

**Tewksbury School Committee
Regular Meeting #8 - Wednesday, February 10, 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
Kelly Constantino, Head Nurse, Tewksbury Memorial High School;
Debra Kraytenberg, School Nurse, John Ryan Elementary School
Karen Rossi, School Nurse, Heath Brook School
Jill Robinson, School Nurse, Dewing Elementary School
Angela Reaney, School Nurse, North Street School
Mackenzie Coneeny, TMHS Associate Nurse
Sandra Miller, District-wide Associate Nurse
Amy Connell, School Nurse, John Wynn Middle School
Kathy Korslund, School Nurse, Trahan Elementary School
Gail Johnson, Administrative Assistant
Jack Stadtman, Student Council Representative to the School Committee

CALL TO ORDER

Mr. Sullivan called the February 10, 2021, Regular School Committee meeting to order at 5:08 p.m. He apologized for the delay due to technical issues. The School Committee will return in open session at 6:00 p.m. for the Public Hearing on the Budget.

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 to discuss strategy with respect to collective bargaining with employee groups and/or personnel matters, seconded by Ms. Demos. The School Committee will reconvene in open session following the Executive Session for the Public Budget Hearing at 6:00 p.m.

Roll Call Vote - Voting Yes: Mr. Cutelis, Ms. Demos, Mr. Stadtman, and Mr. Sullivan. No Opposed. Unanimous Vote. Motion carried 4-0. Mr. Wilson arrived at 5:15 p.m.

APPROVED 3-10-2021

At 5:55 p.m., Mr. Sullivan adjourned the February 10, 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 PUBLIC HEARING

At 6:01 p.m., Mr. Sullivan reconvened the Regular meeting and opened the February 10, 2021 Budget Public Hearing. He reported the Regular meeting will reconvene at approximately 6:30 p.m.

Mr. Libby read the District Strategy Plan and Theory of Action. He reported that the budget consists of four major parts, three managed by the school: salary, operating costs, and Capital Outlay and one shared with the Town, fixed costs. The Public Hearing will primarily focus on the first three, salaries, operating costs and the Capital Outlay. He presented the challenges faced in formulating the FY22 budget including COVID, determining the school model for the fall, and potential recurring costs. He stated an area of focus is the impact of COVID on the budget this year and for the FY22 budget. The schools are requesting an increase of 2.58% for FY 22 in salaries. Salaries represent 70% of the school budget, operating costs represent 28% of the budget, and Capital Outlay is 2% of the budget. Mr. Libby presented the Capital projects list in varying stages of completion. He reported that the Business Office manages 58 separate funds, a decrease from 62 last year, and they will continue to assess and clean up and reduce the grants and/or revolving accounts. He presented the grant funding availability for FY21 adding that we do not know what the FY22 grants will be yet. Mr. Libby pointed out three grants that have been added to the list since the January Budget Hearing. DESE recently informed the district that our Title 1 grant amount will be reduced significantly for FY22. Mr. Libby concluded the presentation stating that the district numbers meet the Town Manager's recommended budget of \$69,367,971. The presentation is posted on the district website on the Business Office page.

Mr. Sullivan opened for comments from the School Committee members. In response to a question from Ms. Demos, Ms. Regan reported that pooled testing will be discussed under New Business. Mr. Malone added that the district has been approved for the pooled testing pilot program from the MA Department of Elementary and Secondary Education at no cost. Mr. Libby responded to questions from the School Committee.

RECONVENE REGULAR MEETING

At 6:32 p.m., Mr. Sullivan reconvened the February 10, 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.

MOMENT OF SILENCE

Mr. Sullivan called for a moment of silence for two Tewksbury residents who recently passed. Charles Zaroulis served as Town Council for 60 years. Patricia McDonnell served the Tewksbury Public Schools for 35 years at the Heath Brook School and the John Ryan Elementary School. Our thoughts and prayers are with the Zaroulis and McDonnell families.

