

**Tewksbury School Committee
Regular Meeting #8
Wednesday, January 16, 2019
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 January 16, 2019 Regular School Committee meeting to order at 6:00 p.m.

EXECUTIVE SESSION

Ms. Polimeno announced the School Committee will be convening an Executive Session to continue 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 for the Budget Workshop at 6:30 p.m.

Mr. Francis moved, seconded by Mr. Sullivan, to enter into an Executive Session to continue discussion relative to collective bargaining with employee groups and the strategy to be followed and/or continued ongoing litigation.

Roll Call Vote - Voting Yes: Mr. Sullivan, Ms. Bennett, Mr. Francis, and Ms. Polimeno. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0. Mr. Cutelis arrived at 6:05 p.m.

At 6:25 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.

BUDGET WORKSHOP

At 6:30 p.m., Ms. Polimeno opened the January 16, 2019 Budget Workshop, announcing the public is welcome to ask questions relating the questions and comments should be directed to the Chair. Ms. Polimeno reported that the School Committee will not respond to questions this evening.

Mr. Malone stated that Mr. Libby has developed a budget workshop presentation but it is not about the numbers rather how we should focus on how to keep moving the district forward.

**APPROVED
2-27-2019**

Mr. Libby addressed the School Committee presenting the FY20 Budget Workshop reporting that the budget process uses the district strategy to shape district resources going forward in the budget process. He reported that the budget consists of four major parts, salaries, operating costs, Capital Outlay, and fixed costs which are managed and shared with the town.

Mr. Libby presented an overview of needs across the district in areas of technology and the infrastructure, building improvements, and personnel. Mr. Libby reported the overall increase in the school budget is 2.63%. Mr. Libby reported salaries are 70% of the school budget, assuming level staffing, which includes, steps, longevity, and contractual increases. The operating budget is 28% of the school budget, most of that budget is in transportation and tuition. Capital Outlay is 2% of the school budget includes \$948,877 representing technology infrastructure upgrades. Mr. Libby reported on the FY20 grants and revolving accounts relating we have a total of 89 separate funds.. The goal is to reduce the number of revolving accounts.

Mr. Libby reported the budget summary lines up with the Town Manager's recommended school budget of \$62,417,409. Our salaries are \$34,553,435, operating costs are \$13,623,813, the Capital Outlay increased to \$948,877, and fixed costs are \$10,520,068. The increase to Capital Outlay is so Tewksbury can take advantage of a 40% reimbursement through E Rate. The town has \$368,000 available through this program. The next steps for the district is to continue discussion to refine and react to changing needs and continue to look at needs and resources. Mr. Libby reported the budget process will continue until the May Town meeting.

Ms. Polimeno asked if anyone would like to speak or comment on the budget.

Mr. John Stadtman, 666 Whipple Road, Tewksbury, addressed the School Committee reporting he is a director of facilities. He had a question on the Capital Outlay regarding our aged buildings. He was concerned that there is no allocations for buildings in 2020, wondering if there may be programs available for the district to look at in order to reduce maintenance and utility costs.

Mr. Libby responded to Mr. Stadtman pointing out areas the district is working to make the schools energy efficient and areas of cost savings. Mr. Malone remarked that the district can look deeper into cost savings and look at different summer schedules to lower utility costs.

Ms. Polimeno reported that the Committee members may make an appointment to meet with Mr. Libby regarding the budget.

At 6:57 p.m., Mr. Francis moved, seconded by Ms. Bennett to close the Budget Workshop. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

ANNOUNCEMENT

At 7:04 p.m., Ms. Polimeno announced that the January 16, 2019 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 present was recording the meeting this evening.

PLEDGE OF ALLEGIANCE

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

RECOGNITION

Boston Globe & Boston Herald 2018 All-Scholastic - Jay Connolly - Football

Mr. Malone invited Jay Connolly, Brian Aylward and Mr. Drouin up for recognition. Mr. Drouin announced that Jay was named Boston Globe & Boston Herald All-Scholastic in football. He is 3 year starter quarterback for the Redmen with 31 wins in high school. Jay is a team leader in the high school, an honor roll student and a member of DECA. Mr. Sullivan read and presented Jay Connolly with a Resolution of Recognition.

