

TEWKSBURY PUBLIC SCHOOLS

Tewksbury School Committee Workshop

Tewksbury Memorial High School
Large Group Instruction Room 1 (LGI-1)
320 Pleasant Street, Tewksbury, MA 01876

School Committee / Administrator Workshop
Wednesday, August 18, 2021 - 2:00 PM - 5:00 PM

- A. **WORKSHOP BEGINS (2:00 PM)**
 - B. **SCHOOL COMMITTEE & ADMINISTRATORS WORKSHOP**
2020-2021 Year End Summary & 2021-2022 Goals & School Improvement Plans
 - C. **WORKSHOP CONCLUDES**
-

Tewksbury School Committee
Tewksbury Memorial High School
Christine McGrath Performing Arts Center
320 Pleasant Street, Tewksbury, MA 01876

REVISED

Regular School Committee Meeting #2 (R)
Wednesday, August 18, 2021 5:45 PM
5:45 PM (Executive Session / Non-Public Session)
6:30 PM - Public Session

- 1. **REGULAR SCHOOL COMMITTEE MEETING - 5:45 PM**
- 2. **EXECUTIVE SESSION (File) (Non-Public Session) - 5:45 PM**
- 3. **RECONVENE REGULAR SCHOOL COMMITTEE MEETING (PUBLIC SESSION - 6:30 PM)**

4. ANNOUNCEMENT

The August 18, 2021 Regular School Committee Meeting will be televised and recorded and may be viewed live on Comcast Channel 22 and Verizon Channel 34 or YouTube/TewksburyTV.com. Under the Open Meeting Law, the public is permitted to make an audio or video recording of an open session at a public meeting. At this time, I would ask if anyone is recording tonight's meeting to please identify himself/herself.

5. PLEDGE OF ALLEGIANCE

6. RECOGNITION

None

7. STUDENT REPRESENTATIVE REPORT

None

8. PRESENTATION

None

SCHOOL COMMITTEE MEMBERS

Keith M. Sullivan, Chairperson, ksullivan@tewksbury.k12.ma.us
Shannon M. Demos, Vice-Chairman, sdemos@tewksbury.k12.ma.us ~ Bridget L. Garabedian, Clerk, bgarabedian@tewksbury.k12.ma.us
John R. Stadtman, Member, jstadtman@tewksbury.k12.ma.us ~ Nicholas G. Parsons, Member, nparsons@tewksbury.k12.ma.us
Superintendent of Schools Christopher J. Malone, cmalone@tewksbury.k12.ma.us

9. **CITIZEN'S FORUM** (*Citizens are asked to limit comments related to items on the agenda to three (3) minutes or ten (10) if spokesperson is representing a group concern.*)
10. **APPROVAL OF MINUTES**
July 21, 2021, Regular Meeting (File)
11. **SUBMISSION AND PAYMENT OF BILLS**
Payroll Period Ending July 22, 2021 (\$1,203,379.43) (File)
Payroll Period Ending August 5, 2021 (\$1,275,789.05) (File)
12. **SUPERINTENDENT & STAFF REPORT**
13. **CONSENT AGENDA** (*itemized on page 3*)
14. **COMMITTEE REPORTS**
Elementary School Building Committee
Tewksbury SEPAC
Wellness Advisory Committee
Policy Sub-Committee
15. **POLICY CHANGES, PROPOSALS, and ADOPTION**
None
16. **OLD BUSINESS**
 - a. Summer School Update (File)
17. **NEW BUSINESS**
 - a. Reopening of Schools
 - b. Daily Substitute Pay Rate Changes (File)
 - c. Tewksbury Diversity, Equity, and Inclusion Advisory Committee
 - d. Open Meeting Law (OML) Complaint. filed 7-29-2021 (File)
 - e. Open Meeting Law (OML) Complaint. filed 8-10-2021 (File)
18. **SCHOOL COMMITTEE MATTERS OF INTEREST**
19. **FUTURE SCHOOL COMMITTEE MEETING DATES**
September 22, 2021; October 5, 2021 -Special Town Mtg (School Committee will attend); October 13, 2021
20. **FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES**
Elementary School Building Committee: August 19, 2021; September 9, 2021; October 14, 2021

Tewksbury SEPAC Board Meeting: August 17, 2021; September 9, 2021 (Parent Support Group);
September 16, 2021

Tewksbury SEPAC School Safety Sub-committee: August 19, 2021

Wellness Advisory Committee: September 22, 2021; November 10, 2021; March 23, 2022; May 18, 2022

Policy Sub-Committee: August 26, 2021
21. **FUTURE AGENDA ITEMS**
22. **ADJOURNMENT**

CONSENT AGENDA

Correspondence

1. TPS Schools' Back School & Orientation Letters (File)
2. Merrimack College - Supervising Practitioners for the Spring 2021 Semester / Course Voucher (File)
3. TMHS 1:1 Device Program & Roll-Out Overview for Families (File)

Enrollment Update

None

PERSONNEL ITEMS

New Hires (Files): Ryan Cunningham, Building custodian, Tewksbury Memorial High School, effective August 11, 2021; Barry Patterson, Head Building Custodian, North Street School, effective August 9, 2021; Michael Bettencourt, Building Custodian, Tewksbury Memorial High School, 1-year only effective August 2, 2021 through June 23, 2022 or the last day of the 2021-22 school year; Venkata Potturi, Classroom Instructional Aide, John Ryan Elementary School, effective August 30, 2021; Maria Campo, Moderate Special Needs Teacher, Dewing Elementary School, effective August 30, 2021; Kelly Cracchiolo, K-2 Reading Specialist, Heath Brook School, effective August 30, 2021

Transfers (Files): Shaun O'Brien, Lead Night Building Custodian, Tewksbury Memorial High School, effective August 2, 2021; Corinne Rooney, Head Custodian, transfer from the North Street School to the Heath Brook School, effective August 2, 2021; Cara Griffin, K-2 DLC Teacher, transfer from the Heath Brook School to the Dewing Elementary School, effective August 30, 2021

Retirement (Files): Donna DePierro, Classroom Aide at the Heath Brook School, effective June 17, 2021; Mary Abbott, Classroom Instructional Aide at the Dewing Elementary School, effective June 17, 2021

***Appendix B: Co-Curricular** (File)

Tewksbury Memorial High School

Paul Early, Junior Classical League

Kayla McLaughlin, Dance Team

Sue Barnett, Science Team

*APPENDIX B POSITIONS ARE PENDING CONTRACT NEGOTIATIONS

Acceptance of Donations/Gifts: None

Fundraisers/Raffles: Wynn Middle School PAC Event Calendar for the 2021-2022 school year

Executive Session

Tewksbury Public Schools
Executive Session #2 Non-Public Session
Wednesday, August 18, 2021
Tewksbury Memorial High School
Guidance Office Conference Room
320 Pleasant Street, Tewksbury, Massachusetts

A. CALL TO ORDER

B. EXECUTIVE SESSION

1. To discuss strategy with respect to collective bargaining with employee groups and/or personnel matters. The School Committee will reconvene the School Committee in open session following the Executive Session.
2. Approval of Executive Session Meeting Minutes

C. ADJOURNMENT

Minutes

Payroll

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date **7/22/2021**

I move the School Department Payroll for the period ending
to be approved and certified in the amounts and categories as shown for
a total amount of **\$1,203,379.43**

GRANTS

\$25,174.19	2020-2021	Special Ed 240 Grant
\$12,392.77	2020-2021	Title I Grant
\$165.05	2020-2021	Title II Grant
	2020-2021	Title IV Grant
	2020-2021	Early Childhood Grant
\$14,952.01	2020-2021	21st Century Grant
\$22,154.11	2021-2022	ASOST Grant
\$825.25	2020-2021	SE Learning Grant

REVOLVING ACCOUNTS

\$2,408.29	2021-2022	Community Services
	2021-2022	Community Services Preschool Program
\$267.58	2021-2022	Adult Education Program
\$4,573.13	2021-2022	Lunch Program
\$971.36	2021-2022	Facilities
	2021-2022	Recreation
	2021-2022	Parking Fees
\$2,045.54	2021-2022	Preschool
\$1,265.01	2021-2022	Alphabest

\$87,194.29 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$872,499.84	2020-2021	School Department Account
\$243,685.30	2021-2022	School Department Account

\$1,116,185.14 SUB TOTAL - LEA FUNDS

\$1,203,379.43 TOTAL

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date **8/5/2021**

I move the School Department Payroll for the period ending
to be approved and certified in the amounts and categories as shown for
a total amount of **\$1,275,789.05**

GRANTS

\$26,919.49	2020-2021 Special Ed 240 Grant
\$18,153.03	2020-2021 Title I Grant
\$198.06	2020-2021 Title II Grant
	2020-2021 Title IV Grant
	2020-2021 Early Childhood Grant
\$27,850.30	2020-2021 21st Century Grant
\$34,734.35	2021-2022 ASOST Grant
\$66.02	2020-2021 SE Learning Grant
\$350.00	2021-2022 SAA Grant

REVOLVING ACCOUNTS

\$2,903.29	2021-2022 Community Services
	2021-2022 Community Services Preschool Program
\$322.58	2021-2022 Adult Education Program
\$5,559.25	2021-2022 Lunch Program
	2021-2022 Facilities
\$632.36	2021-2022 Recreation
	2021-2022 Parking Fees
\$2,045.54	2021-2022 Preschool
	2021-2022 Alphabest

\$119,734.27 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$872,499.84	2020-2021 School Department Account
\$283,554.94	2021-2022 School Department Account

\$1,156,054.78 SUB TOTAL - LEA FUNDS

\$1,275,789.05 TOTAL

Superintendent/ Staff /School Committee Reports

Consent Agenda

Dewing School

Office Update: August 10th, 2021

It's Almost Time For School....Are You Ready?