As a preliminary matter, School Committee Chairman, Kieth 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. Principals: Ms. Gerrish, Mr. Harding, Ms. Cenanovic, Ms. Cronin, Ms. McInnes, Mr. Weir, and Mr. Bernard. Other Guests: Mr. Drouin, and Jack Stadtman, Kelly Constantino, District Lead Nurse, and the Building Nurses: Deb Kraytenberg, Amy Connell, Sandra Miller, Karen Rossi, Angela Reaney, Kathy Korslund, Mackenzie Coney, and Jill Robinson.

He reported 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.

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 22 and 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.

RECOGNITION

Tewksbury Public Schools Building Nurses (File)

Mr. Malone reported that the Building Nurses are a worthy group of individuals to recognize. We are thankful for them; they are the true heroes among us. Mr. Malone took the privilege to introduce the TPS nurses: Deb Kraytenberg, Ryan School; Amy Connell, Wynn Middle School; Sandra Miller, District-wide; Karen Rossi, Heath Brook School; Angela Reaney, North Street School; Kathy Korslund, Trahan School; Mackenzie Coneeny, TMHS; Jill Robinson, Dewing School; and Kelly Constantino, Lead Nurse, TMHS. Ms. Demos read a Proclamation of Recognition in honor of our nursing staff.

Mr. Sullivan opened for comments from the School Committee members. Ms. Constantino gave a *Shout-out!* to the nurses and thanked the district and the Committee for the recognition. Mr. Sullivan would like to invite the nursing staff to an in-person meeting for a live recognition.

STUDENT REPRESENTATIVE

Notes From Tewksbury Memorial High School

Jack Stadtman presented the notes from Tewksbury Memorial High School stating that it has been a busy month at Tewksbury Memorial High School.

- Some of the DECA team members are moving to the State Finals next month offering them congratulations.
- International Club is holding a shoe drive for kids in need.
- Esports Team has placed high within other schools in games like Rocket League. He stated that the team is always looking for new members.
- Drama Club released their version of *Check, Please* last weekend.
- Student Council is working on new virtual ideas and will have a school-wide fundraiser within the upcoming months.
- Tune-in to the *Morning Update* show daily.

PRESENTATIONS

None

CITIZEN'S FORUM

Mr. Sullivan checked-in with Ms. Coviello to inquire if anyone had called-in wishing to speak on any item on the agenda. Seeing no one, Mr. Sullivan moved on to approval of the minutes.

APPROVAL OF MINUTES (File)

Ms. Demos moved, seconded by Mr. Cutelis, to approve the January 13, 2021 Regular School Committee meeting minutes.

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

SUBMISSION OF PAYMENT OF BILLS (File)

Ms. Demos moved to approve the payroll period ending January 21, 2021, to be approved and certified in the amount and categories as shown \$1,358,270.14, seconded by Mr. Stadtman.

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

Ms. Demos moved to approve the payroll period ending February 4, 2021 to be approved and certified in the amount and categories as shown \$1,366,251.35, seconded by Mr. Stadtman.

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

Mr. Sullivan checked-in with Ms. Coviello again to inquire if anyone had called-in wishing to speak on any item on the agenda. Ms. Coviello announced that there is a caller on the line. Rich Russo, 20 Plunkett Way, Tewksbury, addressed the School Committee. He reported that he is an advocate for in-person full-time for children. He commented that the district invested a large amount of money to keep kids safe. He asked to bring kids back as soon as possible.

Mr. Sullivan opened for comments from the School Committee. The Committee appreciated Mr. Russo's comments and concerns, thanking him for calling. Mr. Sullivan moved onto Superintendent and Staff Reports.

SUPERINTENDENT & STAFF REPORTS

Mr. Malone, Superintendent

Mr. Malone presented a COVID update reporting the positivity rate is down to 4.14% relating that Tewksbury is in the yellow. He reminded the community that this is Black History month. The district messaged-out resources to parents and identified some resources utilized in the schools. He added that diversity and equity is a big piece of our ongoing professional development in the district. Mr. Malone offered congratulations to Kennan Daniel, Head of Guidance at Tewksbury Memorial High School, as she was nominated for the College Board Council Recognition Program. He presented a Special Education update reporting the department has hired two additional part-time Occupational Therapists and a Speech Language Pathologist. A quick development to the Elementary School Building Committee (ESBC) new school project timeline. It is likely we will have to relocate the Administration Office from the Center School sooner than anticipated to a temporary location yet to be determined. Mr. Montuori has been very helpful to us with the relocation. He reported that February recess is next week, he will be sending a reminder out to families and staff to adhere to the state travel orders and advisories.

