



# Town of Littleton School Committee

33 Shattuck St. \* P.O. Box 1486 \* Littleton, MA 01460-4486 \* Phone: (978) 540-2500 \* Fax: (978) 486-9581 \* Website: [www.littletonps.org](http://www.littletonps.org)

DARYL BAKER, Vice Chair  
MATTHEW HUNT, Member

MIKE FONTANELLA, Chair

JENNIFER WILSON, Secretary  
ERICA PODGORNI, Member

**The Littleton School Committee will meet at the  
Littleton Police Department Community Room  
500 Great Road  
Thursday, December 13, 2018**

*Our mission is to foster a community of learners who strive for excellence and prepare each student to be a successful, contributing citizen in a global society.*

**\*\* \*A G E N D A\* \*\***

**7:00 I. ORGANIZATION**

1. Call to Order
2. Pledge of Allegiance
3. Consent Agenda
  - Minutes – November 29, 2018
  - Oath to Bills -  
and Payroll

**7:05 II. INTERESTED CITIZENS**

**7:10 III. RECOGNITION**

1. **LPS Girls' Cross Country State Champions:** *Mike Lynn, Athletic Director will recognize the girls on their XC State Championship.*
2. **Geri Lyn Ajemian Retirement:** *The School Committee will recognize Dr. Ajemian for her 12 years of service with the Littleton Public School as the Director of Curriculum.*
3. **Student Representative(s) Report:** *Student Representative(s), Kriti Sharma and/or Madelyn O'Meara will give a report of events for each school.*

**7:20 IV. PRESENTATION**

1. **LHS Pole Vault Project:** *Daryl Baker and Mike Lynn, Athletic Director will give an update on the LHS Pole Vault Project.*
2. **Snow Day Cancellation Pilot:** *School Principals and Dr. Ajemian will give an update on the Snow Day Cancellation Pilot.*
3. **MCAS Results Presentation of Spring 2018 District/School:**  
*Dr. Geri Lyn Ajemian - Director of Curriculum, Dr. John Harrington - LHS Principal, Cheryl Temple - LMS Principal and Scott Bazydlo - RSS Principal will give a presentation on the district/school results from the Spring 2018 MCAS testing.*

*It is the policy of the Littleton Public Schools not to discriminate on the basis of race, gender, religion, national origin, color, homelessness, sexual orientation, gender identity age or disability in its educational programs, services, activities or employment practices. Further information may be obtained by contacting Justine Muir, District Equity Coordinator at 978-540-2500, [jmuir@littletonps.org](mailto:jmuir@littletonps.org) or 33 Shattuck Street, P.O. Box 1486, Littleton, MA 01460.*

*Our mission is to foster a community of learners who strive for excellence and prepare each student to be a successful, contributing citizen in a global society.*

3. **2018 Next-Generation District & School Accountability System:**  
*Dr. Geri Lyn Ajemian, Director of Curriculum with give a presentation on the Massachusetts 2018 Next-Generation District & School Accountability System.*

**8:50 V. NEW BUSINESS**

1. Superintendent Educator Evaluation goals for the 2018/2019 school year.

**8:55 VI. INTERESTED CITIZENS**

**9:00 VII. SUBCOMMITTEE REPORTS**

1. **Budget Subcommittee:**  
2. **Policy Subcommittee:** (see LPS website to view all policies)

**Motion to approve the following revised Policies:**

*Policy ACE: Nondiscrimination on the Basis of Disability*

*Policy BDE: Subcommittees of the School Committee*

*Policy BDF: Advisory Committees to the School Committee*

*Policy FA: Facilities Development Goals*

**Motion to approve the following reviewed Policies with no recommended changes:**

*Policy ADC: Use of Tobacco Products on School Property*

*Policy BEDB: Agenda*

<http://www.littletonps.org/school-committee/school-committee-policies>

**9:05 VIII. ADJOURNMENT/EXECUTIVE SESSION**

**NEXT MEETING DATE**

**January 10, 2019**

**The Littleton School Committee will meet at the  
Littleton Police Department Community Room  
500 Great Road**

**WINTER BREAK**

**DECEMBER 24, 2018 – JANUARY 1, 2019**

*It is the policy of the Littleton Public Schools not to discriminate on the basis of race, gender, religion, national origin, color, homelessness, sexual orientation, gender identity age or disability in its educational programs, services, activities or employment practices. Further information may be obtained by contacting Justine Muir, District Equity Coordinator at 978-540-2500, [jmuir@littletonps.org](mailto:jmuir@littletonps.org) or 33 Shattuck Street, P.O. Box 1486, Littleton, MA 01460.*

