

**Tewksbury School Committee
Regular Meeting #13
Wednesday, May 15, 2019
Tewksbury Memorial High School, LGI 1
320 Pleasant Street, Tewksbury**

SCHOOL COMMITTEE MEMBERS PRESENT

Dennis G. Francis, Chairman
Keith M. Sullivan, Vice-Chairman
Shannon M. Demos, Clerk
James A. Cutelis, Member
John R. Stadtman, Member

SCHOOL ADMINISTRATORS PRESENT

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

CALL TO ORDER

Mr. Francis called the May 15, 2019 Regular School Committee meeting to order at 6:30 p.m.

EXECUTIVE SESSION

Mr. Francis 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 at 7:00 p.m.

Mr. Sullivan moved, seconded by Mr. Stadtman, 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. Stadtman, Mr. Sullivan, Ms Demos, and Mr. Francis. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0. Mr. Cutelis arrived at 6:45 p.m.

At 6:56 p.m., Mr. Sullivan moved, seconded by Mr. Cutelis, to adjourn the Executive Session and reconvene the Regular School Committee meeting. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

ANNOUNCEMENT

At 7:05 p.m., Mr. Francis announced that the May 15, 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, Mr. Francis 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

Mr. Francis asked the honored guests to lead the School Committee in the Pledge of Allegiance.

**APPROVED
6-12-2019**

RECOGNITION

John Wynn Middle School

National Geography Bee School Champion - Darya Mehrabani

Mr. Weir introduced Darya to the School Committee relating that she won the National Geography Bee contest. On behalf of the School Committee, Ms. Demos presented Darnya with a Proclamation of Recognition.

Tewksbury Memorial High School

DECA CLUB

Mr. Malone invited James Sullivan, DECA Club Advisor, to come forward for recognition of DECA members. Mr. Sullivan addressed the Committee reporting that members of the TMHS DECA Club competed at the International Career Development Conference with over 21,000 student. On behalf of the School Committee, Keith Sullivan presented the DECA team with Proclamations of Recognition. Colby Brown, Rebecca DeFrancesco, Victoria Shille, competed in the Entrepreneurship Innovation Plan, they received 1st place at the State Conference and received 1st place at the District Conference. Ryan Bennett and Matthew Froduto received 5th place at the State Conference and 3rd place at the District Conference. Mihir Bagul received 7th place at the State Conference and 1st place at the District Conference. Marissa Ladderbush attended the DECA Leadership Academy participating in the Community Service Project event and participated in the International Career Development Conference.

STUDENT REPRESENTATIVE

Grace Morris presented the Notes From Tewksbury Memorial High School:

Mr. Francis recognized Grace Morris, Co-President of the TMHS Student Council, presenting her with a bouquet for serving as the Student Council representative to the School Committee for the past two year. Mr. Francis reported this will be Grace's last School Committee meeting as she will be attending California Poly Tech in the fall.

SADD- They are sending the Mass Media Campaign to print and are finishing up all of their activities for the year.

Best Buddies- They are getting ready for the Tom Brady Football Classic at Harvard on May 31st. They will also be having their annual fundraiser at Wamesit Lanes on June 25th.

International Club- They had 20 students helping out on Earth Day and they were at Melvin Rogers Park, which is an underused hiking trail. They cleaned up the trail from 9AM to 2PM, to promote use of the trail by the community. Additionally, they will have a car wash at MVP on June 8th.

JCL- They are working on an art project about the Greek muses.

Student Council- They are preparing for Step Up Day and talking about ideas for next year.

Math Team- ARMALs are coming up at Penn State with Kunal Pal at the end of the month to compete as an Eastern Mass Mathlete.

NHS- The new council is taking over and getting geared up with potential volunteer opportunities for members. They successfully helped out at the Flower Power Project on May 4th. The junior members are in the process of ordering NHS T-shirts. They successfully brought donated goods to the Lowell Wish Project to support low income moms during the Mother's Day weekend.

She's the First- They are pleased to announce that on May 11th they held a bake sale at the Art Show on Saturday from 10-2PM. DUE to their efforts on that day, they exceeded their goal of raising \$1,000 to go to the She's the First Scholarship Fund. This fund is used to support women that are the first in their family to graduate high school in less developed countries.

DECA- They had a meeting for the returning members and they are excited for next year.

PRESENTATIONS

Tewksbury Memorial High School - Robotics Team

Mr. Malone invited the Robotics Team Advisor, Scott Morris, up to introduce the members: Jake Gustin, Arya Mehrabani, Chris Nguyen, Zach Spiegel, Adama Hana, Alex Gieng, Nick Pace, Matt Brennan, and Yuri Guimaraes. The team gave the Committee a presentation with the robot they designed and used in the competitions. The Committee thanked the team and commended them on their accomplishments and successes this year.

