

**Tewksbury School Committee
Regular Meeting #4 - Wednesday, October 14, 2020
All Members Attended Remotely via WebEx**

SCHOOL COMMITTEE MEMBERS PRESENT

Keith M. Sullivan, Chairperson
James A. Cutelis, Vice-Chairperson
Shannon M. Demos, Clerk
John R. Stadtman, Member
Scott D. Wilson, Member

SCHOOL ADMINISTRATORS PRESENT

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

OTHERS PRESENT

Eileen Osborne, TMHS Assistant Principal
Jack Stadtman, TMHS Student Council Representative to the School Committee
Bailey Mahoney, TMHS Teacher
Karen Cronin, North Street School Principal

CALL TO ORDER

Mr. Sullivan called the October 14, 2020, Regular School Committee meeting to order at 5:30 p.m.

EXECUTIVE SESSION

At 5:31 p.m., Mr. Sullivan entertained a motion to convene an Executive Session to discuss strategy with respect to collective bargaining with employee groups and/or personnel matters. Mr. Cutelis moved to enter into the Executive Session, seconded by Mr. Wilson. The School Committee will reconvene in open session following the Executive Session at 6:00 p.m.

Roll Call Vote: Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

ADJOURNMENT & RECONVENE REGULAR MEETING

At 6:02 p.m., Mr. Sullivan adjourned the October 14, 2020 Executive Session and reconvened the Regular School Committee meeting with a motion from Mr. Cutelis, seconded by Mr. Wilson.

Roll Call Vote: Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

Mr. Sullivan read the Governor's Order for conducting a remote meeting and the Tewksbury School Committee ground rules. The Chair stated that this meeting will be recorded and viewed live. The public is welcome to make comments by calling in during the Citizen's Comment section of the meeting on 781-565-8134. The meeting can be viewed on Comcast Channel 22, Verizon Channel 34, or YouTube/TewksburyTV.com. Mr. Sullivan announced that the agenda packet is available by contacting Ms. Johnson, at gjohnson@tewksbury.k12.ma.us. Mr. Sullivan, School Committee Chairman, confirmed that all members of the School Committee and persons on the agenda are present and give consent to recording the meeting.

Present and giving consent to be recorded by Roll Call: School Committee: Mr. Cutelis, Mr. Wilson, Mr. Stadtman, Ms. Demos, Mr. Sullivan; Staff: Mr. Malone, Ms. Regan, Mr. Libby. Guests: Jack Stadtman, Ms. Mahoney, Dr. Osborne, and Ms. Cronin. Attendance confirmed and all are in consent to be recorded.

**APPROVED
11/18/2020**

RECOGNITION

None

STUDENT REPRESENTATIVE

Notes From Tewksbury Memorial High School

Jack Stadtman presented the notes from Tewksbury Memorial High School:

- DECA held its first meeting last week, welcoming new and returning members and they discussed protocols for upcoming meetings.
- TMHS Drama Club welcomed their new Director Miss Pellegrino. This year's virtual production will be *Romeo and Juliette*.
- Earlier this month was Halfway to Earth Day. TMHS students Ada Nicodemus, Juliana Ricci, and Travis Cohen picked up trash around the field.
- International Club helped out on Halfway to Earth Day by cleaning up trash along Tewksbury's nature trails.
- Student Council held their first meeting today, they welcomed new freshmen and will be holding elections for new leadership positions shortly.
- The *Morning Update* has started up again. Tune-in for the morning news each day except for Wednesdays.

Mr. Sullivan opened for questions/comments from the School Committee members. There were no comments.

PRESENTATIONS

None

Mr. Malone requested to take Old Business, Tewksbury Memorial High School's International Club trip request out of order.

Mr. Cutelis moved, seconded by Ms. Demos, to move the International Club trip request up on the agenda.

