

**Tewksbury School Committee
Regular Meeting #5 - Wednesday, November 18, 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

Jack Stadtman, TMHS Student Council Representative to the School Committee

CALL TO ORDER

Mr. Sullivan called the November 18, 2020, Regular School Committee meeting to order at 5:34 p.m.

EXECUTIVE SESSION

At 5:34 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. Wilson moved to enter into the Executive Session, seconded by Mr. Cutelis. 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 5:58 p.m., Mr. Sullivan adjourned the November 18, 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.

At 6:01 p.m., Mr. Sullivan reconvened the November 18, 2020 Regular School Committee meeting reporting the meeting will be televised and recorded. This is a virtual meeting via *WebEx*. Due to the recent open meeting law policy set forth by the Governor during the current state of emergency the meeting will be held as a virtual meeting. School Committee Chairman, confirmed that all members of the School Committee and persons on the agenda are present and give consent to be recorded tonight.

Roll Call - School Committee: Mr. Cutelis, Mr. Wilson, Mr. Stadtman, Ms. Demos, Mr. Sullivan; Staff: Mr. Malone, Ms. Regan, Mr. Libby; Student Council Representative: Jack Stadtman. Attendance confirmed and all are in consent to be recorded.

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 Forum section of the meeting on 781-565-8134.

APPROVED
12/9/2020

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 on the district website or by contacting Ms. Johnson, at gjohnson@tewksbury.k12.ma.us.

STUDENT REPRESENTATIVE

Notes From Tewksbury Memorial High School

Jack Stadtman presented the notes from Tewksbury Memorial High School:

- DECA is meeting monthly to discuss new changes to the club and how to do the yearly Fashion Show.
- TMHS E-Sports Team is back up and running and placed high within other schools from New England in games such as Rocket League.
- TMHS Drama Club is working on a virtual production of *Romeo and Juliet* and hopes to release it to the public soon.
- International Club is holding their yearly Blanket Drive. Members are making blankets at home for children in need for the holiday season.
- Student Council is holding weekly meetings and are planning Spirit Days for the upcoming weeks before Thanksgiving.
- Tune-in to the *Morning Update Show* every morning except for Wednesdays.

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 October 14, 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 October 15, 2020, to be approved and certified in the amount and categories as shown \$1,366,185.08, 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 29, 2020, to be approved and certified in the amount and categories as shown \$1,367,909.44, 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, November 12, 2020, to be approved and certified in the amount and categories as shown \$1,450,300.61, 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.

At 6:11 p.m., Mr. Sullivan checked-in with Mr. Marshall to inquire if anyone had called-in. Seeing no one, Mr. Sullivan moved onto Superintendent and Staff Reports.

SUPERINTENDENT & STAFF REPORTS

Mr. Malone, Superintendent

Mr. Malone presented a COVID-19 update relating there has been an uptick in the number of cases in Tewksbury relating that Tewksbury is held in the yellow category and our positivity rate remains at 2. He will continue to keep the public informed with weekly updates. Mr. Malone presented a staffing update looking at the impact of staff leaves. We are reaching close to 26% of our staff, daily, are on leaves relating that many can work remotely but which leaves a concern on how to supervise in person students daily. Mr. Malone reminded the Committee and the community of the letter he sent on October 23rd regarding the Hybrid Model and the Remote Learning Academy and looking at sustainability and equity. There is no formal decision made yet, we are not interested in disrupting student situations or classroom connections. We are working with the TTA on the issue and how we can manage that.

Mr. Malone reported on a letter produced by the Superintendent's Association that was sent to the Governor's Office and the Commissioners Office regarding students returning to in-person learning full time for districts not in the red. He reported we are in favor, if we can do it safely. He reported that the Special Education department has begun to increase the number of students receiving more than services, providing an opportunity to be in school four days per week rather than two for students receiving less than 65% of services outside of school. They are beginning the process of offering home services adding that they are looking at alternative approaches to staff going into homes. Mr. Malone reported 45 people participated in the Special Education family engagement activities on November 11th and there will be another tonight on Remote Learning. He presented an update on Chapter 70 reporting the budget lays in the Senate, they are looking at level funding of Chapter 70 adding there is a concern there may be a decrease.

