **KHE**-Political Activity in School Buildings and on School Grounds

OLD BUSINESS

Enrollment Report: 2018 October 1st Count (Unofficial)

Mr. Malone reported on the 2018 October 1st (unofficial) enrollment count relating the district is 69 students down from last year. Ms. Polimeno commented that classroom size looks great. Mr. Malone reported that there is a little concern with class size in grades 3 and 4 relating that the district will continue to monitor the numbers.

Special Town Meeting Warrant Articles Update

Discussed during the Superintendent's report.

NEW BUSINESS

Northeast Professional Educators Network (NPEN) Workshops

Ms. Regan reported that Tewksbury teachers and administrators, along with 32 school districts in Massachusetts, will participate in the 4th annual 2018 Northeast Professional Educators Network (NPEN) professional development workshops on November 6, 2018.

2019-2020 Budget Timeline Process

Discussed during Administrator reports.

Title 1 Year End Report

Ms. Regan reported that Mr. Paul, Title I Director, has submitted the fiscal year 2018 Year End Title 1 report to the Massachusetts Department of Elementary and Secondary Education.

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Sullivan offered congratulations to the TMHS Golf Team relating they won the Division 2 Small School MVC Championship.

Ms. Polieno announced that the Friends of Elementary Project has over 28 members adding that is anyone is interested in in joining, they may reach out to President Molly Ginsburg.

FUTURE MEETINGS

November 14, 2018; December 5, 2018

FUTURE AGENDA ITEMS

None

ADJOURN

At 8:55 p.m., Ms. Polimeno adjourned the October 17, 2018 School Committee meeting with a motion from Mr. Francis seconded by Ms. Bennett. All Aye. Unanimous Vote. Motion carried 5-0.