

**TEWKSBURY PUBLIC SCHOOLS  
TEWKSBURY SCHOOL COMMITTEE**

**Notice of Regular School Committee Meeting #8  
Wednesday, February 9, 2022 at 5:00 PM**

**Meeting Place:**

**Tewksbury Memorial High School  
Large Group Instruction Room #1  
320 Pleasant Street, Tewksbury, MA 01876**

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**1. CALL TO ORDER - 5:00 PM**

**2. EXECUTIVE SESSION (File) (Non-Public Session) - 5:00 PM**

**3. PUBLIC HEARING ON THE BUDGET (File) (Public Session) - 6:00 PM**

**4. RECONVENE REGULAR SCHOOL COMMITTEE MEETING (Public Session) - 6:30 PM**

**5. PLEDGE OF ALLEGIANCE**

**6. ANNOUNCEMENT**

The February 9, 2022 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. YouTube.com/TewksburyTV.

**7. RECOGNITION**

None

**8. STUDENT REPRESENTATIVE REPORT**

Jack Stadtman: Notes from Tewksbury Memorial High School

**9. PRESENTATIONS**

None

**10. 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.)*

**11. APPROVAL OF MINUTES**

January 12, 2022, Regular School Committee Meeting (File)

**12. SUBMISSION AND PAYMENT OF BILLS)**

Payroll Period Ending January 20, 2022 (\$1,447,178.77) (File)

Payroll Period Ending February 3, 2022 (\$1,460,360.39) (File)

**SCHOOL COMMITTEE MEMBERS**

Keith M. Sullivan, Chairperson, [ksullivan@tewksbury.k12.ma.us](mailto:ksullivan@tewksbury.k12.ma.us)  
Shannon M. Demos, Vice-Chair, [sdemos@tewksbury.k12.ma.us](mailto:sdemos@tewksbury.k12.ma.us) ~ Bridget L. Garabedian, Clerk, [bgarabedian@tewksbury.k12.ma.us](mailto:bgarabedian@tewksbury.k12.ma.us)  
John R. Stadtman, Member, [jstadtman@tewksbury.k12.ma.us](mailto:jstadtman@tewksbury.k12.ma.us) ~ Nicholas G. Parsons, Member, [nparsons@tewksbury.k12.ma.us](mailto:nparsons@tewksbury.k12.ma.us)

Superintendent of Schools Christopher J. Malone, [cmalone@tewksbury.k12.ma.us](mailto:cmalone@tewksbury.k12.ma.us)

**13. SUPERINTENDENT & STAFF REPORT**

**14. CONSENT AGENDA (*itemized on page 3*)**

**15. COMMITTEE REPORTS**

Elementary School Building Committee  
Tewksbury SEPAC  
Wellness Advisory Committee  
Policy Sub-Committee

**16. POLICY CHANGES, PROPOSALS, and ADOPTION**

None

**17. OLD BUSINESS**

- a. TMHS Principal Search Update
- b. Request For Proposal (RFP) - Consultant Services Update (File)

**18. NEW BUSINESS**

- a. 2022-2023 TMHS Program of Studies (File)
- b. 2022-2023 School Calendar Draft (File)
- c. Center School Relocation Directory (File)

**19. SCHOOL COMMITTEE MATTERS OF INTEREST**

**20. FUTURE SCHOOL COMMITTEE MEETING DATES**

March 9, 2022 Public Hearing-Budget / Regular Meeting; April 13, 2022 Reorganization Meeting / Regular Meeting

**21. FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES**

*Elementary School Building Committee:* February 10, 2022

*Tewksbury SEPAC Business Meeting:* February 17, 2022; March 17, 2022; April 28, 2022; May 19, 2022 (Elections); June 16, 2022.

*Tewksbury SEPAC School Safety Sub-committee:* TBD

*Wellness Advisory Committee:* March 23, 2022; May 18, 2022

*Policy Sub-Committee:* TBD

**22. FUTURE AGENDA ITEMS**

**23. ADJOURNMENT**

## **CONSENT AGENDA**

### **Correspondence:**

- a. Learn More About Massachusetts Schools! 5 Quick Facts About the School Report Card (File)
- b. District & School Report Card Release (File)
- c. TPS 2022-2023 Kindergarten Registration (File)

### **Enrollment Update:**

None

### **PERSONNEL ITEMS: None**

**New Hires:** None

**Transfers:** None

**Reappointment:** None

**Retirement:** None

**\*Appendix B: Athletics:** None

**Tewksbury Memorial High School**

**\*Appendix B: Co-Curricular:** None

\*APPENDIX B POSITIONS ARE PENDING CONTRACT NEGOTIATIONS

**Acceptance of Donations/Gifts:** None

**Fundraisers/Raffles:** None

# EXECUTIVE SESSION

**Tewksbury School Committee**  
**Executive Session (Non-Public Session)**  
**Wednesday, February 9, 2022 - 5:00PM**  
Tewksbury Memorial High School  
Guidance Office Conference Room  
320 Pleasant Street, Tewksbury, Massachusetts

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**A. CALL TO ORDER**

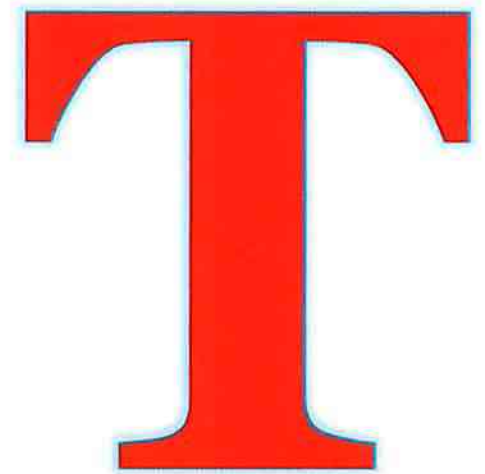
**B. EXECUTIVE SESSION**

1. To discuss strategy with respect to collective bargaining with employee groups and/or ongoing litigation and/or discussion of 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. ADJOURN & RECONVENE REGULAR SCHOOL COMMITTEE MEETING**

PUBLIC  
HEARING  
ON THE PROPOSED BUDGET

**FY23**  
**Tewksbury**  
**Public Schools**  
**Budget Hearing**



**February 9, 2022**

# FY23 School Department Budget

## District Strategy

*The Tewksbury Public Schools community believes that our educational program will encompass a 21st century teaching and learning approach that promotes consistent growth among our students and staff to achieve academic, social, and emotional success for all students.*



# FY23 School Department Budget

## Theory of Action

*If Tewksbury Public Schools prioritizes a growth mindset amongst all stakeholders while providing quality professional development and a professional culture grounded in collaboration, then all students will experience innovative, student centered instruction prioritizing positive outcomes.*

# FY23 School Department Budget

School Budget Consists  
of 4 Major Parts

- Managed by the Schools
  - Salary
  - Operating
  - Capital Outlay
- Managed/Shared with the Town
  - Fixed Costs

# FY23 School Department Budget Hearing

School Budget Consists  
of 4 Major Parts

- Managed by the  
Schools

- Salary
- Operating
- Capital Outlay

- Managed by the  
Town

- Fixed Costs

# FY23 School Department Budget Hearing

## Challenges Faced In Formulating FY23 Budget

Typical	FY23
Traditional 7 School model followed	Center Elementary School scheduled to open January 2023. Relocation of all Grade 2, 3 & 4 students and associated personnel mid-year. Re-allocation of resources associated with this move to create a Salary and Operating budget for the new school.
Use prior years ACTUALS to determine needs and/or budget opportunities	Due to COVID during school year 2020-2021, operations were not normal, so spending trends and patterns were atypical. No actuals exist for Center Elementary School, so estimates and models were made
Use payroll records to “roll forward” staff	High number 1 year hires and Grant funded positions
Meetings with Principals and Dept. Heads to discuss new initiatives/programs	Operational uncertainty made it impossible to plan for new initiatives /programs

# FY23 School Department Budget

## Areas of FOCUS

- Personnel

- NEW CENTER ELEMENTARY!!!
- Collective Bargaining
- Assuring accurate accounting/tracking of COVID related LOA's and 1 year replacements/hires
- Funding Student Services adequately to recover from COVID related progress reduction

- Operational

- NEW CENTER ELEMENTARY!!!
  - Estimate effects on transportation, utilities, supplies, insurance, maintenance

- Technology

- Network and Device Security
  - Monitoring systems
- Device Maintenance/Replacement
  - Assess 1-to-1 at TMHS
- Printing solutions (less paper)

- Building Improvements

- Upkeep/Improvements of older buildings
- Security
- Building Systems

# FY23 School Department Budget

## Areas of FOCUS

### COVID IMPACT

NOTE: All below paid with Grant Funds

<b><u>EXPENSE</u></b>	<b><u>Thru 12/31/21</u></b>	<b><u>Thru 1/28/22</u></b>	<b><u>DIFF</u></b>
Student Services	\$ 209,817.93	\$ 262,722.83	\$ 52,904.90
Cleaning Supplies/Equipment/PPE	\$ 110,045.13	\$ 118,405.80	\$ 8,360.67
Custodial Overtime	\$ 71,974.27	\$ 92,682.21	\$ 20,707.94
Nurse OT	\$ 65,279.65	\$ 123,139.05	\$ 57,859.40
HVAC/Maintenance	\$ 32,568.34	\$ 38,177.34	\$ 5,609.00
Instructional Supplies	\$ 30,455.50	\$ 30,488.25	\$ 32.75
Instructional Technology	\$ 24,413.98	\$ 24,413.98	\$ -
Student Transportation	\$ 488.32	\$ 488.32	\$ -
Grand Total	\$ 545,043.12	\$ 690,517.78	\$ 145,474.66

# FY23 School Department Budget Hearing

2.34% increase Requested

Tewksbury Public Schools							
School Budget Recommendation - FY23							
	<u>School</u>	<u>School</u>	<u>School</u>	<u>School</u>	<u>Town Manager</u>	<u>\$\$ Change</u>	<u>% Change</u>
	<u>Budget FY20</u>	<u>Budget FY21</u>	<u>Budget FY22</u>	<u>REQUEST FY23</u>	<u>Recommend FY23</u>	<u>FY23-FY22</u>	<u>FY23-FY22</u>
Salaries	34,269,582	35,245,995	36,272,549	37,347,031	37,347,031	1,074,482	2.96%
Operating	15,102,781	14,537,730	14,816,386	14,957,129	14,957,129	140,743	0.95%
Capital Outlay	1,258,514	850,000	850,000	850,000	850,000	-	0.00%
<b>School Budget</b>	<b>50,630,877</b>	<b>50,633,725</b>	<b>51,938,935</b>	<b>53,154,160</b>	<b>53,154,160</b>	<b>1,215,225</b>	<b>2.34%</b>



# FY23 School Department Budget Hearing

If including Fixed Costs & Debt 1.66% increase Requested

Tewksbury Public Schools							
School Budget Recommendation - FY23							
	<u>School</u>	<u>School</u>	<u>School</u>	<u>School</u>	<u>Town Manager</u>	<u>\$\$ Change</u>	<u>% Change</u>
	<u>Budget FY20</u>	<u>Budget FY21</u>	<u>Budget FY22</u>	<u>REQUEST FY23</u>	<u>Recommend FY23</u>	<u>FY23-FY22</u>	<u>FY23-FY22</u>
Salaries	34,269,582	35,245,995	36,272,549	37,347,031	37,347,031	1,074,482	2.96%
Operating	15,102,781	14,537,730	14,816,386	14,957,129	14,957,129	140,743	0.95%
Capital Outlay	1,258,514	850,000	850,000	850,000	850,000	-	0.00%
<b>School Budget</b>	<b>50,630,877</b>	<b>50,633,725</b>	<b>51,938,935</b>	<b>53,154,160</b>	<b>53,154,160</b>	<b>1,215,225</b>	<b>2.34%</b>
<b>Total Fixed Costs</b>	<b>10,520,068</b>	<b>10,628,341</b>	<b>10,678,921</b>	<b>11,043,278</b>	<b>11,043,278</b>	<b>364,357</b>	<b>3.46%</b>
<b>Total Debt</b>	<b>7,597,042</b>	<b>7,484,957</b>	<b>7,041,688</b>	<b>6,603,450</b>	<b>6,603,450</b>	<b>(438,238)</b>	<b>-5.77%</b>
<b>Grand Total</b>	<b>68,747,987</b>	<b>68,747,023</b>	<b>69,659,544</b>	<b>70,800,888</b>	<b>70,800,888</b>	<b>1,141,344</b>	<b>1.66%</b>



# FY23 School Department Budget Hearing

SALARY – 70% of School Budget

Group	LEA Budget		
	HeadCount	Amount	% of Salary
Aides	65.60	\$ 1,752,931	5%
Cust/Maintenance	32.00	\$ 1,601,496	4%
Non Union	42.00	\$ 3,839,795	10%
Nurses	9.00	\$ 664,944	2%
Secretaries	17.00	\$ 762,625	2%
Teachers	285.68	\$ 25,372,826	68%
Union Admin	7.00	\$ 851,639	2%
Part Time/Overtime/Hourly	~500~	\$ 2,500,775	7%
Totals	958.28	\$ 37,347,031	

# FY23 School Department Budget Hearing

OPERATING – 28% of School Budget

<u>Category</u>	<u>FY23</u>	<u>%</u>
Maintenance	\$1,056,400	7%
Misc & Prof Development	\$723,024	5%
Special Ed Services	\$2,178,000	15%
Supplies/Textbooks & Materials	\$1,300,532	9%
Tech Contracts	\$585,366	4%
Transportation	\$3,547,883	24%
Tuition	\$4,158,324	28%
Utilities	\$1,407,600	9%
<b>TOTAL</b>	<b>\$14,957,129</b>	

# FY23 School Department Budget

CAPITAL OUTLAY – 2% of School Budget

## PRIORITY

- Upgrade TMHS Security Cameras
- Wynn Roof Coating – (partial, phased approach)
- TMHS Roof
- ClearTouch Boards for balance of classrooms in District
- Intrusion Alarm at Ryan

# Potential Capital Projects List FY23- FY25

<u>School Name</u>	<u>Category</u>	<u>Projects and Equipment</u>	<u>Progress</u>	<u>Date</u>
<b>Dewing</b>	Bldg & Maint	HVAC Cooling/Circulation Improvements	Consultant working on best approach	FY23
<b>Dewing</b>	Bldg & Maint	Playground for Pre-School	Exploring Plans	FY23/24
<b>Dewing</b>	Bldg & Maint	Sign	Have design; need power	FY23/24
<b>Dewing</b>	Bldg & Maint	Vestibule	Summer 2022	FY23
<b>Heath Brook</b>	Bldg & Maint	Sign	Assess Power needs, need design	FY23/24
<b>Heath Brook</b>	Bldg & Maint	Playground re-landscape (paved hill)	Consultant has scope	FY23/24
<b>Heath Brook</b>	Bldg & Maint	Redesign Greenhouse rooms	Consultant has scope	FY23/24
<b>Heath Brook</b>	Bldg & Maint	Electrical Upgrade	Consultant working on scope; need National Grid input	FY24/25
<b>Heath Brook</b>	Bldg & Maint	Cooling/Circulation Improvements	Consultant working on best approach	FY23
<b>Heath Brook</b>	Bldg & Maint	Replace Terracotta Tile floor in main hallway	Meeting Contractor to develop scope (LVT vs VCT) (ABATEMENT?)	FY22/FY23
<b>Ryan</b>	Bldg & Maint	HVAC Cooling/Circulation Improvements	Consultant working on best approach	FY23
<b>Ryan</b>	Bldg & Maint	Retrofit Gym Lights - (failing fixtures)	GETTING QUOTES	FY22/FY23
<b>Ryan</b>	Bldg & Maint	Intrusion Alarm	Need Contractor to assess	FY23
<b>Wynn</b>	Bldg & Maint	HVAC Cooling/Circulation Improvements	Consultant working on best approach	FY23
<b>Wynn</b>	Bldg & Maint	Lighting Project	GETTING QUOTES	FY22/FY23
<b>Wynn</b>	Bldg & Maint	Retrofit Gym Lights - (failing fixtures)	GETTING QUOTES	FY22/FY23
<b>Wynn</b>	Bldg & Maint	Occupancy Sensors	Need Site visit	FY22/FY23
<b>Wynn</b>	Bldg & Maint	Roof Coating or Replace	PHASED APPROACH - FLAT SECTIONS SUMMER 2022	FY23
<b>Wynn</b>	Bldg & Maint	Bathroom Partitions/Countertops	Need Contractor to assess	FY23/24