Mark Your Calendars - Important Upcoming Dates:

Aug 10: Homeroom Placement Announcement (see below)

Aug 26: Returning RLA/New Student (Grade 1 and 2) Building Orientation Tour 3:30-4:30

Aug 30: Preschool and Kindergarten Orientation/Open House 3:30-4:30

Aug 30-PAC Playground Social for Grade K-Immediately following Open House

Sept 1: Students return to school

Homeroom Placement Information

We know you've been waiting.....and we are excited to share homeroom placement information with our K-2 families today, Tuesday, August 10th!



Preschool and Kindergarten Students- Check your mailbox in the next few days for your placement letter. If it does not arrive via USPS mail, please check in with Mrs. Cunningham-Allard in our office at icunningham@tewksbury.k12.ma.us for more information

First & Second Grade Students - Please log onto your child's Aspen account to see homeroom placement for SY21-22 on/after August 10th. Teacher letters will also be sent by mail.

Aspen help? Please email Mrs. Cunningham-Allard in our office at jcunningham@tewksbury.k12.ma.us for more information.

Please see the list below of Homeroom Teacher Names and Classroom Assignments. Some classrooms have moved and we want to make sure you have the correct information:

Preschool

C1-To Be Hired
C2-Mrs. Milligan
C3-Mrs. Reyes
C4-Mrs. Smith
C5-Mrs. Costa
C6-Ms. Casey
C7-Ms. Covino
C9-Mrs. Young

Kindergarten

B1-Mrs. Molea
B3-Mrs. Reardon *Please note, Ms. Raffi will be covering for Mrs. Reardon's maternity leave
B12-Ms. Gillotte
A9-Mrs. Cameron
A10-Ms. Basteri
A11-Ms. Grace
A12-Ms. McCarthy

Grade 1

A1-Mrs. Armano
A2-Mrs. Broderick
A3-Mrs. Carleton
A4-Ms. Doherty
A5-Mrs. Tramonte
A6-Mrs. Hirtle
A7-Mrs. Scialdone
A8-Mrs. Cournoyer

Grade 2

B5-Mrs. Middleton
B6-Mrs. Miranda
B7-Ms. Daley
B8-Mrs. Wrobel
B9-Mrs. Garvey
B10-Mrs. Archibold

Mrs. Terry Gerrish, Principal

Mrs. Alexis Bosworth, Assistant Principal/Preschool Coordinator

Kindergarten Orientation/Open House - August 30th 3:30-5:30 PM



Dewing School

Back to School Orientation/Open House for:
Incoming Kindergarten
Monday, August 30, 2021
3:30-5:00 PM

We are pleased to invite incoming Kindergarten students and their parents to meet their teachers, tour the school and learn about what to expect this coming school year!

Arrive Promptly at 3:30 pm and make your way to your child's classroom to meet their teacher. Students will then follow the schedule below, accompanied by staff volunteers.

Student Schedule

	Group 1 (B1, B3)	Group 2 (B12, A12)	Group 3 (A9, A10, A11)
3:50-4:10	Playground Tour	Bus Ride around school	Building Tour
4:10-4:40	Building Tour	Playground Tour	Bus Ride around school
4:40-5:00	Bus Ride around school	Building Tour	Playground Tour

Parent Schedule:

3:45-4:30	Teacher presentation to parents in the classroom
4:30-5:00	Parents move to cafeteria for presentations by Principal, PAC, School Nurse and Reading Specialist
5:00	Students return to parents in the cafeteria for wrap up and goodbyes.

5:00-6:00-Kindergarten-Playground Social sponsored by Dewing School PAC

Preschool Orientation/Open House-August 30th-3:30-5:30 PM



Dewing School

Back to School Orientation/Open House for:

Preschool

**Monday, August 30, 2021
3:30-5:00 PM**

We are pleased to invite Preschool students and their parents to meet their teachers, visit the school and learn about what to expect this coming school year!

Arrive Promptly at 3:30 pm and make your way to the cafeteria.

Preschool Schedule

3:30-3:50	Parents and Children meet in the cafeteria for a welcome back presentation by Assistant Principal/Preschool Coordinator/Nurse/PAC
4:00-4:40	Parents and Children meet your child's teacher/visit classrooms

Returning RLA/New Student Orientation - August 26th 3:30-4:30 PM



Dewing School

Back to School Building Orientation/Tour for

Returning RLA and New Grade 1 & 2 students

Thursday, August 26th, 2021
3:30-4:30 PM

Is your child returning to in-person instruction from RLA? Is your child new to the Dewing School Grade 1 or 2? If so, please join us for a Building Orientation/Tour at the Dewing School!

3:30-4:00	Guided tours of Dewing School. Each tour will include a stop at your child's classroom.
4:00-4:30	Parent and Student Q&A with Mrs. Gerrish and Mrs. Bosworth

School Year 2021-2022 Supply List!



[Click here for the 21-22 Grade Level School Supplies](#)

Also available on the Dewing TPS website!



K-4 Summer Reading Reminder

Don't forget about our K-4 Summer Reading Program! K-2 students are encouraged to read 3 books this summer (one being a non-fiction), complete a reading log and engage in a fun activity for their non-fiction text.

Information regarding our K-4 Summer Reading Program is posted on the TPS website. Click link provided below.

Happy Summer Reading!

[CLICK HERE FOR SUMMER READING INFORMATION](#)

[CLICK HERE TO ACCESS TPS COVID DASHBOARD](#)

Dewing School

📍 1469 Andover Street, Tewksbury, MA, USA

☎ 978-640-7858

🌐 tewksbury.k12.ma.us

Heath Brook School

Principal Update: August 10th, 2021

It's Almost Time For School....Are You Ready?



Mark Your Calendars - Important Upcoming Dates:

Aug 10: Homeroom Placement Announcement

Aug 19: Heath Brook Playground Social 5-7pm
(PAC Sponsored Event)

Aug 30: KDG Orientation/Open House 4-6pm

Aug 30: RLA/New Student Building Tour 6:30-7:30pm

Sept 1: Students return to school

Homeroom Placement Information

We know you've been waiting.....and we are excited to share homeroom placement information with our K-2 families today, Tuesday, August 10th!



KDG Students - Check your mailbox in the next few days for your placement letter. If it does not arrive via USPS mail, please check in with Mrs. Bransfield, our office secretary, at sbransfield@tewksbury.k12.ma.us for more information. Please note that Miss Buck will be covering Mrs. Babcock's maternity leave until November.

New First & Second Grade Students - Families of new students will receive an email with student placement information on Tuesday, August 10th.

Keep an eye out for welcome information from your child's new teacher. We can't wait to see you in a few short weeks!

Kindergarten Orientation/Open House - August 30th 4-6pm

Heath Brook Kindergarten Orientation & Open House August 30th 4-6pm

We are pleased to invite incoming Kindergarten students and their parents to meet their teachers, tour the building and learn more about what to expect this coming year!

Event Schedule

From 4:00 - 4:30 pm, parents and students will enjoy time together in their classrooms with their homeroom teachers. Please see the rotating student schedule below, along with the parent presentation schedule, which begins at 4:30.

	Rodgers/Greene	Hynes/Babcock	Paradis
4:30-4:50	Playground Tour	Building Tour	Bus ride around school
4:50-5:10	Building Tour	Bus ride around school	Playground Tour
5:10-5:30	Bus ride around school	Playground Tour	Building Tour

Parent Schedule

4:30-5:10: Teacher presentation to parents in classroom

5:10-5:30: Parents move to cafeteria for presentations by Principal, PAC/SEPAC, and School Nurse

5:30: Parents return for student pick up in classrooms

Returning RLA/New Student Orientation - August 30th 6:30-7:30pm



Heath Brook School

Back to School Building Orientation for:
Returning RLA and New Grade 1 & 2 students

Monday, August 30th, 2021
6:30-7:30 PM

Is your child returning to in-person instruction from RLA?
Is your child new to the Heath Brook School Grades 1 or 2?
If so, please join us for a Building Orientation at the Heath Brook School!

