

**Tewksbury School Committee
Regular School Committee Meeting #9
Wednesday, March 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
Ms. Bosworth, Assistant Principal, Dewing Elementary School
Karen Baker O'Brien, Director of Student & Family Support
Richard Pelletier, Director of Student Services
Ron Drouin, Athletic Director
Gail Johnson, Administrative Assistant

CALL TO ORDER

Mr. Sullivan called the March 10, 2021, Regular School Committee meeting to order at 5:17 p.m.

EXECUTIVE SESSION (File)

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.

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

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

At 5:55 p.m., Mr. Sullivan adjourned the March 10, 2021 Executive Session with a motion from Mr. Cutelis, seconded by Mr. Wilson. The Committee will join the Public Budget Hearing 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.

**APPROVED
APRIL 14, 2021**

BUDGET PUBLIC HEARING (File)

At 6:01 p.m., Mr. Sullivan reconvened the Regular meeting and opened the March 10, 2021 Budget Public Hearing. He reported the Regular meeting will convene 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 Budget 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. Mr. Libby identified the costs directly impacted by COVID for FY21 totaling \$729,493. Mr. Libby presented the FY22 budget areas of focus: personnel, technology and building Improvements. He reported that this is the last budget under the current model before the new elementary school will be included. Salaries represent 70% of the school budget (\$36,272,549), assuming level staffing, operating costs represent 28% of the budget (\$14,816,386), and Capital Outlay is 2% of the budget (\$850,000). Mr. Libby presented the Capital projects list for FY22-FY23, in varying stages of completion, and the grant funding availability for FY21, adding that we do not know what the FY22 grants look like as of yet. Mr. Libby concluded the presentation stating that the next steps are to continue discussion with principals, department heads, elected officials, and the Town Manager. 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. The Committee had no questions and thanked Mr. Libby for the thorough presentation. Mr. Sullivan announced that if the public has any questions you may reach out to a School Committee member, the Superintendent, the Assistant Superintendent, or Mr. Libby.

Mr. Sullivan closed the Public Budget Hearing with a motion from Mr. Cutelis, seconded by Ms. Demos. Roll Call Vote - Voting Yes: Mr. Cutelis, Ms. Demos, Mr. Stadtman, Mr. Wilson, and Mr. Sullivan. Unanimous Vote. Motion carried 5-0

ANNOUNCEMENT

As a preliminary matter, 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, Mr. Weir, Mr. Bernard, and Mr. Drouin.

RECOGNITION

The School Committee recognized and honored Scott Wilson for serving on the School Committee. Mr. Drouin presented Mr. Wilson with an autographed basketball for his service on the Committee and his participation in the TMHS athletics. The Committee expressed their appreciation to Mr. Wilson for his dedicated commitment to students and the Town of Tewksbury.

MOMENT OF SILENCE

Mr. Sullivan called for a Moment of Silence in memory of Andrew Walsh, a former music teacher and band director at Tewksbury Memorial High School. Mr. Walsh passed away on February 15, 2021.

ANNOUNCEMENT

Mr. Sullivan reported the March 10, 2021 School Committee 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 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.

RECONVENE REGULAR MEETING

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

RECOGNITION

Tewksbury Public Schools Building Custodians & Maintenance Staff (File)

Mr. Malone introduced the TPS building custodians and maintenance staff for recognition of their dedication and hard work relating that without them, we would not have been able to open the schools in the fall. The School Committee members thanked the custodians and maintenance staff, extending their gratitude and applauding the staff. Jon Marchand, Maintenance Foreman, thanked the district administration and the School Committee members for their support. On behalf of the School Committee, Ms. Demos read and presented the Custodians and Maintenance personnel with a Resolution of Recognition.

STUDENT REPRESENTATIVE

Notes From Tewksbury Memorial High School

Jack Stadtman was unable to attend the meeting due to a scheduling conflict.

PRESENTATIONS

Extra Curricular Activities Update (File)

Ms. Regan introduced Mr. Bernard, Principal of Tewksbury Memorial High School, to present the spring activities and events at TMHS.

