#### TEWKSBURY PUBLIC SCHOOLS

#### TEWKSBURY SCHOOL COMMITTEE

Revised

Notice of Regular School Committee Meeting #9 Wednesday, March 9, 2022 at 5:30 PM

#### Meeting Place:

Tewksbury Memorial High School Large Group Instruction Room #1

320 Pleasant Street, Tewksbury, MA 01876

- 1. CALL TO ORDER 5:30 PM
- 2. **EXECUTIVE SESSION** (Non-Public Session) 5:30 PM

Convene an Executive Session 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.

- a. Collective Bargaining with Teamsters (Nurses) Regarding Ratification of Contract
- 3. PUBLIC HEARING ON THE BUDGET (Public Session) 6:00 PM
- 4. RECONVENE REGULAR SCHOOL COMMITTEE MEETING (Public Session) 6:30 PM
- 5. PLEDGE OF ALLEGIANCE
- 6. ANNOUNCEMENT

The March 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.com/TewksburyTV. 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.

7. RECOGNITION

George Paul - Title I Co-Director

8. STUDENT REPRESENTATIVE REPORT

Jack Stadtman: Notes from Tewksbury Memorial High School

- 9. PRESENTATIONS
  - a. TPD Comfort Dog Update Officer Waffles & Officer Eric Hanley
  - b. S.T.E.M. Updates
  - c. ELA Updates Elementary
- 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.)

#### SCHOOL COMMITTEE MEMBERS

#### 11. APPROVAL OF MINUTES

- a. February 9, 2022: Regular School Committee Meeting
- b. February 22, 2022: Special School Committee Meeting

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

Payroll Period Ending February 17, 2022 (\$1,447,178.77) Payroll Period Ending March 3, 2022 (\$1,537,958.42)

#### 13. SUPERINTENDENT & STAFF REPORT

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

#### 15. SCHOOL COMMITTEE MEMBER REPORTS

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

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

None

#### 17. OLD BUSINESS

a. TPS Professional Development March 16, 2022

#### 18. **NEW BUSINESS**

None

#### 19. SCHOOL COMMITTEE MATTERS OF INTEREST

#### 20. FUTURE SCHOOL COMMITTEE MEETING DATES

Special SC Meeting (TBD); April 13, 2022 Reorganization Meeting & Regular Meeting; May 11, 2022; June 8, 2022

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

Elementary School Building Committee: March 10, 2022

Tewksbury SEPAC Business Meeting: 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. Center School Relocation Directory Update

**Enrollment Update: None** 

#### **PERSONNEL ITEMS**

<u>New Hires</u>: Shawn Anderson, Building Custodian at Tewksbury Memorial High School, effective March 7, 2022; Ryan Villett, Building Custodian at Tewksbury Memorial High School, effective March 7, 2022; Stephen Tarantino, Building Custodian at the John Wynn Middle School, effective March 3, 2022

**Transfers**: None

Reappointment: None

Retirement: Catherine Stack, English Teacher at Tewksbury Memorial High School, effective June 30, 2022

\*Appendix B: Athletics: None

\*Appendix B: Co-Curricular:

**TMHS** 

Nicole Beatrice, Dance Team Advisor

John Ryan Elementary School

Eileen Lindsey & Kristi Sarcione: Specialist PLC Co-Facilitators

\*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, March 9, 2022 - 5:30 PM

Tewksbury Memorial High School Guidance Office Conference Room 320 Pleasant Street, Tewksbury, Massachusetts

#### A. CALL TO ORDER

#### **B. EXECUTIVE SESSION**

- 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.
- 1.a. Collective Bargaining with Teamsters (Nurses) Regarding Ratification of Contract
- 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

March 9, 2022

#### **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.

#### **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.

School Budget Consists of 4 Major Parts

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

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  - Salary
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- Managed by the Town
  - Fixed Costs

#### 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

#### **Areas of FOCUS**

#### **COVID IMPACT**

NOTE: All below paid with Grant Funds

<b>EXPENSE</b>	Thr	u 12/31/21	<u>Th</u>	ru 1/28/22	DIFF
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

#### 2.12% increase Requested

#### Tewksbury Public Schools School Budget Recommendation - FY23

	<b>School</b>	<b>School</b>	<b>School</b>	<b>School</b>	Town Manager	<b>\$\$ Change</b>	% Change
	<b>Budget FY20</b>	<b>Budget FY21</b>	<b>Budget FY22</b>	REQUEST FY23	Recommend FY23	<b>FY23-FY22</b>	<b>FY23-FY22</b>
Salaries	34,269,582	35,245,995	36,272,549	37,231,704	37,231,704	959,155	2.64%
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>	50,630,877	50,633,725	51,938,935	53,038,833	53,038,833	1,099,898	2.12%

#### UPDATE SINCE FEBRUARY BUDGET HEARING

- Shawsheen Tech FY23 Assessments were announced
- Tewksbury's assessment approx \$123.5K > anticipated
- Working with Town Manager and developed plan to cover

Recent Resignations/Retirements & replacements	\$ 65,084
Shift 1 Nurse FTE to ESSER III Grant	\$ 50,243
Total Reduction in FY23 School Salaries	\$115,327