6:30-7:00pm	Guided tours of Heath Brook School.
7:00-7:30pm	Parent and Student Q&A with Mrs. Cenanovic and Mrs. Nastasi in the cafeteria

School Year 2021-2022 Supply List!



[Click here for the 21-22 Grade Level School Supplies](#)

Also available on the Heath Brook TPS website!



K-4 Summer Reading Reminder

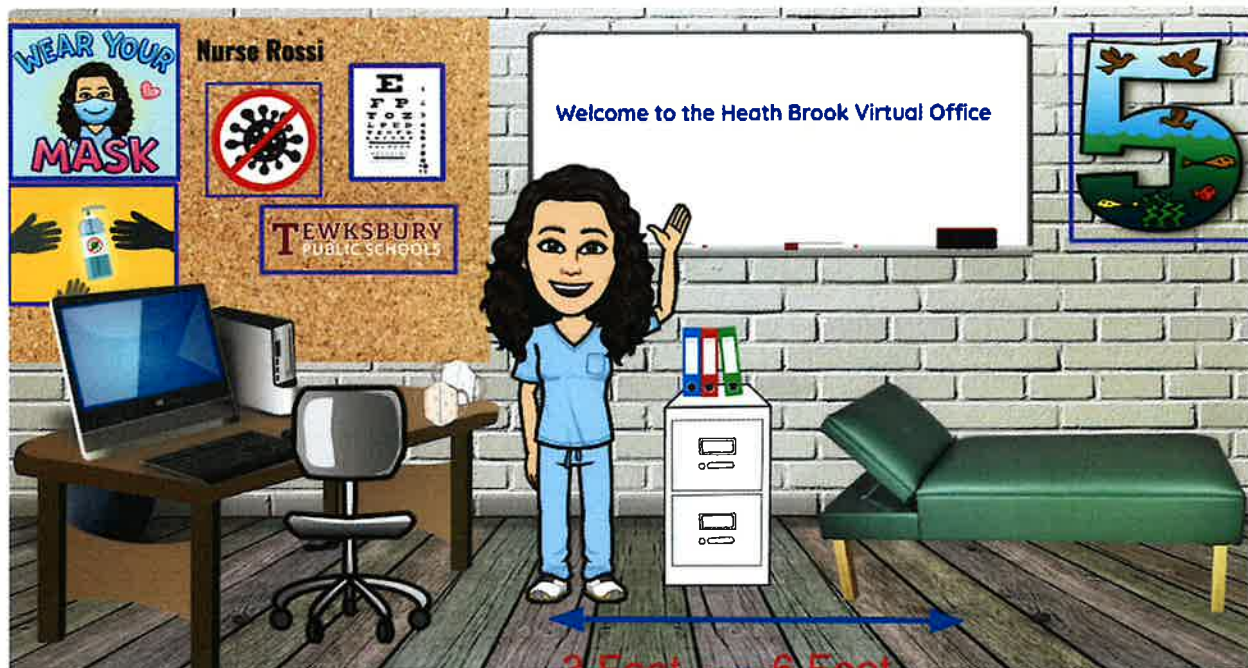
Don't forget about our K-4 Summer Reading Program! K-2 students are encouraged to read 3 books this summer (one being a non-fiction), complete a reading log and engage in a fun activity for their non-fiction text.

Information regarding our K-4 Summer Reading Program is posted on the TPS website. Click link provided below.

Happy Summer Reading!

[CLICK HERE FOR SUMMER READING INFORMATION](#)

Heath Brook Virtual Nurse's Office



CLICK TO VISIT HEATH BROOK'S VIRTUAL NURSE'S OFFICE

Action for Happiness Calendar - Altruistic August 2021

Altruistic August 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Set an intention to be kind to others (and yourself) this month	2 Send an uplifting message to someone you can't be with	3 Be kind and supportive to everyone you interact with	4 Ask someone how they feel and really listen to their reply	5 Spend time wishing for other people to be happy and well	6 Smile and be friendly to the people you see today	7 Give time to help a project or cause you care about
8 Make some tasty food for someone who will appreciate it	9 Thank someone you're grateful to and tell them why	10 Check in with someone who may be lonely or feeling anxious	11 Share an encouraging news story to inspire others	12 Contact a friend to let them know you're thinking of them	13 If someone annoys you, be kind. Imagine how they may be feeling	14 Take an action to be kind to nature and care for our planet
15 No plans day! Be kind to yourself so you can be kind to others too	16 Make a thoughtful gift as a surprise for someone	17 Be kind online. Share positive and supportive comments	18 Today do something to make life easier for someone else	19 Be thankful for your food and the people who made it possible	20 Look for the good in everyone you meet today	21 Donate unused items, clothes or food to help a local charity
22 Give people the gift of your full attention	23 Share an article, book or podcast you found helpful	24 Forgive someone who hurt you in the past	25 Give your time, energy or attention to help someone in need	26 Find a way to 'pay it forward' or support a good cause	27 Notice when someone is down and try to brighten their day	28 Have a friendly chat with someone you don't know very well
29 Do something kind to help in your local community	30 Give away something to help those who don't have as much as you	31 Share Action for Happiness with other people today				

ACTION FOR HAPPINESS Happier · Kinder · Together


CLICK HERE TO ACCESS TPS COVID DASHBOARD







Heath Brook School

 @HBTweets165

 165 Shawsheen Street, Tewksb...

 978-640-7865

 fcenanovic@tewksbury.k12.ma...

 tewksbury.k12.ma.us

Heath Brook School is an Equal Opportunity School. No discrimination on the basis of race, sex, or ethnicity.

Celebrating Excellence



North Street Elementary School



Karen Cronin
Principal
133 North Street
Tewksbury, MA 01876
(978) 640-7875
kcronin@tewksbury.k12.ma.us

August 10, 2021

Dear North Street Families,

Finally the weather looks more like what we expect in August, and I hope you and your family are enjoying the slower pace and opportunities for fun that the summer brings. Before we know it, the beginning of school will be upon us. I will be in touch closer to the first day of school (which is Wednesday, September 1st), but wanted to share some initial information with you ahead of time.

- Homeroom assignments are now available for view on Aspen. As a reminder, the login ID is all lowercase letters, and consists of the student's last name, first initial, and the last 2 digits of the year of graduation. If you have forgotten the password, you can email me or Mrs. Zaremba, our secretary, at szaremba@tewksbury.k12.ma.us. More information about Aspen, and the link, can be found on the TPS website, top tab "Resources" and then under "For Parents & Students."
- I am aware that there are two groups of students that have never entered our warm and welcoming school building: rising third grade students, and rising fourth grade students that were enrolled in the Remote Learning Academy last year. Although our Virtual Step-Up Day slideshow and video is posted on our North Street website (top tab "Resources" and then under "For Students"), it can not replace actually walking the building itself. I will be offering building tours on Thursday morning, August 26th, to those "new" students and their families at the following times:
 - Student Last Name beginning A - G: 9:00-9:20
 - Student Last Name beginning H - O: 9:30 - 9:50
 - Student Last Name beginning P - Z: 10:00 - 10:20

Please note that this will be a general tour of the building at its spaces, ending at the playground. We will not be entering teachers' classrooms nor should you anticipate meeting the teacher during these walk-throughs. The PAC will also be running a Playground Playdate during the same time frame (from 9:00 AM - 11:00 AM). During the tour and the Playground Day, parents are expected to stay with their children.

TPS Mission Statement:

To educate and challenge all learners in the Tewksbury Public School Community while supporting their development as well prepared and productive members of a diverse global society.

- For incoming third grade families, and any new families to North Street School, I will be hosting our annual Third Grade Orientation meeting. It will be held on Thursday, August 26th, in the North Street cafeteria, from 5:00 PM - 6:00 PM. This is an opportunity for our newest families to come to the school and hear a bit about how life is different for our third grade students from their previous school year.

In closing, I must acknowledge that there is uncertainty about the complete vision of what children and staff will experience this upcoming school year. For now, I am planning events with the information I have in front of me currently. When and if health advisories change, I will change my planning appropriately. Please look for more communications from me throughout the coming weeks, and don't hesitate to reach out with your questions.

Enjoy the rest of August!

Sincerely,

Karen Cronin

Karen Cronin

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Celebrating Excellence



North Street Elementary School



Karen Cronin
Principal
133 North Street
Tewksbury, MA 01876
(978) 640-7875
kcronin@tewksbury.k12.ma.us

10 de agosto de 2021

Estimadas familias de North Street,

Finalmente, el clima se parece más a lo que esperamos en agosto, y espero que usted y su familia estén disfrutando del ritmo más lento y las oportunidades de diversión que trae el verano. Antes de que nos demos cuenta, el comienzo de la escuela estará sobre nosotros. Estaré en contacto más cerca del primer día de clases (que es el miércoles 1 de septiembre), pero quería compartir con ustedes información inicial con anticipación.

