

**Tewksbury School Committee
Regular Meeting #15
Wednesday, August 14, 2019
Tewksbury Memorial High School, Library
320 Pleasant Street, Tewksbury**

SCHOOL COMMITTEE MEMBERS PRESENT

Keith M. Sullivan, Chairperson
James A. Cutelis, Vice-Chairperson
Shannon A. Demos, Clerk
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. Sullivan called the August 14, 2019 Regular School Committee meeting to order at 6:30 p.m. Mr. Sullivan announced the School Committee will be convening an Executive Session to continue discussion relative to strategy with respect to collective bargaining and/or litigation.

Mr. Cutelis moved, seconded by Mr. Stadtman, 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 the Regular School Committee meeting in Open Session at 7:00 p.m.

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

At 6:55 p.m., Mr. Cutelis moved, seconded by Mr. Stadtman, to adjourn the Executive Session and reconvene the Regular School Committee meeting. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

ANNOUNCEMENT

At 7:00 p.m., Mr. Sullivan announced that the August 14, 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. Sullivan asked that if anyone is recording tonight's meeting to please identify himself/herself. No one was present recording the meeting.

PLEDGE OF ALLEGIANCE

Mr. Sullivan led the School Committee in the Pledge of Allegiance.

RECOGNITION

None

STUDENT REPRESENTATIVE

None

PRESENTATIONS

None

CITIZEN'S FORUM

Mr. Sullivan inquired if there was anyone in the audience wishing to speak on any item on the agenda. Seeing no one, Mr. Sullivan moved to the approval of meeting minutes.

APPROVAL OF MINUTES

Ms. Demos moved, seconded by Mr. Cutelis, to approve the July 24, 2019 Regular Meeting (1) minutes. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

Ms. Demos moved, seconded by Mr. Cutelis, to approve the July 24, 2019 Reorganization Meeting minutes. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

Ms. Demos moved, seconded by Mr. Cutelis, to approve the July 24, 2019 Regular Meeting (2) minutes. All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

SUBMISSION OF PAYMENT OF BILLS

Ms. Demos moved to approve the payroll period ending, July 25, 2019, to be approved and certified in the amount and categories as shown (\$1,115,675.29), seconded by Mr. Cutelis.

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

Ms. Demos moved to approve the payroll period ending August 8, 2019, to be approved and certified in the amount and categories as shown (\$1,153,174.13), seconded by Mr. Cutelis.

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

SUPERINTENDENT REPORTS

Mr. Malone Presented the Superintendent's Report:

Mr. Malone thanked the School Committee members for attending the workshop with district administrators this afternoon and thanked them for their continued support. He offered his thanks to Ms. Regan, Mr. Libby and the district leadership for moving the district forward.

Mr. Malone announced that the Kindergarten Night will be held on August 26th, 3:30PM, at the Dewing School and 4:00PM, at the Heath Brook School. He stated that he will be sending a back to school letter out to parents and guardians. He reported on August 26th and 27th the district will be holding training for all staff. Mr. Malone reported as the district is transitioning to AlphaBEST there is a link on the district's website under the Community Services tab directing to the AlphaBEST website.

Assistant Superintendent's Report

Ms. Regan reported that last week she participated in a one-on-one conference call regarding the new history frameworks with many other principals and assistant principals from other districts. She reported that the Tewksbury Public Schools was invited due to our participation in the Cross District mapping. The Massachusetts Department of Elementary and Secondary Education (DESE) is asking the Tewksbury Public Schools for input. Ms. Regan reported that on Monday, August 26th, the district will welcome back all staff inviting the School Committee members to join us at the high school.

She announced that Karen Baker O'Brien joins our administrative team as the Director of Student and Family Support and Maria Cutelis is the new Administrative Assistant to the Assistant Superintendent of Schools. Ms. Regan offered a reminder to students that it is not too late to do their summer reading.

Business Manager

Mr. Libby reported that the 2019-2020 school year transportation information and regular bus route schedules will be published in the newspapers this week and may be found on the school websites. He reported that families will be contacted by vendors for out-of-district and in-district services. Mr. Malone added that routes may change as families are still registering students adding that the district will message out to families once they are established.

