

**Tewksbury School Committee
Regular Meeting #7 - Wednesday, January 13, 2021
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

Karen Cronin, Principal of the North Street School
Terry Gerrish, Principal of the Dewing Elementary School
Jay Harding, Principal of the Trahan Elementary School
Judi McInnes, Principal of the John Ryan Elementary School
John Weir, Principal of the John Wynn Middle School
Felicia Cenanovic, Principal of the Heath Brook School
Jon Bernard, Principal of Tewksbury Memorial High School
Ron Drouin, Athletic Director
Makayla Paige, TMHS Student
Jack Stadtman, Student Council Representative to the School Committee

CALL TO ORDER

Mr. Sullivan called the January 13, 2021, Regular School Committee meeting to order at 5:00 p.m.

EXECUTIVE SESSION

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.

At 5:55 p.m., Mr. Sullivan adjourned the January 13, 2021 Executive Session 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.

BUDGET WORKSHOP

At 6:05 p.m., Mr. Sullivan reconvened the January 13, 2021 Regular School Committee meeting and opened the Budget Workshop. He reported the Regular meeting will convene at approximately 6:30 p.m.

**APPROVED
2-10-2021**

Mr. Libby addressed the School Committee presenting the FY22 Budget Workshop reporting that the budget process uses the District Strategy to shape district resources going forward in the budget process and the Theory of Action goes along with the District Strategy. He reported that the budget consists of four major parts: salaries, operating costs, and Capital Outlay which are managed by the schools, and fixed costs which are managed and shared with the town.

Mr. Libby presented an overview of the focus across the district in areas of personnel, technology and building improvements. He reported that the total expense impact of COVID-19 on the budget in FY21 so far is \$605,866.31.

Mr. Libby reported the overall increase requested in the school budget is 2.58% and 1.3% increase requested for fixed costs. The salaries are 70% of the school budget, assuming level staffing, which includes salary increases, 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 for maintaining our buildings, technology upgrades, and to accomplish items on the project list. Mr. Libby presented the Capital Projects list for FY22 and FY23 and reviewed the FY22 grants and revolving accounts. He related that we continue to assess and clean up the Separate Funds, reducing the number of accounts from 62 last year to 56 this year.

Mr. Libby reported the recommended FY22 school budget is \$69,637,971.00. Our salaries are \$36,271,948, operating costs are \$14,816,386, the Capital Outlay is \$850,000, and fixed costs are \$10,657,948. He reported the school budget recommendation is in line with the Town Manager's recommended budget for the schools. The next step in the budget process is to continue discussion with building principals, department heads, school staff, elected and town officials, and community members. Mr. Libby ended with a call for questions and comments from the School Committee.

Mr. Sullivan announced that this is the first public workshop on the budget. He reported that there will be two public hearings on the budget relating that the first is scheduled on February 10th and the second is on March 10th. Questions and comments may be sent to any School Committee member or the Superintendent.

At 6:34 p.m., Mr. Sullivan moved to close the January 13, 2021 Budget Workshop with a motion from Mr. Wilson, 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.

RECONVENE REGULAR MEETING

At 6:35 p.m., Mr. Sullivan reconvened the January 13, 2021 Regular School Committee meeting.

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

Mr. Sullivan reported that 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, Keith Sullivan confirmed that all members of the School Committee and persons on the agenda are present and give consent to be recorded tonight.

By Roll Call - School Committee: Mr. Cutelis, Mr. Wilson, Mr. Stadtman, Ms. Demos, Mr. Sullivan; Staff: Mr. Malone, Ms. Regan, Mr. Libby; Other Guests: Principals, Ms. Gerrish, Mr. Harding, Ms. Cenanovic, Ms. Cronin, Ms. McInnes, Mr. Weir, Mr. Bernard, Mr. Drouin, Jack Stadtman, and Makayla Paige.

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 convening through WebEx. The meeting can be viewed on Comcast Channel 8 and Verizon Channel 32, 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.

RECOGNITION

2020 John & Abigail Adams Scholarship Recipients (File)

Mr. Malone acknowledged another item COVID has taken away from us, stating that typically in December the School Committee recognizes the MCAS achievements and the John and Abigail Adams Scholarship recipients. He apologized that this is not the event that it has been in the past. The School Committee honored and recognized the TMHS students that qualified for and received the John and Abigail Adams Scholarship. Mr. Malone read the names of the students from the Class of 2021 for their academic achievement.