- Las asignaciones de aula están ahora disponibles para verlas en Aspen. Como recordatorio, la identificación de inicio de sesión está formada por letras minúsculas y consta del apellido del estudiante, la primera inicial y los 2 últimos dígitos del año de graduación. Si ha olvidado la contraseña, puede enviarme un correo electrónico a mí o a la Sra. Zaremba, nuestra secretaria, a szaremba@tewksbury.k12.ma.us. Puede encontrar más información sobre Aspen y el enlace en el sitio web de TPS, en la pestaña superior "Recursos" y luego en "Para padres y estudiantes".
- Soy consciente de que hay dos grupos de estudiantes que nunca han entrado en nuestro cálido y acogedor edificio escolar: los estudiantes en ascenso de tercer grado y los estudiantes en ascenso de cuarto grado que se inscribieron en la Academia de aprendizaje remoto el año pasado. Aunque nuestra presentación de diapositivas y video del Día Virtual Step-Up está publicado en nuestro sitio web de North Street (pestaña superior "Recursos" y luego en "Para estudiantes"), no puede reemplazar el caminar por el edificio en sí. Ofreceré recorridos por el edificio el jueves 26 de agosto por la mañana a esos estudiantes "nuevos" y sus familias en los siguientes horarios:
 - Apellido del estudiante que comienza A - G: 9:00-9:20
 - Apellido del estudiante que comienza de H - O: 9:30 - 9:50
 - Apellido del estudiante que comienza de P - Z: 10:00 - 10:20

Tenga en cuenta que este será un recorrido general del edificio en sus espacios, que terminará en el patio de recreo. No ingresaremos a las aulas de los maestros ni debe anticipar conocer al maestro durante estos recorridos. El PAC también llevará a cabo una cita en el patio de juegos

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durante el mismo período de tiempo (de 9:00 a.m. a 11:00 a.m.). Durante el recorrido y el día del patio de juegos, se espera que los padres se queden con sus hijos.

- Para las familias que ingresan al tercer grado y cualquier familia nueva en la escuela North Street, seré el anfitrión de nuestra reunión anual de orientación para el tercer grado. Se llevará a cabo el jueves 26 de agosto en la cafetería de North Street, de 5:00 p.m. a 6:00 p.m. Esta es una oportunidad para que nuestras familias más nuevas vengan a la escuela y escuchen un poco sobre cómo la vida es diferente para nuestros estudiantes de tercer grado de su año escolar anterior.

Para terminar, debo reconocer que existe incertidumbre sobre la visión completa de lo que los niños y el personal experimentarán este próximo año escolar. Por ahora, estoy planeando eventos con la información que tengo frente a mí actualmente. Cuando y si cambian las advertencias de salud, cambiaré mi planificación de manera apropiada. Busque más comunicaciones mías durante las próximas semanas y no dude en comunicarse con sus preguntas.

¡Disfruta el resto de agosto!
Atentamente,

KAREN CRONIN

Karen Cronin
Traducido por Google Translate

TPS Mission Statement:

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Dear Trahan Families,

I hope everyone is having an enjoyable and safe summer. We are busy cleaning and readying the school for the upcoming school year starting September 1st. Home room lists are available via the Aspen Portal starting August 10th. Please call the main office from 8:00am-12:00pm if you have any questions.

The PAC is having a Playground Social August 17th from 5-7. On August 24th, we will have a staggered tour for our incoming Grade 3 students as well as our RLA students from last year. The following will be the schedule:

<u>Last name starting with</u>	<u>Time</u>
A-I	9-10
J-P	10-11
Q-Z	11-12
Previous RLA/new gr 4	12-1

There will be a short tour of the building followed by a question and answer session. Please let me know if you have any questions/concerns or if the times do not work for you. We hope to see you at both events!!!

Be well/Stay safe

Jay Harding

Principal

Trahan Elementary School

July 23, 2021

Dear Ryan School Parents and Caregivers,

Happy summer to you all! I hope you have found some time to enjoy the days, even if they are cold or rainy or both. Mr. Hart and I have been preparing for the next school year and we are excited to welcome our students back to school on September 1, 2021.

The Ryan School hours for students are 8:15 AM to 2:35 PM, and students should report to their assigned homeroom between 8:00-8:15 AM. Bus routes will be shared on the TPS website in late August.

The supply letter in this mailing indicates your student's team designation for next year; both the team and homeroom will be posted on Aspen in mid-August. I will send out an email when they are all posted on Aspen, so please be sure you are able to access Aspen (we use it regularly here). If you need any assistance accessing your child's Aspen account, please contact Ms. Caliendo at scaliendo@tewksbury.k12.ma.us.

Lastly, we will have the building open on August 19 and 20 for *self-guided tours* from 3:00-5:00 PM. Feel free to come to the front doors of the school and take some time to look around the building. Also, there is the video we made for the students back in June to help orient them to the building that is posted on the John F. Ryan School website. Hopefully this will help support a positive experience at the Ryan School.

I look forward to working with you to make this upcoming school year successful.

Sincerely,

Judi McInnes

Enclosure: Team-based Suggested Supplies Letter



Mid-summer video message sent to all incoming Ryan School 5th & 6th graders, August 5, 2021

----- Forwarded message -----

From: **MCINNES, JUDI** <aspen-sysadmin@myfollett.com>

Date: Thu, Aug 5, 2021 at 3:08 PM

Subject: Ryan School Message

To: <jmcinnes@tewksbury.k12.ma.us>

Hello,

Please click on this link for a summer message:

https://drive.google.com/file/d/1wOTy6mtVkWyqLdEE3c_eXyeYVimmM0Gw/view?usp=sharing

Enjoy your summer!

Judi McInnes and Bill Hart

Dear Wynn Parents, Caregivers, and Students,

We are looking forward to welcoming students on Wednesday, September 1, for the start of the school year! We hope everyone has had an enjoyable, restful, and productive summer. We are excited about this year's common summer reading novel which will frame our school climate goals related to acceptance, kindness, sensitivity, personal responsibility and courage in approaching all of the challenges that life presents in quiet times and difficult times. Students in middle school are at an age where they are navigating paths to acceptance. Most often this is done in a positive way, but sometimes students at this age make questionable choices. It is an integral part of our mission to build character, help students learn from their mistakes, and assist them in making positive decisions that are of benefit to themselves and others in school and outside of school. Themes in *Forget Me Not* will help to provide common talking points to support these aims.

This year, students will enjoy the challenges, opportunities for growth, and variety in their classes as we return to all in-person learning. Our teachers are excited to see their students, and they have lots of fun and inspiring lessons ready to go. They will be here on day one to welcome students and to do everything they can to help them settle comfortably into their school routines. In that light, all staff will be helping students navigate the building and their schedules on the opening days of school. Students do not need to feel anxious about getting everything right on the opening days if they are making an honest attempt to do the right thing. For those students who have not been in the building before and would appreciate an opportunity for a walkthrough prior to the start of school, we will be offering tours on the dates and times listed below. These tours will last approximately twenty minutes and will begin every half hour.

Thursday, August 26: 3-5 PM

Friday, August 27: 8-11

For those who have not picked up their summer reading books, we still have free copies available at the school. For school supplies, please refer to the specific team lists available on our website: <https://www.tewksbury.k12.ma.us/middle/team-supply-lists/>

Over the next two weeks, we will be developing individual student schedules. As the schedules are being developed, classes will begin to appear on your Aspen account. The order and sections may change during this period until the entire school schedule is finalized. I will send out an email informing you when the schedules are complete and accurate.

You will be provided with updates in the coming weeks regarding bus routes, drop off procedures, scheduling, and safety protocols. Students will be entering the building at 7:30 and are required to be in their homerooms by 7:40. Dismissal will be at 2:00.

Best Regards,
John Weir, Principal
John W. Wynn Middle School



Tewksbury Memorial High School

PRINCIPAL

Jon C. Bernard

ASSISTANT PRINCIPALS

Michelle M. Dick

Sean E. O'Leary

320 Pleasant Street
Tewksbury, Massachusetts 01876

MAIN OFFICE

(978) 640-7825

FAX

(978) 640-7829

GUIDANCE SERVICES

(978) 640-7838

August 3, 2021

Dear Tewksbury Memorial High School Students and Parents/Guardians:

I am pleased to share with you some additional information as it relates to the upcoming school year and so as to help to ensure that the transition is as smooth as possible for all members of the Tewksbury Memorial High School community--students, their parents/guardians, and the faculty and staff. I respectfully ask that parents/guardians please find a few moments to sit with your child and thoroughly review the contents of this letter. Kindly note that there is the possibility that some of the information contained in this letter may change and should this be the case, updates will be provided promptly.