Boston Globe 2018 All Scholastic Football Coach of the Year - Brian Aylward, Head Varsity Football Coach

Mr. Malone introduced Coach Brian Aylward, a teacher who happens to be a coach relating that Mr. Aylward has been named Boston Globe 2018 All Scholastic Coach of the Year. Mr. Drouin remarked that Brian does a tremendous job and has a 364 day commitment to the football program and kids. Mr. Francis read and presented Mr. Aylward with a Resolution of Recognition.

Boston Globe & Boston Herald 2018 All-Scholastic - Shane Aylward - Football

Mr. Drouin reported that Shane Aylward was named Boston Globe & Boston Herald All-Scholastic in football. Shane could not be in attendance tonight as he is also on the Redmen Basketball team and had a game tonight. Shane starred as a defensive back and special teams helping the Redmen to the Division 3 Superbowl game. He is also a member of the Best Buddies program. Mr. Francis read a Resolution recognizing Shane Aylward.

Boston Globe & Boston Herald 2018 All-Scholastic - Makayla Paige - Girls' Cross-Country

Mr. Malone introduced Makayla Paige stating that she is an outstanding student. Mr. Drouin announced that Makayla set the Dartmouth Relay all-time record in the national qualifying 800 meter. She is a hard worker, talented runner and a sophomore at TMHS. Makayla was named Boston Globe & Boston Herald All-Scholastic in Cross Country. Mr. Cutelis read and presented Makayla Paige with a Resolution of Recognition.

STUDENT REPRESENTATIVE

Grace Morris presented the Notes From Tewksbury Memorial High School:

Student Council is celebrating Principal's Day on Monday and preparing breakfast for all principals. They are preparing for the MASC Student Council State competition in March and are volunteering at the color guard competition on February 22nd.

Math Team placed 4th at the January competition in Westford, scoring 71 points and breaking the record.

DECA thanked Keith Sullivan and members of the Tewksbury community for coming out to UMASS Lowell for their district conference, 17 students qualified for state competition to be held March 7th - 9th.

Drama Club is preparing for their festival competition and preparing for the show Mid-Summer Night's Dream, the first weekend in March, and the spring musical, Godspell, the first weekend in April.

Mock Trial had their first competition at Lowell City Hall against Chelmsford scoring 88 points against one of the toughest schools in the region. They are preparing for their next trial coming up next week.

Best Buddies had a successful and fun holiday movie night in December. They will be going to see *Aquaman* on Thursday in Woburn.

SAAD Club is working with Maria Ruggerio, Tewksbury Police Department, to make a mass media campaign on substance abuse.

Book Buddies is volunteering at the Trahan and Dewing Schools.

She's the First is selling fudge through January 24th. Proceeds will be donated to support girls education worldwide.

NHS is continuing tutoring at the Ryan and the high school. They are staying after school on Friday to make valentines for Veterans. Juniors have submitted their applications to NHS.

JCL had a fun educational field trip going to the Fine Arts Museum in December.

Robotics Club is meeting five days per week after school in preparation for their deep space competition. in Reading.

International Club will be donating blankets they made over the break to an organization in Framingham. They are beginning a shoe drive, Soles for Souls.

The Tewksbury Public Library is holding the final study night on Friday, January 18th from 6:00 p.m. to 9:00 p.m. Snacks will be provided and registration is online.

PRESENTATIONS

John Ryan Elementary School - Integrated STEM Classroom Presentation

Principal McInnes introduced Eileen Lindsey and Kim Hillson, thanking the Corning Foundation for providing the school with grant money to make the next generation classrooms. Ms. Hillson and Ms. Lindsey addressed the School Committee presenting a short video portraying the Integrated STEM classroom at the Ryan Elementary School. Students from the Ryan School were also present: Mateus Fraga, Angelina Ascolillo, Allison Shpritzer, Krista Musgrave, Colby Mengata and Will Griffin.

Ms. Regan reported the district is preparing to expand the STEM program to help students feel successful and enter into the STEM field.