Mr. Bernard embraced the opportunity to present at the School Committee. He presented an overview of the Extra-curricular Student Activities, Spring Events, Communication, Highlights, and the Spring Student Assessment schedule.

Mr. Sullivan opened for questions and comments from the School Committee members. The Committee thanked Mr. Bernard for the presentation and for his work at the high school this year.

CITIZEN'S FORUM

Mr. Sullivan checked-in with Jason Marshall 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 February 10, 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 February 18, 2021, to be approved and certified in the amount and categories as shown \$1,443,418.03, seconded by Mr. Cutelis.

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 March 4, 2021 to be approved and certified in the amount and categories as shown \$1,358,415.89, seconded by Mr. Cutelis.

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 Jason again to inquire if anyone had called-in wishing to speak on any item on the agenda.

Maureen Castiglione, Whipple Road

Ms. Castiglione commented on the Consent Agenda item to appoint Eileen Osborne to the position of Assistant Business Manager and the plan to replace Dr. Osborne at Tewksbury Memorial High School. Mr. Malone responded that the Assistant Principal position has been posted.

SUPERINTENDENT & STAFF REPORTS

Mr. Malone, Superintendent

Mr. Malone presented a few reminders and updates for the Committee and the community relating that the district continues to pilot Pooled Testing under the direction of Elaine Walsh, our former Lead Nurse. We hope to have our staff begin the pilot by the end of this week or next week and the district continues to promote opportunities for our staff to get vaccinated. He announced that we continue to hold open negotiations with the TTA on More In-person Time and the impact of that. We met today at 9:00 a.m. and the next meeting is scheduled tomorrow at 3:30 p.m. He announced that meetings are broadcasted. Mr. Malone reported that the Task Force meets on Monday and we hope to share information on a joint Tewksbury Teachers Association (TTA) and district staff survey. He announced that Mr. Drouin recently put out spectator information regarding fall athletics and we will start having a limited number of fans at home games.

Mr. Sullivan opened for questions and comments from the School Committee members. Mr. Sullivan commented that it was brought to his attention that the audio was not clear during the last broadcast of the open negotiations public meeting. He and Mr. Malone will address the problem.

Ms. Theriault-Regan, Assistant Superintendent's Report

Ms. Regan pointed out items on the Consent Agenda recognizing staff. Ms. Regan gave a *Shout-out!* to Karen Baker O'Brien, Julie Taggart, and Donna Greene for mentoring new educators. She recognized DebraLee Mugford, Director of Food & Nutrition Services and the F & NS staff as they were highlighted in the January and February editions of the MA School Nutrition magazine. Ms. Regan recognized Graca Dudley, Spanish teacher at TMHS. Senora Dudley was spotlighted in the MaFLA's Educator magazine.

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

Mr. Libby, Business Manager

Mr. Libby had nothing further to report.

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. Cutelis.

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

Correspondence

- a. Merrimack College - Supervising Practitioners for the Fall 2020 Semester / Course Voucher (File)
- b. MA School Nutrition (SN) Highlights TPS Food & Nutrition Services (File)
- c. MaFLA's Educator in the Spotlight: Maria Da Graca Lealdini-Dudley, TMHS Spanish Teacher (File)
- d. 2021-2022 TMHS Program of Studies Update (File)

Enrollment Update

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

PERSONNEL ITEMS (File)

New Hire: Donald Dooley, Classroom Instructional Aide, John F. Ryan Elementary School, effective February 22, 2021; Marissa Martell, 1-Yr Only / Classroom Instructional Aide, John F. Ryan Elementary School, effective February 22, 2021 through last day of school 2021;

Appointment: Eileen Osborne, Assistant Business Manager, Tewksbury Public Schools, effective July 1, 2021

Appendix B TMHS Athletics: Nicholas Parsons, Boys Indoor Winter Track Head Coach, effective February 22, 2021

Resignation/Retirements/Terminations: Lynne Hardacre, English Teacher, Tewksbury Memorial High School, effective June 30, 2021

Acceptance of Donations/Gifts: None

Fundraisers/Raffles: Heath Brook/Trahan PAC 2021 Spring Fundraiser & Event Calendar; TMHS PAC Calendar Raffle from April 1, 2021 through April 30, 2021

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Cutelis reported that the project is 26% completed, the construction is going well, on time and on budget. The foundation and frames are done and the sight is filled with equipment and materials. There is a Building Committee meeting scheduled tomorrow night and the ESBC continues to look at relocating the Central Office.