Student Orientation Program

The Tewksbury Memorial High School administration, Student Council, and other student leaders will host an Orientation Program on campus for students in the Class of 2025, Class of 2024 students who were in remote learning for the 2020-2021 school year, and students new to Tewksbury.

The Orientation Program will take place on August 23, 24, & 25, 2021 between the hours of 9:00 a.m. and 11:00 a.m. and will require students to register for a 30 minute time slot on one day to attend a small group tour of the high school and learn more about programs and offerings as well as ask questions, all in an effort to make for a smooth transition to the new school year.

The Orientation Program will culminate with lunch and an Activities Fair on Thursday, August 26, 2021 at 11:00 a.m. On this day, students will have an opportunity to meet with representatives of some of the many clubs and activities offered at TMHS. Registration is required for the Orientation Program and the lunch and Activities Fair. ***Students are asked to please use the following links to register using your Tewksbury Public Schools email address.***

[Register for a Tour Here](#)

[Register for Luncheon and Activities Fair Here](#)

1:1 Chromebook Learning Program

I am excited to remind families that all students at Tewksbury Memorial High School will be issued a Chromebook to be used in the coming school year and to be retained for their time as students at TMHS. This goal has been part of the long-term goals of the Tewksbury Public Schools to enhance technology as a teaching and learning tool, and the implementation of the 1:1 learning program seems to be a logical next step in the progression to reach this goal.

As we plan for a full, in-person return to school in the fall, it is believed that the students' use of their school-issued Chromebook in their classes will be a meaningful part of their day. The benefits that come from the implementation of a 1:1 learning program include the increased student and teacher access

to technology, which enables student learning opportunities with online resources, media, and applications.

Learning with technology is a critical tool for students as they prepare themselves to be college and career ready. Digital resources assist students in understanding the value that technology can have in supporting their continual learning and adaptation to new resources and technology. Empowering students' learning in the 21st century means providing the best resources, tools, and teaching methods that support deeper learning.

I look forward to seeing the benefits of this program so as to continue to enhance instruction, student engagement, and the continual adaptation of skills to support the high-level use of technology.

In order to achieve the goal of effectively implementing our 1:1 Chromebook Learning Program, **a virtual Orientation Presentation will be hosted on Thursday, August 12, 2021 at 1:00 p.m. The web conference meeting link for this presentation will be sent out in advance.** This presentation will be recorded and posted on the high school's website for viewing. This Orientation Presentation will provide families with a detailed overview of this exciting learning opportunity and provide time for questions to be answered. Following the Orientation Presentation, students are invited to come to TMHS to obtain their Chromebook according to the schedule below.

Grade 9	August 23, 24, 25, 2021	Chromebooks Obtained During the Orientation Program
Grade 10	August 18, 2021	9:00 a.m. - 11:00 a.m.
Grade 11	August 17, 2021	9:00 a.m. - 11:00 a.m.
Grade 12	August 16, 2021	9:00 a.m. - 11:00 a.m.
Any student who is unable to obtain his/her Chromebook on the assigned date noted above will be able to do so on the first day of school, which is Wednesday, September 1, 2021.		

News from the Guidance Department:

It is important for both students and parents/guardians to stay up-to-date on all pertinent information related to their class (year of graduation). This year, TMHS invites both students and parents/guardians to several events during the course of the year with the goal of providing our school community with current, class-specific information. Please visit the Guidance Department webpage <https://www.tewksbury.k12.ma.us/high/guidance-department/> for information and dates about important events for both students and their parents/guardians.

In addition, please take note of the following information for...

➤ *New Students*

Students who are new to the district will have a chance to meet with their school counselor either in person or through Zoom before school starts to create a schedule, to ask any questions they may have about TMHS, and to learn a bit about what student life is like at the high school. We look forward to welcoming you and helping you find your niche among our student body.

➤ *Freshmen Students and Parents/Guardians*

There will be a Freshman Parent Breakfast on Friday, October 1, at 7:45 a.m. in LGI-1 at TMHS for parents of 9th graders to welcome you and provide answers to some of the most commonly asked questions. A virtual presentation will also be posted online for parents who cannot attend. Additionally, counselors will be meeting with small groups of freshmen the week of September 20th to introduce themselves and explain some of the services we provide in the Guidance Office.

➤ ***Sophomore and Junior Students and Parents/Guardians***

We are currently planning for an in-school administration of the PSAT for sophomore and junior students on Wednesday, October 13th. The PSAT is a practice exam for the SAT and is not required for college admission. Juniors and seniors interested in taking the SAT need to sign up on their own through the College Board Website (www.collegeboard.org). Keep in mind that many colleges continue to waive the SAT requirement for 2021-2022 applications. Most junior students do not need to take the SAT until the spring of 2022. TMHS will be offering an in-school administration on April 13th for TMHS students only.

➤ ***Senior Students and Parents/Guardians***

There will be a Senior Parent Breakfast on Friday, Sept 24th, at 7:45 a.m. in LGI-1 for our senior parents to share important information about the college application process. Additionally, all senior students will attend the Senior Presentation in the auditorium that day to review the information that was shared during their Junior Meetings last spring. All senior parents and students should join the Class of 2022 Future Planning Google Classroom, which is updated weekly throughout the school year with important information related to postgraduate planning for all students. If you have not joined this classroom or need to know how to do so, please email your school counselor for the join code.

On Thursday, August 26th, from 12:00 noon to 1:30 p.m., the Guidance Department will host its annual Common Application Workshop in LGI-1 for all seniors planning to apply to college in the fall. Students should bring a laptop computer. A limited number of computers will be available on a first-come, first-served basis the day of the workshop. Students who cannot attend this workshop will be able to access a step-by-step tutorial in the aforementioned Google Classroom in early September.

As always, please refer to the Guidance section of the TMHS website for the most up-to-date information from the Guidance Office.

Student Advisory Block:

In the 2019-2020 school year, Tewksbury Memorial High School introduced an Advisory Block for all students. The Advisory Block will continue in 2021-2022. Students are randomly assigned to an advisory teacher for the time that they are a student at TMHS. The advisory groups will meet throughout the school year with a goal of fostering a positive school culture and personalizing all students' learning experiences. A major objective of the Advisory Block is to allow students time to figure out who they are, where they are headed, and how they are going to get there. Through the Advisory Block experience, each student has an additional teacher who knows the student and can help him/her navigate high school so that he/she leaves with a meaningful, personalized plan and is further prepared for postsecondary options.

Social Host Informational Program:

In our continuing efforts to keep all of our students safe and informed, along with their parents/guardians, about the dangers of alcohol and drug use, Tewksbury Memorial High School will be hosting its annual, mandatory Social Host pre-prom program for all junior students and their parents/guardians on **Thursday, March 3, 2022 at 6:30 p.m.** in the Performing Arts Center at the high school. Senior students and their parents/guardians must attend this pre-prom program only if they did not attend virtually the program last year as a junior. Please mark your calendar for this important event.

The Website for Tewksbury Memorial High School:

The website for TMHS is presently undergoing updating and it will continue to be updated regularly with information about upcoming events, deadlines, and Guidance Department information. Please find the following link to our website: <https://www.tewksbury.k12.ma.us/high/>

Student IDs/School Pictures/Senior Portraits:

Students will be photographed at school on **Thursday, September 9, 2021** during the school day for the purpose of student IDs and for the option of purchasing school pictures. Additionally, seniors

should also be sure to make their appointments for their senior portrait with O'Connor Studios so that they can be sure to have their picture in the yearbook. This should be tended to by **Monday, November 1, 2021**. O'Connor Studios can be reached at (978) 640-6250 or at <http://www.oconnorstudio.com/>.

Tewksbury Diversity, Equity, and Inclusion Advisory Committee

The Tewksbury Diversity, Equity, and Inclusion Advisory Committee is seeking a high school student representative to serve on the committee. Any high school student who is interested in serving in this important role is asked to submit a letter of interest to Principal Bernard (jbernard@tewksbury.k12.ma.us). The letter should be submitted no later than 3:00 p.m. on Wednesday, September 8, 2021 and should include relevant information to be considered as all letters received will be evaluated and a selection will be made by the high school administration. To learn more about the Tewksbury Diversity, Equity, and Inclusion Advisory Committee please visit [here](#).

Student Parking Permits

To those students who are looking forward to parking on campus this year, parking passes will be issued at the high school on **Thursday, August 26, 2021**.

- Senior students may obtain their parking permit between the hours of 10:00 a.m. and 12:00 p.m.
- Junior students may obtain their parking permit between the hours of 12:00 p.m. and 2:00 p.m.

Community Pass is presently open for students to register for a parking permit and to pay the requisite fee of \$150.00. Additionally, students should use the [Google Form](#) to upload their driver's license and automobile registration. Questions regarding student parking permits should be addressed to Mr. O'Leary, Assistant Principal, at soleary@tewksbury.k12.ma.us.