Boston Herald 2020 All Scholastic - Makayla Paige

Mr. Malone introduced Makayla Paige and announced that Makayla has been named Boston Herald 2020 All Scholastic. She is also present tonight as a recipient of the John and Abigail Adams Scholarship. Mr. Drouin reported that Makayla is a 12-time All Scholastic, five times by the Boston Globes and seven times by the Boston Herald. He reported that Makayla will be going to the University of North Carolina on a track and field scholastic. On behalf of the School Committee, Mr. Cutelis read a Resolution of Recognition in honor of Makayla Paige.

Mr. Drouin took the opportunity to recognize Daniela Almeida relating that Daniela has been named to the All-State Girls Soccer team. Daniela is a junior at TMHS. Mr. Drouin offered his appreciation Town Manager and Mr. Malone and all those who made it possible for over 300 people to watch the Girls Basketball team play this evening.

STUDENT REPRESENTATIVE

Notes From Tewksbury Memorial High School

Jack Stadtman presented the notes from Tewksbury Memorial High School. He reported that due to inconsistency of Club meetings, there are limited events to report. He stated that everyone is rested and happy to be back at school.

- DECA Team is working diligently to complete two virtual role plays with the hopes of making it to the State Conference.
- The Esports Team is placing high within other schools in New England in games like Rocket League.
- TMHS Drama Club is working on their next virtual production, *Check Please*.
- Student Council is holding weekly meetings discussing new virtual activities for the school.
- Tune-in to the *Morning Update* every morning except for Wednesdays.

PRESENTATIONS

None

CITIZEN'S FORUM

Mr. Sullivan inquired if there was anyone who had wished to speak on any item on the agenda. Seeing no one, Mr. Sullivan moved to the approval of Payment of Bills.

Mr. Wilson is having technical issues and left the meeting at 7:07 p.m.

SUBMISSION OF PAYMENT OF BILLS (File)

Ms. Demos moved to approve the payroll period ending December 10, 2020, to be approved and certified in the amount and categories as shown \$1,372,847.50, seconded by Mr. Stadtman.

Roll Call Vote - Voting Yes: , Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 4-0.

Ms. Demos moved to approve the payroll period ending December 24, 2020, to be approved and certified in the amount and categories as shown \$1,381,799.40 seconded by Mr. Stadtman.

Roll Call Vote - Voting Yes: Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 4-0.

Ms. Demos moved to approve the payroll period ending January 7, 2021, to be approved and certified in the amount and categories as shown \$1,334,764.89, seconded by Mr. Stadtman.

Roll Call Vote - Voting Yes: Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 4-0.

APPROVAL OF MINUTES (File)

Ms. Demos moved, seconded by Mr. Stadtman, to approve the December 9, 2020 Regular School Committee meeting minutes.

Roll Call Vote: Voting Yes: Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 4-0.

Mr. Sullivan moved onto Superintendent and Staff Reports.

SUPERINTENDENT & STAFF REPORTS

Mr. Malone, Superintendent

Mr. Malone thanked everyone for their support during the COVID period and gave a *shout-out* to all the staff, nurses, and custodians for their involvement. He remarked that the nurses have had the opportunity to receive the vaccine and we look forward to Phase 2 when educators will be offered the vaccine. He reported that Ms. Regan, Lead Nurse Kelly Constantino, and he, participated in a webinar with DESE today relating that the discussion was on pooled testing. The district is interested in the pooled testing and we have support from the unions. Mr. Malone reported that DESE is speculating stimulus money for the district to continue for this type of interventions for our schools. Mr. Malone offered a *shout-out* to the Special Education department for scheduling several virtual engagement opportunities for parents since January 1st. He reported that there was a Carrie Stack presentation tonight and there will be additional family engagement presentations on January 28th, February 8th, and February 11th. Mr. Malone reported he received the annual NESDEC enrollment projections relating that our slight decline may level off in the next few years. He offered congratulations to Tewksbury's VFW Post 8164 for supporting the students in the Voice of Democracy and Patriot Pen competition. He reported that Voice of Democracy winner Brooke Bunyan and Patriot Pen winner Christopher Rabideau will advance to the state competition. Mr. Drouin, reporting live from the TMHS Girls Basketball game in the gym, reported that information was messaged-out to families how they can stream both home and away games.

Mr. Sullivan opened for questions and comments from the School Committee members. Mr. Sullivan asked about the pool testing and if the district has funding to participate. Mr. Malone remarked that we are pretty confident that grant money would be available, if pool testing is right for Tewksbury.

Ms. Theriault-Regan, Assistant Superintendent's Report

Ms. Regan pointed out items on the Consent Agenda. She gave a *shout-out* to Ms. Gerrish and Ms. Carleton for their work in the 21st Century Program. She reported that they had 46 PreK and K-2 students participate in the 21st Century program this summer and that there are 60 students participating in the remote 21st Century on-going program.