Roll Call Vote: Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

OLD BUSINESS

International Trip Request

Dr. Osborne and Ms. Mahoney addressed the Committee providing an update on the three trips scheduled for the spring of 2021. Given the pandemic and limited availability to travel and after meeting with EF Tours and Principal Bernard, Ms. Mahoney and Dr. Osborne recommends to cancel the trips to the British Isles and Greece and postpone the Costa Rica trip to 2022.

Mr. Sullivan opened for questions/comments from the School Committee members. In response to a question from Ms. Demos, Ms. Mahoney will schedule a meeting for all parents with EF Tours.

Mr. Cutelis moved to reschedule the Costa Rica trip to 2022 and to cancel the 2021 British Isles and Greece trips, seconded by Ms. Demos.

Roll Call Vote: Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

CITIZEN'S FORUM

Mr. Sullivan inquired if there was anyone who had called-in wishing to speak on any item on the agenda. Seeing no one, Mr. Sullivan moved to the approval of meeting minutes. Mr. Sullivan will check-in with Jason Marshall again later in the meeting.

APPROVAL OF MINUTES

Ms. Demos moved, seconded by Mr. Cutelis, to approve the September 16, 2020 Regular School Committee meeting minutes.

Roll Call Vote: Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Ms. Demos moved to approve the payroll period ending September 17, 2020, to be approved and certified in the amount and categories as shown \$1,336,898.55, seconded by Mr. Cutelis.

Roll Call Vote - Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

Ms. Demos moved to approve the payroll period ending October 1, 2020, to be approved and certified in the amount and categories as shown \$1,377,386.61, seconded by Mr. Cutelis.

Roll Call Vote - Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

SUPERINTENDENT & STAFF REPORTS

Mr. Malone, Superintendent

Mr. Malone reported that in response to the pandemic, the Massachusetts Department of Elementary and Secondary Education (DESE) releases the positivity rate, by town, every Wednesday. As of last Wednesday, Tewksbury's rate was 7.9% per 100,000. If a town's positivity rate is 8% or higher they move into the Red Zone. Mr. Malone reported that he is currently monitoring the site for the newest data rates and will present the numbers if they are released. He offered *Hats Off!* to our staff for wearing masks and hand washing. He thanked students and parents for working on COVID prevention which helped us to operate schools safely while people in the community tested positive. Mr. Malone reported Interscholastic Athletics have begun competitions relating the season had been delayed a week. He reported the district is waiting on the positivity rate data tonight to see if we can continue. Mr. Malone reported the Task Force continues to meet weekly and they are looking at the Tewksbury Board of Health data and/or any cases which may impact the district. He reported they are also looking to see if we can increase time for students. Mr. Malone reported that he toured the AlphaBEST facility and program stating they are averaging 30-40 students per day. They have safety protocols in place and work closely with the district's Lead Nurse and the Tewksbury Board of Health. Mr. Malone offered *Hats Off!* to the custodial and maintenance staff for continuing to do an outstanding job. He reported the district received air purifiers this week and have begun installing them at TMHS. Kelly Constantino, Lead Nurse, is taking lead on contact tracing and working with families and staff. Mr. Malone reported the Governor's travel ban continues to change; anyone traveling outside of Massachusetts needs to be tested or to quarantine.

Mr. Sullivan opened for comments and questions from the School Committee. Ms. Demos inquired about the AlphaBEST program. Mr. Malone responded that students are bussed to AlphaBEST in the afternoon. The facility has WiFi, some students have district devices from last spring but at this time the district does not have enough chromebooks for all children enrolled in the AlphaBEST program. He reported the students are engaging in Remote Learning.

Ms. Theriault-Regan, Assistant Superintendent's Report

Ms. Regan reported schools held the first virtual Open Houses during the last two weeks relating that the feedback has been positive from parents. She gave a *Shout Out!* to principals and staff. Ms. Regan reported that October 16th is the mid-term of the first quarter relating the term is shorter as the school year started on September 16th. She added that progress reports should be posted on October 26th. She reported the Task Force is developing a parent survey on how we are doing in this Hybrid/Remote Model. The survey can be expected after the Term 1 Progress Report.