Mr. Malone asked families to be careful during the upcoming Thanksgiving break. Please do not return to school if you have traveled and not followed procedures. Be careful, be safe, follow precautions and if not feeling well or in doubt, contact the school nurse.

Mr. Sullivan opened for comments and questions from the School Committee. Mr. Malone responded to questions from Ms. Demos regarding class sizes in the Remote and Hybrid models.

Ms. Theriault-Regan, Assistant Superintendent's Report

Ms. Regan reported the district hosted a staff Flu Clinic on November 6th where 80 TPS staff members received a flu shot at the high school. She reported that November 18th is the first day of the second quarter. The first quarter, Term 1 Report Card, will be posted in Aspen on Wednesday, December 2nd. Next week is a short week due to the Thanksgiving break: November 23rd and November 24th are both Cohort A in-person days, November 25th is an early release remote day, and there will be no school on Thursday and Friday. As a reminder, parents can find the Cohort days on the district website calendar of events. On the Consent Agenda, Ms. Regan pointed out the annual emergency school closure information relating that the new information has been highlighted. Also included is a letter of support from Massachusetts District Attorney Marion Ryan, she also supplies us with an annual reminder on truancy and attendance information and safety in our schools.

Mr. Sullivan opened for comments and questions from the School Committee.

Mr. Libby, Business Manager

Mr. Libby presented a transportation update, thanking Tewksbury Transit for supporting our varied transportation needs. He added that the Tewksbury Transit has been working with the district on all the changes needed on the buses and vans. He reported on the budget process relating that we continue to assess our current run rates, figures, and forecasts. The preliminary budget is due to the town by the second Friday in January. The Food Services department continues to do a great job. Ms. Mugford and her outstanding staff are sending home about 600 meals per day to in-person students and another 700 meal packages (3 meals each) on the Monday and Wednesday Grab and Go days. He stated that families should take advantage as all meals are free this year due to changes from USDA.

Mr. Sullivan opened for comments and questions from the School Committee. Mr. Libby responded to questions from the Committee on the budget and the status of Union contracts.

Mr. Sullivan checked in with Mr. Marshall at 6:54 p.m. There were no callers at this time.

CONSENT AGENDA

At the request of Ms. Demos, the School Committee will recognize staff that have recently retired.

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 moved to approve the Consent Agenda as presented, seconded by Mr. Stadtman.

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

Correspondence

- a. 2020-2021 Updated School Closure Announcements (File)
- b. Middlesex District Attorney - Back to School Letter, Resources & Upcoming Programs (File)

Enrollment Update

None

PERSONNEL ITEMS

Co-Curricular Appendix B 2020-2021

John Wynn Middle School - Sara Chella, Team Leader 7A

Athletics Appendix B 2020-2021

None

New Hires: Michelle Blaikie, Classroom Aide, John Wynn Middle School, effective November 6, 2020; Andrew McGinness, Classroom Instructional Aide, Tewksbury Memorial High School, effective October 27, 2020; Rose Poggio, Elementary Music Teacher at the Dewing School and the Trahan School, effective November 2, 2020; Timothy Silva-Couture, Building Custodian, Dewing Elementary School, effective October 19, 2020; Christina Sciucco, 1-Yr Elementary Kindergarten Teacher, Dewing Elementary School, effective November 23, 2020 through the last day of the 20/21 school year; Lisa Broderick, 1-year long-term Building-Based Teacher substitute at the Heath Brook School, effective November 23, 2020 through the last day of the 20/21 school year; Tyler Perry, District-wide IT Support Technician, effective December 1, 2020.