Tewksbury SEPAC

Mr. Wilson reported the SEPAC has not met since our last School Committee meeting. He commented that followers of the Friends of the Special Education PAC on Facebook will find a lot of information on programming opportunities and SEPAC updates.

Wellness Advisory Committee

None

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

None

OLD BUSINESS

TPS MCAS Testing Dates Memo (File)

Ms. Regan pointed out the new MCAS testing date updates relating that the information has been updated on the district website.

TPS Professional Development March 10, 2021(File)

Ms. Regan reported that today was a full-day Professional Development day for teachers and a no school day for students.

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

Discussion of More In-Person Time (File)

Mr. Malone and Ms. Regan presented PowerPoint on More In-Person Time. Mr. Malone reported that we have outlined a district plan for more In-person time, our intent was to share the plan tonight and ask for approval from the School Committee. He reported that the state guidance has been updated and they have put out a great deal of guidance due to the pandemic. He pointed out that this is regulatory and there are consequences if the district does not follow the plan. The [More-in Person Time presentation](#) is posted on the district website. Mr. Malone reported that in Phase 1, all kindergarten through grade 6 students will return full time all in-person, five days per week, on April 5, 2021 and in Phase 2 all grades 7-12 students will return full time all in-person, five days per week, on April 28, 2021. He reported that we still need to address RLA students in grades K-6. The next steps will be to distribute the presentation and DESE guidance to all families. They will also receive a survey from the district next week.

Mr. Sullivan opened for questions and comments from the School Committee members. The Committee thanked Mr. Malone and Ms. Regan for the presentation. Mr. Cutelis is happy for students and families to be able to come back to school. Ms. Demos understands that this decision was delegated by the state. She asks that everyone remain cognizant of the size of classrooms for social distancing. Mr. Stadtman appreciated the update, the work of the stakeholders and the transparency of meetings. Mr. Wilson preferred the original dates of April 5th and April 12th to return to all in-person and questioned why the students in grades 7-12 are not returning on Monday the 26th. Mr. Malone addressed questions from the Committee members.

Mr. Sullivan gave his support of the plan as presented asking his colleagues if they would vote on the plan this evening to make sure that we are in compliance with the DESE guidelines for students returning to school. All students, Kindergarten through Grade 6, will return full time on April 5, 2021 and all students grades 7-12, will return full time on April 28th. The Committee was in agreement to take a vote.

Mr. Wilson moved the School Committee to support the More-in Person Learning Time plan as presented by the Superintendent and Assistant Superintendent tonight, in compliance with DESE guidance for students to return to school full time for all in-person learning. Mr. Cutelis seconded the motion.

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

NEW BUSINESS

None

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Wilson thanked the Committee and the administration for the wonderful comments they expressed regarding his service on the Committee. He commented that he is thankful that he served and thanked the Committee for their support.

Mr. Sullivan reminded the community that as we move to more in-person, we need to remain vigilant with the mitigation strategies and safety procedures in place and be cognizant of what is going on adding that kids deserve to be in school and to be with friends.

Mr. Sullivan was notified of a caller online, welcoming the caller's comment.

Jen Kelly, Sesame Street

Ms. Kelly inquired why the district couldn't let the Wynn Middle School students start back to school in the Hybrid Model, five half-days, beginning on April 12th until April 28th. Mr. Malone responded that the district is looking at the impact of the Wynn Middle School and the high school going back full in-person per the state regulatory guidelines much sooner than we anticipated in our phased in plan and we want to be sure we have all our preparations and mitigation strategies in place before bringing the students in grades 7-12 back to full time in-person learning.

FUTURE SCHOOL COMMITTEE & FUTURE SUB-COMMITTEE MEETING DATES

April 14, 2021: Reorganization Meeting and Regular Meeting; May 12, 2021

FUTURE AGENDA ITEMS

None

ADJOURNMENT

At 8:32 p.m., Mr. Sullivan adjourned the March 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.