# Capital Projects Completed List FY19-FY22

## 2018-2019

<b>Center School</b>	Bldg & Maint	Carpet replace
<b>Dewing</b>	Bldg & Maint	New Heating Controls
<b>Dewing</b>	Bldg & Maint	Replace rug in Tchr Room
<b>Dewing</b>	Bldg & Maint	Replace Exterior Doors
<b>Dewing</b>	Technology	AV System Upgrade Caf
<b>Dewing</b>	Technology	Cleartouch install for STEAM Labs
<b>Districtwide</b>	Cafeteria	Cres-Cure Insulated Holding Cabinet
<b>Districtwide</b>	Cafeteria	Dual Sided Milk Chests (5)
<b>Districtwide</b>	Security	A-Phone monitor upgrade
<b>Districtwide</b>	Technology	100-200 Chromebooks
<b>Districtwide</b>	Technology	Upgrades to Switches
<b>Districtwide</b>	Technology	App to support website
<b>Heath Brook</b>	Bldg & Maint	Upgrade Heating Controls
<b>Heath Brook</b>	Bldg & Maint	Roof Coating
<b>Heath Brook</b>	Bldg & Maint	Landscape Update
<b>Heath Brook</b>	Bldg & Maint	Cafeteria Shades
<b>Heath Brook</b>	Bldg & Maint	Replace Exterior Doors
<b>Heath Brook</b>	Bldg & Maint	Boiler Replace
<b>Heath Brook</b>	Bldg & Maint	Heat Pump Replace
<b>Heath Brook</b>	Bldg & Maint	Domestic Hot Water NEW
<b>Heath Brook</b>	Bldg & Maint	Boiler room plumbing
<b>Heath Brook</b>	Technology	AV System Upgrade Caf
<b>Heath Brook</b>	Technology	Cleartouch install for STEAM Labs
<b>North Street</b>	Bldg & Maint	New Fire Alarm System
<b>North Street</b>	Bldg & Maint	Paint & New lights in Hallways
<b>North Street</b>	Security	Update vestibule
<b>North Street</b>	Technology	TV for office
<b>North Street</b>	Technology	Cart of Chromebooks
<b>North Street</b>	Technology	AV System Upgrade Caf
<b>North Street</b>	Technology	Cleartouch install for STEAM Labs
<b>Ryan</b>	Bldg & Maint	Carpeting in Main Office
<b>Ryan</b>	Bldg & Maint	Lights for Parking Lot
<b>Ryan</b>	Bldg & Maint	Replace clocks
<b>Ryan</b>	Bldg & Maint	BMS Server
<b>Ryan</b>	Technology	AV System Upgrade Caf
<b>TMHS</b>	Bldg & Maint	Security Vestibule
<b>TMHS</b>	Bldg & Maint	Storage shed at Strong Field
<b>TMHS</b>	Bldg & Maint	Tennis Courts added seating
<b>TMHS</b>	Bldg & Maint	Drainage Basin Repair
<b>TMHS</b>	Bldg & Maint	Water Bottle Refill Stations
<b>Trahan</b>	Bldg & Maint	Ceiling Fans in Cafe
<b>Trahan</b>	Technology	Cleartouch install for STEAM Labs
<b>Wynn</b>	Bldg & Maint	New Heating Controls
<b>Wynn</b>	Bldg & Maint	Update Intruder Alarm
<b>Wynn</b>	Bldg & Maint	Roof Repairs
<b>Wynn</b>	Security	New Upgraded Security System
<b>Wynn</b>	Technology	Laptops for Teachers
<b>Wynn</b>	Technology	MacBook PROs

## 2019-2020

<b>Dewing</b>	Bldg & Maint	Landscape Update
<b>Dewing</b>	Bldg & Maint	Upgrade Electrical System
<b>Dewing</b>	Bldg & Maint	Replace exterior stair railings
<b>Dewing</b>	FF & E	Create STEM/Maker Space
<b>Dewing</b>	Technology	Upgrades to Security & Access
<b>Dewing</b>	Bldg & Maint	Stand Alone Water Heater
<b>Districtwide</b>	Technology	Upgrades to technology infrastructure
<b>Heath Brook</b>	Bldg & Maint	New Cafeteria Floor
<b>Heath Brook</b>	FF & E	Create STEM/Maker Space
<b>Heath Brook</b>	Technology	Upgrades to Security & Access
<b>Heath Brook</b>	Technology	Upgraded Classroom Computers
<b>Heath Brook</b>	Bldg & Maint	Paint Hallways
<b>Ryan</b>	Bldg & Maint	Replace Glycol in heating syst
<b>Ryan</b>	Technology	Upgrades to Security & Access
<b>TMHS</b>	Bldg & Maint	Added storage container
<b>TMHS</b>	Bldg & Maint	Upgraded TV Studio
<b>TMHS</b>	Bldg & Maint	Protective netting at Track
<b>TMHS</b>	Bldg & Maint	Replaced Stage Floor
<b>TMHS</b>	Bldg & Maint	Upgraded Auditorium Lighting to LED
<b>TMHS</b>	Bldg & Maint	Project Adventure Course
<b>TMHS</b>	Bldg & Maint	Created overflow parking area (GRAD)
<b>Trahan</b>	Bldg & Maint	Update Vestibule
<b>Trahan</b>	Bldg & Maint	Restaurant Fans
<b>Wynn</b>	Bldg & Maint	Water Bottle Refill Stations
<b>Wynn</b>	Bldg & Maint	Heating system upgrade
<b>Wynn</b>	Bldg & Maint	STEAM Lab
<b>Wynn</b>	Technology	Upgrades to Security & Access
<b>Wynn</b>	Technology	Replace ALL Chromebooks

## 2020-2021

<b>Dewing</b>	Bldg & Maint	Repaired paving near Kindergarten Area
<b>Dewing</b>	Bldg & Maint	Installed Water Bottle Filling Stations
<b>Districtwide</b>	Bldg & Maint	Maintenance Dept Transition Space
<b>Districtwide</b>	Technology	Weather Bug Upgrade
<b>Districtwide</b>	Technology	Replace remaining old cable (erate eligible)
<b>Districtwide</b>	Bldg & Maint	Air purifiers for all classroom spaces K-8
<b>Districtwide</b>	Bldg & Maint	Redesigned Nurses Rooms to meet COVID requirements
<b>Districtwide</b>	Bldg & Maint	Enhanced cleaning on univents & AHS
<b>Heath Brook</b>	Bldg & Maint	LED lighting upgrade - 80% of building
<b>North Street</b>	Bldg & Maint	Installed Water Bottle Filling Stations
<b>Ryan</b>	Bldg & Maint	Vestibule
<b>TMHS</b>	Bldg & Maint	Upgrade filters to MERV - 13
<b>Wynn</b>	Technology	Replace intrusion alarm
<b>Wynn</b>	Bldg & Maint	Vestibule
<b>Wynn</b>	Bldg & Maint	First floor - LVT??
<b>Wynn</b>	Bldg & Maint	Installed Water Bottle Filling Stations

## 2021-2022

<u>School Name</u>	<u>Category</u>	<u>Projects and Equipment</u>
<b>Dewing</b>	Bldg & Maint	Carpeted 2 classrooms with tile damage
<b>Dewing</b>	Bldg & Maint	Paving & Sidewalk repairs near gym doors
<b>Districtwide</b>	Technology	Central Technology Hub Relocation
<b>Districtwide</b>	Bldg & Maint	Purchased new Truck with Plow
<b>Heath Brook</b>	Bldg & Maint	Window Replace 20 Classrooms, countertops, screens, operable windows
<b>Heath Brook</b>	Bldg & Maint	Lighting Project- remaining 20% that wasn't completed from previous project
<b>Heath Brook</b>	Bldg & Maint	Vestibule
<b>Heath Brook</b>	Bldg & Maint	Updated Teachers Room
<b>Heath Brook</b>	Bldg & Maint	Installed Water Bottle Filling Station
<b>North Street</b>	Technology	Additional Chromebook Cart
<b>Ryan</b>	Bldg & Maint	Roof Coating - 20 year warranty product
<b>TMHS</b>	Bldg & Maint	Sealcoating Parking Lots and driveway
<b>TMHS</b>	Technology	Additional Cameras in Parking Lot
<b>Wynn</b>	Bldg & Maint	New Split AC Unit for MDF room
<b>Wynn</b>	Bldg & Maint	Paving - End of Driveway, Bus Loop, Lower Parking Lot. Sealcoat sidewalks & Upper Lot

# FY23 School Department Budget Hearing

## Grants/Revolving Accounts

- 56 Separate Funds currently ACTIVE
- All have a specific purpose and must be used appropriately. Use MUST be related to the purpose of the fund...whether a GRANT or Revolving type account driven by fees.

FUND	DESCRIPTION
4114	Insurance <\$20K - Sch Admin
4131	Facility Rentals
4133	High School Parking Fees
4134	High School Club Fees
4135	High School Athletic Fees
4136	Wynn School Athletic Fees
4137	Wynn School Club Fees
4138	Ryan School Club Fees
4139	AP Test
4141	School Rec Custodians
4150	School Lunch Account
4160	Athletic Fund
4161	Adult Education
4162	Extended Day
4163	Community Ed - Recreation Dept
4164	PreSchool Revolving Program
4165	Kindergarten Revolving Program
4166	Recreation Basketball - School
4167	Lost Textbooks
4168	New Start
4170	Circuit Breaker
4172	Copy Center
4173	Hall of Fame
4174	PreSchool Community Services
4175	NPEN
4176	Alphabest
4213	Early Childhood Grant #262
4252	Literacy Partnership Grant #738

FUND	DESCRIPTION
4253	Crisis Training
4273	Title I Grant #305
4274	Title IIA Grant #140
4275	Title IV Grant # 309
4303	Sped 94-142 Grant #240
4305	Big Yellow School Bus
4306	Sped Program Imp - K12
4308	Sped Program Imp - PK
4318	AFTER SCH/OUT SCHOOL TIME (530C)
4322	Corning Gift Grant
4323	21st Century Learning Grant
4326	SEL Learning Grant
4330	ESSER II
4331	ESSER III
4332	EBT ADMIN REIMBURSEMENT
4647	Heath Brook Verizon Award
4655	School Dare Gifts
4658	School Gifts Account
4659	Scholarship Gifts
4667	Scholarship Fund
4668	Education Fund
4674	High School Gifts
4678	ESSER I
4679	Coronavirus Relief Fund
4680	ARP PK IDEA
4681	ARP IDEA
4804	Long Range School Space Plan
4805	Special Education Reserve Fund



# FY23 School Department Budget Hearing

## Grant Funding Available FY22

<u>Code</u>	<u>Grant</u>	<u>FY</u>	<u>Purpose</u>	<u>Grant Total</u>	<u>Amount Used</u>	<u>Balance</u>
113	Esser I	2021	COVID Related Expenses	\$ 280,897	\$ 185,393	\$ 95,504
115	ESSER II	2022	COVID Related Expenses	\$ 1,198,356	\$ 439,409	\$ 758,947
119	ESSER III	2022	COVID Related Expenses	\$ 2,771,743	\$ -	\$ 2,771,743
121	SAAG	2022	Summer Acceleration Academy	\$ 87,000	\$ 87,000	\$ -
140	Title IIA	2020	Educator Improvement	\$ 78,007	\$ 74,669	\$ 3,338
140	Title IIA	2021	Educator Improvement	\$ 81,422	\$ 46,806	\$ 34,616
140	Title IIA	2022	Educator Improvement	\$ 65,297	\$ -	\$ 65,297
151	151 SEL	2022	Integrating Social Emotional Learning	\$ 20,000	\$ -	\$ 20,000
180	Title III	2022	Support for English Learners	\$ 11,748	\$ -	\$ 11,748
240	IDEA Special Education	2021	Special Education Improvement	\$ 866,476	\$ 809,927	\$ 56,549
240	IDEA Special Education	2022	Special Education Improvement	\$ 864,379	\$ 341,735	\$ 522,644
252	ARP Special Education	2022	Special Education Improvement	\$ 175,955	\$ 65,091	\$ 110,864
262	Early Childhood IDEA	2020	Pre School Special Education Quality	\$ 25,197	\$ 23,064	\$ 2,133
262	Early Childhood IDEA	2021	Pre School Special Education Quality	\$ 25,430	\$ 3,087	\$ 22,343
262	Early Childhood IDEA	2022	Pre School Special Education Quality	\$ 32,547	\$ 528	\$ 32,019
264	ARP Early Childhood	2022	Pre School Special Education Quality	\$ 15,653	\$ 1,425	\$ 14,228
305	Title I	2021	Student Support	\$ 375,187	\$ 334,322	\$ 40,865
305	Title I	2022	Student Support	\$ 190,051	\$ 57,836	\$ 132,215
309	Title IV	2021	Academic Support	\$ 24,871	\$ 23,380	\$ 1,491
309	Title IV	2022	Academic Support - Recovery/After School	\$ 25,544	\$ -	\$ 25,544
530	ASOST (Summer)	2022	After School & Out of School Time	\$ 45,000	\$ 45,000	\$ -
530	ASOST Continuation (School Year)	2022	After School & Out of School Time	\$ 25,000	\$ 8,796	\$ 16,204
646	21st C Exemplary Grant	2022	Enrich Academic Programming	\$ 168,750	\$ 66,454	\$ 102,296

# FY23 School Department Budget Hearing

## Tewksbury Public Schools

### School Budget Recommendation - FY23

	<u>School</u>	<u>School</u>	<u>School</u>	<u>School</u>	<u>Town Manager</u>	<u>\$\$ Change</u>	<u>% Change</u>
	<u>Budget FY20</u>	<u>Budget FY21</u>	<u>Budget FY22</u>	<u>REQUEST FY23</u>	<u>Recommend FY23</u>	<u>FY23-FY22</u>	<u>FY23-FY22</u>
Salaries	34,269,582	35,245,995	36,272,549	37,347,031	37,347,031	1,074,482	2.96%
Operating	15,102,781	14,537,730	14,816,386	14,957,129	14,957,129	140,743	0.95%
Capital Outlay	1,258,514	850,000	850,000	850,000	850,000	-	0.00%
<b>School Budget</b>	<b>50,630,877</b>	<b>50,633,725</b>	<b>51,938,935</b>	<b>53,154,160</b>	<b>53,154,160</b>	<b>1,215,225</b>	<b>2.34%</b>
<u>Fixed Costs</u>							
Health	8,219,178	8,173,438	8,074,076	8,160,761	8,160,761	86,685	1.05%
Retirement	1,480,098	1,533,339	1,619,695	1,727,370	1,727,370	107,675	7.27%
Medicare	506,000	517,385	538,080	550,186	550,186	12,106	2.39%
Unemployment	75,000	150,000	150,000	150,000	150,000	-	0.00%
Insurance	239,792	254,179	297,070	454,961	454,961	157,891	65.84%
<b>Total Fixed Costs</b>	<b>10,520,068</b>	<b>10,628,341</b>	<b>10,678,921</b>	<b>11,043,278</b>	<b>11,043,278</b>	<b>364,357</b>	<b>3.46%</b>
						-	
<b>Total</b>	<b>61,150,945</b>	<b>61,262,066</b>	<b>62,617,856</b>	<b>64,197,438</b>	<b>64,197,438</b>	<b>1,579,582</b>	<b>2.58%</b>
Debt Exempt Principal	4,697,375	4,692,965	4,419,155	4,195,000	4,195,000	(224,155)	-4.77%
Debt Exempt Interest	2,899,667	2,791,992	2,622,533	2,408,450	2,408,450	(214,083)	-7.38%
<b>Total Debt</b>	<b>7,597,042</b>	<b>7,484,957</b>	<b>7,041,688</b>	<b>6,603,450</b>	<b>6,603,450</b>	<b>(438,238)</b>	<b>-5.77%</b>
<b>Grand Total</b>	<b>68,747,987</b>	<b>68,747,023</b>	<b>69,659,544</b>	<b>70,800,888</b>	<b>70,800,888</b>	<b>1,141,344</b>	<b>1.66%</b>



# FY23 School Department Budget Hearing

## NEXT STEPS

Continued Discussions with Building Principals, Department Heads, Elected Officials, Town Officials, teachers, parents, students and community members, to refine and react to ever changing needs.

As needs and/or resources change, the School Department will be refining our PROJECT LIST, which represents a snapshot in time of the current needs in the district. This list is constantly being updated and analyzed for the best use of available and appropriate resources.

This process will continue from now through May Town Meeting and may (in fact is likely to) produce some movement within our overall budget

# FY23 School Department Budget Hearing

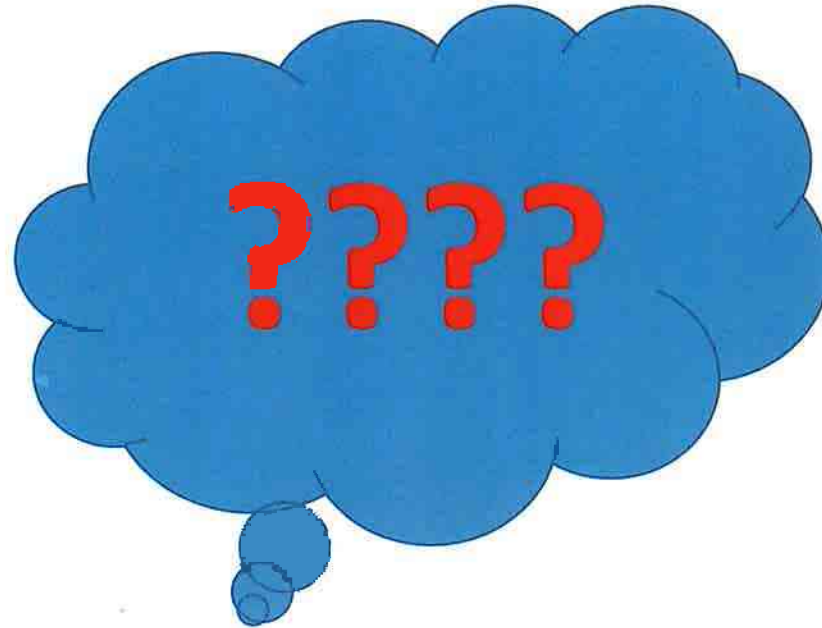
## Tewksbury Public Schools

### School Budget Recommendation - FY23

	<u>School</u>	<u>School</u>	<u>School</u>	<u>School</u>	<u>Town Manager</u>	<u>\$\$ Change</u>	<u>% Change</u>
	<u>Budget FY20</u>	<u>Budget FY21</u>	<u>Budget FY22</u>	<u>REQUEST FY23</u>	<u>Recommend FY23</u>	<u>FY23-FY22</u>	<u>FY23-FY22</u>
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<b>School Budget</b>	<b>50,630,877</b>	<b>50,633,725</b>	<b>51,938,935</b>	<b>53,154,160</b>	<b>53,154,160</b>	<b>1,215,225</b>	<b>2.34%</b>
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Unemployment	75,000	150,000	150,000	150,000	150,000	-	0.00%
Insurance	239,792	254,179	297,070	454,961	454,961	157,891	65.84%
<b>Total Fixed Costs</b>	<b>10,520,068</b>	<b>10,628,341</b>	<b>10,678,921</b>	<b>11,043,278</b>	<b>11,043,278</b>	<b>364,357</b>	<b>3.46%</b>
						-	
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<b>Grand Total</b>	<b>68,747,987</b>	<b>68,747,023</b>	<b>69,659,544</b>	<b>70,800,888</b>	<b>70,800,888</b>	<b>1,141,344</b>	<b>1.66%</b>

# FY23 School Department Budget Hearing

***Questions or Comments***



RECOGNITION  
and/or  
PRESENTATIONS

# MINUTES

# PAYROLL

TEWKSBURY PUBLIC SCHOOLS  
Tewksbury, Massachusetts

Date **1/20/2022**

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 **\$1,447,178.77**

**GRANTS**

\$26,339.13	2021-2022	Special Ed 240 Grant
\$7,563.20	2021-2022	Title I Grant
\$100.00	2020-2021	Title II Grant
	2020-2021	Title IV Grant
	2020-2021	Early Childhood Grant
\$1,238.37	2021-2022	ASOST Grant
\$7,448.87	2021-2022	21st Century Grant
\$2,710.15	2021-2022	ESSER I Grant
\$61,722.56	2021-2022	ESSER II Grant
\$7,684.89	2021-2022	ARP Idea Grant

**REVOLVING ACCOUNTS**

\$4,073.29	2021-2022	Community Services
\$4,381.19	2021-2022	Community Services Preschool Program
\$452.58	2021-2022	Adult Education Program
\$27,502.32	2021-2022	Lunch Program
\$1,026.59	2021-2022	Facilities
\$3,892.82	2021-2022	Recreation
\$672.39	2021-2022	Parking Fees
\$2,274.46	2021-2022	Preschool
	2021-2022	Alphabest
	2021-2022	Wynn Intramurals

**\$159,082.81 SUB TOTAL - NON LEA FUNDS**

**LEA FUNDS**

\$1,288,095.96	2021-2022	School Department Account
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**\$1,288,095.96 SUB TOTAL - LEA FUNDS**

**\$1,447,178.77 TOTAL**

TEWKSBURY PUBLIC SCHOOLS  
Tewksbury, Massachusetts

Date **2/3/2022**

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 **\$1,460,360.39**

**GRANTS**

\$27,225.13	2021-2022 Special Ed 240 Grant
\$6,009.00	2021-2022 Title I Grant
	2020-2021 Title II Grant
	2020-2021 Title IV Grant
\$478.65	2020-2021 Early Childhood Grant
\$2,063.14	2021-2022 ASOST Grant
\$7,278.28	2021-2022 21st Century Grant
\$9,405.76	2021-2022 ESSER I Grant
\$42,470.02	2021-2022 ESSER II Grant
\$908.86	2021-2022 ARP Idea Grant

**REVOLVING ACCOUNTS**

\$3,533.29	2021-2022 Community Services
\$9,857.76	2021-2022 Community Services Preschool Program
\$692.58	2021-2022 Adult Education Program
\$28,047.84	2021-2022 Lunch Program
\$948.07	2021-2022 Facilities
\$4,106.96	2021-2022 Recreation
\$672.39	2021-2022 Parking Fees
\$2,274.46	2021-2022 Preschool
	2021-2022 Alphabest
\$2,457.00	2021-2022 TMHS Intramurals

**\$148,429.19 SUB TOTAL - NON LEA FUNDS**

**LEA FUNDS**

\$1,311,931.20	2021-2022 School Department Account
----------------	-------------------------------------

**\$1,311,931.20 SUB TOTAL - LEA FUNDS**

**\$1,460,360.39 TOTAL**



**SUPERINTENDENT  
& STAFF REPORTS  
& SCHOOL  
COMMITTEE  
REPORTS**

# CONSENT AGENDA

Christopher J. Malone, C.A.G.S.  
Superintendent (978) 640-7800  
[cmalone@tewksbury.k12.ma.us](mailto:cmalone@tewksbury.k12.ma.us)

Brenda Theriault-Regan, C.A.G.S.  
Assistant Superintendent (978) 640-7800  
[bregan@tewksbury.k12.ma.us](mailto:bregan@tewksbury.k12.ma.us)



*Celebrating Excellence*



February 9, 2022

Dear Parents and/or Guardians:

Every year, each public school and school district in Massachusetts receives a report card. Just as your child's report card shows how they are doing in different subjects, the Tewksbury Public Schools' report card is designed to show families how our schools are doing in different areas. The Tewksbury Public Schools' report card is available at [School and District Report Cards - Massachusetts Department of Elementary and Secondary Education](#).

The report card includes multiple measures of a school's performance – more than just MCAS scores. It represents a new way of looking at school performance, by providing information on student achievement, teacher qualifications, student learning opportunities, and more. You will notice on the district's report card that Tewksbury Public Schools grades 3 through 8 out-performed the state in exceeding or meeting expectations on the 2021 MCAS in the areas of English Language Arts (ELA), Mathematics, and Science (grades 5 & 8). Tewksbury Memorial High School out-performed the state on the 2021 MCAS in the areas of English Language Arts (ELA) and Mathematics.

Report cards are designed to be useful tools for everyone connected to our schools. Families can use the information to have meaningful conversations with us about what the schools are doing well and where there is room for improvement. Community and education leaders can use the information to better understand how to support students and our schools.

You will notice on our report card that 92.2% of our teachers have been teaching in a Massachusetts public school for at least 3 years and 100% of our teachers are licensed teachers. District-wide, 85.1% of students participate in art courses which includes: visual art, music, theater, dance, and general arts and 71.8% of 11th and 12th grade students completed at least one advanced course which includes: Advanced Placement, International Baccalaureate, Project Lead the Way, dual enrollment for credit, approved vocational/technical cooperative programs, and other rigorous courses. We encourage you to become involved in helping us improve our schools. We see parents as critical partners in the success of our students and schools, and we are grateful for your continued support.

Finally, if your child attends a school that receives federal Title I funds, you also have the right to request the following information about the qualifications of your child's classroom teachers:

- Whether your child's teacher is licensed in the grade levels and subject areas they teach,
- Whether your child's teacher is teaching under an emergency license or waiver,
- The college degree and major of your child's teacher, and
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.

If you have questions about the district or a school report card, would like to become involved in school improvement activities, or would like to request information about the qualifications of your child's classroom teacher, please contact the school principal or the Superintendent's office. To see the district report card or to search for a school report card, visit the Massachusetts Department of Elementary and Secondary Education website at <http://reportcards.doe.mass.edu>.

Sincerely,

*Chris Malone*

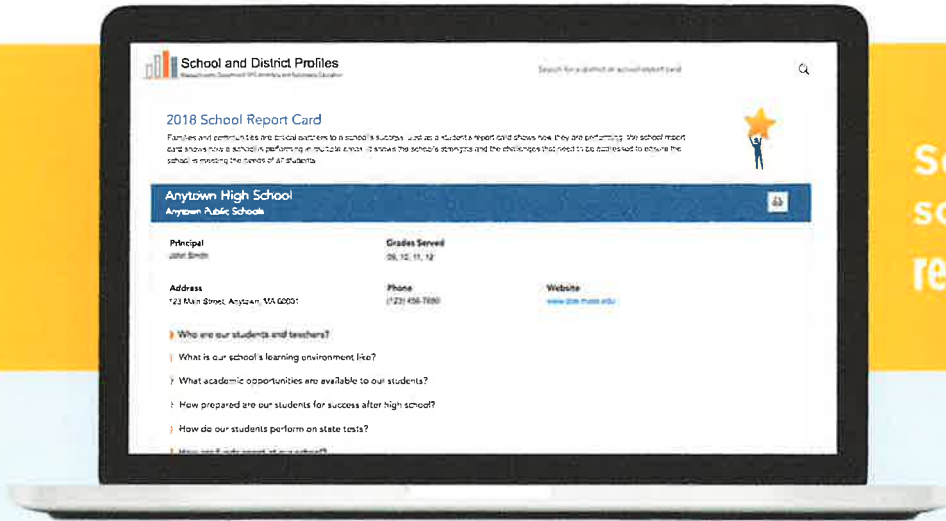
Mr. Christopher J. Malone  
Superintendent of Schools

*TPS District Strategy*

*The Tewksbury Public Schools community believes that our educational program will encompass a current, research-based teaching, learning, and assessment approach that promotes consistent growth among our students and staff to achieve academic, social, and emotional success for all students.*

# LEARN MORE ABOUT MASSACHUSETTS SCHOOLS!

## Report Card



Search for your  
school's report card at  
[reportcards.doe.mass.edu](http://reportcards.doe.mass.edu)

## 5 Quick Facts

### ABOUT THE SCHOOL REPORT CARD

1. Just as a student's report card shows how they are doing in different subjects, the school's report card shows how a school or district is doing in different areas.
2. The report cards include a variety of information, more than just MCAS scores.
3. School report cards reflect the information that is most valuable to Massachusetts families.
4. School report cards identify where a school is doing well and where it needs to improve to ensure that all students' needs are met.
5. District leaders and principals can use report cards to support schools and students and to identify ways to help schools continue improving over time.

Families are critical partners in the success of Massachusetts students. The Massachusetts Department of Elementary and Secondary Education is committed to providing detailed information for families, so they have a better understanding of their child's education.

Visit [reportcards.doe.mass.edu](http://reportcards.doe.mass.edu) to find the school report card for every public school in the state.



# Report Card Glossary

## GENERAL INFORMATION

*Basic information about the school or district.*

**Title I Status:** Whether the school or district receives Title I funds. Schools and districts with large populations of students from low income families receive federal Title I grant money to help ensure that all children meet challenging state academic standards.

## STUDENTS AND TEACHERS

*Information about student enrollment and teacher qualifications.*

**Students with Disabilities:** Students with special needs who have an Individualized Education Program (IEP).

**Economically Disadvantaged:** Students who receive assistance through the Supplemental Nutrition Assistance Program (SNAP), Transitional Assistance for Families with Dependent Children (TAFDC), the Department of Children and Families' (DCF) foster care program, or MassHealth.

**High Needs:** Students who belong to one or more of the following groups: students with disabilities, current or former English learners, and/or economically disadvantaged students.

**Full-Time Equivalency:** The number of full-time teaching positions in the school or district. Some teaching positions are part time and therefore are reported as a decimal (for example, 0.8).

## ACADEMIC OPPORTUNITIES

*Information about student participation in broad and challenging courses.*

**Advanced Coursework:** Courses that are considered advanced include Advanced Placement, International Baccalaureate, dual enrollment, and other challenging classes in a variety of subjects.

**MassCore:** MassCore is a state-recommended program of study that outlines the minimum core courses needed to meet four-year college and workforce expectations. MassCore includes four units of English, four units of mathematics, three units of a lab-based science, three units of history, two units of the same foreign language, one unit of the arts, and five additional core courses.

## STUDENT ATTENDANCE AND DISCIPLINE

*Information about student attendance and discipline.*

**Chronic Absenteeism:** The percentage of students who miss 10 percent or more of the school year (for example, 18 or more days in a typical 180-day school year).

**Student Discipline:** The percentage of students who are suspended, expelled, or removed from regular classroom activities as a result of negative behavior.

## SUCCESS AFTER HIGH SCHOOL

*Information about graduation, dropout, and college-going rates.*

**High School Outcomes:** Graduation, dropout, and college-going information is reported for schools and districts that serve grades 9 through 12.

## STUDENT PERFORMANCE ON STATE TESTS

*Information about student performance on the Massachusetts Comprehensive Assessment System (MCAS) tests. Each year, students in grades 3 through 8 and 10 take MCAS tests in English language arts (ELA) and mathematics, and students in grades 5, 8, and 10 take science MCAS tests.*

**Achievement:** Students' MCAS scores.

**Student Growth:** The student growth percentile (SGP) shows how one student's MCAS score compares with other students with similar prior MCAS scores. A school or district's SGP represents the average growth for the school or district.

## SPENDING

*Information about how much money is spent per student.*

**Dollars Spent per Student:** Amounts vary based on enrollment, staffing, special programming, and the needs of the students in the school.

## ACCOUNTABILITY

*Information about the school or district's most recent accountability results. The accountability system brings together a set of measures in order to provide clear, actionable information about district and school performance that can be used to help schools improve.*

**Progress Toward Improvement Targets:** The Massachusetts Department of Elementary and Secondary Education (DESE) sets annual improvement targets, or goals, for every district and school. Targets are set for achievement, growth, English learner progress, chronic absenteeism, high school completion, and advanced coursework completion. Schools and districts are expected to make annual progress toward these targets in order to improve student performance, and DESE reports on each school's and district's progress each year.

**Accountability Percentile:** Accountability percentiles indicate how a school is performing overall compared with other schools. A school's percentile is calculated by combining information related to achievement, growth, English learner progress, chronic absenteeism, high school completion, and advanced coursework completion. Schools with higher percentiles are generally higher performing, and schools with lower percentiles are generally lower performing. Districts do not receive an accountability percentile.

**Overall Classification:** Schools and districts are placed into two categories: those that require assistance or intervention from the state, and those that do not. A small number of schools and districts, including those that are new or very small, are classified as having "insufficient data."



# 2021 District Report Card

Families and communities are critical partners to a district's success. Just as a student's report card shows how they are performing, the district report card shows how a district is performing in multiple areas. It shows the district's strengths and the challenges that need to be addressed to ensure the district is meeting the needs of all students.

## Tewksbury

**Superintendent**

Christopher Malone

**Grades Served**

PK,K,01,02,03,04,05,06,07,08,09,10,11,12

**Website**

[www.tewksbury.k12.ma.us](http://www.tewksbury.k12.ma.us)

**Address**

139 Pleasant Street,  
Tewksbury, MA 01876

**Phone**

978-640-7800

**Title I Status**

Title I District

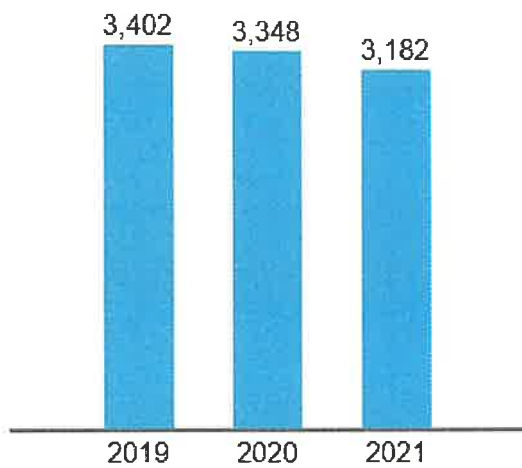
► Who are our students and teachers?

## Students

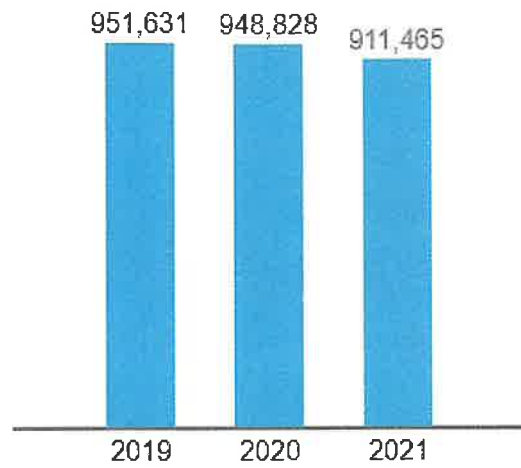
**Note:** The COVID-19 pandemic had a profound impact on the 2020-21 school year. Data reported below may have been affected by the pandemic. Please keep this in mind when reviewing the data, and take particular care when comparing data over multiple school years.

### Student Enrollment

The total number of students enrolled, including pre-kindergarten (PK), kindergarten (K), and students who attend beyond grade 12.



Our District

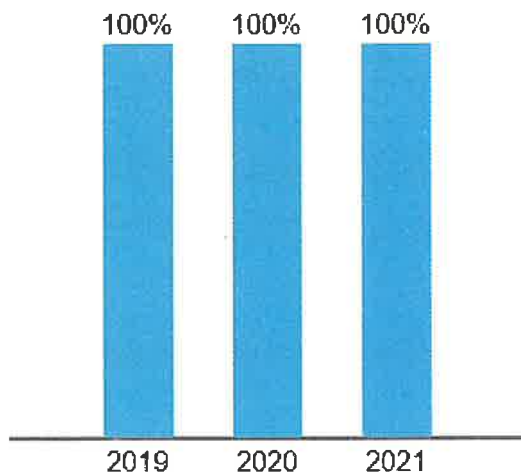


Massachusetts

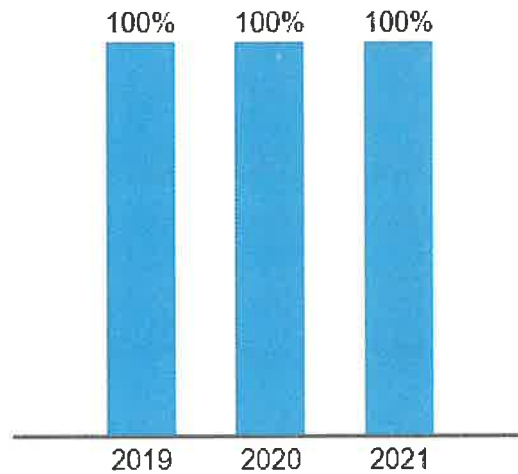
## Student Demographics

The percentage of students enrolled, by race/ethnicity and by selected population. Selected populations include students with disabilities, current and former English learners, students who are economically disadvantaged, and high needs students (students who belong to one or more of the other selected population groups).

All Students ▼



Our District



Massachusetts

[View more detailed enrollment data](#)

# Teachers

## Teacher Workforce

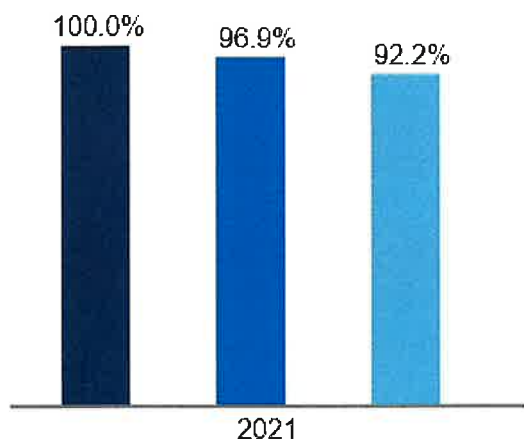
The number of teachers in a school or district is reported by full-time equivalency. This number represents the number of full-time positions filled by teachers.

**Our District : 252.6**

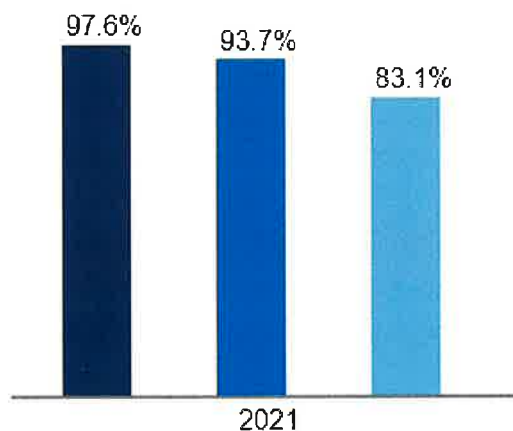
**Massachusetts : 75,146.7**

## Teacher Qualifications

The percentage of teachers who are licensed, the percentage of teachers who are licensed in the subject(s) they teach, and the percentage of teachers who are considered experienced, meaning they have been teaching in a Massachusetts public school for at least 3 years. In some schools, like charter schools, teachers are not required to have a teacher's license.



**Our District**



**Massachusetts**

- Licensed Teachers
- Teachers Licensed in the Subject They Teach
- Experienced Teachers

[View more detailed teacher data](#)



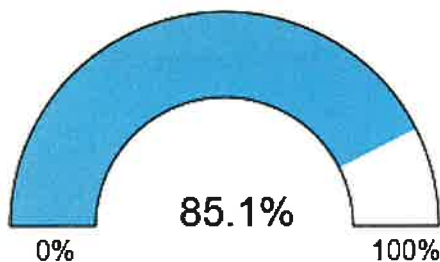
## Access to Broad and Challenging Coursework

**Note:** The COVID-19 pandemic had a profound impact on the 2020-21 school year. Data reported below may have been affected by the pandemic. Please keep this in mind when reviewing the data, and take particular care when comparing data over multiple school years.

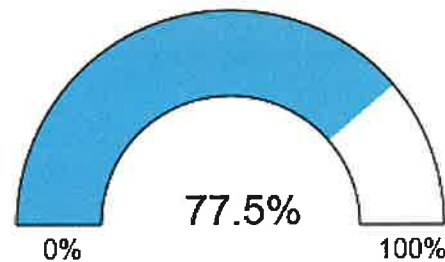
All Students ▼

### Access to the Arts

The percentage of students who participate in an arts course. Arts courses include visual art, music, theater, dance, and general arts.



Our District

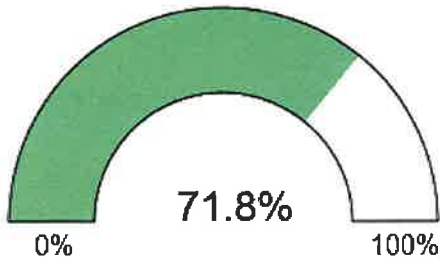


Massachusetts

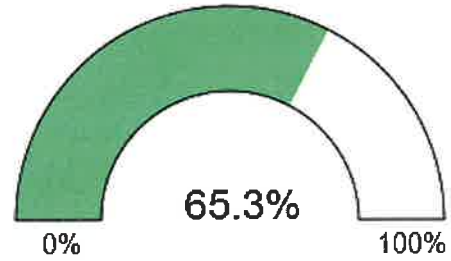
[View more detailed arts data](#)

### Advanced Coursework Completion

The percentage of 11th and 12th grade students completing at least one advanced course. Advanced courses include: Advanced Placement, International Baccalaureate, Project Lead the Way, dual enrollment for credit, approved vocational/technical cooperative programs, and other rigorous courses.



Our District



Massachusetts

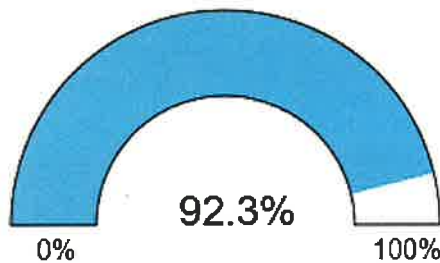
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[View more detailed advanced coursework data](#)

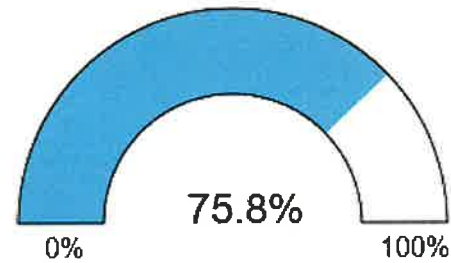
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### Grade 9 Course-Passing

The percentage of students who pass all of their courses in grade 9. In Massachusetts, a student is four times more likely to finish high school if they pass all of their classes in 9th grade.



Our District



Massachusetts

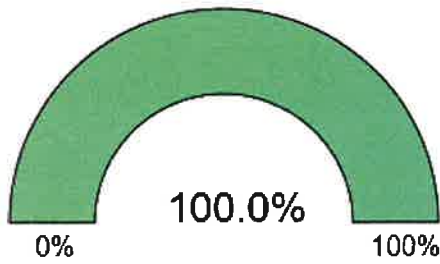
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[View more detailed grade 9 course-passing data](#)

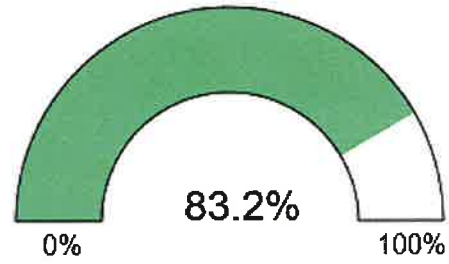
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### MassCore Completion

The percentage of high school graduates completing MassCore. The MassCore program of studies includes: four years of english, four years of math, three years of a lab-based science, three years of history, two years of the same foreign language, one year of an arts program and five additional "core" courses.



Our District



Massachusetts

[View more detailed MassCore data](#)

► What do student attendance and discipline look like in our district?

## Student Attendance and Discipline

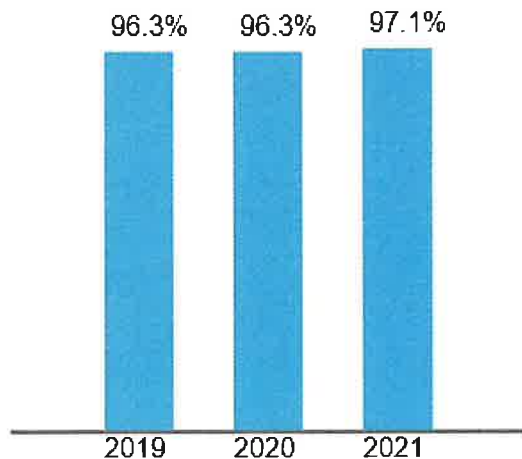
**Note:** The COVID-19 pandemic had a profound impact on the 2020-21 school year. Data reported below may have been affected by the pandemic. Please keep this in mind when reviewing the data, and take particular care when comparing data over multiple school years.

All Students ▼

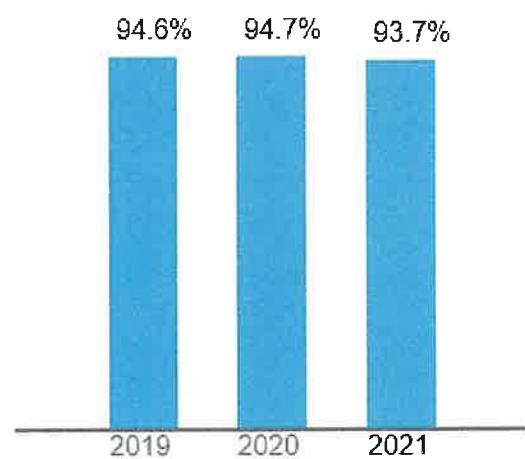
### Attendance

#### ATTENDANCE RATE

The percentage of days that students are in attendance. To be in attendance, students must be taught for at least half the school day.



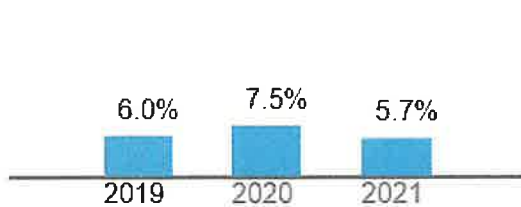
Our District



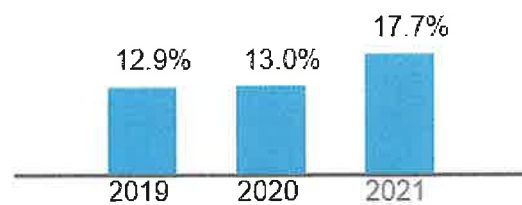
Massachusetts

## CHRONIC ABSENTEEISM RATE

The percentage of students who miss more than 10 percent of the school year. In a typical 180-day school year, this represents the percentage of students who miss 18 or more days of school.



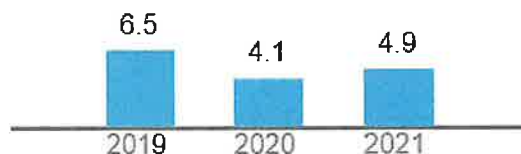
Our District



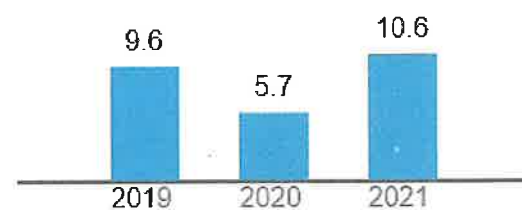
Massachusetts

## Average Number of Days Absent

The average number of days of school that a student misses in a school year.



Our District



Massachusetts

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[View more detailed attendance data](#)

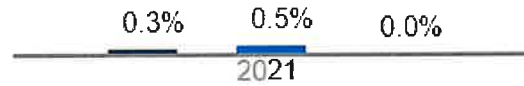
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## Reported Incidents

The percentage of students who are suspended (in and out of school) or expelled.



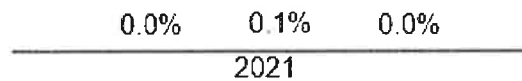
Our District



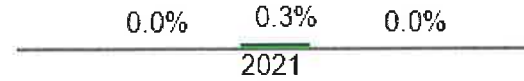
Massachusetts

■ In-School Suspensions      ■ Out-of-School Suspensions      ■ Expulsions

The percentage of students who are referred to law enforcement, arrested at school or during off-campus school activities, or removed from regular classroom activities due to violence. School-based arrests are also considered referrals to law enforcement.



Our District



Massachusetts

■ School-Based Arrests      ■ Incidences of Violence      ■ Referrals to Law Enforcement

► How prepared are our students for success after high school?

## High School Outcomes

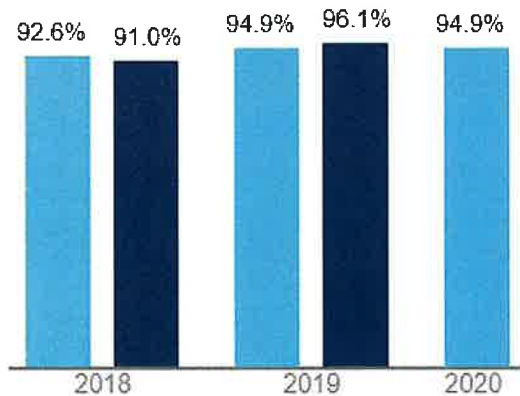
**Note:** The COVID-19 pandemic had a profound impact on the 2020-21 school year. Data reported below may have been affected by the pandemic. Please keep this in mind when reviewing the data, and take particular care when comparing data over multiple school years.

All Students ▼

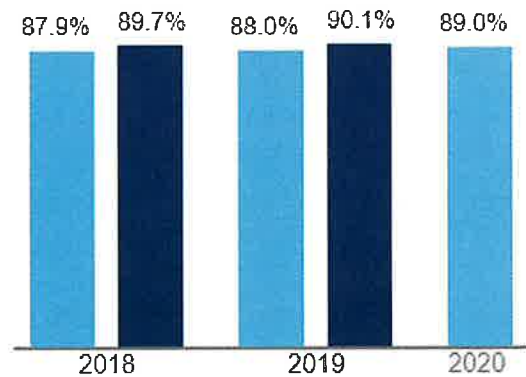
### High School Completion

#### Graduation Rates

The graduation rate is the percentage of students who graduate from high school within 4 or 5 years.



Our District



Massachusetts

■ 4-Year Graduation Rate

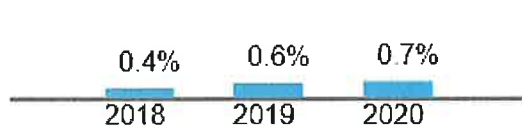
■ 5-Year Graduation Rate

[View more detailed graduation data](#)

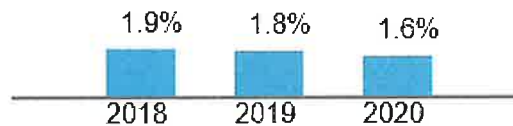
### Annual Dropout Rate

The annual dropout rate is the percentage of students in grades 9 through 12 who leave school in a

given year without graduating or transferring to another school.



Our District



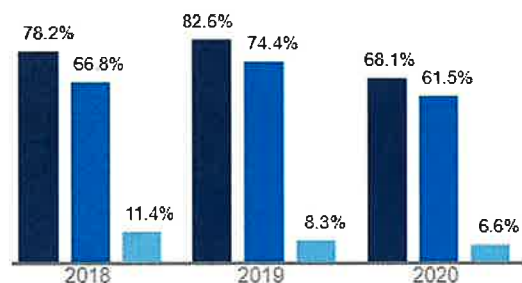
Massachusetts

[View more detailed dropout data](#)

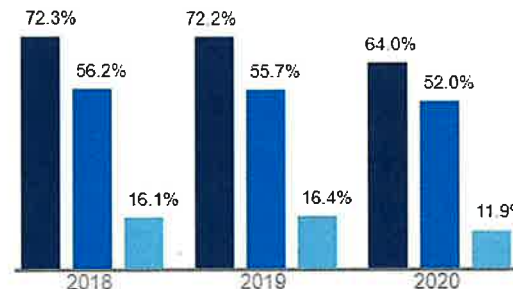
## Post-Secondary Enrollment

### College-Going Rates

The college-going rate is the percentage of high school graduates who enroll in postsecondary education by March 1 of the year after high school graduation. Postsecondary education includes community colleges, colleges, and universities; public and private institutions; 2-year and 4-year institutions; and institutions both in and outside of Massachusetts.



Our District



Massachusetts

- Any Post-Secondary Institution
- 4-Year Institution

[View more detailed post-secondary enrollment data](#)

▶ How do our students perform on state tests?

## Student Performance on MCAS

**Note:** The COVID-19 pandemic had a profound impact on the 2020-21 school year. Data reported below may have been affected by the pandemic. Please keep this in mind when reviewing the data, and take particular care when comparing data over multiple school years.

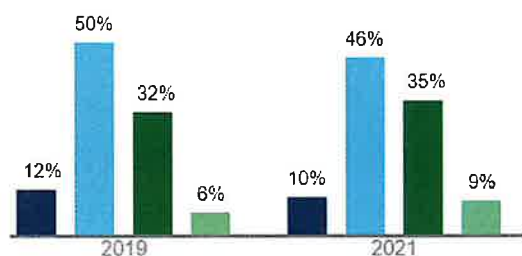
### Student Achievement

The percentage of students scoring at each achievement level on the English language arts, mathematics, and science MCAS tests.

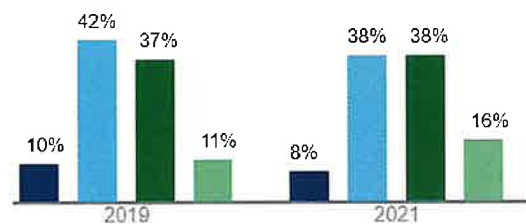
**Note:** Grade 10 results for the spring 2021 science test are not available because students in the class of 2023 were not required to take the science MCAS test.

All Students

#### ENGLISH LANGUAGE ARTS (GRADES 03-08)



#### Our District

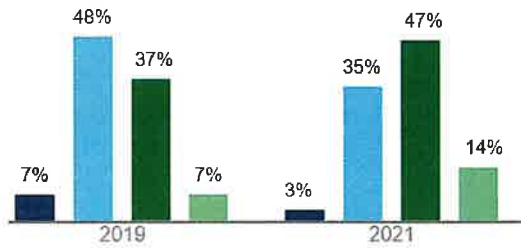


#### Massachusetts

- Exceeding Expectations
- Meeting Expectations
- Partially Meeting Expectations
- Not Meeting Expectations

#### MATHEMATICS (GRADES 03-08)

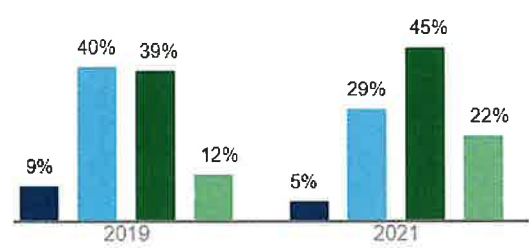




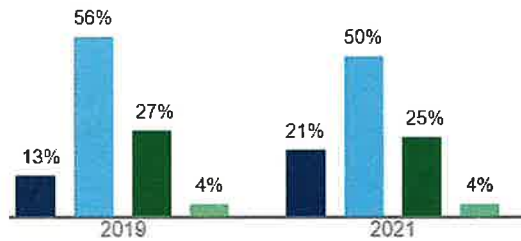
**Our District**

- Exceeding Expectations
- Meeting Expectations
- Partially Meeting Expectations
- Not Meeting Expectations

### ENGLISH LANGUAGE ARTS (GRADES 10)



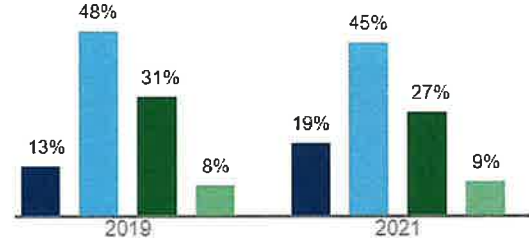
**Massachusetts**



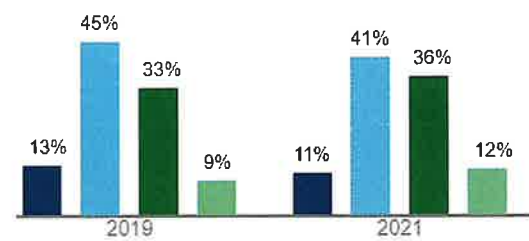
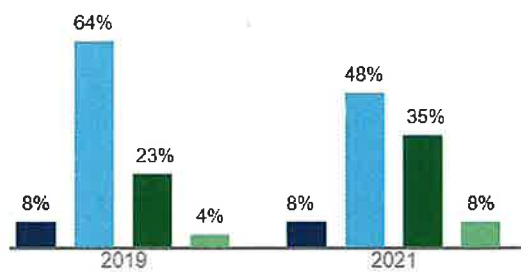
**Our District**

- Exceeding Expectations
- Meeting Expectations
- Partially Meeting Expectations
- Not Meeting Expectations

### MATHEMATICS (GRADES 10)



**Massachusetts**

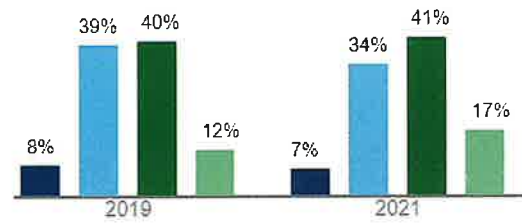
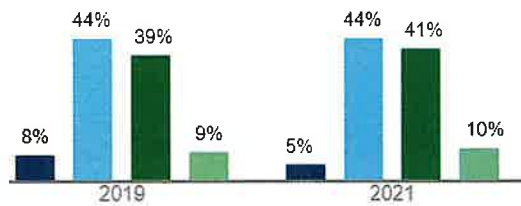


## Our District

## Massachusetts

- Exceeding Expectations
- Meeting Expectations
- Partially Meeting Expectations
- Not Meeting Expectations

### SCIENCE (GRADES 05 AND 08)



## Our District

## Massachusetts

- Exceeding Expectations
- Meeting Expectations
- Partially Meeting Expectations
- Not Meeting Expectations

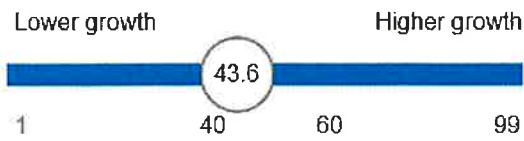
[View more detailed achievement data](#) | [View Massachusetts NAEP data](#) | [View ACCESS for ELLs data](#)

## Student Progress

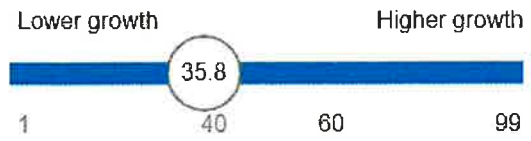
Student growth measures the amount of academic progress a student made over the year, based on MCAS. It compares a student's MCAS performance to other students with similar past MCAS scores. Growth is reported on a scale from 1 to 99, with lower numbers representing lower progress and higher numbers representing higher progress. An average growth score between 40 and 60 means that the district or school is making typical progress.

All Students ▼

### ENGLISH LANGUAGE ARTS (GRADES 03-08)

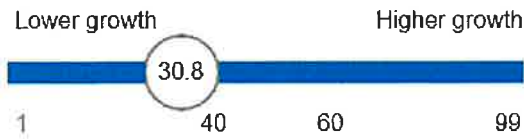


**Our District**

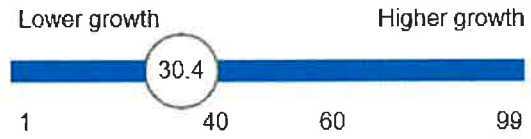


**Massachusetts**

### MATHEMATICS (GRADES 03-08)

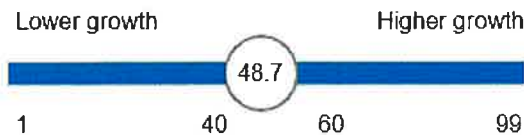


**Our District**

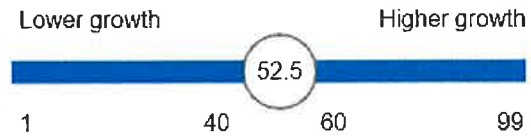


**Massachusetts**

### ENGLISH LANGUAGE ARTS (GRADES 10)

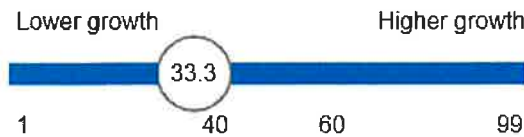


**Our District**

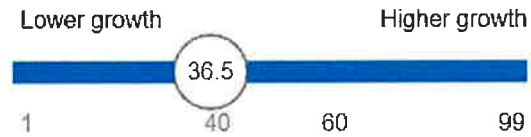


**Massachusetts**

### MATHEMATICS (GRADES 10)



**Our District**



**Massachusetts**

[View more detailed student growth data](#)

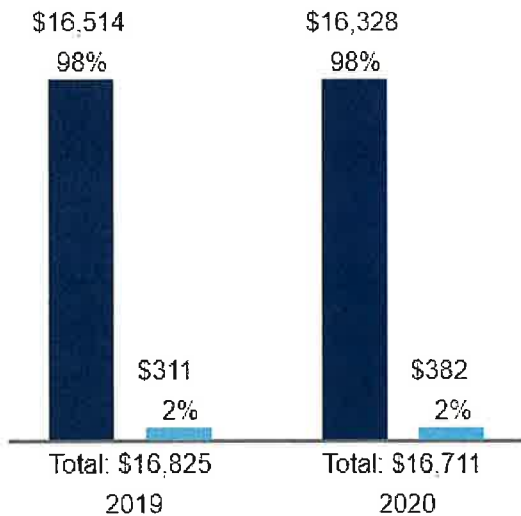
► How much does our district spend per student?

## Finance

### Dollars Spent per Student

The total dollars spent per student, broken down by the source of funds. Funding comes from federal, state, and local sources. The amount of money spent per student depends on many factors,

including student enrollment, staffing, special programs, and whether the school receives state or federal grant funds.



Our District



Massachusetts

- State & Local Funds
- Federal Funds

[View more detailed school per pupil spending data](#) | [View more detailed district per pupil spending data](#)

► How is our district doing in the state's accountability system?

## Accountability

An accountability system brings together a set of measures in order to provide clear, actionable information about district and school performance. In Massachusetts, accountability results are calculated using information related to student performance on state tests, chronic absenteeism, high school completion, and advanced coursework completion.

**Note:** The Massachusetts Department of Elementary and Secondary Education did not issue school or district accountability determinations for the 2020-2021 school year.

[View more detailed accountability data](#) |  
[View accountability lists](#) | [Learn more about the accountability system](#)

# Tewksbury Public Schools 2022-2023 Kindergarten Registration

Kindergarten! ... here I come!



Beginning Tuesday, February 1, 2022

our presentation will be available at

<https://sites.google.com/tewksbury.k12.ma.us/student-family/home>

We will make every attempt to answer all questions either in our presentation or on our website above. You may also ask additional questions during your registration appointment.

**VIRTUAL (via Zoom) registration appointments will begin on Monday, February 7, 2022**

Be sure to read the **confirmation email** you will receive after you make your appointment.

There is important information and links to the required paperwork in the email.

Please visit the Office of Student and Family Support website -

<https://sites.google.com/tewksbury.k12.ma.us/student-family/home>

for more information regarding making an appointment,  
required registration documentation, and more.

Questions? Email Maura at [mrauseo@tewksbury.k12.ma.us](mailto:mrauseo@tewksbury.k12.ma.us) or call 978-640-7800 x218

To check which school your child will attend (DEWING or HEATH BROOK) based on your address go to <https://bit.ly/3bFKKnj> or find this information on our website.

Heath Brook School  
165 Shawsheen St.  
Felicia Cananovic, Principal  
(978) 640-7865



Loella F. Dewing School  
1469 Andover St.  
Terry Gerrish, Principal  
Alexis Bosworth, Asst. Principal  
(978) 640-7858

#### 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.*



## ABOUT THE DEWING AND HEATH BROOK SCHOOLS

*The Loella F. Dewing School* is located at 1469 Andover St and includes Tewksbury's Integrated Preschool Program in addition to grades Kindergarten through 2. There are approximately 540 students enrolled for the 2021-2022 school year. The Tewksbury Public Schools community believes that our educational program will encompass current, research-based teaching, learning, and assessment approaches that promote consistent growth.

*The Heath Brook School* is located at 165 Shawsheen St. and is a neighborhood school with a strong tradition and a commitment to excellence in education. The Heath Brook School offers a full range of educational support programs to students in grades Kindergarten through 2. The Heath Brook School, which opened in 1957, is one of four elementary schools in the town of Tewksbury. There are approximately 305 students enrolled for the 2021-2022 school year.

- The school hours for the Dewing and Heath Brook Schools are 8:45 a.m.-3:05 p.m.
  - Early Dismissal is at 12:10 p.m.
- Bus routes are released the week before school starts. They are posted in the local paper and on the TPS website.

### Kindergarten Immunization Requirements

Please submit this information (Immunizations and current physical) with your registration paperwork. The registration paperwork link is sent to you in an email when you make your appointment and can also be found online at

<https://sites.google.com/tewksbury.k12.ma.us/student-family/home>

DTaP	5 doses
Polio	4 doses
Hepatitis B	3 doses
MMR	2 doses
Varicella	2 doses
Other	Vision Screening with Stereopsis*
Other	Lead Test with Results*
Other	Physical within 6 months of entry



\*If your child's health records do not include this information please ask your doctor to add it as it is required.



POLICY

# OLD BUSINESS



# Tewksbury Public Schools

School Business Manager  
139 Pleasant Street  
Tewksbury, MA 01876

David A. Libby  
School Business Manager  
Phone: 978 640 7816  
Fax: 978 640 7808  
[dlibby@tewksbury.k12.ma.us](mailto:dlibby@tewksbury.k12.ma.us)



February 4, 2022

TO: School Committee Members  
FROM: David Libby – School Business Manager  
RE: School Committee RFQ

At the January 12, 2022 School Committee Meeting, the School Committee authorized me to conduct a Request For Proposals for a consultant to assist the committee in the process of searching for a new Superintendent of Schools. The Business Office staff and I, in consultation with Town Manager Richard Montuori, determined that based on the estimated value of the service being sought (estimated to be under \$25,000) the 30B rules governing our process dictate that we must seek no less than three quotes from entities qualified to assist in conducting this type of search. Below is a brief timeline of the process.

On January 20, our Request for Quote (copy attached) was emailed to five companies known to work in this area. On January 28, the proposal was sent to a sixth company, who had also expressed interest. Also, on the 28<sup>th</sup> the district sent all vendors an amendment modifying the **delivery** parameters of the request. Due to the pending inclement weather predicted for Saturday, January 29, the district amended the request to allow an extra day to submit quotes and allowed quotes to be emailed, rather delivered via hardcopy.

On February 1, Business Office staff and I opened the four quotes we received from the six vendors contacted. The Massachusetts Association of School Committees (MASC) was the lowest, responsive and responsible bidder, quoting a fixed cost price of \$10,500. MASC has a proven record of assisting districts conducting Superintendent searches and provided extensive examples of past successful searches, search materials and references.

I am requesting School Committee approval for me to engage MASC in a contract on behalf of the committee to assist the School Committee in conducting the Superintendent Search for the Tewksbury Public Schools.

## DISTRICT STRATEGY & THEORY OF ACTION

The Tewksbury Public Schools community believes that our educational program will encompass a current, research-based teaching, learning, and assessment approach that promotes consistent growth among our students and staff to achieve academic, social, and emotional success for all students.

If Tewksbury Public Schools prioritizes a growth mindset amongst all stakeholders while providing quality professional development and a professional culture grounded in collaboration, then all students will experience innovative, equitable, and student centered instruction prioritizing positive outcomes.

# **SUPERINTENDENT SEARCH FOR TEWKSBURY PUBLIC SCHOOLS**

**Request for Quotation from Executive Search Firm or Consultant  
January 20, 2022**

**Deadline: January 31, 2022**

**SUPERINTENDENT SEARCH FOR TEWKSBURY PUBLIC SCHOOLS  
REQUEST FOR QUOTATION FOR EXECUTIVE SEARCH FIRM**

The School Committee for Tewksbury Public Schools hereby requests quotations from qualified firms or individual consultants to provide Executive Search Consultant Services for the position of Superintendent for the Tewksbury Public School system. This request is being issued under Massachusetts General Laws Chapter 30B. To ensure that the School Committee obtains a qualified, responsible firm or individual consultant that can effectively deliver the required services, the School Committee requests formal quotations as set forth below.

Firms or individual consultants interested in undertaking this assignment must forward one (1) original of their detailed technical qualifications including a fixed price fee for services to be rendered under the terms of the contract no later than 11:00 am January 31, 2022, at the following address:

Tewksbury Public Schools  
Office of the Business Manager  
139 Pleasant Street  
Tewksbury, MA 01876

All questions concerning this Request must be sent in writing to [dlibby@tewksbury.k12.ma.us](mailto:dlibby@tewksbury.k12.ma.us)

Please be advised that this search will go at an accelerated rate, with the goal of finalizing an appointment by July 1, 2022. Interested firms or individual consultants, therefore, must be willing to commit the necessary staff resources to accommodate that appointment timeline. The School Committee reserves the right to reject or accept any quotation based on criteria established at its sole discretion.

## **I. SCOPE OF SERVICES**

The responsibilities of the selected firm will include the following:

1. Assist the Search Committee in conducting a search that generates a diversified pool of highly qualified candidates, including women and people of color.
2. Identify and solicit applications from superior candidates locally, nationally, and internationally.
3. Maintain communication with candidates and respond to certain candidate inquiries and information requests.
4. Screen the initial applicant pool and provide a report on each applicant, using criteria established by the Search Committee.
5. Conduct reference and background checks including the nature and content of the background checks on all interviewees, as required, including extensive reference checks on three to six finalists.
6. Provide advice and direct assistance to the Search Committee in the overall conduct of the search, including the interview process.
7. Assist the Search Committee staff in coordinating candidate interviews and making necessary arrangements for candidate travel and accommodations.
8. Perform other related services in the conduct of the search.

## **II SUBMISSION GUIDELINES**

Each quotation must include at least the following information:

1. A summary of the firm's experience in conducting executive searches, highlighting executive searches for superintendent of schools for comparable PreK-12 school districts.
2. A list of recent assignments in education and/or related fields, including the names of client institutions and the titles of positions for which searches were conducted.
3. The names, addresses, and telephone numbers of at least three individuals who may be contacted to comment on the firm's performance in recent searches in the last five years.
4. Evidence of commitment to, and successful experience in recruiting outstanding superintendent candidates.
5. The name of each staff member who will be assigned to this search, a brief summary of his/her relevant credentials and experience, and an indication of the proposed time commitment to this project for each staff member. Please identify the lead staff person and provide contact information.
6. The proposed fee structure for this search, including more than one option depending on the specific nature of the final assignment.

Based on its review of quotations received by January 31, 2022, the School Committee will review quotations and **MAY** invite a small number of selected firms or individual consultants to meet with its representatives during the week of January 31 through February 4, 2022. A final determination/award will be made by February 9, 2022 and is subject to Tewksbury School Committee approval.

This solicitation shall not be construed in any manner to be an obligation by the District to enter into an agreement with any vendor.

The School Committee reserves the right to reject any or all responses in its sole discretion. The School Committee may negotiate the terms of the contract including revisions to the scope of the work with the selected vendor prior to entering into a contract.

The School Committee reserves the right to revise in part this RFQ by issuing one or more addenda to each of the respondents. If the School Committee cancels or revises this Request, all respondents will be notified by addenda. The School Committee also reserves the right to extend the date responses are due.

Statements of interest and any other information submitted in response to this Request shall become the property of the School Committee. Notwithstanding any indication by Respondent of confidential contents, and with the exception of bona fide confidential information, contents of responses are public documents subject to disclosure under the Massachusetts Public Records Law after the completion of the selection process.

The School Committee will not provide compensation to respondents for any expenses incurred for response preparation or for any demonstration or participation in their selection process that may occur. Firms and individual consultants must submit responses at their own risk and expense.

### **III. QUALIFICATIONS**

Applicant firms or consultants should have recent experience in conducting a successful search (selection of a candidate and acceptance of a position, as facilitated by your firm) for a Superintendent of Schools for a comparably sized PreK-12 school district with at least 3,000 students.

### **IV. SEARCH COMMITTEE MEMBERSHIP**

The School Committee anticipates a high degree of interest from many **stakeholder** groups in the development of criteria for and during evaluation of Superintendent candidates. The chosen search firm will be expected to gather and facilitate this feedback from relevant groups - including from parents and staff across school levels (PK to 6, middle school, and high school), district administration, town employees, and community members and effectively relay that to a smaller core search committee group selected by the School Committee in order to guide decision making.

## **V. SCOPE OF WORK**

The Tewksbury School Committee seeks quotations from experienced executive search consultants to assist the Committee in recruiting highly qualified candidates for the next Superintendent of Tewksbury Public Schools. The Scope of Work will include, but not be limited to the following:

### **1. General Duties and Responsibilities**

- a. Provide one individual representing the consultant, who is responsible for the search process including all meetings with the School Committee and Search Committee.
- b. Administer all search details
- c. Maintain strict confidentiality
- d. Prepare reports and recommendations to the Committees as requested
- e. Provide other assistance to the Committees as requested
- f. Comply with all legal requirements for posting, recruiting, and open meeting law
- g. Commit to providing a diverse candidate pool
- h. Develop recruitment strategies
- i. Commit to and work with the School Committee and Search Committee until the successful completion of the hiring process

### **2. Preparing and Planning**

- a. Develop and propose a work plan and timeline
- b. Review position requirements
- c. Interview, survey, and conduct focus groups to solicit opinions from Board members, senior District staff, elected officials, and various District stakeholders to help define the leadership attributes and leadership profile
- d. Meet with committees and individual members to assess committee priorities, goals, and objectives in order to assist in determining and articulating criteria and qualifications necessary for selecting the next Superintendent
- e. Provide and facilitate community input and engagement regarding desired skills, characteristics, and qualifications that may include focus groups, surveys and large community meetings. Must include key stakeholders such as parents, parent organizations, under-represented groups, employees, the business community, district partners, and key elected officials
- f. Generate position description, qualifications, and challenge statement
- g. Report to and update the committees on advertising strategies
- h. Prepare, provide funding for and distribute material as necessary to advertise the position

### **3. Review Resumes**

- a. Review resumes, validate information on resumes for all finalists

## VI. SUBMISSION REQUIREMENTS

Failure to submit documents requested may result in the School Committee's determination that a firm or consultant is not responsible unless the Town of Tewksbury, acting through its School Committee, deems such a failure to be a minor informality.

### Submittal

The following documentation must be contained in the submittal to prove competency for each required element. Submittals received without the required documentation for each required element may be deemed not responsible.

Submittals must be arranged in the order specified below, with responses and documentation separated by tabs or index dividers. Each page of the submittal must contain a footer with the page number.

### Required Elements of the Submittal

- **Table of Contents**, showing where required information can be found by section and page
- **Letter of Interest**, including the firm's history and the name of the principal or "lead consultant" who will be the person assigned to work directly with the School Committee on this search. Note: The contract will require that the principal or "lead consultant" assigned to work with the School Committee will be the same person for the duration of the search process, through and including the hiring of a Superintendent for the Tewksbury Public Schools.
- **Organizational Chart**, if the Proposer is a firm or corporation, indicating the name and position of all consultants who will work with the Tewksbury School Committee on this search. If the Proposer is not a firm or corporation, the Proposer should state so in this section.
- **Current Resume(s)**, including summaries of credentials and number of years of experience providing executive search services, for all consultants who will be assigned to the Tewksbury School Committee on this search.
- **Description of the Proposer's Approach and Plan** for performing the services outlined in the Scope of Work, including:
  - a description of how the Proposer will specifically identify and target the needs of the District in the search for a new Superintendent of Schools;
  - a description of the consultant's approach to ensuring community involvement and input;
  - a description of proposed candidate recruitment strategies
  - a description of the consultant's proposed implementation plan; and
  - a proposed timeline with specific milestones.
- **List of Recent Contracts**, including name, address and telephone number, of all school districts or communities for which the firm has provided similar executive search services during the past five (5) years.
- **References**, for a minimum of three (3) comparable executive search projects completed in the last five (5) years, including at least one (1) reference from a school district with a minimum of five (5) schools and a minimum student population of 3,000, with the following information for each:
  - Client's name and address
  - Name, email address and phone number for at least one primary contact for each client
  - Dates of service to the district
  - Number of students in the district
- **Promotional Material**, include advertisements, brochures, and other recruitment materials used in Superintendent searches or promotional literature about the firm

- **Signed Non-Collusion Form and Tax Compliance Certification** (Included as Forms in this RFQ)
- **Price Quote**, included as Attachment A, must be completed and included as the proposer's Price Quote.
  - One Original Price Quote must be submitted, without conditions or exceptions.
  - Price quotes shall remain in effect for 60 (sixty) calendar days from the date of the Quote submitted or until it is formally withdrawn, a contract is executed, or this Request for Quotations is cancelled, whichever comes first.

### **Submittal**

This quotation must be submitted in a separate sealed envelope and plainly marked as follows: "QUOTATION REQUEST - Tewksbury Superintendent Search" along with the name of the consultant, consulting firm, or executive recruiter clearly marked on the envelope.

The submittal should be sealed in one envelope containing one (1) original submittal, delivered no later than 11:00 am on January 31, 2022 to:

Tewksbury Public Schools  
Office of the Business Manager  
139 Pleasant Street  
Tewksbury, MA 01876

### **EMAILED AND FAXED QUOTATIONS WILL NOT BE ACCEPTED.**

There will be no public opening of quotations. The names and address of all parties submitting quotations will be recorded and the quotations will be delivered to the School Committee members and/or their designees selected to evaluate them.

### **VII. EXAMINATION OF DOCUMENTS**

The bidder shall be familiar with all submittal and RFQ requirements before submitting the document in order that no misunderstanding shall exist in regard to the nature and character of the contemplated services to be performed. No allowance will be made for any claim that the submittal is based on incomplete information as to the nature and character of the contemplated service.

### **VIII. EVALUATION OF SUBMITTALS**

The submittals will be evaluated by the School Committee and/or its designees. In order to best determine an individual consultant or firm's ability to perform the work responsibly, the following criteria will be used:

#### **Experience**

The Proposer has at last five (5) years' experience in conducting successful executive searches with public school systems, other educational institutions, and other non-profit organizations, and during the past five (5) years has concluded at least three (3) successful searches for a School Superintendent in Massachusetts, one (1) of which must have been for a district of similar size and demographics as Tewksbury.



**Capacity**

The Proposer has more than three (3) consultants on staff to perform executive searches.

**Key Personnel**

The Proposer's lead consultant has at least five (5) years' experience conducting Superintendent searches in Massachusetts.

**Approach to Ensuring Community Involvement**

The submittal provides at least three (3) project examples where the proposed Lead Consultant for Tewksbury Public Schools Superintendent Search has organized, trained, and facilitated working groups as part of an executive search process, with one (1) of these examples leading to the hiring of a School Superintendent.

**Implementation Plan and Schedule**

The submittal includes a detailed description of examples of previously successful recruitment strategies and includes a clearly delineated timeline with specific milestones for Tewksbury's Superintendent search.

**Recruitment Materials**

The submittal includes samples of advertisements, brochures and other forms of candidate outreach from at least five (5) different Superintendent searches, at least one (1) of which involves a Superintendent search in Massachusetts.

**Networking Strategies**

The submittal provides at least three (3) examples of how the firm or individual consultant established networks of professional education contacts will be used in the search process and recruitment process to attract a broad range of highly qualified candidates, including women and minorities.

**Executive Search Tailored to District**

The submittal provides at least three (3) examples of executive search and recruitment work showing how each planning model specifically met the needs of the particular entity with whom they were working, with at least one (1) of these examples leading to the hiring of a School Superintendent.

**References**

At least three (3) references were satisfied with the Proposer's work and stated that all executive search tasks were completed within the time frame required.

The Tewksbury School Committee and/or their designees *MAY* invite all firms and individual consultants whose submittal meets the requirements described above to be interviewed.

## **IX. CONTRACT AWARD**

The contract will be awarded to that individual consultant or firm deemed by the School Committee and/or its designees to have submitted a quotation taking into consideration all of the criteria and having the lowest price. In accordance with the provisions of M.G.L. c. 30B, sec. 9, the Town of Tewksbury reserves the right to waive any informalities in any or all submittals or to reject and or all submittals, if it be in the public interest to do so.

## **X. TERM OF CONTRACT**

It is anticipated that the work under this contract shall begin approximately February 10, 2022 and shall be completed on or before June 30, 2022.

**FORM 1**

**NON COLLUSION/TAX COMPLIANCE CERTIFICATION**

**Complete this page by signing in the space below and return with completed quotation and pricing.**

**As required under Chapter 30b of Massachusetts General Laws, when returning the Tewksbury Public Schools' solicitation documents, certification must be made to the following by signing in the space indicated below.**

**Failure to offer such signature will result in rejection of the bid.**

**NON COLLUSION**

**The undersigned certifies under the penalties of perjury that this bid is in all respects bona fide, made and submitted in good faith, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.**

**Signature of individual submitting quotation: \_\_\_\_\_**

**Name of Business: \_\_\_\_\_**

**TAX COMPLIANCE CERTIFICATION**

**TAX COMPLIANCE CERTIFICATION** Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support under the law:

State taxes paid to the Commonwealth of Massachusetts, or State of \_\_\_\_\_

using Federal ID \_\_\_\_\_ or SSN \_\_\_\_\_

Signature of individual submitting quotation: \_\_\_\_\_

Name of Business : \_\_\_\_\_

## **Attachment A**

### **Price Quote**

The price quote must be submitted without “conditions or exceptions”.

The price quote set forth in this quote shall constitute full and complete compensation for the services to be provided by the Individual Consultant/Firm. There shall be no reimbursement for out-of-pocket or other expenses incurred by the Consultant in connection with the performance of the services. Any exceptions may result in the rejection of the quote.