Ms. Polimeno requested the School Committee to move New Business items 3 and 4 up on the agenda. Mr. Francis moved, seconded by Ms. Bennett to move 3) Ratification of Collective Bargaining Agreement Between the Tewksbury School Committee and the Education Support Personnel Association- 3 year Agreement September 1, 2018-August 31, 2021, and 4) Ratification (pending) of Collective Bargaining Agreement Between the Tewksbury School Committee and the Tewksbury Teachers Association- 3 Year Agreement September 1, 2018-August 31, 2021, up on the agenda. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

3. Ratification of Collective Bargaining Agreement Between the Tewksbury School Committee and the Education Support Personnel Association - 3 year Agreement September 1, 2018-August 31, 2021

Mr. Malone invited Mr. Bilodeau and Ms. Taggart up, thanking them for their involvement in the negotiation process relating that they will be representing both the TTA and the Aides to ratify the contracts this evening. Mr. Bilodeau thanked the Committee for all their efforts during the contract negotiations.

Mr. Sullivan moved to approve the ratification of the Collective Bargaining Agreement Between the Tewksbury School Committee and the Education Support Personnel Association - 3 year Agreement, September 1, 2018 - August 31, 2021, second 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.

4. Ratification (Pending) of Collective Bargaining Agreement Between the Tewksbury School Committee and the Tewksbury Teachers Association - 3 Year Agreement September 1, 2018-August 31, 2021

Mr. Cutelis moved to approve the ratification of the Collective Bargaining Agreement Between the Tewksbury School Committee and the Tewksbury Teachers Association - 3 Year Agreement September 1, 2018 - August 31, 2021, 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.

The School Committee and the TTA representatives signed the Memorandum of Understanding. Ms. Polimeno remarked that she appreciates all the hours everyone involved had put into the negotiations and offered congratulations for ratifying the Agreements. Ms. Taggart offered thanks to the School Committee as well.

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 December 5, 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 December 13, 2018, to be approved and certified in the amount and categories as shown \$1,338,715.42, 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.

Mr. Cutelis moved to approve the payroll period ending December 27, 2018, to be approved and certified in the amount and categories as shown \$1,345,043.57, 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 & STAFF REPORTS

Mr. Malone thanked the Town Manager for working with us on the budget relating he is working with him to finalize a Shawsheen Tech assessment for the upcoming year. Mr. Malone reported on the Request for Proposal for the Community Services Summer and Extended Day programs stating that the Committee reviewing the proposals is led by the Town Manager. Mr. Malone will be making updates as available. He reported the Valley Collaborative is looking at reviewing their rates.

Mr. Malone offered congratulations to Akilu Aron, a senior at TMHS, who has received early acceptance to MIT. He reported that he and Ms. Regan met with State Representative Tram Nguyen to discuss legislature issues. Mr. Malone reported on January 17, 2019 the TSEPAC will hold a workshop on ADHD at Tewksbury Memorial High School. Jimmy Williams, VFW representative, is working with the schools getting students to write valentine's for Veterans and will be bringing three Patriot Pen contest finalists to a future School Committee meeting. Mr. Malone reported the district is hoping to receive a line item in the state budget for Camp Pohelo, in the amount of \$35,000 to offset the summer programming. Mr. Malone thanked Grainger Supply for a milling machine for the Robotics Club, the donation is valued at \$23,075.00. He announced the TTA is holding Musical Bingo at the Tewksbury Country Club to benefit scholarships. Mr. Malone reported the district is looking at a cost analysis of the Copy Center. Mr. Malone reviewed enrollment, stating it is stable however the Dewing and North Street are struggling for space. He is working with Mr. Pelletier, to possibly distribute some programs across the district.

Mr. Malone extended get well wishes to Principal Jay Harding relating that Mr. Harding was involved in an accident relating he is on the mend and eager to get back to the Trahan.

Ms. Regan, Assistant Superintendent

Ms. Regan reported that Chloe Callahan applied for and was accepted into a partnership with the Department of Elementary and Secondary Education (DESE) to evaluate and assess curriculum materials. Ms. Regan reported that DESE's new science frameworks will be implemented in the 2019-2020 school year. She reported that the district has begun preschool planning for next year relating information will be on the website. Ms. Regan reported a preschool information session will be held on January 22, 2019, at 10:00 a.m. at the Public Library and at 6:30 p.m. at Tewksbury Memorial High School. She reported that kindergarten information night on February 5th, 6:30 p.m. at TMHS. Ms. Regan reported the district is looking at developing an app for our web site.