Remaining balance to come from town budget

#### If including Fixed Costs & Debt 1.49% increase Requested

#### Tewksbury Public Schools School Budget Recommendation - FY23

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<b>School Budget</b>	50,630,877	50,633,725	51,938,935	53,038,833	53,038,833	1,099,898	2.12%
<b>Total Fixed Costs</b>	10,520,068	10,628,341	10,678,921	11,043,278	11,043,278	364,357	3.46%
<b>Total Debt</b>	7,597,042	7,484,957	7,041,688	6,603,450	6,603,450	(438,238)	-5.77%
<b>Grand Total</b>	68,747,987	68,747,023	69,659,544	70,685,561	70,685,561	1,026,017	1.49%

SALARY – 70% of School Budget

Group	LEA Budget				
Group	HeadCount	<b>Amount</b>	% of Salary		
Aides	65.60	\$ 1,746,717	5%		
<b>Cust/Maintenance</b>	32.00	\$ 1,601,496	4%		
Non Union	42.00	\$ 3,839,795	10%		
Nurses	9.00	\$ 614,701	2%		
Secretaries	17.00	\$ 762,625	2%		
Teachers	285.68	\$25,313,956	68%		
<b>Union Admin</b>	7.00	\$ 851,639	2%		
Part Time/Overtime/Hourly	<u>~500~</u>	\$ 2,500,775	7%		
Totals	958.28	\$37,231,704			

#### OPERATING – 28% of School Budget

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

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

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

#### Capital Projects Completed List FY19-FY22

#### 2018-2019

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

#### 2019-2020

wing	Bldg & Maint	Landscape Update
wing	Bldg & Maint	Upgrade Electrical System
wing	Bldg & Maint	Replace exterior stair railings
wing	FF&E	Create STEM/Maker Space
wing	Technology	Upgrades to Security & Access
wing	Bldg & Maint	Stand Alone Water Heater
ictwide	Technology	Upgrades to technology infrastructure
h Brook	Bldg & Maint	New Cafeteria Floor
h Brook	FF&E	Create STEM/Maker Space
h Brook	Technology	Upgrades to Security & Access
h Brook	Technology	Upgraded Classroom Computers
h Brook	Bldg & Maint	Paint Hallways
yan	Bldg & Maint	Replace Glycol in heating syst
yan	Technology	Upgrades to Security & Access
MHS	Bldg & Maint	Added storage container
MH5	Bldg & Maint	Upgraded TV Studio
MHS	Bldg & Maint	Protective netting at Track
MHS	Bldg & Maint	Replaced Stage Floor
MHS	Bldg & Maint	Upgraded Auditorium Lighting to LED
MHS	Bidg & Maint	Project Adventure Course
MHS	Bldg & Maint	Created overflow parking area (GRAD)
ahan	Bldg & Maint	Update Vestibule
ahan	Bldg & Maint	Restaurant Fans
/ynn	Bldg & Maint	Water Bottle Refill Stations
/ynn	Bldg & Maint	Heating system upgrade
/ynn	Bldg & Maint	STEAM Lab
/ynn	Technology	Upgrades to Security & Access
/ynn	Technology	Replace ALL Chromebooks

#### 2020-2021

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

#### 2021-2022

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

#### **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.

<b>FUND</b>	DESCRIPTION	FUND	DESCRIPTION
4114	Insurance <\$20K - Sch Admin	4253	Crisis Training
4131	Facility Rentals	4273	Title   Grant #305
4133	High School Parking Fees	4274	Title IIA Grant #140
4134	High School Club Fees	4275	Title IV Grant # 309
4135	High School Athletic Fees	4303	Sped 94-142 Grant #240
4136	Wynn School Athletic Fees	4305	Big Yellow School Bus
4137	Wynn School Club Fees	4306	Sped Program Imp - K12
4138	Ryan School Club Fees	4308	Sped Program Imp - PK
4139	AP Test	4318	AFTER SCH/OUT SCHOOL TIME (530C
4141	School Rec Custodians	4322	Corning Gift Grant
4150	School Lunch Account	4323	21st Century Learning Grant
4160	Athletic Fund	4326	SEL Learning Grant
4161	Adult Education	4330	ESSER II
4162	Extended Day	4331	ESSER III
4163	Community Ed - Recreation Dept	4332	EBT ADMIN REIMBURSEMENT
4164	PreSchool Revolving Program	4647	Heath Brook Verizon Award
4165	Kindergarten Revolving Program	4655	School Dare Gifts
4166	Recreation Basketball - School	4658	School Gifts Account
4167	Lost Textbooks	4659	Scholarship Gifts
4168	New Start	4667	Scholarship Fund
4170	Circuit Breaker	4668	Education Fund
4172	Copy Center	4674	High School Gifts
4173	Hall of Fame	4678	ESSER I
4174	PreSchool Community Services	4679	Coronavirus Relief Fund
4175	NPEN	4680	ARP PK IDEA
4176	Alphabest	4681	ARP IDEA
4213	Early Childhood Grant #262	4804	Long Range School Space Plan
4252	Literacy Partnership Grant #738	4805	Special Education Reserve Fund

#### **Grant Funding Available FY22**

Code	Grant	<u>FY</u>	<u>Purpose</u>	<b>Grant Total</b>	Amount Used	Balance
113	Esser I	2021	COVID Related Expenses	\$ 280,897	\$212,223	\$ 68,674
115	ESSER II	2022	COVID Related Expenses	\$ 1,198,356	\$475,789	\$ 722,567
119	ESSER III	2022	COVID Related Expenses	\$ 2,771,743	\$0	\$ 2,771,743
121	SAAG	2022	Summer Acceleration Academy	\$ 87,000	\$87,000	\$ -
140	Title IIA	2020	Educator Improvement	\$ 78,007	\$78,007	\$ -
140	Title IIA	2021	Educator Improvement	\$ 81,422	\$46,806	\$ 34,616
140	Title IIA	2022	Educator Improvement	\$ 65,297	\$0	\$ 65,297
151	151 SEL	2022	Integrating Social Emotional Learning	\$ 10,000	\$0	\$ 10,000
180	Title III	2022	Support for English Learners	\$ 11,748	\$0	\$ 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	\$369,594	\$ 494,785
252	ARP Special Education	2022	Special Education Improvement	\$ 175,955	\$65,141	\$ 110,814
262	Early Childhood IDEA	2020	Pre School Special Education Quality	\$ 25,197	\$25,197	\$ -
262	Early Childhood IDEA	2021	Pre School Special Education Quality	\$ 25,430	\$1,169	\$ 24,261
262	Early Childhood IDEA	2022	Pre School Special Education Quality	\$ 32,547	\$4,164	\$ 28,383
264	ARP Early Childhood	2022	Pre School Special Education Quality	\$ 15,653	\$2,300	\$ 13,353
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	\$0	\$ 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	\$11,135	\$ 13,865
646	21st C Exemplary Grant	2022	Enrich Academic Programming	\$ 168,750	\$75,090	\$ 93,660

#### Tewksbury Public Schools School Budget Recommendation - FY23

	<b>School</b>	<b>School</b>	<b>School</b>	<b>School</b>	Town Manager	\$\$ Change	% Change
	<b>Budget FY20</b>	<b>Budget FY21</b>	<b>Budget FY22</b>	REQUEST FY23	Recommend FY23	<b>FY23-FY22</b>	FY23-FY22
Salaries	34,269,582	35,245,995	36,272,549	37,231,704	37,231,704	959,155	2.64%
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%
School Budget	50,630,877	50,633,725	51,938,935	53,038,833	53,038,833	1,099,898	2.12%
Fixed Costs				*			
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%
Debt Non-Exempt Principal		: ::	81	<u></u>	7=	12	
Debt Non-Exempt Interest		J.B	9)	-	· •	-	
Short Term Interest				<u> </u>	<u> </u>		
<b>Total Fixed Costs</b>	10,520,068	10,628,341	10,678,921	11,043,278	11,043,278	364,357	3.46%
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%
Total Debt	7,597,042	7,484,957	7,041,688	6,603,450	6,603,450	(438,238)	-5.77%
<b>Grand Total</b>	68,747,987	68,747,023	69,659,544	70,685,561	70,685,561	1,026,017	1.49%

### 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.

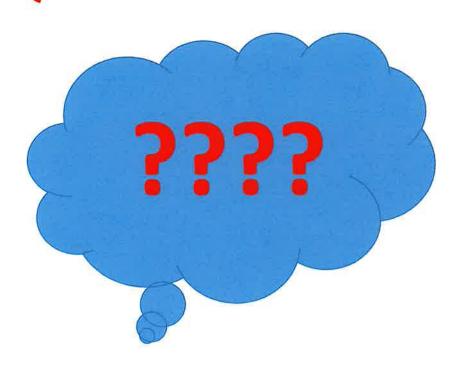
As needs and/or resources change, the School Department will be refining our PROJECT LIST, which represents a snapshot in time of the current needs in the district. This list is constantly being updated and analyzed for the best use of available and appropriate resources.

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

#### Tewksbury Public Schools School Budget Recommendation - FY23

	<b>School</b>	School	School	<u>School</u>	Town Manager	\$\$ Change	% Change
	<b>Budget FY20</b>	<b>Budget FY21</b>	<b>Budget FY22</b>	REQUEST FY23	Recommend FY23	<b>FY23-FY22</b>	<b>FY23-FY22</b>
Salaries	34,269,582	35,245,995	36,272,549	37,231,704	<b>37,231,704</b>	959,155	2.64%
Operating	15,102,781	14,537,730	14,816,386	<b>14</b> ,957,129	4,957,129	140,743	0.95%
Capital Outlay	1,258,514	850,000	850,000	850,000	<b>850,000</b>		0.00%
<b>School Budget</b>	50,630,877	50,633,725	51,938,935	53,038,833	\$3,038,833	1,099,898	2.12%
Fixed Costs			1		1		
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%
Debt Non-Exempt Principal	-	*		=	-	-	
Debt Non-Exempt Interest	-	-		<b>*</b> 0	5 <b>=</b>	-	
Short Term Interest				-		, <u> </u>	
<b>Total Fixed Costs</b>	10,520,068	10,628,341	10,678,921	11,043,278	11,043,278	364,357	3.46%
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<b>Grand Total</b>	68,747,987	68,747,023	69,659,544	70,685,561	70,685,561	1,026,017	1.49%

## FY23 School Department Budget Hearing *Questions or Comments*



# Recognition and/or Presentations

#### **Tewksbury School Committee - March 9, 2022**

#### **RECOGNITIONS**

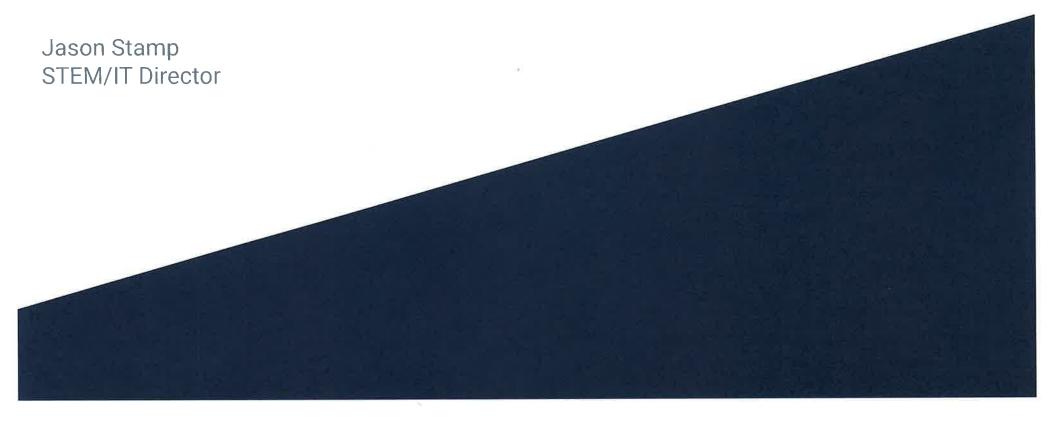
#### **Tewksbury Public Schools**

Mr. George Paul - Title 1 Co-Director

#### **PRESENTATIONS**

- 1.) Officer Waffles & Officer Hanley TPD Comfort Dog Update
- 2.) S.T.E.M. Updates
- 3.) Elementary ELA Updates

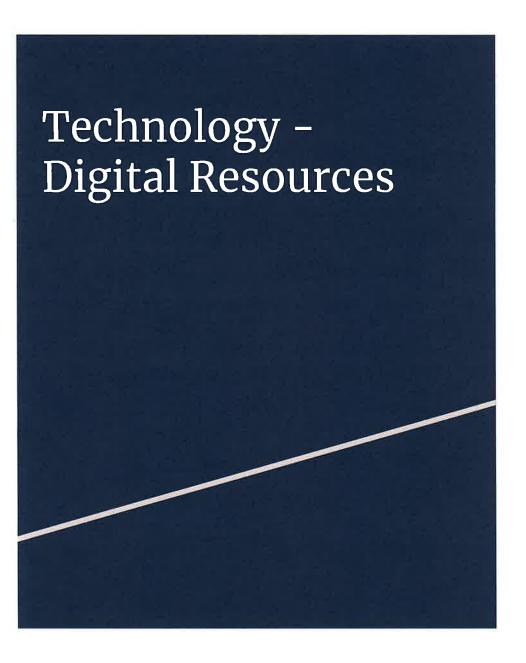
#### STEM and IT Services Updates





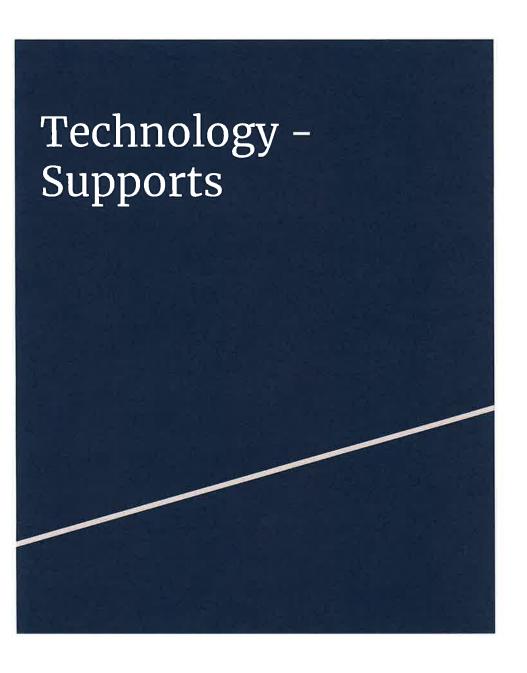
#### Types:

- Chromebooks for students (1:1 at TMHS)
  - ~4000 in all schools
- iPads for students (Classroom carts K-2)
  - ~1500 in all schools
- Laptops for teachers and staff
  - ~360 in all buildings
- Interactive whiteboards in all classrooms (New Cleartouch boards replacing older Smart Boards)
  - 72 Cleartouch
  - 250 Smartboards



#### Types:

- District Wide Online Resources (Paid)
  - ~15 Different Resources
    - Google Enterprise
    - Aspen
    - School Spring
- School Specific Online Resources (Paid)
  - ~50 Different Resources
    - Brain Pop
    - IXL
    - Generation Genius
- School Specific Online Resources (Free)
  - ~950 Different Resources
    - Code Avengers
    - Class Dojo
    - Vernier Graphical Analysis



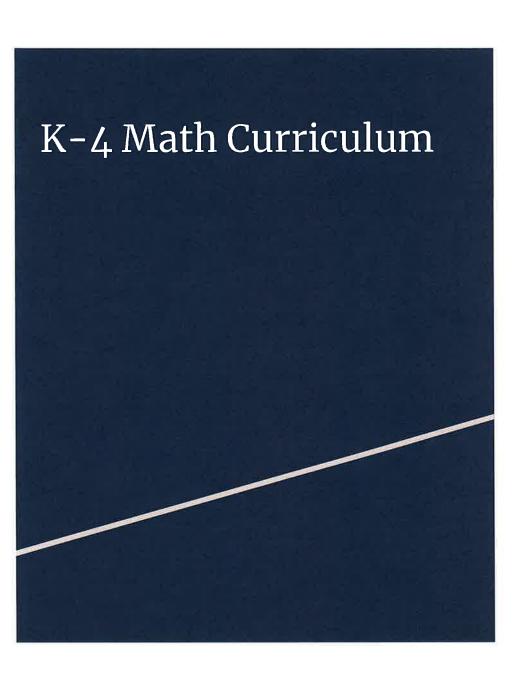
#### Types:

- IT Staff
  - Hardware support (Break/Fix)
  - User account management
  - Infrastructure support (internet connection)
  - o Digital Resource Deployment
- Technology Integration Coaches
  - "How to" support (current resources)
  - Discovery (New/updated resources)
  - Student Data Protection
  - Digital Resource Investigation

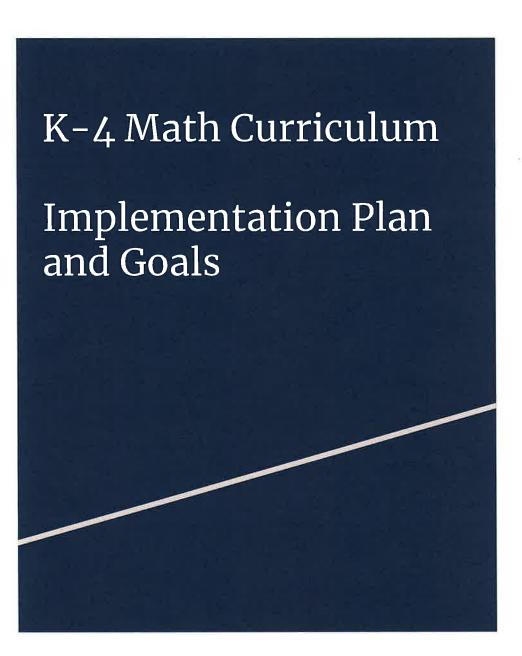
## Technology Digital Resource Protocols and Procedures

#### New this year:

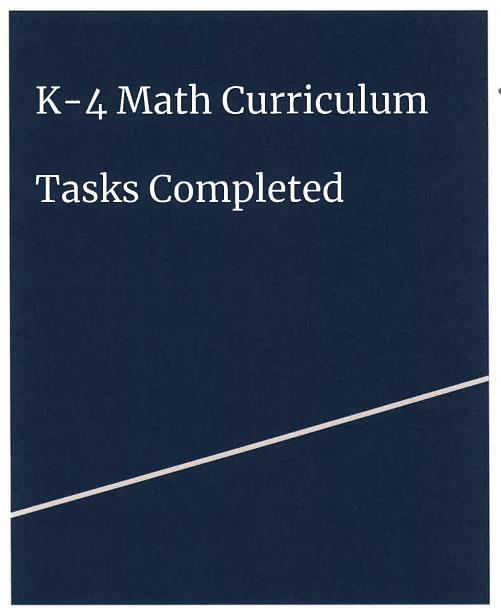
- Digitized our request forms and streamlined the workflow for requesting new resources
- Joined Student Data Privacy Consortium (SDPC)
- Inventoried all approved Digital Resources (DRs) and acquired Data Privacy Agreements (DPAs) on all DRs
- Updated the Technology Acceptable Use
   Procedures (AUP) to include SDPC language
- Digitized our renewal process to track all annual subscriptions to DRs.
  - Principals evaluate need each year



- Implementation Plan and Goals
- Tasks completed to date
- Mid-Year Outcomes and Reflections

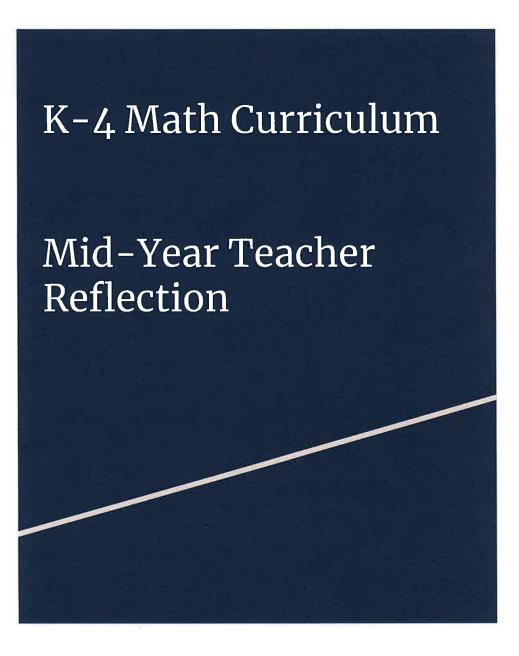


- Goal
  - To deepen understanding and number sense
- Phase 1: 2021 2022
  - Grades K 1
    - receive the majority of support to implement the TPS Math curriculum exclusively
  - Grades 2 4
    - Follow the overviews created by Steering Committee
    - Are able to use Go Math as a resource
- Phase 2: 2022 2023
- Developed over 5 years



- What have we been working on this year?
  - Attending PLCs/CPTs
    - Planning for upcoming units/lessons
    - Supporting teachers use of Otus to help collect standards based data
    - Analyzing data
      - Summative assessments
      - Mid-year progress
  - Providing in class support
    - Administering benchmark assessment for those teachers that chose to administer it
    - Modeling lessons
      - New strategies/methods
        - Using knowledge gained from research an courses
      - Implementing new resources
        - o Online
        - Games
        - Hands on manipulatives

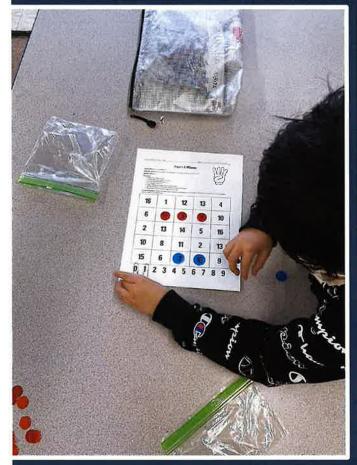




• "I love being able to go at my own pace with this curriculum. It gives me the opportunity to work with students on skills more, rather than flipping through to the next lesson in a book."

 "I feel more comfortable with where I am at this year, as compared to past years and being much more stressed."

"Teaching students addition is going much more smoothly because of the time spent on composing and decomposing numbers at the beginning of the year. Their number sense has helped them with problem solving and operations."



Playing a Game to Practice Addition Fluency



Putting Together a Puzzle of a 100s Chart

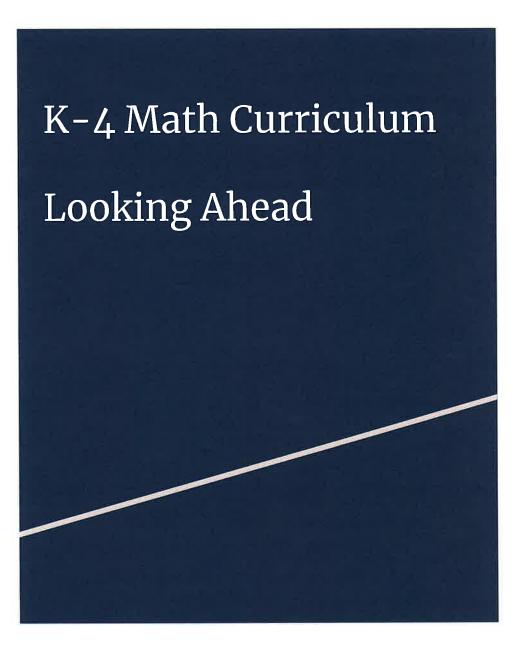


Modeling Brainingcamp

# Counting Objects to Make Sure They Have 100







#### What's coming up?

- Continue Steering Committee
  - Continue to discuss the TPS curriculum with teachers to make adjustments to units that need more support
  - Review data from units implemented to see student strengths
- Meet with grades 2 4 before June 30, 2022
  - Review overview of the curriculum with teachers to prepare for the upcoming school year
  - Review with teachers the resources that help support the curriculum and student understanding of the state standards
- 2022 2023 School Year
  - Grades 2-4 receive the majority of support to implement the TPS Math curriculum exclusively

# Questions?



# K-6 ELA CURRICULUM



HMH Journeys: K-6 ELA Curriculum Resource Adopted 2016 for 6 year contract



Articulate a new vision for excellent ELA instruction and initiate a transition to higher quality, standards-aligned ELA curriculum that supports all learners

# THE BIG WHY ....

## ANALYSIS OF TPS LITERACY DATA

-DIBELS
-Scholastic Next Levels/RLI
(Reading Level Indicator)
-MCAS Data
-Formative Assessments

### GAPS IN CURRENT ELA RESOURCE

-Systematic/Explicit instruction in foundational reading skills -Writing Development -Academic Vocabulary -Diverse/Inclusive Text Selections

# FEEDBACK FROM TEACHER SURVEY

- -Majority want to continue with Journeys for SY22-23 (considering movement to new school building)
- -Majority support implementation of new ELA curriculum for SY23-24
- -Majority support piloting a new ELA curriculum, with 32% interest in participating in pilot

# NEW IN DISTRICT: FUNDATIONS

# K-3 Systematic & Explicit Instruction in foundational Literacy skills:

- Phonemic awareness
- Phonics/ word study
- High frequency word study
- Reading Fluency
- Vocabulary
- Comprehension Strategies
- Handwriting/Spelling

# PROGRAM FEATURES:

Student Focus: All K-3 Students (Tier 1 Core)

Lesson Length: 30 Minutes

Group Size: Whole Class

Setting: General Education Classroom

Instructor: General Education Teacher

GOOD TO KNOW:

Aligns with state's rigorous college and career ready standards

 Must be combines with a core/literature-based language based program for integrated/comprehensive approach to reading

# WE BELIEVE THAT ...



- Selecting materials is a decision worthy of study and prioritization
- Programs considered will be required to be reviewed and highly rated by <u>EdReports.com/DESE CUrate</u> (Curriculum Ratings by Teachers) in order to be a viable option
- Local context and instructional vision should drive decision-making
- Educator voice and expertise must be at the center of the decision
- Materials should be aligned to high standards, attend to instructional shifts and be based on the science of reading (phonemic awareness, phonics, fluency, vocabulary and comprehension)
- Professional learning and implementation needs to be considered from the beginning of selection processes.

# **WEY STEPS IN THE ADOPTION PROCESS**





-Establish your process -Develop your lens

# STUDY

-Know and examine your choices

# DECIDE AND LAUNCH

-Make a decision -Implement

# STEP 1: PREPARE

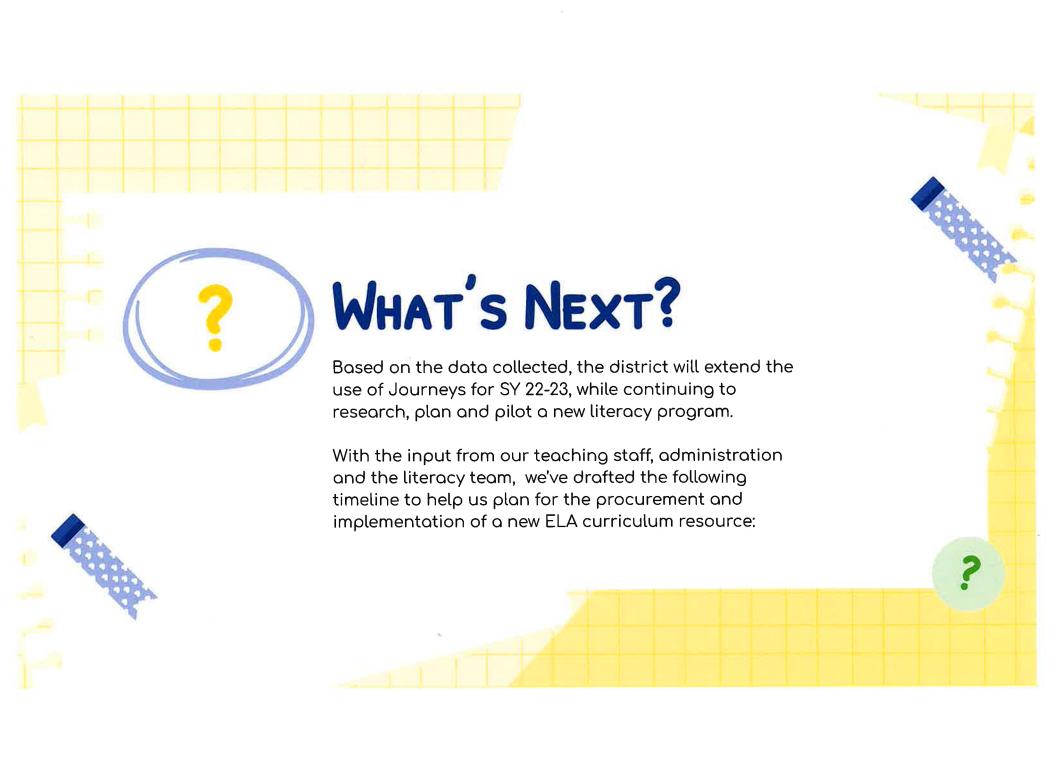
# ARTICULATE PURPOSE & GOAL OF NEW MATERIALS

To adopt and implement a high quality, standards-aligned ELA Curriculum Resource that supports all learners

# ESTABLISH AN INSTRUCTIONAL VISION

- -Students will develop the necessary skills in reading, writing, speaking, and listening that are the foundations for creative and purposeful expression in language.
- -Students will engage with high-quality, complex text and participate in writing and discussions anchored in evidence from the text to promote comprehension.
- -Students apply these skills while reading independently and see themselves as readers and writers who carrowers in the face of challenging







#### March-May 2022

- Use EdReports/CUrate to research programs
- Apply district vision/lens to identify 2-3 potential programs
- Conduct site visits with TPS teachers/admin to schools using these programs to collect anecdotal info
- Reach out to publishers to request samples of the materials and set up future presentations that specifically address our local priorities, as well as to discuss strengths and gaps identified in the reports.
- Identify 2 programs which will be piloted in SY 22-23

#### <u>June 2022</u>

- Identify K-6 teachers who volunteer to pilot selected programs
- Procure materials and schedule summer training in preparation for piloting in SY 22-23

#### September 2022 - May 2023

- Pilot 2 programs during SY22-23
- Form Literacy Curriculum Review Team (District admin, principals and educators) to meet regularly for pilot implementation support and feedback
- Schedule Stakeholder Engagement Sessions (teachers, community partners, parents, students) for transparency and feedback

# MATERIALS ADOPTION TIMELINE (CONT.)

#### May 2023

- Compare strengths and gaps in the two options
- Analyze feedback from stakeholders
- Assess the work it will take to implement each option and consider the implications on other initiatives and staff capacity
- Use decision-making process to make final decision
- Communicate the decision with all stakeholders/presentation to school committee
- Plan for the procurement and distribution of materials

#### <u>June 2023 - August 2023</u>

- Create an ongoing professional learning plan that includes "getting to know" the materials as well as sustained professional learning focuses on how teachers will teach the new material
- Identify short term and long term activities to support implementation and expectations of us
- Establish a feedback system so that PD can be responsive to teacher needs

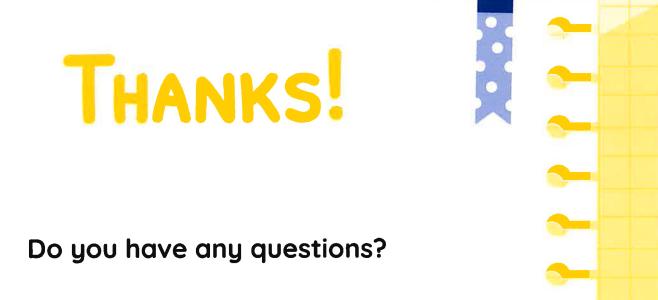
**FULL K-6 IMPLEMENTATION IN SY 23-24** 



...WHEN TEACHERS HAVE ACCESS TO HIGH-QUALITY, ALIGNED INSTRUCTIONAL MATERIALS, IT MAKES A DIFFERENCE IN THEIR CLASSROOM PRACTICE AND THE INSTRUCTION STUDENTS RECEIVE.

WHEN STUDENTS WHO STARTED THE YEAR BEHIND GRADE LEVEL WERE GIVEN MORE GRADE-APPROPRIATE ASSIGNMENTS, STRONGER INSTRUCTION, DEEPER ENGAGEMENT, AND HIGHER EXPECTATIONS, THE GAP BETWEEN THESE STUDENTS AND THEIR HIGHER ACHIEVING PEERS BEGAN TO NARROW SUBSTANTIALLY.

"2020 TNTP(2018). THE OPPORTUNITY MYTH. RETRIEVED FROM: HTTPS://OPPORTUNITYMYTH.TNTP.ORG/



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# Minutes

# Payroll

# TEWKSBURY PUBLIC SCHOOLS Tewksbury, Massachusetts

Date

2/17/2022

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 \$1,441,917.94

#### **GRANTS**

\$26,577.13	2021-2022 Special Ed 240 Grant
\$5,759.00	2021-2022 Title I Grant
	2020-2021 Title II Grant
72	2020-2021 Title IV Grant
\$214.57	2021-2022 Early Childhood Grant
\$1,969.07	2021-2022 ASOST Grant
\$8,018.67	2021-2022 21st Century Grant
\$10,100.15	2021-2022 ESSER I Grant
\$32,556.55	2021-2022 ESSER II Grant
\$50.01	2021-2022 ARP Idea Grant

#### **REVOLVING ACCOUNTS**

\$3,780.79	2021-2022	Community Services
\$10,504.84	2021-2022	Community Services Preschool Program
\$420.08	2021-2022	Adult Education Program
\$28,668.19	2021-2022	Lunch Program
\$848.95	2021-2022	Facilities
\$2,023.78	2021-2022	Recreation
\$672.39	2021-2022	Parking Fees
\$2,274.46	2021-2022	Preschool
	2021-2022	Alphabest
	2021-2022	TMHS Intramurals

#### **\$134,438.63** SUB TOTAL - NON LEA FUNDS

#### **LEA FUNDS**

\$1,307,479.31 2021-2022 School Department Account

\$1,307,479.31 SUB TOTAL - LEA FUNDS

\$1,441,917.94 TOTAL

# TEWKSBURY PUBLIC SCHOOLS Tewksbury, Massachusetts

Date

3/3/2022

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 \$1,537,958.42

#### **GRANTS**

\$26,605.67	2021-2022	Special Ed 240 Grant
\$5,759.00		Title I Grant
	2020-2021	Title II Grant
\$117.78	2020-2021	Title IV Grant
	2020-2021	Early Childhood Grant
\$742.97	2021-2022	ASOST Grant
\$10,012.10		21st Century Grant
\$5,927.65		ESSER I Grant
\$32,056.26	2021-2022	ESSER II Grant
\$68.00	2021-2022	ARP Idea Grant

#### **REVOLVING ACCOUNTS**

\$3,493.92	2021-2022	Community Services
\$11,171.40	2021-2022	Community Services Preschool Program
\$388.20	2021-2022	Adult Education Program
\$23,639.33	2021-2022	Lunch Program
\$5,981.14	2021-2022	Facilities
\$2,346.43	2021-2022	Recreation
\$672.39	2021-2022	Parking Fees
\$2,274.46	2021-2022	Preschool
	2021-2022	Alphabest
	2021-2022	TMHS Intramurals

#### **\$131,256.70 SUB TOTAL - NON LEA FUNDS**

#### **LEA FUNDS**

\$1,406,701.72 2021-2022 School Department Account

\$1,406,701.72 SUB TOTAL - LEA FUNDS

\$1,537,958.42 TOTAL

# Superintendent/ Staff/School Committee Reports

# Consent Agenda

Department	<b>Current Location</b>	Current Phone	Relocation Address	Relocation Date
Department	Ourient Location	N N	TOO GUILOTT TURN GOOD	
Business Office	Center School	(978) 640-7800	Center Fire Station	TBD
	139 Pleasant St.		21 Town Hall Ave.	
Community Serv. & Grants	Center School	(978) 640-7800	TBD	TBD
	139 Pleasant St.			
Food & Nutrition Services	TMHS	(978) 640-7825	TMHS	Dec. 2021
	320 Pleasant St.		320 Pleasant St.	
Human Resources	Center School	(978) 640-7800	Center Fire Station	TBD
	139 Pleasant St.		21 Town Hall Ave.	TOTAL SECTION
IT & STEM Support Staff	TMHS	(978) 640-7825	TMHS	Dec. 2021
	320 Pleasant St.		320 Pleasant St.	
Maintenance	Center School	(978) 640-7800	Center Fire Station	TBD
	139 Pleasant St.		21 Town Hall Ave.	
Special Education	Center School	(978) 640-7825	TMHS	Feb. 28, 2022
Special Education	139 Pleasant St.	5 for Spec Ed	320 Pleasant St.	
		(070) 040 7000	Contan Fine Otation	TBD
Student & Family Support	Center School 139 Pleasant St.	(978) 640-7800	Center Fire Station 21 Town Hall Ave	טפו
Superintendent's Office	Center School	(978) 640-7800	Center Fire Station	TBD
& Curriculum Office	139 Pleasant St.		21 Town Hall Ave.	

AS OF FEBRUARY 24, 2022

# Old Business

# New Business