Price Quote for Tewksbury Public Schools Superintendent Search:

Total Fixed Fee Contract Price: \$ \_\_\_\_\_

Total Fixed Fee Contract Price in Words:

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

# NEW BUSINESS

## MEMORANDUM

**TO:** Mr. Christopher Malone, Superintendent  
Ms. Brenda Theriault-Regan, Assistant Superintendent

**FROM:** Tewksbury Memorial High School Administration  
Jon C. Bernard, Principal  
Michelle Dick, Assistant Principal  
Sean O'Leary, Assistant Principal

**DATE:** February 3, 2022

**RE:** Proposed Changes to the TMHS Program of Studies for 2022-2023

The following items summarize the proposed changes to the *TMHS Program of Studies for 2022-2023*. A draft copy of the updated pages of the Program of Studies has been attached to this memo.

- Update Cover Artwork (pending)
- Add District Strategy and Theory of Action (page 1)
- Updated Innovation Pathways Program (page 6)
- Updated a number of World Language and Fine Arts course descriptions to align to the updated curriculum frameworks (pages 30-34)
- Engineering classes: Engineering 2 & 3 have been combined into one course: Advanced Topics in Engineering; this course will fulfill a student's science credit toward graduation requirements (pages 8, 44, 45)
- Home Health Aide (HHA) course was removed (page 45)
- Updates to Additional Course Offerings: Edgenuity & Experiential Learning (pages 47-48)

Thank you for your kind consideration of these proposed changes.

# Tewksbury Memorial High School

## Program of Studies

2022-2023



Madison Pierce (2021)



# **Tewksbury High School**

## **Mission Statement**

Tewksbury Memorial High School provides students with an experience that promotes academic excellence, intellectual curiosity, respect for others, and self-confidence. We foster the development of communication and problem-solving skills necessary to become successful, contributing members of society.

## **Tewksbury Public Schools**

### **District Strategy**

The Tewksbury Public Schools community believes that our educational program will encompass a current, research-based teaching, learning, and assessment approach that promotes consistent growth among our students and staff to achieve academic, social, and emotional success for all students.

## **Tewksbury Public Schools**

### **Theory of Action**

If Tewksbury Public Schools prioritizes a growth mindset amongst all stakeholders while providing quality professional development and a professional culture grounded in collaboration, then all students will experience innovative, equitable, and student centered instruction prioritizing positive outcomes.

## **Civil Rights Notification**

No person shall be excluded or discriminated against in admission to a public school of any town or in obtaining the advantages, privileges, and courses of study of such public school on account of race, color, sex, gender identity, religion, national origin, national origin, sexual orientation, homelessness, or disability.

Any questions should be directed to the Assistant Superintendent of Schools, 139 Pleasant Street, Tewksbury MA, 01876, 978-640-7800

**Note:** This Program of Studies serves as a guiding document for students and parents regarding the academic program offered at Tewksbury Memorial High School. Updates may occur throughout the school year. Families are encouraged to review the Program of Studies periodically or consult with a school counselor.

### **Senior Project**

The Senior Project, a fourth-quarter off-campus experience, provides eligible seniors with the opportunity to utilize and apply 21st century skills in a real world setting. Students may pursue an externship with businesses or professional organizations, a community service project, or complete a research paper or project. [The Senior Project web page](#)

### **Global Competency Certificate**

The Global Competency Certificate is a certificate students can receive upon graduation demonstrating their understanding and involvement within a global community. It is for the student who feels passionate about improving the world, and feels the need to make a difference in the world. Through [coursework](#), community service, and experiential learning students will set themselves apart as global citizens that identify with the plight of others. This certificate program will be available beginning with the Class of 2021. [See the Video description](#).

### **Seal of Biliteracy (SoBL)**

The Seal of Biliteracy is an award that recognizes students who have achieved proficiency in English as well as one more additional language, whether it be a native language, a heritage language, or an additional language learned in school or in another setting.

To qualify for the Seal of Biliteracy, students must meet all graduation requirements, and achieve proficiency in English and another language in standardized tests. For detailed information on the application process and requirements, visit the following website: [TPS Seal of Biliteracy](#)

### **Innovation Pathways Program**

Innovation Pathways are structures within high schools that are designed to connect student learning to a broadly-defined industry sector that is in demand in the regional and state economy. Tewksbury Memorial High School will develop strong partnerships with employers to provide students career awareness and work-based learning activities. Students will participate in a series of elective courses and experiences relevant to achieving industry-recognized credentials. Participation in this program can lead students to opportunities for meaningful careers in that industry sector upon the completion of needed post-secondary education and training.

All participating students will need to (1) meet the MassCore standards, which are embedded into Tewksbury Memorial High School's graduation requirements; (2) enroll in and successfully complete at least one college-level course designated as Advanced Placement or Dual Enrollment; (3) complete a pre-approved summer internship (between the junior and senior year) of at least one hundred hours. Participating students are required to participate in two Career, Technical, Business, Education (CTBE) courses, which can be taken during their sophomore and junior years. Students would elect participation in spring of their freshman year during or after their individual course selection meeting with their school counselor. Students are welcomed during their sophomore or junior years to meet with their school counselor to review participation eligibility.

### **English Language Learners**

The district ensures that all English Language Learners are taught to the same academic standards and curriculum as all students, and provides the same opportunities to master such standards as other students, including the opportunity to enter academically advanced classes, receive credit for work done, and have access to the full range of programs.

## **COURSE PATHWAYS**

Two elective courses from a category within a pathway taken during the same academic year are equivalent to a full-year course.

### **Art and Technology Pathway**

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#### **3D Art**

Ceramics 1  
Design

Ceramics 2  
Foundations of Art

Sculpture

#### **2D Art**

Photography 1  
Drawing 2  
Foundation of Arts

Photography 2  
Painting 1  
Design

Drawing 1  
Painting 2

#### **Digital Art/Computers**

Digital Media 1  
Digital Imaging  
Web Design & Visual Com.

Digital Media 2  
Intro to Computer Science  
Game Design

Film Appreciation  
Digital Literacy  
Intro to Computer Programming

### **STEM Pathway**

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#### **Applied Sciences**

Forensic Science  
Introduction to Health Careers

Robotics/Lab

Astronomy

#### **Engineering**

Intro to Computer Programming

Introduction to Engineering and  
Product Design  
Robotics/Lab

**Advanced Topics in Engineering**

Biotechnology

#### **Applied Mathematics**

Personal Finance

Economics

### **Humanities Pathway**

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#### **Law**

Criminal and Civil Law

Psychology and the Law

Forensic Science

**Ms. Beth Beauchesne, Lead Teacher Ext. 5053**  
**World Language Graduation Requirement: 2 Years / 10 Credits**

*\*This course runs alternate years, it will not run during the 2021-2022 school year*

In French 1, students communicate about themselves, their school life, their family, their daily life, eating at a café and their pastimes. Students develop cultural understanding through the study of diversity of the francophone world. Furthermore, in French 1, there is a focus on development of the SEL competencies of self-awareness and self-management. Throughout the year, students explore the overarching essential question: *What does learning French and about le monde francophone help me discover about myself and the world?.* (Informational Video Link)

In French 2, students' proficiency will progress through the development of skills across the interpersonal, interpretive and presentational modes of communication. The high-frequency vocabulary presented in each unit helps students focus on specific communicative and cultural themes. They will develop a cross-cultural understanding through various themes and contexts.



Moreover, students will hone their ability to use the language in various time frames. Throughout the year, students explore the overarching essential question: *What does learning French and about le monde francophone help me discover about myself and the world?*

**513-H French III Grades 11-12 Honors Credits 5**  
**(Recommendation: 85% or better in Course 512-CP or teacher recommendation.)**

**513-CP French III Grades 11-12 CP Credits 5**  
**(Recommendation: Successful completion of Course 512-CP or teacher recommendation)**

In French 3, students explore the themes of beauty, health, wellness, travel and daily life. Over the course of the year, students build their language skills from novice to intermediate proficiency. They develop cultural understanding through the study of diversity of the francophone world through the stories of art, legends and film. Furthermore, in French 3, there is a focus on SEL competencies. *Social awareness* is at the heart of study as students take the perspective of others from diverse backgrounds and cultures. Throughout the year, students continue to explore the overarching essential question: *What do stories reveal about a culture?* Class is conducted in French. ([Informational Video Link](#))

**514-H French IV Grades 12 Honors Credits 5**  
**(Recommendation: A grade of “B” or better in Course 513 or teacher recommendation.)**

The French IV honors course is a proficiency-based program which thematically explores many aspects of the richness of life and culture in the French-speaking world. Proficiency will progress through the development of skills across the interpersonal, interpretive and presentational modes of communication. Students hone their ability to use the language in various time frames. They develop a cross-cultural understanding through various themes and contexts. The class is conducted in French.

At the end of the course, students are encouraged to take a national standardized exam to assess proficiency with the hope of attaining the Seal of Biliteracy ([Informational Video Link](#))

**516-AP AP French Grade 12 AP Credits 5**  
**(Recommendation: A grade of “A” in Course 514-H or teacher recommendation)**

In the AP Language and Culture course, students use the target language as a vehicle to interact with the six overarching themes including Families and Communities, Personal and Public Identities, Beauty and Aesthetics, Science and Technology, Contemporary Life and Global Challenges. Within each theme, students explore various contexts. Thus, students experience the study of language and culture in a variety of authentic and engaging ways that match their interests and needs. Language structures are reviewed and practiced in context as needed as well as reinforced through work with rigorous materials. The course is taught exclusively in French.

**. Students who complete the requirements for this course are expected to take the advanced placement exam.**

**521-CP Latin I Grade 9-12 CP Credits 5**

In Latin 1, students’ proficiency will progress through the development of skills in the interpersonal, presentational, and intercultural modes of communication in order to support Interpretive communication (reading accuracy.) The class will delve into various aspects of life in Ancient Rome. Students will use storytelling as a means of communicating various perspectives, including their own. Through a variety of reading practices, students will be engaged through the meaningful comparisons of Ancient Roman cultures and modern cultures. Grammatical tenses are taught in context in order to enhance understanding

of the stories in Latin and Roman Myths. In addition to building proficiency in Latin, this class will help students improve upon their proficiency in English. ([Informational Video Link](#))

**522-CP Latin II Grade 10-12 CP Credits 5**

**(Recommendation: Successful completion of Course 521-CP.)**

In Latin 2, students' proficiency will progress through the development of skills in the interpersonal, presentational, and intercultural modes of communication in order to support Interpretive communication (reading accuracy.) Through a variety of reading practices, students will be engaged through the meaningful comparisons of ancient Roman, British and Greek cultures with other ancient and modern cultures and societies. Grammatical tenses are taught in context in order to enhance understanding of the stories in Latin and Roman Myths. As with Latin I, students studying Latin II will also improve their English proficiency by examining links to Latin. ([Informational Video Link](#))

**523-H Latin III Grade 11-12 Honors Credits 5**

**(Recommendation: 85% or better in Course 522-CP or teacher recommendation.)**

**523-CP Latin III Grade 11-12 CP Credits 5**

**(Recommendation: Successful completion of Course 522-CP or teacher recommendation.)**

Students continue to study different sites of the Roman Empire. They advance their knowledge of vocabulary, both in English and Latin, and examine new structures in the language. Through selected readings the comprehension of Latin in authentic literary works increases. ([Informational Video Link](#))

**524-H Latin IV Grade 12 Honors Credits 5**

**(Recommendation: A grade of "B" or better in Course 523 or teacher recommendation.)**

In this course the students continue to study the Latin language and the customs of the people who spoke it by reading passages of prose and poetry. The readings reflect the history and culture of the Late Republic through the Empire and encourage the students to compare and contrast ancient and modern philosophies. At the end of the course, students are encouraged to take a national exam to assess proficiency with the hopes of attaining the Seal of Biliteracy.

**525-AP AP Latin Grade 12 AP Credits 5**

**(Recommendation: A grade of "A" in Course 524-H, or Course 523-H or teacher recommendation)**

This challenging course concentrates on authors of Latin poetry and prose. Virgil's *Aenid* is studied in depth with attention to precise and literal translation. In addition, students will analyze the work as literature and practice proficiency in writing critical essays. Emphasis will also be placed on reading Latin passages by sight. *Students who complete the requirements for this course are expected to take the advanced placement exam.*

**531-CP Spanish I Grades 9-12 CP Credits 5**

In Spanish 1, students' proficiency will progress through the development of skills across the interpersonal, interpretive and presentational modes of communication preparing students for the level 2 course. The high-frequency vocabulary presented in each unit will help students focus on specific communicative and cultural themes. They will develop a cross-cultural understanding through various themes including classroom activities, food, sports, and well-being. Throughout the year, students explore the overarching essential question: *What does learning Spanish and about the Spanish-speaking world help me discover about myself and the world?*



**532-CP Spanish II** **Grades 10-12** **CP** **Credits 5**

**(Recommendation: Successful completion of Course 531-CP.)**

In Spanish 2, students' proficiency will progress through the development of skills across the interpersonal, interpretive and presentational modes of communication. The high-frequency vocabulary presented in each unit will help students focus on specific communicative and cultural themes including summer and winter activities, shopping, travel, and daily routines. They will develop a cross-cultural understanding by studying these themes in the context of the Spanish-speaking world. Moreover, students will be introduced to communication in the present and past tenses

**533-H Spanish III** **Grades 11-12** **Honors** **Credits 5**

**(Recommendation: 85% or better in Course 532-CP or teacher recommendation.)**

**533-CP Spanish III** **Grades 11-12** **CP** **Credits 5**

**(Recommendation: successful completion of Course 532-CP or teacher recommendation.)**

In Spanish 3, students' explore themes including holiday celebrations, technology use, travel, driving and cuisine. Over the course of the year, students build their language skills from novice to intermediate proficiency. They will develop a cross-cultural understanding of the Spanish-speaking world through various themes and contexts. Moreover, students will be introduced to communication in the past, present and future. The course will be taught in Spanish, and students will be expected to use Spanish consistently during class time. ([\*Informational Video Link\*](#))

**534-H Spanish IV** **Grades 12** **Honors** **Credits 5**

**(Recommendation: A grade of "B" or better in Course 533-H or teacher recommendation.)**

The Spanish IV honors course is a proficiency-based program which thematically explores many aspects of the richness of Hispanic life and culture. Proficiency will progress through the development of skills across the interpersonal, interpretive and presentational modes of communication. Students hone their ability to use the language in various time frames. They develop cross-cultural understanding through various themes and contexts. Class is conducted in Spanish.

At the end of the course, students are encouraged to take a national exam to assess proficiency with the hopes of attaining the Seal of Biliteracy. ([\*Informational Video Link\*](#))

**536-AP AP Spanish** **Grade 12** **AP** **Credits 5**

**(Recommendation: A grade of "A" in Course 534-H or teacher recommendation)**

In the AP Language and Culture course, students use the target language as a vehicle to interact with the six overarching themes including Families and Communities, Personal and Public Identities, Beauty and Aesthetics, Science and Technology, Contemporary Life and Global Challenges. Within each theme, students explore various contexts. Thus, students experience the study of language and culture in a variety of authentic and engaging ways that match their interests and needs. Language structures are reviewed and practiced in context as needed as well as reinforced through work with rigorous materials. The course is taught exclusively in Spanish. ([\*Informational Video Link\*](#)) ***Students who complete the requirements for this course are expected to take the advanced placement exam.***

**550-CP Hispanic Culture and History** **Grade 10-12** **CP** **Credits 2.5**

This semester course will study the history and culture of various Hispanic countries, focusing on those with ties to the United States. Through film, digital and print materials students will learn about Latin American music, the Cuban and Mexican revolutions, immigration, and Spanish colonization of Latin

America. Each unit will be introduced with a brief study on food, geography, and other cultural aspects essential to that country. This class will be taught in English. ([\*Informational Video Link\*](#))

**551-CP**      **History of Language**      **Grade 10-12**      **CP**      **Credits 2.5**

This semester-long course will teach students how language develops. We will begin with the road to vulgar Latin. Then we will discuss how Latin helped with the creation of Medieval French and Spanish. From there, students will explore the transition and influences that shaped Modern French and Spanish that is spoken today. Finally, we will examine how dialects and the current events of today affect language and hypothesize language change. ([\*Informational Video Link\*](#))



**(Recommendation: Grade of “C” or better in Marketing I)**

Marketing II is an advanced course for retailing and marketing students who will focus on the problems and procedures in management. This course is recommended for students thinking of a career in business marketing, retail marketing, financial management, financial planning, insurance, marketing research analysis, travel and tourism, and sports and entertainment. By enrolling in this course, you will be eligible to participate in the TMHS DECA program.