David Libby, Business Manager

Mr. Libby presented a personnel update reporting that Jeanne Irwin is stepping into the transportation world, working with 21st Century people to develop an app in which parents will be able track students movement on buses. Mr. Libby pointed out that on the Consent Agenda is the appointment of Bret Weese to the position of Assistant Maintenance Foreman. Bret will be working full-time including a couple nights checking on the schools.

CONSENT AGENDA

Ms. Polimeno asked if anyone would like to remove any item from the Consent Agenda. Seeing none, Ms. Polimeno asked for a motion to approve the Consent Agenda.

Mr. Francis moved, seconded by Mr. Cutelis, to approve the Consent Agenda as presented. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

Correspondence

- a. MA CURATE Curriculum Fellowship/Teach Plus (File)
- b. Commissioner Riley's Weekly Update - Timeline for implementing the Civics Law and the History and Social Science Framework. (File)

Enrollment Update: January 7, 2019 (File)

Personnel Items

Appointment: Bret Weese (\$62,500.00/*prorated*), District-wide Assistant Maintenance Foreman, effective December 17, 2018.

New Hires: Siva Lingareddy (19,549.00 *prorated*), Classroom Instructional Aide, Dewing Elementary School, effective January 2, 2019.

TMHS Appendix B - Athletics: Erin Murphy (\$5,661.00), Girls Varsity Lacrosse Coach, effective March 18, 2019.

Transfers - None

Retirements/Resignations/Terminations: Conor Flanagan, School Custodian at the John Ryan Elementary School, effective January 14, 2019; Denise Sokolowski, Kindergarten teacher, Dewing Elementary School, effective December 31, 2018; Robert Paolini, Classroom Instructional Aide at the Dewing Elementary School, effective December 3, 2018

Policy Review - None

Acceptance of Donations/Gifts: Acceptance of \$50.00 donation from Michael Lueders, President of Lueders Environmental, Inc., to the Tewksbury Public Schools; Acceptance of a \$1,000.00 donation from the Cummings Properties' Employee Directed Giving Program, to the Tewksbury Public Schools' English Language Learner program at Tewksbury Memorial High School; Acceptance of a donation of a Bridgeport Milling Machine, from Grainger Industrial Supply to FIRST Robotics Team, Tewksbury Memorial High School, estimated value of \$23,075.00.

Fundraisers/Raffles: Heath Brook & Trahan Parent Advisory Council, spring 2019 Event and Fundraising Calendar; Anime Club fundraising event selling Valentine's chocolates, February 11, 2019 through February 15, 2019. Proceeds will be used to host an Anime convention at TMHS.

SCHOOL COMMITTEE REPORTS

Elementary School Building Committee (ESBC)

Mr. Francis reported the ESBC continues to meet twice a month on the 1st and 3rd Thursday. They have conducted nine community forums and the project is nearing the end of the Schematic Design. On December 20th, the OPM and Designer presented to the Building Committee a defined project scope summary and budget. The ESBC voted to approve a complete project budget in the amount of \$98,503,725. The project scope and budget was delivered to the MSBA on January 2, 2019, MSBA is reviewing the submission. The next ESBC meeting will be held on January 17, 2019 at the Tewksbury Town hall, the meetings are open to the public. On January 24, 2019 the ESBC, the OPM and Designer are scheduled to meet with MSBA to review the project scope and budget. The Committee will attend the MSBA Board of Directors meeting on February 13, 2019, for MSBA will take under consideration the approval of the project and to establish a Project Funding Agreement with Tewksbury.

Tewksbury Education Foundation

Ms. Bennett reported the Tewksbury Education Foundation (TEF) will hold a fundraiser on January 25, 2019, Joey Voices, impersonator, singer will perform at the Tewksbury Country Club, from 7:00 p.m.-11:00 p.m. Tickets are \$25 at the door. Ms. Bennett encourages people to come out and support the TEF.