Ms. Regan reported on the Massachusetts mandatory immunization vaccination requirements relating that the information was messaged out to families. She presented the January enrollment numbers by cohorts.

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

Mr. Libby, Business Manager

Mr. Libby presented a brief update on the Heath Brook window project. He reported that the budget materials reviewed tonight will be on the district website.

CONSENT AGENDA

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.

Mr. Cutelis moved to approve the Consent Agenda as presented, seconded by Ms. Demos.

Roll Call Vote - Voting Yes: Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 4-0.

Correspondence

- a. 21st Century Community Learning Centers Help Families During the Pandemic (File)
- b. MA School immunization Requirements 2020-2021 (File)

Enrollment Update

- a. January 4, 2021 Enrollment Broken Down by Cohorts (File)

PERSONNEL ITEMS (File)

Co-Curricular Appendix B 2020-2021

Wynn Middle School

Assistant Drama Coach - Michelle Silverio

New Hire (File)

Monica Johnson, Classroom Instructional aide/DLC at the Dewing Elementary School, effective December 14, 2020; Kyle Benson, District-wide BCBA, effective January 25, 2021; Zachary Spiegel, part-time IT Technician at the Center School, effective December 21, 2020; Diane Hickey, Classroom Instructional Aide at Tewksbury Memorial high School, effective January 4, 2021; Keith Frost, 1-year long-term Building-based Teacher substitute at the Trahan School, effective December 21, 2020

Retirements/Resignations/Terminations (File)

Michelle Blaikie, Classroom Aide at the John Wynn Middle School, effective December 23, 2020

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Cutelis reported that the project is moving forward, He stated that a change order was approved on the Concession Stand and the Field House relating that they will be able to serve hot and cold food. They are considering an early demolition of the Center School/Administration Office.

Mr. Malone said they are having a meeting tomorrow and will consider if taking down the Center School sooner would have a positive cost effect on the project. If it does not, we would probably not go in that direction.

Tewksbury Education Foundation

None

Tewksbury SEPAC

Mr. Wilson thanked the members of the Tewksbury SEPAC for scheduling the Carrie Stack workshop and the Basic Rights workshop.

Wellness Advisory Committee

None

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

None

OLD BUSINESS

TPS Professional Development December 23, 2020 (File)

Ms. Regan presented the Professional Development offered to the teachers at the December 23rd half-day Workshop.

TMHS MCAS Update (File)

Ms. Regan presented the updates to the 2021 MCAS assessment schedules and reported that the Competency Determination will be postponed. Ms. Regan reported that she will keep the Committee and the community updated as there will be more changes.

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

NEW BUSINESS

2021-2022 School Calendar Draft (File)

Ms. Regan presented the first draft of the 2021-2022 School Calendar. She pointed out the first and last day of school for students and the first professional development days for teachers. She asked the School Committee to review the calendar and provide comments at the next School Committee meeting.

Mr. Sullivan commented that this is a draft, not the finalized calendar. The Committee will have the opportunity to review the calendar two to three times.

Student Learning Time (File)

Ms. Regan presented an update on the preliminary Student Learning Time report relating that Tewksbury was audited on the amount of live instructional time students received. Tewksbury was audited on grades 4, 7, 10 and DESE reported that there were no findings.

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

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Stadtman gave a *shout-out* to the recipients of the John and Abigail Adams Scholarship. Mr. Sullivan reiterated and congratulated the teachers, parents, guardians, families, and staff for supporting the students. He also offered thanks to the Town Manager and the Board of Selectmen for supporting the schools as well as Tewksbury's telecommunications for broadcasting the athletics and school events. Mr. Sullivan thanked Mr. Malone and Mr. Drouin for making it possible for Tewksbury to participate in sporting events.

FUTURE SCHOOL COMMITTEE & FUTURE SUB-COMMITTEE MEETING DATES

February 10, 2021 (Public Hearing on Budget/Regular Meeting); March 10, 2021 (Public Hearing on Budget/Regular Meeting)

FUTURE AGENDA ITEMS

Mr. Sullivan announced that the public may contact a School Committee member, the Superintendent or the Assistant Superintendent to add an item to the agenda..

ADJOURNMENT

At 7:46 p.m., Mr. Sullivan adjourned the January 13, 2021, Regular School Committee meeting with a motion from Mr. Cutelis and seconded by Mr. Stadtman.

Roll Call Vote - Voting Yes: Mr. Stadtman, Mr. Cutelis, Ms. Demos, and Mr. Sullivan. Unanimous Vote. Motion carried 4-0.