AlphaBest Education

Mr. Malone reported that AlphaBest was selected as Tewksbury's Summer Program provider. Dr. Basteri, Community Services Interim Director and AlphaBest Regional Director, Jenny Mutter addressed the School Committee, introducing Tewksbury's District Manager, Gina Minstreat. Together they gave a presentation on the new summer program and what AlphaBest has to offer to Tewksbury. They reported that registration opened on March 19th. The student/staff ratio is 1:10, for summer camp. There will be three locations, the Rec Center, the Wynn Middle School, and the North Street School. AlphaBest is matching the cost from previous years, which will result in a cost savings for families and there is not an additional charge for or the online parent portal. They reported the Summer Camp will be divided into three different levels and they will work with the Bridge Program on an individual basis, modifying activities as needed. Dr. Basteri and Ms. Mutter responded to questions and comments from the School Committee.

Mr. Malone asked the School Committee to take out-of-order, New Business item #1, K-4 Student Handbook.

Mr. Sullivan moved, seconded by Mr. Cutelis, to take out-of-order, New Business item #1, 2019-2020 K-4 Elementary Student Handbook. All Aye. No Opposed. Unanimous Vote. Motion Carried 5-0.

2019-2020 K-4 Elementary Student Handbook

Ms. Gerrish and Ms. Wettstone presented the changes to the 2019-2020 K-4 Elementary Student Handbook. They reported that the digital copy has hyperlinks to make it easier to use, there is a Google form for the signature page and parents may enter up to four children on the signature form. Also included in the Google form is the photo permission and Internet Use policy. Paper copies are available in the office. Ms. Gerrish and Ms. Wettstone opened for questions and comments from the Committee.

Mr. Sullivan moved, seconded by Ms. Demos, to approve the 2019-2020 K-4 Elementary Student Handbook.

Roll Call Vote: Voting Yes - Mr. Stadtman, Mr. Sullivan, Mr. Cutelis, Ms. Demos, and Mr. Francis. No Opposed. Unanimous Vote. Motion Carried 5-0.

CITIZEN'S FORUM

Mr. Francis inquired if there was anyone in the audience wishing to speak on any item on the Consent Agenda. Seeing no one, Mr. Francis moved to the Approval of Minutes.

APPROVAL OF MINUTES

Ms. Demos moved, seconded by Mr. Cutelis, to approve the April 10, 2019, Reorganization Meeting and Regular meeting minutes. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Ms. Demos moved to approve the payroll period ending April 18, 2019, to be approved and certified in the amount and categories as shown \$1,365,625.78, seconded by Mr. Cutelis.

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

Ms. Demos moved to approve the payroll period ending May 2, 2019, to be approved and certified in the amount and categories as shown \$1,299,470.26, seconded by Mr. Cutelis.

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

SUPERINTENDENT & STAFF REPORTS

Mr. Malone presented the Superintendent's updates reminding the Committee and the community of the Annual Spelling Bee on June 10th and June 11th, at Tewksbury Memorial High School. Mr. Malone offered congratulations to students that participated in the Annual Art Show and Band and Chorus performance on May 10th and 11th, relating it was for a great job from all involved. He reported that last week, the district had two students from Tewksbury Memorial High School represent Tewksbury in the Merrimack Valley Superintendents' luncheon. Akilu Aron and Brooke Desimone joined Ms. Regan and myself at the MVSA Academic Scholars' luncheon for their outstanding academic achievement. Mr. Malone reported the district is in the final stages of developing the Tewksbury App, which will take our website and will give access to the district's website on your phone. He reported the district is looking at programs for next year, relating that one classroom will move from the Dewing School to the Heath Brook School, as we continue to look at equity and distribution in classrooms across the district. He announced that the Dewing School will continue on with the 21st Century Grant which has a summer component. Mr. Malone announced that the Heath Brook is looking at opportunities to apply for same grant. He added that Mr. Harding could not be here this evening as he is directing the performance of Peter Pan by the Trahan students and staff.

Ms. Regan, Assistant Superintendent

Ms. Regan reported on the Best of Show winners from each school at the 35th Annual Art Show, offering thanks to all the judges for their participation. Ms. Regan reported the Annual Bike Rodeo will be held on Sunday June 9th, from 10:00 a.m. to 1:00 p.m., at Tewksbury Memorial High School. Ms. Regan presented the Next-Generation MCAS update relating that by the next School Committee meeting, the district should have completed the MCAS testing. She related that at least one student had a technology issue reporting this was a state level issue not due to the district. She stated that paper tests were overnighted to the district for the student. Ms. Regan pointed out that on the Consent agenda, is the retirement notice from Jan LaRocque, Administrative Assistant to the Assistant Superintendent of Schools, relating that Jan worked for four Assistant Superintendent's throughout her career at Tewksbury. Ms. Regan stated that Jan's shoes will be hard to fill adding that she is amazing and wished her well.

David Libby, Business Manager

Mr. Libby updated the Committee on the summer maintenance projects relating that the focus is on the Dewing and Heath Brook schools and we will be making investments at the North Street as well, while we are still occupying the schools in order to keep them safe. Mr. Libby presented the project list to the Committee relating the district will coordinate the work around the summer programs.

CONSENT AGENDA

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

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

Correspondence

None

Enrollment Update

None

Monthly Expenditure Report

None

Personnel Items

New Hires: Smitha Vayyavur (\$19,940.00 *prorated*), Classroom Instructional Aide, Dewing Elementary School, effective May 6, 2019; Melanie Tirabassi (\$39,366.00), Assessment Assistant to the Principal, Tewksbury Memorial High School, effective August 26, 2019; Kathryn Clark (\$77,262.00), World Language Teacher at Tewksbury Memorial High School, effective August 26, 2019

Reappointments: Aides, Food Services, Nurses, Secretaries, Misc Staff (List included in packet)

Appendix B: None

Leave of Absence: Nancy Zaki, Speech Language Pathologist, North Street School, leave of absence for the 2019-2020 school year with a return to work date on the first day of the 2020-2021 school year.

Transfer: None

Retirements/Resignations/Terminations: Jessica McClellan, School Nurse at Tewksbury Memorial High School, effective June 14, 2019; Janice LaRocque, Administrative Assistant to the Assistant Superintendent, Tewksbury Public Schools, effective June 28, 2019; Alexander Norton, 8th Grade Computer Teacher, John Wynn Middle School, effective June 14, 2019.

Out-of-State Field Trips: None

Acceptance of Donation/Gift: None

Fundraiser/Raffle: TMHS Class of 2021, Walk-a-Thon fundraiser, May, 30, 2019 through June 8, 2019

SCHOOL COMMITTEE REPORTS

Elementary School Building Committee (ESBC)

Mr. Francis reported the ESBC continues to conduct project meetings and updates. Mr. Francis reported that the Tewksbury elementary school building project was approved at Town Meeting on May 6, 2019, the ESBC is now underway with the following tasks:

Execution of a Project Scope and Budget Agreement with MSBA, contract negotiations with the OPM and Designer, and the selection of a Construction Manager. The project is now entering the Design Development Phase. Mr. Francis reported a letter was sent to newspapers thanking the community for their support and confidence in the ESBC. Mr. Francis offered thanks to the Friends of Tewksbury Elementary School Project relating that Molly Ginsburg heads the Friends.

Tewksbury Education Foundation

Ms. Demos had nothing to report.

Wellness Advisory Committee

Mr. Sullivan reported that the next Wellness Advisory Committee meeting will be held on Monday, May 20th.

SEPAC

Mr. Sullivan reported the last SEPAC meeting was held in April. The SEPAC is working to hold a Special Education Parent Advisory Council (SEPAC) Day on the Hill. He reported the SEPAC the last Business meeting for the year will be held tomorrow night 6:30 p.m. to 8:00 p.m. at TMHS. They will be hold board elections for 2019-2020 school year and discuss upcoming initiatives. He reported SEPAC will host a family engagement night at Blue Wave on May 28th, from 6:00 p.m. to 8:00 p.m. Mr. Sullivan reported that this year we piloted an Integrated Unified Basketball program at the Wynn Middle School. Mr. Sullivan offered thanks to TMHS teachers, Rich Carmire and Brian Aylward, and Rick Pelletier, Director of Student Services.

POLICY CHANGES, PROPOSALS, AND ADOPTION

Recommended Revisions to Tewksbury Public Schools' Policies on second and Final Reading (File)

Policy JF - School Admissions. Ms. Demos reported that there are no policies on approval.

OLD BUSINESS

May 2, 2019 Professional Development & Workshop Schedule

Ms. Regan reported that May 2nd is an early release day for students and a half-day Professional Development day for staff. Ms. Regan presented the professional development schedule for the teacher workshop.

NEW BUSINESS

2019-2020 K-4 Elementary Schools Student Handbook

Moved up on the schedule.

2019 Summer Reading Program

Ms. Regan presented the 2019 K-12 Summer Reading Program presenting the highlights of the of the program including book suggestions. Ms. Regan reported that the information will be posted on the district website and distributed to the Tewksbury Public Library.

2019-2020 New Curricular Resources

Math grades (5), 6-8 & Math TMHS / Algebra 1, Algebra 2, and Geometry

Ms. Regan reported the new math curricular resources is informational only relating. Mr. Stamp is leading a pilot to update the math curriculum for grades 6 through 8, adding that a decision has not been made for grade 5 yet. Ms. Regan reported the resource materials are on display in the Curriculum Office at the

Center School through the end of May. She reported that links have been provided to view the online digital resources. She reported the going rate for the math resources is about \$150,000 to \$200,000.

Social Studies / History: Grades 6-8

Ms. Regan reported the new social studies / history curricular resources is informational. She reported the Wynn Middle School teacher, Chris Gagnon is leading the pilot for grades 6 through 8, Social Studies / History digital resources. She reported the preliminary quote is between \$60,000 and \$70,000, adding the funding is already in the budget as the district reserves \$250,000 per year for textbook resources. She reported that there is not much difference between the cost for textbooks and digital resources. The resource materials are on display in the Curriculum Office at the Center School through the end of May.

In response to a question from Mr. Francis, Ms. Regan reported that the current materials are outdated because they are not aligned to the State Standards.

2019 Superintendent's Contract

Mr. Francis reported the Committee came to a contractual agreement with Mr. Malone on March 26, 2019 in Executive Session and signed a contract. The contract needs to vote on the contract in open session which will be done tonight. and voted to approve a new contract agreement between the Tewksbury School Committee and Superintendent Malone. This was done prior to the Town election while Ms. Polimeno and Ms. Bennett were on the Committee. Mr. Francis reported that he, Mr. Sullivan, and Mr. Cutelis will conduct a formal evaluation of Mr. Malone relating that the evaluation will be on the June agenda.

Mr. Francis asked for a motion to accept the contract agreement for Mr. Malone. Mr. Sullivan moved to enter into an agreement between the Tewksbury School Committee and Superintendent Christopher J. Malone, for the period of July 1, 2019 through June 30, 2022, seconded by Mr. Cutelis.

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

School Committee 2019-2020 Assignments

Mr. Francis presented the School Committee assignments for the 2019-2020, reporting that the Committee has added the Tewksbury Special Education Pac assignment; Mr. Sullivan will be providing a monthly report. Mr. Francis asked for a motion to approve and accept the 2019-2020 Committee assignments.

Mr. Sullivan moved to approve the 2019-2020 School Committee Assignments, seconded by Ms. Demos.

Roll Call Vote - Voting Yes: Mr. Stadtman, Mr. Sullivan, Mr. Cutelis, Ms. Demos, and Mr. Francis. No Opposed. Unanimous Vote. Motion carried 5-0.

School Committee 2020 Meeting Schedules

Mr. Francis presented the 2020 School Committee meeting schedule. Mr. Cutelis moved, seconded by Ms. Demos, to approved the 2020 School Committee Meeting Schedule as presented. All Aye. No Opposed. Unanimous Vote. Motion carried 5-0.

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Stadtman commended the students who participated in Clean-Up Day. He reported TMHS will hold election of officers tomorrow, wishing the students good luck. Mr. Stadtman encouraged students to put electronics down and enjoy the upcoming end of year activities.

Mr. Sullivan wished all Tewksbury Public Schools' athletes good luck in the upcoming Special Olympics. Mr. Sullivan thanked the district for the opportunity to attend the Day on the Hill. He offered thanks to our Legislatures for honoring the Girls Ice Hockey team during the event and for their continued support of the Tewksbury schools.

Ms. Demos thanked those that supported the new school vote at the Town Meeting. She reported she attended the Day on the Hill event, the Annual Art Show, and the Trahan's production of Peter Pan.

Mr. Francis reported he attended the production of Mary Poppins at the Ryan School last Saturday. Mr. Francis reported on topics that were covered at the Day on the Hill event and offered thanks to Representative Dave Robertson for celebrating the Tewksbury/Methuen Girls Ice Hockey Team at the event. Mr. Francis reminded the community of the Memorial Day parade on May 27th.

FUTURE MEETING

May 22, 2019 Workshop with Massachusetts Association of School Committees (MASC); June 12, 2019;
July 24, 2019

FUTURE AGENDA ITEMS

ADJOURN

At 9:10 p.m., Mr. Francis adjourned the May 15, 2019 School Committee meeting with a motion from Mr. Stadtman, seconded by Mr. Sullivan. All Aye. Unanimous Vote. Motion carried 5-0.