School Supplies:

There is no prescribed list of school supplies for high school students. It is my recommendation that students wait until the first day(s) of the new school year to meet their teachers and hear from them what may be needed for individual classes. Students should have with them on the first day "basic" school supplies (pen, notebook, etc.) and their school issued Chromebook.

Athletics

Registration and payment of the User Fee for Athletics for the fall athletics season must be done through Community Pass. (SWOL) [SportsWare](#) is open now to upload current physicals and any medical information.

Parents and students are reminded that sports physicals expire thirteen months from the date of the physical examination. Regulations issued by the Department of Public Health require that students have an up-to-date physical examination for their continued participation in athletics. This regulation mandates that upon the expiration of a student's physical examination, which is valid for thirteen months, the student is immediately not eligible for participation in interscholastic athletics until such time that a valid physical examination report is filed with the office of the Athletic Director. If your child's physical examination is due to expire during the athletic season or school year, make sure you schedule well in advance another appointment with your child's physician for a new physical examination so that your child remains eligible to participate in high school athletics.

Questions related to athletics should be directed to Mr. Drouin, Athletic Director, at rdrouin@tewksbury.k12.ma.us.

Summer Reading

Students are reminded to be working on fulfilling their [2021-2022 TMHS Summer Reading](#) requirements.

Advanced Placement Course Summer Assignments

Students enrolled in Advanced Placement classes for 2021-2022 are reminded to complete the “summer assignments” for their respective classes. Individual questions may be directed to the teacher of the Advanced Placement course(s) in which the student is enrolled.

Students’ Class Schedules:

It is anticipated that students’ class schedules will be available on or around August 16, 2021 and may be viewed through the Aspen portal: <https://ma-tewksbury.myfollett.com/aspen/logon.do>. Please review the student schedule to ensure correct placement. Students with incomplete schedules should contact Ms. Whitehouse, Administrative Assistant in the Guidance Office, via email at pwhitehouse@tewksbury.k12.ma.us or call (978) 640-7838 ext. 2048 to schedule an appointment.

The first day of school for all students is Wednesday, September 1, 2021. The start time of the school day is 7:30 a.m. Please know that you can expect to receive additional communications from the high school administration in the coming weeks as the start of the new school year approaches. I am looking forward to the 2021-2022 school year and wish you an enjoyable remainder to the summer.

Respectfully,

A handwritten signature in black ink, appearing to read "Jon C. Bernard". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jon C. Bernard, *Principal*



MERRIMACK COLLEGE

WINSTON SCHOOL OF EDUCATION & SOCIAL POLICY

Superintendent Christopher J. Malone
Tewksbury Public Schools
139 Pleasant Street
Tewksbury, MA 01876

July 2021

Dear Superintendent Christopher J. Malone,

Thank you for accepting Merrimack College teacher education students into your organization during the SP2021 semester. Over the course of their program of study, Merrimack College aspiring teachers complete the requirements of an initial licensure program, as well as gain invaluable hands-on experience from the time spent working with students in the classroom.

As a token of our appreciation, enclosed is a graduate course voucher that is valid for one (1) course in the School of Education & Social Policy. Course vouchers may be used toward any course in the graduate education (M.Ed.) catalog. Instructions for redeeming a voucher are printed on the back of each voucher. Organizations supporting our students receive one (1) course voucher per student teacher. *The vouchers are valid for up to two years from the date of issue.*

In addition, each supervising practitioner has earned professional development points (PDP) which are recognized by the MA Department of Elementary and Secondary Education (ESE) and may be used in accordance with relicensure regulations and guidelines. PDP Certificates have been emailed to the teachers directly.

Below are the supervising practitioners and Merrimack students for the **SP2021** semester:

SUPERVISING PRACTITIONER	NAME	SCHOOL	VOUCHER #	DISTRICT NAME
Teresa A Enos	Hannah Wahl	Heath Brook	[REDACTED]	Tewksbury Public Schools

Thank you for your partnership with Merrimack College and the School of Education & Social Policy.

Regards,

Deborah N. Margolis, Ph.D.
Interim Dean, School of Education & Social Policy

TMHS 1:1 Device Program & Roll-Out Overview August 12, 2021

Jason Stamp
Director of STEM and IT Services
Tewksbury Public Schools

Jon Bernard
Principal
Tewksbury Memorial High School

<https://bit.ly/tps1to1>



To: Christopher Malone

**From: Jon Bernard, Interim Principal
Tewksbury Memorial High School**

Re: Appendix B Positions

Date: July 28, 2021

**Tewksbury Memorial High School Appendix B Positions
2021-2022**

I recommend the following people for Appendix B positions:

Paul Early, Junior Classical League

Kayla McLaughlin, Dance Team

Sue Barnett, Science Team

Wynn Middle School PAC Event Calander 2021/2022

<i>Month</i>	<i>Fundraising</i>	<i>Community</i>	<i>Social</i>
September 2021	Box Tops / Amazon Smile / on going		Back to School Food truck event 9/15/21 for Wynn School families 5-7: 30pm - Approved
October 2021	Box Tops / Amazon Smile / Tentative fall fundraiser more to come		
November 2021	Box Tops / Amazon Smile / In school Scholastic Book fair	Tewksbury Pantry food Drive	
December 2021	Box Tops / Amazon Smile / on going		Holiday Staff Appreciation lunch/Breakfast
January 2022	Box Tops / Amazon Smile / on going		
February 2022	Calandar raffle, sell in Feb. Draw names/winners in March		A night at the Boston Celtics for Wynn School / Discounted rate - Date not available yet
March 2022	Box Tops / Amazon Smile / on going / SCHOLASTIC BOOK FAIR March 4-March 11, 2022		
April 2022	Box Tops / Amazon Smile / on going	Earth Day efforts	
May 2022	Box Tops / Amazon Smile / on going		Staff Appreciation Luncheon

June 2022	Box Tops / Amazon Smile / on going		Support any 8th grade activities / End of year activities
<div>Christine Paquette - Chair Debra Contardi - Treasurer Deb Johnson - Secretary</div>			
August 2021	Box Tops / Amazon Smile / on going		

Policy

Old Business

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876



MEMORANDUM

To: Tewksbury School Committee
From: Brenda Regan, Assistant Superintendent
Date: August 13, 2021
Re: 2021 Summer Programming Update

This is Informational Only - No Vote is Required

August 18, 2021 - New Business: 2021 Summer Programming Update. This is an informational item, no vote is required.