Wellness Advisory Committee

Mr. Sullivan had no new update.

POLICY CHANGES, PROPOSALS, AND ADOPTION

Recommended Revisions to Tewksbury Public Schools' Policies on First Reading (File)

JEB-Entrance Age For Kindergarten and Elementary Grades

Ms. Bennett reported policy JEB, Entrance Age for Kindergarten and Elementary Grades, is presented on First reading. At next School Committee meeting, the School Committee will be asked to vote on approving the policy as presented.

Recommended Revisions to Tewksbury Public Schools' Policies on Informational Reading (File)

AC-Non-discrimination; BEDG-Minutes; GBA-Equal Employment Opportunity; GBEBD-Appropriate Language; GCF-Professional Staff Hiring; JB-Equal Educational Opportunities; JFBB-1-School Choice

Ms. Bennett announced that comments and input may be sent to Ms. Bennett and/or Ms. Polimeno.

OLD BUSINESS

Professional Development Workshop - January 18, 2019

Ms. Regan reported that January 18, 2019, will be a half-day workshop for teachers. Students will have a half-day of school. Ms. Regan reported there is a lot going on as the professional development spreadsheet indicates.

2018-2019 School Committee Meeting Schedule Revision

Mr. Malone asked the Committee to entertain to move the scheduled School Committee meeting on February 13, 2019 to February 27, 2019, with the Public Budget Hearing beginning at 6:30 p.m. Mr. Sullivan moved, seconded by Mr. Francis, to hold the next School Committee meeting on February 27, 2019. All Aye. No Opposed. Motion carried 5-0.

NEW BUSINESS

2019-2020 School Calendar Draft

Ms. Regan reported the district has reviewed the 2019-2020 calendar and will continue to explore the professional development days. Mr. Cutelis would like the district to look at the week of Christmas as students would only be going to school on one day. Ms. Bennett stated that a half-day on May 7th may be problematic as it could be Advanced Placement testing. The calendar will be on the next School Committee meeting agenda.

2019 Annual Ginsburg Award - Mr. Malone reported the nominations are open for the 2019 annual Ginsburg award relating the deadline for nominations is February 1st. Mr. Malone offered *Hats Off!* to the Ginsburg family.

Ratification of Collective Bargaining Agreement Between the Tewksbury School Committee and the Education Support Personnel Association - 3 Year Agreement September 1, 2018 - August 31, 2021

Moved up on the agenda.

Ratification (Pending) of Collective Bargaining Agreement Between the Tewksbury School Committee and the Tewksbury Teachers Association - 3 Year Agreement September 1, 2018 - August 31, 2021

Moved up on the agenda.

Superintendent Mid-Year Review

Ms. Polimeno presented the Mid-Year review of Superintendent Malone presenting a snapshot of the mid-year review, what Mr. Malone is working on and his areas of focus. Mr. Malone is consistently professional, addresses the district needs and has a concentration on student achievement. Ms. Polimeno and the Committee look forward to working with Mr. Malone. The end-of-year formal evaluation will be conducted in June, encompassing six areas in the Superintendent's Evaluation Model. A copy of the written mid-year evaluation summary is available in the Office of the Superintendent.

The School Committee members were in agreement with the evaluation Ms. Polimeno will develop and present the timeline for the Superintendent's formal evaluation at the next meeting.

SCHOOL COMMITTEE MATTERS OF INTEREST

Ms. Polimeno announced that Massachusetts State Legislatures have been invited to attend the next School Committee meeting on February 27, 2019. Ms. Polimeno reported that Molly Ginsburg and Friends of

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Elementary School Building Committee will hold an open forum on Sunday, January 27, 2019 at the Tewksbury Country Club to have a discussion about the new school.

FUTURE MEETING

February 27, 2019 (Public Hearing Budget); March 20, 2019 (Public Hearing Budget)

FUTURE AGENDA ITEMS

ADJOURN

At 8:29 p.m., Ms. Polimeno adjourned the January 16, 2019 School Committee meeting with a motion from Mr. Francis, seconded by Ms. Bennett. All Aye. Unanimous Vote. Motion carried 5-0.