CONSENT AGENDA

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

Correspondence

None

Enrollment Update

None

Monthly Expenditure Report

None

Personnel Items

Appendix B 2019-2020 School Year

2019-2020 Mentors / Mentees List (File)

New Hires: **Jenifer Guy** (\$20,338.00), Classroom Instructional Aide, Tewksbury Memorial High School, effective August 26, 2019; **Jussuly Karner** (\$20,338.00) Classroom Instructional Aide, John Ryan Elementary School, effective August 26, 2019; **Emily Murphy** (\$20,338.00), Classroom Instructional Aide, Tewksbury Memorial High School, effective August 26, 2019; **Barry Patterson** (\$35,907.00), Building Custodian, Louise Davy Trahan Elementary School, effective July 30, 2019; **Jason Dubay** (\$42,737.00) Head Building Custodian, Heath Brook School, effective August 12, 2019; **Steve Boudreau** (\$55,604.00), Physical Education Teacher, Ryan Elementary School, effective August 26, 2019; **Mackenzie Coneeny** (\$39,949.00), district-wide Associate Nurse, effective August 26, 2019; **Christine Mitchell** (\$57,835.00), Digital Literacy Specialist at the Dewing and Trahan Schools, effective August 26, 2019

Reappointments: None

Leave of Absence: None

Transfer: None

Retirements/Resignations/Terminations: Vikki Ireland, Mathematics Teacher at Tewksbury Memorial High School, effective August 7, 2019; Lauren Sheehy, School Adjustment Counselor, Tewksbury Memorial High School, effective July 23, 2019; Jenna Wallack, Behavior Specialist, Tewksbury Public Schools, effective July 30, 2019; Kaitlynn Perreault, Classroom Instructional Aide, John Ryan Elementary School, effective July 31, 2019

Out-of-State Field Trips:

None

Acceptance of Donation/Gift:

None

Fundraiser/Raffle:

TMHS Theatre Co. Booster Club Trivia Night fundraiser request, September 27, 2019.

SCHOOL COMMITTEE REPORTS

Elementary School Building Committee

Ms. Demos reported that the Elementary School Building Committee (ESBC) is meeting monthly. Mr. Cutelis reported the Committee has done a good job with the new design and updating of the website. Mr. Sullivan added that the work of the Superintendent is crucial; the work today will set the district up for the next 50 years.

Tewksbury Education Foundation

No report.

Tewksbury SEPAC

Mr. Sullivan reported the Special Education Parent Advisory Council's (SEPAC) Playground Social was rained out last Wednesday and was rescheduled to Friday, August 9th, and was a great event. The SEPAC's next meeting is scheduled for this evening.

Wellness Advisory Committee

Mr. Stadtman reported that the next Wellness Advisory Committee meeting will be held on November 16th. He reported that Kelly Contantino is serving as the new Chair.

POLICY CHANGES, PROPOSALS, AND ADOPTION

None

OLD BUSINESS

2019 School Committee Assignments Update

Mr. Sullivan entertained a motion to appoint Mr. Stadtman to the Policy Committee due to resignation of Mr. Francis. Mr. Cutelis seconded.

All Aye. No Opposed. Unanimous Vote. Motion carried 4-0.

2019-2020 School Calendar Update

Ms. Regan reported the Open House for grades 3 & 4 has been rescheduled to September 11, 2019. Ms. Johnson will be making the updates to the Chain of Communication and the document will be published on the district website.

NEW BUSINESS

2019-2020 Superintendent's Checklist

Mr. Malone reported the 2019-2020 Superintendent's Checklist is useful information and on his desk at all times.

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Stadtman reminded children to start their summer reading, if they have not. Ms. Demos remarked on the School Committee/Administrator Workshop, relating it was huge success with information on the school goals and expectations. Mr. Sullivan thanked teachers and hope that they enjoy the last week of summer adding that there are exciting things coming. He thanked the administrators for a great presentation.

Mr. Malone reported that the School Committee will take action due to the vacancy on the Committee.

*Tewksbury School Committee
Regular Meeting
August 14, 2019*

The Town has advertized the vacancy, the Chairman of the Tewksbury Board of Selectmen will schedule a joint meeting, working with Mr. Sullivan on either September 9th or September 10th, and the Town Clerk has been notified to add the vacancy on the next election, April 4, 2020, relating the term for the open position expires on April 2021.

FUTURE MEETINGS

September 18, 2019; October 1, 2019 Special Town Meeting, October 16, 2019

FUTURE AGENDA ITEMS

None

ADJOURN

At 7:28 p.m., Mr. Sullivan adjourned the August 14, 2019 School Committee meeting with a motion from Ms. Demos, seconded by Mr. Stadtman. All Aye. Unanimous Vote. Motion carried 4-0.