2021 Summer Programming

Revised Draft 8/12/2021									
Summer Programs	Current Grade	Facility	Current Enrollment	Identified - Eligible Students	Cost	Date(s)	Time Frame	Day(s)	Breakfast/Lunch
TPS Summer School Programs*									
Special Education Extended Year Svcs.	PK-2	DEW	82	per IEP	NONE	4-week; 7/13-8/5; 5 week 7/12-8/12	4 wk: 7:45-12:15; 5 wk: 7:45 - 11:15	Mon-Thu	BREAKFAST ONLY
Special Education Extended Year Svcs.	3-4 +SPIRE	NS	73	per IEP	NONE	4-week; 7/13-8/5, 5 wk 7/12 - 8/12	4wk: 8:00-2:30 5wk: 7:45-11:15	Mon-Thu	BREAKFAST ONLY
Special Education Extended Year Svcs.	5-12 + PHS	TMHS	62	per IEP	NONE	4-week; 7/13-8/5; 5wk 7/12 - 8/12	4wk: 8:30-1:30; 5wk: 8:30 - 1:30	Mon-Thu	BREAKFAST ONLY
21st Century Learning (K-2) Dewing Students	PK-2	DEW	74	per invite	NONE	6/28-7/1 & 7/12-8/13	8:00-4:00	Mon-Thu	BRK/LUNCH/SNACK/WATER
Part 2: DESE Rising Grade K-2 Acceleration Academy (Literacy)	PK, K, & 1	DEW	51	per invite	NONE	1 week 8/16 - 8/20	9:00 - 1:30 pm	Mon-Fri	BRK/LUNCH/SNACK/WATER
Part 2: DESE Rising Grade 3 Acceleration Academy (Math)	2	DEW	4	per invite	NONE	1 week 8/16 - 8/20	9:00 - 1:30 pm	Mon-Fri	BRK/LUNCH/SNACK/WATER
Penguin Pride (K-2) Heath Brook Students	K-2	DEW	29	per invite	NONE	6/28-7/1 & 7/12-8/13	8:00-4:00	Mon-Thu	BRK/LUNCH/SNACK/WATER
Part 1: WYNN & TMHS Academic Recovery	7-12	TMHS	37 *	per invite	NONE**	4-weeks; 7/12 - 8/6	7:30 - 3:00	Mon-Fri	BRK/LUNCH/SNACK/WATER
Part 2: DESE Rising Grade K-2 Acceleration Academy (Literacy)	PK, K, & 1	DEW	47	per invite	NONE	1 week 8/16 - 8/20	9:00 - 1:30 pm	Mon-Fri	BRK/LUNCH/SNACK/WATER
Part 2: DESE Rising Grade 8 & 10 Acceleration (Math)	7 & 9	TMHS	7-Wynn 2-TMHS 1 Shaw Tech *Currently enrolled	per invite	NONE	8/2 - /8/6	9:00 - 1:30 pm	Mon-Fri	BRK/LUNCH/SNACK/WATER
Part 1: Summer School (TRAHAN & NS students)	2-4	Trahan	42	per invite	NONE	4 weeks; 7/13-8/5	9:00 - 11:30 am	Tues. & Thu	BREAKFAST ONLY
Part 2: DESE Rising Grade 3/4 Acceleration Academy (Math)	2-3	Trahan	23	per invite	NONE	1 week 8/9 - 8/13	9:00 - 1:30 pm	Mon-Fri	BRK/LUNCH/SNACK/WATER
RYAN Summer School	5-6	TMHS	13	per invite	NONE	6 weeks; 7/13-8/19	9:00 - 11:30 am	Tues. & Thu	SNACK
Summer STEAM Camp (TRAHAN & NS students)	2-4	Trahan	34	per invite	NONE	4 weeks; 7/14-8/4	9:00-11:30 am	Wed	BREAKFAST ONLY
Part 1: Title I Jump Start to 1st/2nd Grade	K-1	DEW	40	per invite	NONE	7/19 - 7/29	9:00-11:00am	Mon-Thu	n/a
Part 2: DESE Rising Grade 1-2 Acceleration Academy (Literacy)	K & 1	DEW	16	per invite	NONE	1 week 8/2 - 8/6	9:00-1:30 pm	Mon-Fri	BRK/LUNCH/SNACK/WATER
Part 1: EL Summer Service K-2 (TBD)	K-2	DEW	34	per invite	NONE	7/12 - 8/5	9:00 - 12:00	Mon-Thu	
Part 1 EL Summer Service 3-4 (TBD)	3-4	DEW	2	per invite	NONE	7/12 - 8/5	9:00 - 12:00	Mon-Thu	
Part 2: DESE Rising Grade 1-2 EL Acceleration Academy (Literacy)	K-1	DEW	7	per invite	NONE	1 week 8/9 - 8/13	9:00 - 1:30 pm	Mon-Fri	BRK/LUNCH/SNACK/WATER
Part 2: DESE Rising Grade 3-4 EL Acceleration Academy (Math)	2-3	DEW	5	per invite	NONE	1 week 8/9 - 8/13	9:00 - 1:30 pm	Mon-Fri	BRK/LUNCH/SNACK/WATER
		Total	648						
At-Home Summer Academics and Enrichment									
Khan Academy Summer Camp	3-12	online	unknown	all	NONE	6/22 - 8/28	Online link	all	
Camp Khan Kids	ages 2-8	online	unknown	all	NONE	7/5 - 7/30	Online link	all	
TPS Summer Reading	K-12	N/A	TBD	all	NONE	6/17 - 8/31	any time of the day :) visit https://www.tewksburypl.org/	all	
Tewksbury Public Library	K-12	TPL	unknown	all	NONE	N/A	https://www.tewksburypl.org/	Mon-Fri	

2021 Summer Programming

Revised Draft 8/12/2021									
Summer Programs	Current Grade	Facility	Current	Identified - Eligible	Cost	Date(s)	Time Frame	Day(s)	Breakfast/Lunch
School Preparedness & Orientation Opportunities									Notes
Grade 7-12 Student Pre-Summer School Orientation	7-12	TMHS	15	Summer School Students	NONE	7/7/21	9:00 AM to Noon	Wednesday	
Dewing Kindergarten Orientation	K	Dewing	133:TBD	All Incoming K Students	NONE	Monday Aug 30th	3:30-5:00 PM	Monday	KDG Teachers, Aides (voluntary)
Dewing Preschool Orientation	PK	Dewing	104:TBD	All Current and Incoming PK students	NONE	Monday Aug 30th	3:30-5:00 PM	Monday	PK Teachers, Aides (voluntary)
Dewing RLA & New Student Orientation	Returning RLA and New 1 & 2 students	Dewing	TBD	All returning RLA students and newly registered students in Grades 1&2	NONE	Thursday, August 26th	3:30-4:30	Thursday	
Heath Brook Kindergarten Orientation	KDG	Heath Brook	93:TBD	All Incoming K Students	NONE	Monday August 30th	4-6pm	Monday	KDG Teachers, Aides (voluntary)
Heath Brook RLA & New Student Orientation	Incoming Gr. 1 and 2	Heath Brook	TBD	All returning RLA students and newly registered students in Grades 1&2	NONE	Monday August 30th	6:30-7:30pm	Monday	
N St RLA & New Student Building Tour with PAC Playground Date	3-4	N ST	TBD	incoming 3rd, former RLA (4th), new students	NONE	8/26/21	9-11:00 am	Thursday	
North Street 3rd Grade Orientation	3	N ST	TBD	incoming 3rd	NONE	8/26/2021	5:00-6:00 pm	Thursday	
Trahan RLA & New Student Orientation	3-4	Trahan	TBD	incoming 3rd, former RLA (4th), new students	NONE	8/24/2021	9-1 pm hourly by last name	Tuesday	
Ryan RLA & New Student Orientation	5-6	Ryan	TBD	incoming 5th & 6th grade students wishing to orient to the Ryan School	NONE	8/19 & 8/20	3:00-5:00	Thursday & Friday	
Wynn RLA & New Student Orientation	7-8	Wynn Middle	TBD	Students new to the district, all seventh grade students, grade eight students who were RLA last year.	NONE	August 26 and August 27	Thursday 3:00-5:00 pm Friday 8:00-11:00 am	Thursday & Friday	No refreshments--Tours and Orientation in half hour sessions
TMHS Freshman Orientation https://docs.google.com/forms/d/17_9A48DcHQgeGuPrDzpKyvSHxpiQcYYnUu5yd2uy1V/k/edit#responses	Also invited are all grade 10 students who may have been in RLA in 20-21 and new students	TMHS	94 students enrolled as of 8/12/21	all	NONE	August 23, 24, & 26=5, 2021	9:00 a.m. - 11:00 a.m.	Monday, Tuesday, and Wednesday	The Orientation Program will culminate with a large group gathering with lunch and an "Activities Fair" to provide an opportunity to learn more about the clubs, activities, and athletic programs available at TMHS.
TMHS Freshmen Luncheon and Activities Fair https://docs.google.com/forms/d/1Zht20zeOkbcs7xNckYK58VWYefqJcddmAO7ebDKzB_Ds/edit	All grade 9 students. Also invited are all grade 10 students who may have been in RLA 20-21 and new students.	TMHS	45 students enrolled as of 8/12/21	all	NONE	August 26, 2021	11:00 a.m. - 1:00 p.m.	Thursday	See Above
Community Services Preschool Orientation	PK	Heath Brook	46	all	NONE	August 31, 2021	7:00-8:30 pm	Tuesday	Cafeteria
Childcare & Other Options to Consider									
AlphaBest K-8 (for pay)	K-8	Rec. Ctr. (Wynn)	120	all	VARIES	6/21 - 8/20	Full-Day 7:00-6:00pm; 1/2-Day avail.	1-5 days/week	
MACARONI KIDS: SUMMER CAMP & ACTIVITY GUIDE	ALL	SEE BROCHUR	N/A	N/A	VARIES	VARIES	VARIES	VARIES	

* The 2021 TPS Summer School Programming is contingent on staffing; details subject to change

** TMHS Credit Recovery Summer School = No cost for Tewksbury students

*** Also to be invited will be students new to TMHS and students in Remote Learning Academy for 2020-2021

New Business

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee
From: Brenda Theriault-Regan
Assistant Superintendent of Schools
Date: August 18, 2021
Re: Daily Substitute Pay Rate Changes

This Requires A Roll Call Vote

The following is a review of the current and adjusted Tewksbury Public Schools daily substitute pay rate. In reviewing the daily (aide and teacher) substitute rates in neighboring communities, we found them to be in the range of \$80.00 to \$100.00. The changes below establish a more competitive rate with the goal of obtaining the number of high quality substitutes needed in the upcoming school year. This requires a Roll Call Vote of the School Committee.