*Our mission is to foster a community of learners who strive for excellence and prepare each student to be a successful, contributing citizen in a global society.*



# Town of Littleton School Committee

33 Shattuck St. \* P.O. Box 1486 \* Littleton, MA 01460-4486 \* Phone: (978) 540-2500 \* Fax: (978) 486-9581 \* Website: [www.littletonps.org](http://www.littletonps.org)

DARYL BAKER, Vice Chair  
MATTHEW HUNT, Member

MICHAEL FONTANELLA, Chair

JENNIFER WILSON, Secretary  
ERICA PODGORNI, Member

**SCHOOL COMMITTEE  
MINUTES  
November 29<sup>th</sup>, 2018  
7:00 PM**

**PRESENT:** Mike Fontanella  
Matthew Hunt  
Jennifer Wilson  
Erica Podgorni

**ALSO PRESENT:** Kelly Clenchy  
Steve Mark  
Bettina Corrow (7:03PM)  
Kriti Sharma (7:40PM)

**NOT PRESENT:** Daryl Baker

**CALL TO ORDER**

Mike Fontanella called the meeting to order at 7:00p.m.

On a motion by Matthew Hunt, and seconded by Jen Wilson, it was voted to approve the Oct. 25, 2018 consent agenda. (AYE: Unanimous). Motion carried.

**INTERESTED CITIZENS**

None

**RECOGNITION**

1. Superintendent Clenchy recognized The Mighty Oak Golf Classic, who has donated \$6,000 to the Littleton Public Schools. Each school will receive \$1,500 for technology enrichment.

On a motion by Matthew Hunt, and seconded by Jen Wilson, it was voted to approve the \$6,000 donation from the Mighty Oak Fund towards technology enrichment at each school. (AYE: Unanimous). Motion carried.

2. Mike Fontanella recognized LHS Class of 68. They have donated \$3,000 towards the Littleton Scholarship Trust and plan to continue over the years with further donations.

*It is the policy of the Littleton Public Schools not to discriminate on the basis of race, gender, religion, national origin, color, homelessness, sexual orientation, gender identity, age or disability in its educational programs, services, activities or employment practices. Further information may be obtained by contacting Justine Muir, District Equity Coordinator at 978-540-2500, [jmuir@littletonps.org](mailto:jmuir@littletonps.org) or 33 Shattuck Street, P.O. Box 1486, Littleton, MA 01460.*

*Our mission is to foster a community of learners who strive for excellence and prepare each student to be a successful, contributing citizen in a global society.*

- 35  
36 3. Kriti Sharma gave a brief overview of the activities taking place at the schools.  
37

38 **PRESENTATION.**

- 39 1. Principal Harrington asked the School Committee for their approval for the scheduled Lemkin Summit  
40 Trip to Washington DC in February 22-25, 2019.  
41

42 On a motion by Matthew Hunt, and seconded by Jen Wilson, it was voted to approve the scheduled  
43 Lemkin Summit Trip to Washington DC in February 22-25, 2019. (AYE: Unanimous). Motion carried.  
44

- 45 2. Julie Lord gave a brief overview of the Cross-District PD Day on Nov. 6<sup>th</sup>, 2018, which included  
46 participants from both Middle and High School. Keynote speaker was Allan November. They broke  
47 out to 15 Tech themed sessions. An overview of the break-out sessions are included in the packet.  
48 After lunch they held an un-conference session led by teacher participants on topics discussed during  
49 lunch  
50 Next year the district is playing with the idea of including K-12 faculty.  
51

- 52 3. Dr. Ajemian gave a brief overview of the Professional Development 2018-2019 School Year Calendar  
53 and the different initiative taking place during District-based PD days, which is a continuing focus on  
54 Marzano Research, The New Art & Science of teaching.  
55 Site-based PD's will occur during the Spring Early Release days and proposals are starting to surface  
56 from faculty to their building principal.  
57

- 58 4. Superintendent Clenchy announced that Dr. Ajemian has decided to retire on Dec. 21<sup>st</sup> of this year. Dr.  
59 Ajemian thanked the School Committee and Superintendent and mentioned that she has worked with  
60 certain members of the school committee and central office throughout her entire Littleton career.  
61

- 62 5. MassCUE update from Natalie Croteau, Shayna Garlisi and Heidi MacGregor. They presented a brief  
63 overview of the Conference and how many great classroom "tools" they walked away with not to  
64 mention the collaborations during the conference with other classroom and/or subject teachers.  
65

66 Natalie also gave a brief update on the technology update throughout the district. An overview of the  
67 updates is included in the packet.  
68