Ms. Regan announced that all students attending the Tewksbury Public Schools must receive a flu shot vaccination. School nurses will reach out to students to get the certification. Flu shots will be available for staff at TMHS on November 6th.

Mr. Sullivan opened for comments and questions from the School Committee. Mr. Stadtman commended the principals for the successful Open Houses.

Mr. Libby, Business Manager

Mr. Libby provided a transportation update reporting that 42 students have been added to routes relating that we have 1,632 riders. He reported that timing is not an issue this year but we do have more parent drop off and traffic at the schools as a result, we have been working with the schools to reconfigure drop-offs.

Mr. Sullivan opened for comments and questions from the School Committee. There were no questions at this time.

CONSENT AGENDA

Ms. Regan reported that Principal Cronin is present tonight regarding an item on the Consent Agenda. Ms. Cronin addressed the Committee reporting that a former staff member's family has donated an iPad Charging Cart to the North Street School. She thanked the Committee for their consideration of the donation.

Mr. Sullivan asked if anyone had questions and/or comments on any item on the Consent Agenda. Seeing none, Mr. Sullivan asked for a motion to approve the Consent Agenda. Ms. Demos thanked the donors for donation of resources to the Wynn Library and the iPad charging cart for the North Street School. Ms. Demos moved to approve the Consent Agenda as presented, seconded by Mr. Wilson.

Roll Call Vote - Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

Correspondence

None

Enrollment Update

None

PERSONNEL ITEMS

Co-Curricular Appendix B 2020-2021

Tewksbury Memorial High School

Freshmen Class Co-Advisors - Kelsey Ring & Julia Baynes

Athletics Appendix B 2020-2021

Tewksbury Memorial High School

Boys Associate Head Basketball Coach - Steven Boudreau

Girls JV Soccer Coach - Brooke Pacheco

Girls JV Field Hockey Coach - Christine Smith

New Hires

Megan Escott, Classroom Instructional Aide, Tewksbury Memorial High School, effective October 1, 2020; Meghan Ferris, Elementary Music Teacher, Dewing Elementary School and the Trahan Elementary School, effective September 17, 2020; Diana Hanley, Classroom Instructional Aide, John Ryan Elementary School, effective October 1, 2020;

Marie Hines, 1-year long-term Building-Based Teacher substitute, North Street School, effective September 17, 2020; Nora Sabillon, Classroom Aide, John Wynn Middle School, effective October 5, 2020; Jennifer Cunningham-Allard, Part-time Secretary at the Dewing Elementary School, effective September 28, 2020; Julie Geanakakis, Classroom Instructional Aide, North Street School, effective October 5, 2020

Reappointments: None

Transfer: None

Retirements/Resignations/Terminations: None

Acceptance of Donations/Gifts: Atman Press donation of two copies of *India Unveiled* to the John Wynn Middle School library from: 1) Mr. & Mrs. Ram & Mrs. Mithlesh Gupta and 2) Dr. Jagdish & Mrs. Madhu Sheth; Donation of a laptop/iPad charging cart to the North Street School from Rhonda Boudreau

Fundraisers/Raffles: TMHS Soccer Booster: Dine Out Nights, September 2020 through November 2020; Carwash, September 2020 through October 2020; Calendar Raffle, November 1st - 30th, 2020; Dewing/North Street PAC: Golf Ball Drop fundraiser, November 1, 2020; Wynn PAC Lyman Orchards Pie Sale Fundraiser, September 28th through October 13th, 2020; TMHS Class of 2022 fundraiser request to sell TMHS sweatshirt merchandise, November 1, 2020 through November 30, 2020.

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Cutelis reported the General Contractor, Consigli, is doing a great job. They are working daily, the foundation is at 90%, the steel will be going up shortly and the project is on time and on budget.

Tewksbury Education Foundation

None

Tewksbury SEPAC

Mr. Wilson reported that the next SEPAC meeting is scheduled for tomorrow.