**667-CP Business Management & Marketing Grades 10-12 CP****Credits 2.5**

Business Management and Marketing is an advanced course concentrating on the analysis, planning, and control of management and marketing situations. Topics will include analyzing business opportunities, planning a market program, international marketing, and marketing in the contemporary environment. Students in this course have the opportunity to participate in DECA, an association of marketing students. This course is recommended for students thinking of continuing their education and or a career in business management, marketing, or management analysis, or owning your own business. By enrolling in this course, you will be eligible to participate in the TMHS DECA program.

**668-CP Sports & Entertainment Marketing Grades 10-12 CP****Credits 2.5**

This course will focus on the operations, management, and marketing of the Sports & Entertainment industry. Some topics will include, but are not limited to Entertainment marketing, Marketing Information Management for Sports and Entertainment, Sports and Entertainment Economics, Sports and Entertainment Risk Management, The Sales Process, Marketing Basics of Sports and Entertainment, Entertainment Distribution, The Marketing Research Process, Demographics of Market Segmentation, The Product Mix, Promotional Planning and Sponsorships. Students will obtain a knowledge and understanding of the field and how it works, along with obtaining 21st Century Skills. By enrolling in this course, you will be eligible to participate in the TMHS DECA program.

**684-CP Introduction to Engineering & Product Design Grades 10-12 CP Credits 2.5**

This course exposes students to some of the major concepts and disciplines in engineering. Over the course of the semester, students will use the engineering design process to 1) create a device to solve a problem, 2) learn 3D modeling techniques to create models and drawings of their inventions, and 3) use rapid prototyping (3D printers) to test and revise designs to better address their chosen problem. Additionally, students will use the engineering design process to create an electronic device to solve a problem, build circuits and program microcontrollers and combine their 3D modeling and electronics skills to create a final project that has robust physical and electronic design elements. **This course is required for students enrolled in the Innovation Pathways program.**

**685-CP    Advanced Topics in Engineering    Grades 10-12    CP    Credits 2.5**

**(Recommendation: Successful completion of Introduction to Engineering)**

This is an accelerated course, which allows the student to continue building on experiences attained while taking Introduction to Engineering and Product Design. In this course, students will develop 3D modeling skills by creating multi-object assemblies and technical drawings. Students will assemble and use custom gear boxes to create designs that balance power and speed. Students will design electronics and program microcontrollers to automate designs and combine with rapid prototyping techniques to iterate designs several times. Students will pitch their designs to the class for feedback and further development. **This course is required for students enrolled in the Innovation Pathways program.**

**690-CP    Robotics/Lab    Grades 11-12    CP    Credits 2.5**

This is a beginning course in robotics with a STEM based curriculum designed to teach engineering, research, teamwork, and “real-world” problem solving. Students will be utilizing Lego Mindstorm kits, Robolab software and various Lego Robotics materials. This course will involve students in the development, building, and programming of a LEGO Mindstorm robot. Students will work hands-on in teams to design, build, program and document their progress. Topics may include motor control, gear ratios, torque, friction, sensors, timing, program loops, logic gates, decision-making, timing sequences, propulsion systems and binary number systems. Student designed robots will be programmed to compete in various courses as developed by First Lego League.

**710-CP    Introduction to Health Careers    Grade 11, 12    CP    Credits 2.5**

Introduction to health careers offers students the opportunity to explore the multitude of career options available in health care. Students will also start to develop specific skills related to health careers such as taking vital signs, medical math, the metric system, medical abbreviations and terminology. Students will have the opportunity to observe and interact with healthcare professionals from local facilities.

**NOTE:** For additional career-related electives, please consult with your school counselor.

# Additional Course Offerings

Tewksbury Memorial High School continues to explore partnerships with local institutions of higher learning and within the community to provide increased early college learning opportunities and experiential learning options. Should such opportunities become available, they will be advertised to students through the Guidance Department.

## Global Studies

Please see the [Global Competency website](#) for specific information.

**9007-GT    Global Thought    Grade 11-12    CP    Credits 2.5**

Global Thought uses various genres of cross-cultural literature as a foundation for understanding global issues, while challenging students to think critically and empathetically about their role as an American and global citizen. This course specifically uses a variety of literary works, including novels, graphic novels, memoirs, short stories, personal essays and speeches to navigate topics of cultural identity, public health, equality and human rights, and the American subconscious.

## Edgenuity

Edgenuity is an online course platform that provides comprehensive academic courses, while providing the technology and employability skills students will need to be successful in the 21st century. Although not required, it is our recommendation that all students participate in an online course prior to graduation. Edgenuity provides engaging online and blended learning education solutions that propel success for every student. Edgenuity delivers a range of Core Curriculum, AP®, Elective, Career and Technical Education (CTE), and Credit Recovery courses aligned to the rigor and high expectations of state, Common Core and iNACOL standards and designed to inspire lifelong learning. Students participate in an on-line platform while in attendance at Tewksbury Memorial High School. Class sizes are limited to 25 students with a strong emphasis placed on the student and Edgenuity teacher interaction. Students have the ability to post work to their class any time, day or night. Classes follow the school schedule and assignments are due at specified weekly intervals. All courses and student work are closely monitored by the site coordinator. Please review the [Edgenuity Course Catalog](#)

Please note:

- Juniors and seniors in good standing will be eligible to take Edgenuity courses
- This is a supplemental program to TMHS course offerings.
- Students successfully completing full year Edgenuity courses will earn 5 credits and half-year, elective courses will earn 2.5 credits.
- Exceptions per approval of the Principal.
- Edgenuity courses may be taken for enrichment purposes over the summer with prior approval of the Principal.
- Students will receive a grade of Pass/Fail for some courses and will not be factored into GPA calculations.

NOTE: The Edgenuity virtual learning program will be reviewed by a wide range of stakeholders to seek recommendations for changes to the program that contribute to improved opportunities for our students in the future.



**9008-CP**   **Edgenuity**   **Special Arrangement**   **CP**   **Credits 2.5/5**

Students enrolled in standard level Net Courses are expected to participate with the same level of dedication and intensity as in traditional face to face classrooms. These students are required to be actively engaged in their coursework for approximately 10-12 hours per week.

## **New Course Opportunities and Experiential Learning**

Tewksbury Memorial High School recognizes the value of career-related internships and learning opportunities outside of the classroom and encourages participation in this program. These courses are credit-bearing but may not be applied toward the graduation requirements (see page 5).

**9000**   **Innovation Pathways Internship**   **Grade 11 by Special Arrangement**   **Credits 2.5**

The Innovation Pathways (IP) Internship Program allows students the option to work with or shadow a person or persons to explore career opportunities. Internships will be counted as an elective and will be taken during the summer between junior and senior years. Students must complete an appropriate application **before** completing course requests with their school counselor. Students will be required to complete weekly time cards and journals. They are also expected to complete assignments related to their internship. **In addition, students will be paid for this summer IP Internship. This course is graded on a Pass/Fail basis and will not count into the student's GPA.**

**9011**   **Experiential Learning**   **Special Arrangement**   **Credits 1**

Students/teachers may submit proposals for learning opportunities **outside** of the traditional school day for enrichment credit. These courses must be approved by the TMHS Principal and the Superintendent and/or designee. **These courses will be graded on a Pass/Fail basis and will not count into the student's GPA.**

**Intro to Criminal Justice with a Focus on Policing**   **Credits 2.5**

In partnership with the Tewksbury Police Department (TPD), TMHS is pleased to offer junior and senior students an opportunity to become familiar with careers in the criminal justice field. This hybrid course will require students to participate in Introduction to Law, Public Safety, Corrections, and Security, which is an online course offered at TMHS and included in a student's schedule listed under Edgenuity. Throughout the semester, students will have 15 meetings during their Edgenuity period with members of the TPD who provide instruction on the many facets of the job (including various areas of policing (Criminal Bureau, Drug Unit, K-9 Unit, Traffic/ Motor Unit, SWAT/RRT Team, Domestic Violence Unit, Mental Health Clinician Team, Crime Scene & Evidence, etc.) along with information on other criminal justice professions. While at the Police Department students will have an opportunity to observe the operations of various departments. This introductory course will provide a foundation for students interested in policing or other criminal justice professions. This course will be a prerequisite for any student wishing to apply to the TPD for their senior project internship.

## **MTSS and Additional Supports**

**901-CP**   **Academic Skills and Strategies 9-10**   **Special Arrangement**   **Credits 2.5**



DRAFT: 1/26/2022

## 2022-2023 School Calendar

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

(1 day) Student Days

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

(20 days) Student days

(21 days)

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

(20 days) Student days

(41 days)

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

(19 days) Student days

(60 days)

December 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

(17 days) Student days

(77 days)

January 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

(18 days) Student days

(95 days)

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

(15 days) Student days

(110 days)

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

(23 days) Student days

(133 days)

April 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

(14 days) Student days

(147 days)

May 2023						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

(22 days) Student days

(169 days)

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

(16 days) Student days

(180 + 5 snow days)

	FIRST DAY ALL STUDENTS
	LAST DAY OF SCHOOL - HALF DAY (Includes 5 snow/emergency days)
	SCHOOLS CLOSED
	NO SCHOOL - PROFESSIONAL DEVELOPMENT DAY (TBD)
	TEACHER WORKSHOP- EARLY DISMISSAL - HALF DAY (TBD)
	EARLY DISMISSAL - HALF DAY
	TMHS GRADUATION

Aug 29 - Aug 30 Professional Development Days

Feb 20-24 February Recess

Aug 31 First Day of School for Students

Apr 17-21 April Recess

Dec 26 - Jan 2 December Recess

Jun 23 \*Last Day of School (Early Dismissal)

Jan 3 - Jan 4 Professional Development Days

\*Inc. 5 snow/emergency days

### TEWKSBURY SCHOOL COMMITTEE MEMBERS

Keith M. Sullivan, Chairman  
Shannon M. Demos, Vice-Chair  
Bridget L. Garabedian, Clerk

• [ksullivan@tewbury.k12.ma.us](mailto:ksullivan@tewbury.k12.ma.us)  
• [sdemos@tewbury.k12.ma.us](mailto:sdemos@tewbury.k12.ma.us)  
• [bgarabedian@tewbury.k12.ma.us](mailto:bgarabedian@tewbury.k12.ma.us)

Nicholas G. Parsons, Member  
John R. Stadtman, Member

• [nparson@tewbury.k12.ma.us](mailto:nparson@tewbury.k12.ma.us)  
• [jstadtman@tewbury.k12.ma.us](mailto:jstadtman@tewbury.k12.ma.us)

Aug 29-30	Professional Development Day	Jan 16	No School – Martin Luther King, Jr. Day
Aug 31	All Schools Open	Feb 17	Early Release*
Sep 2	No School	Feb 20-24	No School – February Recess
Sep 5	Holiday – Labor Day	Mar 15	Teacher Workshop – Early Release for Students*
Oct 10	No School – Columbus Day	Apr 7	No School – Good Friday
Nov 1	Teacher Workshop – Early Release for Students*	Apr 14	Early Release*
Nov 11	No School – Veterans Day	Apr 17-21	No School – April Recess
Nov 23	Early Release*	May 26	Early Release*
Nov 24-25	No School – Thanksgiving Recess	May 29	No School – Memorial Day
Dec 22	Teacher Workshop – Early Release for Students*	Jun 9	TMHS Graduation
Dec 23	Teacher Workshop – Early Release for Students*	Jun 19	No School – Juneteenth
Dec 26-Jan 2	No School – December Recess	Jun 23	Last Day of School – Early Release**
Jan 3-4	No School – Professional Development Days		** (Includes 5 Snow/Emergency Days)
Jan 5	Schools Reopen		

**\* We will follow an early-release day schedule on:**

**November 1<sup>st</sup>, November 23<sup>rd</sup>, December 22<sup>nd</sup>, December 23<sup>rd</sup>, February 17<sup>th</sup>, March 15<sup>th</sup>, April 14<sup>th</sup>, May 26<sup>th</sup>, and June 23<sup>rd</sup>**

### **NO SCHOOL ANNOUNCEMENTS**

Schools will be closed only in the case of severe, inclement weather.

Announcements relative to closing schools for inclement weather will be carried by TV stations, Twitter@tpsdistrict, and through the district's telephone notification system "One Call Now."

Delayed Openings: Superintendent will notify the public by the same procedure as "no school" announcements.

Parents and students are requested not to call the Police Station, Fire Station, Bus Contractors, School Principals, or the Superintendent of Schools for "no school" information. Information will not be available from these sources.

### **Preschool Programs and Community Services Preschool Delay and No School Schedule**

Please contact your child's school or visit their website.

[www.tewksbury.k12.ma.us/dewing](http://www.tewksbury.k12.ma.us/dewing) [www.tewksbury.k12.ma.us/heath-brook](http://www.tewksbury.k12.ma.us/heath-brook)  
[www.tewksbury.k12.ma.us/departments-programs/community-services/](http://www.tewksbury.k12.ma.us/departments-programs/community-services/)

All programs, activities, and employment opportunities of the Tewksbury Public Schools are offered without regard to race, creed, color, age, sex, gender identity, national origin, sexual orientation, or disability.

### **SCHOOL HOURS**

High School	7:30 am – 1:50 pm
Middle School	7:40 am – 2:00 pm
Ryan School	8:15 am – 2:35 pm
Elementary Schools	8:45 am – 3:05 pm

### **EARLY RELEASE HOURS**

High School	7:30 am – 10:40 am
Middle School	7:40 am – 10:50 am
Ryan School	8:15 am – 11:25 am
Elementary Schools	8:45 am – 12:10 pm

### **OPEN HOUSE SCHEDULE**

#### **ELEMENTARY**

#### **Preschool – Grade 2**

September 13

#### **ELEMENTARY**

#### **Grades 3 & 4**

September 19

#### **RYAN SCHOOL**

#### **Grades 5 & 6**

September 8 Gr. 5  
September 12 Gr. 6

#### **MIDDLE SCHOOL**

#### **Grades 7 & 8**

September 20 Gr. 7  
September 29 Gr. 8

#### **HIGH SCHOOL**

#### **Grades 9-12**

September 22

### **PARENT / TEACHER CONFERENCES**

#### **ELEMENTARY**

#### **Preschool – Grade 2**

November 8

#### **Preschool – Grade 1**

April 4

#### **ELEMENTARY**

#### **Grades 3 & 4**

November 14

#### **Grades 2-4**

April 11

#### **RYAN SCHOOL**

November 15

March 21

#### **MIDDLE SCHOOL**

November 4

March 2

#### **HIGH SCHOOL**

November 17

March 23

**Parents are urged to make appointments for school visits to discuss their child's progress with teachers, guidance counselors, or principals.**

**WEB SITE ADDRESS: <http://www.tewksbury.k12.ma.us> ~ FOLLOW US ON TWITTER @tpsdistrict**



CENTER SCHOOL RELOCATION DIRECTORY				
Department	Current Location	Current Phone	Relocation Address	Relocation Date
<b>Business Office</b>	Center School 139 Pleasant St.	(978) 640-7800	Center Fire Station 21 Town Hall Ave.	TBD
<b>Community Serv. &amp; Grants</b>	Center School 139 Pleasant St.	(978) 640-7800	TBD	TBD
<b>Food &amp; Nutrition Services</b>	TMHS 320 Pleasant St.	(978) 640-7825	TMHS 320 Pleasant St.	Dec. 2021
<b>Human Resources</b>	Center School 139 Pleasant St.	(978) 640-7800	Center Fire Station 21 Town Hall Ave.	TBD
<b>IT &amp; STEM Support Staff</b>	TMHS 320 Pleasant St.	(978) 640-7825	TMHS 320 Pleasant St.	Dec. 2021
<b>Maintenance</b>	Center School 139 Pleasant St.	(978) 640-7800	Center Fire Station 21 Town Hall Ave.	TBD
<b>Special Education</b>	Center School 139 Pleasant St.	(978) 640-7800	TMHS 320 Pleasant St.	TBD
<b>Student &amp; Family Support</b>	Center School 139 Pleasant St.	(978) 640-7800	Center Fire Station 21 Town Hall Ave	TBD
<b>Superintendent's Office &amp; Curriculum Office</b>	Center School 139 Pleasant St.	(978) 640-7800	Center Fire Station 21 Town Hall Ave.	TBD

AS OF FEBRUARY 1, 2022