- 69 6. Steve Mark gave a brief overview of the proposed FY20 Capital Requests. This priority list will be  
70 submitted to the Town budget office.  
71

- 72 7. Financial Update. Steve Mark gave a brief update on the expenses. Spread sheet was included in the  
73 packet.  
74

75 **NEW BUSINESS**

- 76 1. Memorandum of Agreement Between the Parks, Recreation & Community Education Department,  
77 The School Committee and The Board of Selectmen of The Town of Littleton: Chair, Mike Fontanella  
78 will discuss the MOA between the Parks & Recreation, School Committee and the BOS for the Town  
79 of Littleton.  
80

81 **INTERESTED CITIZENS**

82 Mike Proulx – Supporting Additional SRO, especially at the Middle School. That way the SRO has a chance  
83 to get to know the students before they move on to the high school. He read a statement from a former  
84 student, who support adding another SRO to the staff and mentions all the benefits with a SRO visible at the  
85 schools at all times.  
86

87 Maggie Buckley – She has two students at Shaker Lane and supports adding another SRO to the district and  
88 having a more visible police officer at the Elementary schools. They have a great influence on the community  
89 and build a healthy relationship for younger students, who learn at an early age, who they can reach out to for  
90 help other than school faculty.

91  
92 Megan Rank – Spoke about how Dec. 14, 2012 and Sandy Hook has changed her outlook and that there is no  
93 greater priority than school safety. She asked if the district is reaching out to other district about how they  
94 conduct their safety drills. She also mentioned that a group of parents has started a petition for the additional  
95 SRO.

96  
97 Megan Rank on behalf of Rachel Blaine – Support adding another SRO to the schools.

98  
99 Erica Podgorni added that lots are being done to keep all students safe at the schools and that some of the  
100 initiatives may not be visible to the public but safety is always a priority.

101  
102 **SUBCOMMITTEE REPORTS**

103 1. PMBC: None

104  
105 2. Budget Subcommittee: FY2020 Initial Budget Analysis presented by Mike Fontanella. The Chairman  
106 went through the presentation and highlighted the projected increases and additional services/staffing.  
107 He gave a quick overview of Circuit Breaker reimbursement and how the State reimburses the year  
108 after services has taken place. He also went over the Kindergarten Tuition Free Full-Day Phase-In.  
109 The presentation is included in the packet. Further discussion will take place at another school  
110 committee meeting in January 2019.

111  
112 3. Safety and Security: None

113  
114 4. Policy Subcommittee: First Reading of Policy ACE, BDE, BDF, and FA

115  
116 First Reading of the following reviewed Policies

117  
118 ACE Nondiscrimination on the Basis of Disability  
119 BDE: Subcommittee of the School Committee  
120 BDF: Advisory Committees to the School Committee  
121 FA: Facilities Development Goals

122  
123 On a motion by Matthew Hunt, and seconded by Jen Wilson, it was voted to accept the first reading of the  
124 following policy ACE, BDE, BDF, and FA as reviewed and presented. (AYE: Unanimous). Motion  
125 carried.

126  
127 On a motion by Matthew Hunt, and seconded by Jen Wilson, it was voted to accept the first reading of the  
128 following policy BDE with a minor change to chairperson instead of chairman under bullet #2. (AYE:  
129 Unanimous). Motion carried.

130  
131 First Reading of the following reviewed Policies with no recommended changes

132  
133 ADC: Use of Tobacco Products on School Property  
134 BEDB: Agenda

135  
136 On a motion by Matthew Hunt, and seconded by Jen Wilson, it was voted to accept the first reading of the  
137 following policy ACE and BEDB as reviewed with no recommended changes as presented. (AYE:  
138 Unanimous). Motion carried.

139  
140 **ADJOURNMENT**

141 On a motion by Matthew Hunt, and seconded by Jennifer Wilson, it was voted to adjourn at 9:16. Roll Call  
142 Vote: Jennifer Wilson, AYE; Matthew Hunt, AYE; Erica Podgorni, AYE, and Mike Fontanella, AYE.

147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168

**NEXT MEETING DATE**  
**Thursday, December 13, 2018**  
**7:00PM**

**Littleton Police Department Community Room**

**DOCUMENTS AS PART OF MEETING**

- The Mighty Oak Fund letter
- Lemkin Summit letter
- Cross-District agenda Nov. 6, 2018
- Professional Development Calendar
- MassCUE update
- Financial Statement Report
- Memorandum of Agreement
- Fy2020 Initial Budget Analysis
- Policy ACE
- Policy BDE
- Policy BDF
- Policy FA
- Policy ADC
- Policy BEDB