Wellness Advisory Committee

None

Mr. Malone announced that DESE's weekly updated positivity rate data has just been posted reporting that Tewksbury's rate has lowered from 7.9% to 5.3%.

Mr. Sullivan commented that we all need to stay vigilant, follow protocols, practice social distancing, and wear masks.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

Ms. Demos reported that she received an email from a community member regarding the Homeschool policy. She reported that the Policy Committee will review the policy. Mr. Sullivan asked to have the Policy Committee review any other policies that may need to be considered at this time.

OLD BUSINESS

TMHS International Trip Update & Request

Moved up on agenda.

Enrollment - 2020 Unofficial October 1st Count

Mr. Malone reported the district's enrollment numbers have been sliding down these past few years. He reported we are down 160 from last year with the highest change in the preschool numbers.

Most are contributed to parents not enrolling kids due to the pandemic and that preschool is fee based. He reported the kindergarten numbers are decreasing across the state but Tewksbury's kindergarten numbers have increased.

The pandemic has had an impact on enrollment as some students are moving to homeschooling or private schools. Overall our enrollment is consistent to what we have seen over the past years.

Mr. Sullivan opened for comments and questions from the School Committee. Mr. Malone responded to Ms. Demos clarifying the preschool numbers.

Professional Development / Teacher Workshop: October 7, 2020

Ms. Regan reported that October 7th was the first early release day for students and a Workshop day for teachers.

Mr. Sullivan opened for comments and questions from the School Committee. There were no questions at this time.

NEW BUSINESS

2020 Summer Reading Participation

Ms. Regan presented the 2020 Summer Reading statistics relating that we are proud of the student enthusiasm for reading. She reported that overall, student engagement was down in the lower grades but much better in the upper grades. Ms. Regan presented the data comparisons between the 2019 and 2020 Summer Reading participation.

PSAT Exam Update and SAT Exam Update

Ms. Regan presented an update on the PSAT and SAT Exams. She commented that the School Committee funds the PSAT exams which is offered in the Fall. The SAT exam is held in the Spring but due to the pandemic all SAT exams were canceled last Spring and some colleges are not requiring the SATs. She reported on October 27, 2020, TMHS will be administering the SAT exam for all interested seniors. The PSAT will be offered for sophomores and juniors on January 26, 2021. Juniors will have the opportunity to take the SATs in the Spring of 2021.

Mr. Sullivan opened for comments and questions from the School Committee. Ms. Demos thanked Ms. Regan and staff for working to be able to offer the SATs for the seniors. She hopes the Summer Reading participation increases next year. Mr. Sullivan offered thanks to the staff for making it a priority to offer the SAT Exam for the seniors.

FY 22 Budget Timeline Process

Mr. Libby presented the FY22 Budget Timeline update. He reported the budget process will be kicking off shortly. According to the Town By-Laws, the district must produce a budget by January 8, 2021, adding that in December the Town Manager will give us a target of where our budget will be headed. Mr. Libby reported the district will hold three budget hearings, in January, February, and again in March. He reported the final budget will be approved at the Town Meeting in May 2021.

Mr. Sullivan reported that Mr. Libby has extended a courtesy to meet with each of the School Committee members on the budget. Mr. Sullivan afforded the Committee the opportunity to ask questions. There were no questions from the Committee.

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Sullivan offered thanks to parents and reminded them to be on the lookout for the survey from the Task Force. He commented that we want more in-person time and learning for students. Please feel free to email or call Committee members with comments.

FUTURE SCHOOL COMMITTEE & FUTURE SUB-COMMITTEE MEETING DATES

November 18, 2020; December 9, 2020

FUTURE AGENDA ITEMS

Mr. Sullivan announced that the public is welcome to send the Committee agenda item suggestions.

ADJOURN

At 7:12 p.m., Mr. Sullivan adjourned the October 14, 2020, School Committee meeting with a motion from Mr. Cutelis, seconded by Ms. Demos

Roll Call Vote - Voting Yes: Mr. Wilson, Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.