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

Ms. Theriault-Regan, Assistant Superintendent's Report

Ms. Regan reported that DESE has published the Annual Schools' and District's Report Card. She pointed out that the district did not participate in MCAS last year so that data points back to 2019. Ms. Regan highlighted several areas on the District Report Card. She reported that a letter will go home to parents and guardians with links to the report card information. Ms. Regan reported schools will participate in a pilot student survey on Social, Emotional, Learning (SEL). This will be conducted in school on March 3rd, 2021, for grades 4, 5, 8, and 10. The survey measures five core competency areas of social emotional skills. The data will be provided to the district by the end of year. Ms. Regan reported that on February 4th the district presented a virtual kindergarten presentation to begin kindergarten registration for the 2021-2022 school year. The presentation is on the district website and on YouTube.com. She stated that next week begins the February Recess and Friday is an early release half-day for students and staff.

Mr. Sullivan opened for comments and questions from the School Committee. Principal Gerrish and Principal Cenanovic were invited to add information regarding the kindergarten registration process.

Ms. Cenanovic addressed the Committee and families, directing them to the website to view the kindergarten registration information. She added that families will find that the video is comprehensive and a great place to start. Ms. Gerrish added that our staff contacts all the families and we call anyone on the list that does not contact us. She added that Ms. Bosworth created a virtual screening for preschool families and is working on one for the kindergarten children.

CONSENT AGENDA

Mr. Sullivan asked if any member had questions and/or comments on any item on the Consent Agenda. Seeing no one, 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. Stadtman, Mr. Cutelis, Ms. Demos, Mr. Wilson, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.

Correspondence

- a. School & District Report Card: Learn more about Massachusetts schools! (File)
- b. District & School Report Card Release (File)
- c. Pilot Student Survey: Social and Emotional Learning Indicator System (SELIS)
- d. *Welcome to Kindergarten!* - (File)

Enrollment Update

February 1, 2021 Enrollment Broken Down by Cohorts (File)

PERSONNEL ITEMS (File)

New Hire: Ann Gerry, Classroom Instructional Aide at the John Ryan Elementary School, effective January 19, 2021; Stephen DeFrancesco, Classroom Instructional Aide at the John Wynn Middle School, effective January 19, 2021; Stephanie Toupin, Classroom Instructional Aide (1-yr only) at the North Street School, effective February 22, 2021 through June 16, 2021.

Appendix B Co-Curricular:

Tewksbury Memorial High School

Interact Club Adviser - Emma Sweetapple

Resignation/Retirements/Terminations: June Fagan, Moderate Special Needs Teacher at the John Ryan Elementary School, effective June 30, 2021; Luigi Gisetto, Senior Building Custodian at the John Wynn Middle School, effective June 30, 2021; Karen Bancroft, Grade 2 Teacher, Heath Brook School, effective June 30, 2023; Donna Bowden, Grade 2 Teacher, Heath Brook School, effective June 30, 2023; Pamela Shirhoff, Grade 5 Math/Science teacher at the John Ryan Elementary School, effective June 30, 2024; Robert Shirhoff, Grade 5 Math/Science teacher at the John Ryan Elementary School, effective June 30, 2024

Acceptance of Donations/Gifts: None

Fundraisers/Raffles: Ryan PAC Raffle Nights, every Thursday, from March 4, 2021 through March 25, 2021; Dewing/North Street PAC Dewing School Spirit Wear fundraiser, March 2021 through May 2021; TMHS Student Council musical fundraiser: Staff/students may make donations to make the music stop playing during passing periods, March 15th through March 19th, or until goal of \$1,000 is raised.

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Cutelis reported the project is still status quo, on time, and on budget. They finished the steel frame with a signing ceremony as the last piece of steel was put into place.

Tewksbury SEPAC

Mr. Wilson reported that Mr. Pelletier did a great job answering questions at the SEPAC meeting last month. The Committee discussed upcoming programs, they are moving along well and in a positive direction.

Wellness Advisory Committee

None

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

None

OLD BUSINESS

TPS MCAS Testing Dates Memo (File)

Ms. Regan presented Tewksbury's MCAS testing dates relating that we still have logistics to plan out as to how all students will take the testing in-person at school. She stated that the information will be messaged out to families and is on the district's website Event Calendar.

2021-2022 School Calendar Draft (File)

Ms. Regan reported on updates to the 2021-2022 school calendar. Key dates have been identified: vacation weeks, graduation day, professional workshops, and open houses and parent/teacher conferences.

Mr. Cutelis moved to approve the 2021-2022 school calendar as presented, seconded by Mr. Wilson.

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

NEW BUSINESS

Recommendation to Accept the TMHS 2021-2022 Program of Studies (File)

Ms. Regan announced that this is the 2021-2022 school year Program of Studies. The high school has improved and added additional courses for students, pointing out several of the new course offerings. Ms. Regan recommended the School Committee approve the 2021-2022 Program of Studies.

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

Mr. Sullivan moved to accept the recommendation to approve the TMHS 2021-2022 Program of Studies, seconded by Mr. Cutelis.

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

Discussion of More In-Person Time

Mr. Malone opened the discussion on more In-Person Time for students commenting that everyone wants to be back to normal. The following are the points addressed:

- Need a comprehensive plan;
- Assure students are in the best position to learn;
- Address gaps when pandemic is over;
- How we finish the year will have impact on next year;
- Have students return daily will have an impact on next year;
- Town-wide positivity rate going down;
- Need to be prepared when the data tells us it is time to go all in;
- Parent survey distributed;
- Meeting with teacher's union on more in-person time;
- Created additional safety measure;
- Area districts doing the same;

- TPS Re-opening Task Force giving significant time looking at more in-person time, pushing us to look at data;
- Assure RLA students moving at same level as in-person students;
- Maintain RLA through this year;
- Staff want to feel safe at work, committed to make them safe;
- *Hats Off!* to all staff as one of the industries to be full in work;
- Overall goal is to provide the best academic opportunities for students and keep them safe;
- Barriers, challenges, and opportunities: staffing, transportation, and lunch;
- Maintain six foot or three foot distancing;
- Safety measures, PPE, pooled testing pilot program, vaccines for staff, and time.

Mr. Malone remarked that we have to decide if we can get over the barriers. If we don't we will miss the opportunity to have all kids in school on the same day and end the year in that manner so when we start next year we will be ready. These are the ideas and thinking we wanted to get out there. Ms. Regan reminded parents that the survey is out there and we welcome your ideas. Hope to close the survey on February 19th and share data with the Committee.

Mr. Malone responded to questions and comments from the School Committee members.

2021 Superintendent Evaluation Timeline (File)

Mr. Sullivan presented the 2021 Superintendent Evaluation Timeline. He reported that the Superintendent evaluation report will be delivered on June 9 at a public meeting.

SCHOOL COMMITTEE MATTERS OF INTEREST

Ms. Demos would like an update on extracurricular activities in the buildings and to think about the high school senior's activities and events. Mr. Wilson commented on the good things about this year and offered his thanks to Mr. Malone, Ms. Regan, and the Leadership team for what has been accomplished. Mr. Sullivan offered thanks to the nurses for doing a tremendous job. He added that it has not gone unnoticed that the principals are joining the meetings. He added that we hope to continue to create an environment where students do the best they can.

FUTURE SCHOOL COMMITTEE & FUTURE SUB-COMMITTEE MEETING DATES

March 10, 2021 (Public Hearing on Budget/Regular Meeting); April 14, 2021

FUTURE AGENDA ITEMS

None

ADJOURNMENT

At 8:10 p.m., Mr. Sullivan adjourned the February 10, 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, Mr. Wilson, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0.