Reappointments: None

Transfer: None

Retirements/Resignations/Terminations: Susan Spollen, Grade 6 Computer Teacher at the Ryan Elementary School, effective August 4, 2021; Meghan Ferris, Elementary Music Teacher at the Dewing School and Trahan School, effective October 22, 2020; Thomas Benjamin, district-wide Behavior Specialist, effective November 25, 2020; Nancy Kalajian, Reading Specialist, Dewing Elementary School, effective December 11, 2020

Acceptance of Donations/Gifts: None

Fundraisers/Raffles: Dewing/North Street PAC Gift Card fundraiser, November 2020 through December 2020; Dewing/North Street PAC Penguin Holiday Shop November 19, 2020 through December 4, 2020; Ryan PAC fundraiser selling Ryan School (Bulldog) and Tewksbury "T" gear, November 2020 through May 2021

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Cutelis reported the steel is almost done at the field house and concession stand and they have started working on the administrative wing and gym. Consigli is doing a great job and has about 100 workers on site daily. Consigli recently attended an ESBC meeting and may want to take down the Center School early. He reported the project is on budget and on time.

Ms. Regan reminded parents to go to the ESBC website and open the button on top to view the live progress of the project.

Tewksbury Education Foundation

None

Tewksbury SEPAC

Mr. Wilson reported that the SEPAC held a meeting in October. In early November, Mr. Pelletier held a parent event with guest speakers regarding remote learning and answered many of the questions. There will be another parent event next month.

Wellness Advisory Committee

None

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

Policy Recommended for Revision to TPS Policy on Informational Reading

IHBG -Homeschool Policy

Ms. Demos reported the policy recommendation is on IHBG, Homeschooling, this is the Informational reading. Ms. Demos read the policy with the recommended edits. The community may reach out to Mr. Malone, Ms. Regan, or Ms. Demos if you have any questions or comments regarding the policy.

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

OLD BUSINESS

TPS Professional Development November 3, 2020

Ms. Regan reported on the November 3rd full-day Professional Development day, relating that the morning session centered around Curriculum Development for both in-person and remote learning models. Our aides attended an afternoon session focused on the district's long-term goal of equity for all. The Special Education staff participated in the home services program planning.

NEW BUSINESS

20-21 MCAS Update

Ms. Regan presented the 2020-2021 MCAS updates, planning is on-going to prepare the juniors for the Legacy MCAS test which will be computer based testing, she will have additional information at the December meeting. Ms. Regan reported on the freshmen testing dates and that DESE has not fully developed the spring schedule for grades 3-8 and Alt Assessment kick-off in January. The high school guidance team is meeting with all junior students to update them and parents will receive a letter soon from Ms. Regan and the high school regarding the testing dates.

Mr. Sullivan afforded the Committee the opportunity to ask questions. Ms. Regan responded to a question from Ms. Demos regarding the Access testing schedule.

SCHOOL COMMITTEE MATTERS OF INTEREST

Ms. Demos requested to add an item to the next agenda for an update on the COVID protocols and accountability of staff, to include the number of staff assigned to the Hybrid and Remote Learning models, and class sizes.

As well as reviewing the Task Force protocols on mask wearing, social distancing, and hand washing being implemented with fidelity at every school, in every grade.

Mr. Wilson requested to reconvene the Executive Session following the Regular meeting. Mr. Sullivan asked each Committee member if they were in agreement. Mr. Cutelis, Mr. Stadtman, Mr. Wilson, Ms. Demos and the Chair consented to reconvene the Executive Session following the Regular meeting.

Mr. Wilson reported that on November 7, 2020 he attended the 2020 MASC/MASS Delegate Assembly. He will forward the information he received to the Committee members.

FUTURE SCHOOL COMMITTEE & FUTURE SUB-COMMITTEE MEETING DATES

December 9, 2020; January 13, 2021/Budget Workshop/Regular Meeting

FUTURE AGENDA ITEMS

Hybrid & Remote Class Sizes & Staffing

ADJOURNMENT

At 7:22 p.m., Mr. Wilson moved to reconvene the Executive Session to discuss strategy with respect to collective bargaining of employee groups and/or personal matters, and to adjourn the Regular meeting. The Committee will not reconvene the Regular meeting following the Executive Session.

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