21-22 Daily Substitute Pay Rate Adjustments

Grant-Funded

Substitute Type*	20-21 SY Daily Rate	21-22 SY Daily Rate
Daily Substitute for an absent TPS Aide	\$71.50	\$90.00
Daily Substitute for an absent TPS Teacher	\$80.00	\$105.00
Long-term (10+ days) Substitute for an on leave TPS Teacher	\$85.00 + \$33.01 (+ 1 hour)	\$110.00 + \$33.01 (+ 1 hour)
Retired Tewksbury Public School Teacher Sub Rates for:	20-21 SY Daily Rate	21-22 SY Daily Rate
Daily Substitute for an absent TPS Teacher	\$90.00	\$110.00
Long-term (10+ days) Substitute for an absent TPS Teacher	\$90.00 + \$33.01 (+ 1 hour)	\$120.00 + \$33.01 (+ 1 hour)

*This pay daily rate change applies to our day to day substitutes and does not apply to our contracted and active TPS Aides or TPS Teachers.



The Commonwealth of Massachusetts
Office of the Attorney General
One Ashburton Place
Boston, Massachusetts 02108

OPEN MEETING LAW COMPLAINT FORM

Instructions for completing the Open Meeting Law Complaint Form

The Attorney General's Division of Open Government interprets and enforces the Open Meeting Law, Chapter 30A of the Massachusetts General Laws, Sections 18-25. Below is the procedure for filing and responding to an Open Meeting Law complaint.

Instructions for filing a complaint:

- o Fill out the attached two-page form completely. Sign and date the second page. File the complaint with the public body within 30 days of the alleged violation. If the violation was not reasonably discoverable at the time it occurred, you must file the complaint within 30 days of the date the violation was reasonably discoverable. A violation that occurs during an open session of a meeting is reasonably discoverable on the date of the meeting.
- o To file the complaint:
 - o For a local or municipal public body, you must submit a copy of the complaint to the chair of the public body AND to the municipal clerk.
 - o For all other public bodies, you must submit a copy of the complaint to the chair of the public body.
 - o Complaints may be filed by mail, by email, or by hand. Please retain a copy for your records.
- o If the public body does not respond within 14 business days and does not request an extension to respond, contact the Division for further assistance.

Instructions for a public body that receives a complaint:

- o The chair must disseminate the complaint to the members of the public body.
- o The public body must meet to review the complaint within 14 business days (usually 20-22 calendar days).
- o After review, but within 14 business days, the public body must respond to the complaint in writing and must send the complainant a response and a description of any action the public body has taken to address the allegations in the complaint. At the same time, the body must send the Attorney General a copy of the complaint and a copy of the response. The public body may delegate this responsibility to an individual member of the public body, its counsel, or a staff member, but only after the public body has met to review the complaint.
- o If a public body requires more time to review the complaint and respond, it may request an extension of time for good cause by contacting the Division of Open Government.

Once the public body has responded to the complaint:

- o If you are not satisfied with the public body's response to your complaint, you may file a copy of the complaint with the Division by mail, by email, or by hand, but only once you have waited for 30 days after filing the complaint with the public body. Mail may be sent to: The Division of Open Government, Office of the Attorney General, One Ashburton Place - 20th Floor, Boston, MA 02108. Emails may be sent to: openmeeting@state.ma.us.
- o When you file your complaint with the Division, please include the complaint form and all documentation relevant to the alleged violation. You may wish to attach a cover letter explaining why the public body's response does not adequately address your complaint.
- o The Division will not review complaints filed with us more than 90 days after the violation, unless we granted an extension to the public body or you can demonstrate good cause for the delay.

If you have questions concerning the Open Meeting Law complaint process, we encourage you to contact the Division of Open Government by phone at (617) 963-2540 or by email at openmeeting@state.ma.us.



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Sara Last Name: Steele

Address: 10 Pocahontas Road

City: Tewksbury State: MA Zip Code: 01876

Phone Number: 978-609-6731 Ext.

Email: steele.sara@icloud.com

Organization or Media Affiliation (if any):

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☒ Individual ☐ Organization ☐ Media

Public Body that is the subject of this complaint:

☐ City/Town ☐ County ☒ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Tewksbury Public School District

Specific person(s), if any, you allege committed the violation: Chairperson and the Superintendent

Date of alleged violation: 7/21/2021

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

On 07/21/2021 the Tewksbury School School Committee held an open meeting. I was denied access to this open meeting. Losing access prevented me from speaking publicly and from participating in providing a Committee update on the SEPAC, which was an agenda item. As a parent, I had previously received (07/14/2021) a letter from the Superintendent requesting that I refrain from entering any Tewksbury Public School building beyond the lobby area without his knowledge and express consent. I was unsure if I would be able to make the School Committee meeting, as I work nights, but at the last minute I was able to attend. I contacted a parent who was in attendance and asked that they request permission that I be allowed into the school building so that I could attend and participate in the open meeting. The parent did ask during Citizen's Forum and was told that the School Committee would not entertain her request because it was not an agenda item, despite my being responsible for providing an agenda item later in the meeting. Additionally, School Committee Policy BEDH-E allows public comments: "Individuals may address topics on the agenda, items specified for public comment, or items within the scope of responsibility of the School Committee." There was no action taken and I was not granted permission to enter the building nor participate in the meeting.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

More training on Open Meeting Laws
Stop excluding members of the community
A public apology read aloud at the next available school committee meeting
The School Committee should stop interfering with parental rights and SEPAC members/business (mandated by the state)
The School Committee must follow their own policies. Policies must be reviewed and revised in a timely manner.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: _____

Sarah Steele

Date: _____

7-29-21

For Use By Public Body

Date Received by Public Body:

For Use By AGO

Date Received by AGO:



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Boston, Massachusetts 02108

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OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Deborah Last Name: Wall

Address: 50 Sheffield Road

City: Tewksbury State: MA Zip Code: 01876

Phone Number: 978-697-7492 Ext.

Email: debwall@gmail.com

Organization or Media Affiliation (if any): N/A

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☒ Individual ☐ Organization ☐ Media

Public Body that is the subject of this complaint:

☐ City/Town ☐ County ☒ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Tewksbury Public School District

Specific person(s), if any, you allege committed the violation: Chairperson (Keith Sullivan) and the Superintendent(Christopher Malone)

Date of alleged violation: 7/20/2021

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

On July 20, 2021 I submitted a Public Records Request to the Superintendent of Tewksbury, Christopher Malone. The request was written as follows: "Please consider this email a public records request for all executive session meeting minutes for the School Committee during the 2020-2021 school year. It is my understanding that Policy BEDGB instructs you as Superintendent to review the session minutes on a regular basis and recommend to the SC the release of all or a portion of executive session minutes on a timely basis."

On August 2, 2021 I received the following response from the Superintendent, "Hello Ms. Wall,

In response to your July 20, 2021 Public records Request please understand that the 2020-2021 school year Executive Session minutes have not been approved by the School Committee as of yet and are in draft form. Approval of executive session minutes for the requested time period will be placed on the executive session agenda for the School Committee's August meeting, and a subsection (g)(1) determination will also be made regarding the approved minutes. The approved minutes or portions thereof that are not subject to a subsection (f) exemption will then be released to you. I received your request after the School Committee meeting for July 21, 2021 had been posted and, therefore, the matter will be taken up at the August meeting as noted above.

Sincerely,

Chris Malone "

I allege that the Superintendent and the Chairperson violated open meeting law by failing to review and approve the meeting minutes in a timely manner. As you are aware, the Open Meeting Law requires that a public body "create and maintain accurate minutes of all meetings, including executive sessions, setting forth the date, time and place, the members present or absent, a summary of the discussions on each subject, a list of documents and other exhibits used at the meeting, the decisions made and the actions taken at each meeting, including the record of all votes." G.L. c. 30A, § 22(a). The meeting minutes must be reviewed and approved in a timely manner. G.L. c. 30A, § 22(c). The Open Meeting Law itself does not define "timely manner." However, in 2017 the Attorney General's Open Meeting Law regulations provided that "timely manner" means "within the next three public body meetings or within 30 days, whichever is later, unless the public body can show good cause for further delay." 940 C.M.R. 29.11 (2).10 Whenever possible, we recommend that minutes of a meeting be approved at the next meeting. See OML 2019-39; OML 2014-15; OML 2012-91. The requirement that meeting minutes be approved in a timely manner applies equally to minutes of executive sessions. See 940 CMR 29.11; OML 2019-115.

The above response to my public records request clearly show that for the entirety of the 2020-2021 school year the School Committee did not meet on a regular basis to review and approve the executive session minutes in a timely manner. Additionally, the Superintendent and the Chairperson did not meet on at least a quarterly basis to declassify the executive session minutes and make them available to the public.

I am gravely concerned that the Chairperson, the Superintendent and the School Committee neglected their obligations to create, review and release executive session minutes for at least a full school year and possibly longer.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

I request copies of all executive session meeting minutes for the 2020-2021 school year as soon as possible.

I would like the School Committee to review executive session minutes for the past three school years to ensure that they were properly reviewed, approved and declassified for public consumption.

I would like the School Committee to attend additional open meeting law training.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

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The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: _____

Deborah Wall

Date: 8/10/2021

For Use By Public Body
Date Received by Public Body:

For Use By AGO
Date Received by AGO: