

## TEWKSBURY SCHOOL COMMITTEE AGENDA

**Meeting Date:** Wednesday, March 11, 2015 – Meeting #13  
**Meeting Type:** Regular Meeting / Executive Session (Non-public Session) – 6:30 p.m.  
Reconvene Regular Meeting – 7:00 p.m.

**Meeting Location:** Tewksbury Memorial High School Library  
320 Pleasant Street, Tewksbury, Massachusetts

### ANNOUNCEMENTS

The March 11, 2015 School Committee meeting will be televised and recorded.  
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 themselves.

#### A. CALL TO ORDER (6:30 p.m.)

#### B. EXECUTIVE SESSION – (6:30 p.m.)

##### Call to Enter into Executive Session

Continued discussion relative to collective bargaining with employee groups and individual employees and the strategy to be followed and/or continued ongoing litigation.

#### C. ADJOURN EXECUTIVE SESSION and RECONVENE REGULAR MEETING – (7:00 p.m.)

#### D. PLEDGE OF ALLEGIANCE

#### E. RECOGNITION

##### John W. Wynn Middle School Recognition

##### School National Geography Bee Winners

Ryan Smith – First Place (Qualified for State Bee)

Rosalyn Impink – Second Place

Amber Kelly – Third Place Winner

##### Project 351 Representative

Rosalyn Impink

##### Essay Contest Winners – Wreath Laying Ceremony at Arlington National Ceremony

Lauren Eysallene

Delaney Jackson

Marina Nelson

Jenna Wentworth

Alex Sousa (Alternate)

#### F. STUDENT REPRESENTATIVE REPORT

Grady Cashman

#### G. PRESENTATIONS

1. Kindergarten Report Card Presentation – Jan Fuller
2. Introduction of Three (3) New Elementary Principals for the Tewksbury Public Schools  
Mary "Terry" Gerrish – Loella F. Dewing Elementary School  
Felicia Wettstone – Heath Brook School  
Matthew Castonguay – Louise Davy Trahan School

#### H. CITIZEN'S FORUM (Citizens are asked to limit comments related to items on the agenda to five (5) minutes or ten (10) if spokesperson is representing a group concern.)

#### I. APPROVAL OF MINUTES

1. February 5, 2015, Regular Meeting Minutes
2. February 11, 2015, Regular Meeting Minutes
3. February 11, 2015, Executive Session Minutes

#### J. SUBMISSION AND PAYMENT OF BILL

1. Payroll Period Ending February 12, 2015 (\$1,130,822.65)
2. Payroll Period Ending February 26, 2015 (\$1,210,065.32)

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

TOWN CLERK  
BOARD OF REGISTRARS  
TEWKSBURY, MA  
15 MAR - 6 PM 2:36

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**L. SUPERINTENDENT & STAFF REPORTS**

**M. COMMITTEE REPORTS**

High School Building Committee  
Green Committee  
Tewksbury Education Foundation  
TSEPAC Executive Committee

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

**RESCIND**

**Policies to Rescind – Changes in Federal or State Law Rendered Policy Obsolete, Invalid or Replaced: Policy may no longer be relevant. Informational Reading March 11, 2015**

ACAB-R, Sexual Harassment Complaint Procedure; ACAB-R, Procedures for Processing Formal Complaints; ADA, Tewksbury Public Schools Mission Statement; ADB, School/Community Drug Policy; ADBA, Possession of Low/Non-Alcohol Beverages; ADC, Smoking on School Premises; ADD, Safe Schools; IJNDBA-R, Email Usage

**REVISE and/or ADOPT MASC**

**Policies Recommended for Revision to TPS Policy or Adopt MASC Policy. Informational Reading March 11, 2015**

AC, Nondiscrimination; ACA, Nondiscrimination on the Basis of Sex; ACAB, Sexual Harassment; ACE, Nondiscrimination on the Basis of Handicap; ADDA, Background Checks; ADDA-R, C.O.R.I Requirements; DJE, Bidding Requirements; GCCD, Domestic Violence Leave Policy; IJNDB, Acceptable Use Policy – Technology; IJNDB-R – Acceptable Use Policy – Technology (Administrative Procedures for Implementation); IJNDB-E, User Agreement For Participation in an Electronic Communications System IJNDC, School and District Web Pages; IJNDC-R, Web Site Guidelines and Procedures for Approval; IJNDD, Policy on Facebook and Social Networking Web Sites; JH, Student Absences and Excuses; JIC, Student Discipline; JII, Student Complaints and Grievances; JK, Student Conduct; KBBA-E, Notice to the Custodial Parent that the Non-Custodial Parent has Requested Student Records; LDA, Student Teaching and Internships

**O. OLD BUSINESS**

1. Massachusetts School Building Authority (MSBA) Required Form of Vote to Submit a Statement of Interest
  - a. Loella F. Dewing School
  - b. Heath Brook School
  - c. North Street School
  - d. Louise Davy Trahan School (Priority)
2. World Studies Textbook Adoption – Tewksbury Memorial High School: Holt McDougal - *World History: Patterns of Interaction*
3. Budget Review: Finance Committee Summary

**P. NEW BUSINESS**

1. School of Attendance Report
2. Town of Tewksbury Market Data Wage Survey
3. Expenses Due to Weather Conditions
4. WasteZero PAYT Programs
5. Administrator's 3-Year Contract: Matthew Castonguay (\$96,350), Principal of the Louise Davy Trahan Elementary School, effective July 1, 2015
6. Administrator's 3-Year Contract: Mary Gerrish (\$96,350), Principal of the Loella F. Dewing Elementary School, effective July 1, 2015
7. Administrator's 3-Year Contract: Felicia Wettstone (\$96,350), Principal of the Heath Brook School, effective July 1, 2015
8. School Year Calendar Survey - Massachusetts Association of School Superintendents
9. DESE Coordinated Program Review English Language Education (ELE): English Language Learner (ELL) Instructional Servicing Hours

**Q. SCHOOL COMMITTEE MATTERS OF INTEREST**

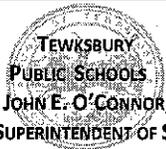
1. Superintendent Mid-year Review

**R. FUTURE SCHOOL COMMITTEE & FUTURE SUB-COMMITTEE MEETING DATES**

**S. HIGH SCHOOL BUILDING COMMITTEE MEETING DATES**

**T. FUTURE AGENDA ITEMS**

**U. ADJOURNMENT**



JOHN E. O'CONNOR, Ed.D.  
SUPERINTENDENT OF SCHOOLS

joconnor@tewksbury.k12.ma.us

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**Meeting Type & Time:** Regular Meeting #13 --\* 6:30 p.m.  
 (\*Executive Session 6:30/Regular Mtg. 7:00PM)  
**Meeting Location:** Tewksbury Memorial High School – Library

*Tewksbury School Committee*

Brian H. Dick, Chairperson, [briandick@verizon.net](mailto:briandick@verizon.net) ♦ Kristen M. Polimeno, Vice-Chairperson, [philandkristen@comcast.net](mailto:philandkristen@comcast.net)  
 James A. Cutelis, Clerk, [jcutelisattv@verizon.net](mailto:jcutelisattv@verizon.net) ♦ Lisa Puccia, [ljpuccia@gmail.com](mailto:ljpuccia@gmail.com) ♦ Dennis G. Francis [dgfrancis4@comcast.net](mailto:dgfrancis4@comcast.net)

TOWN CLERK  
 BOARD OF REGISTRARS  
 TEWKSBURY MA  
 6 MAR -6 PM 2:37

**CONSENT AGENDA**

**1. Correspondence**

- a. Massachusetts Association of School Committees(MASC): Upcoming Trainings – *Charting the Course*
- b. TMHS Varsity Cheerleaders – Thank you
- c. Massachusetts Association of School Superintendents (MASS) – New Massachusetts Parental Leave Act

**2. Enrollment Update**

March 3, 2015

**3. Personnel Items:**

**New Hires:** Matthew Castonguay (\$96,350), Three (3) year Contract, Principal, Louise Davy Trahan Elementary School, effective July 1, 2015; Mary Gerrish (\$96,350), Three (3) year Contract, Principal, Loella F. Dewing Elementary School, effective July 1, 2015; Felicia Wettstone (\$96,350), Three (3) year Contract, Principal, Heath Brook Elementary School, effective July 1, 2015; Katelyn Pacini (\$18,153, prorated), Classroom Instructional Aide, Tewksbury Memorial High School, effective March 23, 2015

**Appointments** – None

**Appendix B Athletics Position for the 2014-2015 School Year** – None

Mark Farnham (\$5,565), Boys Lacrosse Head Coach, Tewksbury Memorial High School

**Appendix B Co-Curricular Positions for the 2014-2015 School** – None

**Transfers** – None

**Resignations/Retirements** – Ashley Bolognese, Classroom Instructional Aide, Tewksbury Memorial High School, effective February 24, 2015; Kelly Burishkin, Chemistry Teacher, Tewksbury Memorial High School, effective June 15, 2015; Barbara Gillette Manna, Grade 6 Math Teacher, John W. Wynn Middle School, effective June 30, 2015

**Non-Renewal** – None

**Leave of Absences** – None

**4. Professional Development Conferences** – None

**5. Policy Review**

**Policies Reviewed Recommended to Adopt with No Changes – Informational Reading/Approve on Consent–March 11, 2015**

**Section A – Foundation & Basic Commitments:**

AA, School District Legal Status; AB, The People and Their School District; AD, Educational Philosophy; ADC, Smoking on School Premises; AE, Commitment to Accomplishment

**Section I Instructional Materials IJNDBA, Email Acceptable Usage Procedures**

**Section L – Education Agency Relations:** LA, Education Agency Relations Goals; LB, Relations With Other Schools and School Districts

**6. Acceptance of Donations/Gifts**

Ryan PAC donation of \$4,867.00 for the purchase of iPads.

**7. Fundraisers/Raffles** – None

**8. Acceptance of Grants** – None

**9. Field Trips: Overnight/Out-of-State** – None