



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



JEN GOLD, Vice Chair
STACY DESMARAIS, Member

JUSTIN MCCARTHY, Chair

BRAD AUSTIN, Clerk
BINAL PATEL, Member

School Committee Meeting Littleton Police Station Community Room 500 Great Road Hybrid March 30, 2023 7:00 PM

You are invited to a Zoom webinar.

When: Mar 30, 2023 07:00 PM Eastern Time (US and Canada)

Topic: School Committee meeting of Mar 30, 7p, 2023

Please click the link below to join the webinar:

<https://littletonma.zoom.us/j/84585083545?pwd=andhbXVhT2JSWWlUNncvcDBYVEpXUT09>

Webinar ID: 845 8508 3545

Passcode: 237652

Or One tap mobile :

US: +19292056099,,84585083545# or +13017158592,,84585083545#

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Webinar ID: 845 8508 3545

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VIDEO OR CALL WILL BE MUTED UPON JOINING MEETING.

Please use the "RAISE YOUR HAND" feature in the zoom meeting to ask to speak.

PARTICIPANTS/ATTENDEES ARE REMINDED THAT BY JOINING THIS MEETING THAT YOU CONSENT TO YOUR LIKENESS AND AUDIO BEING USED AND REBROADCAST BY LCTV

This Rebroadcast meeting can be viewed online at LCTV On-Demand at <https://littleton.vod.castus.tv/vod>

AGENDA

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.

7:00 I. ORGANIZATION

1. Call to Order
2. Pledge of Allegiance
3. Consent Agenda
 - Minutes – March 16, 2023
 - Oath to Bills and Payroll

7:05 II. INTERESTED CITIZENS

7:10 III. RECOGNITION

1. Student Representative(s) Report: Student Representative(s), will give a report of events for each school.
2. Other

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 Lyn Snow, District Equity Coordinator at 978-540-2500, lsnow@littletonps.org or 33 Shattuck Street, P.O. Box 1486, Littleton, MA 01460.

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7:15 IV. PRESENTATIONS

- 1. Superintendent's Report:** *Superintendent Kelly Clenchy will present a brief update*
- 2. Early Literacy Screener Update -** *Principal, Michelle Kane, will provide an update of the winter administration of the Early Literacy Screener.*
- 3. Bus and Athletic Fees:** *Continued discussion regarding the setting of fee structure for the 2023-2024 school year. Potential vote on increase in fee structures.*

7:50 V. INTERESTED CITIZENS

7:55 VI. SUBCOMMITTEE REPORTS

- 1. PMBC**
- 2. Budget Subcommittee**
- 3. Policy Subcommittee:** (see LPS website to view all policies)
<https://www.littletonps.org/school-committee/policies>

8:00 VII. ADJOURNMENT/EXECUTIVE SESSION

Motion to move into Executive Session for the purpose of Contract Negotiations with no intention to return to Open Session.

NEXT MEETING DATE

April 13, 2023

Littleton Police Department Community Room

7:00 PM

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SCHOOL COMMITTEE

MINUTES

March 16, 2023

7:00PM

PRESENT: Justin McCarthy
Brad Austin
Jen Gold
Stacy Desmarais
Binal Patel (7:10PM)

ALSO PRESENT: Kelly Clenchy
Steve Mark
Dorothy Mulone
Bettina Corrow

NOT PRESENT:

CALL TO ORDER

Justin McCarthy called the meeting to order at 7:00p.m.

On a motion by Brad Austin and seconded by Stacy Desmarais it was voted to approve the March 9, 2023, agenda as presented. (AYE: Unanimous).

INTERESTED CITIZENS

None

FY2024 BUDGET PUBLIC HEARING

Justin McCarthy gave a brief overview of the FY2024 budget and the individual cost center summary. Original Budget increase request: Steps and Lanes, Out of District Tuition, Student Transportation – OOD, and Operational Costs. Superintendent Clenchy gave a brief overview of the many accomplishments at all four schools.

Brad Austin – Before Covid we had Nature's Classroom and Washington DC, are these trips on the horizon again?

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Kelly Clenchy – We are looking at alternatives for these. The trip to Washington DC has gotten very expensive.
Jason Everhart – Last year we did a full day trip to NH ending with a dinner cruise for the 8th graders. It is a lot to ask our staff to be away from their families for four days as well.

Brad Austin – Looking forward to more information on MAP testing.. World Language; are we looking at introducing world language to the younger grades?

Kelly Clenchy – We had been talking about this before the pandemic. But it would be expensive to add another language teacher. And we are on such a time constraint. It could certainly help if we could introduce language at an earlier age, but we still have a hard time finding the necessary time for that instruction.

The School Committee members discussed the budget overall.

On a motion by Justin McCarthy and seconded by Brad Austin it was voted to approve the Total Town Appropriated Budget for the School Department of \$24,433,262, and an increase of School Revolving Fund Usage of \$4,035,602. For a Total FY 2024 School Department Budget of \$28,468,864 as presented. Roll Call Vote: Stacey Desmarais AYE; Brad Austin, AYE; Binal Patel, AYE; Justin McCarthy, AYE; and Jen Gold, AYE. (AYE: Unanimous).

The Chairman closed the Public Hearing on the FY24 Budget which was seconded by Jen Gold. Roll Call Vote: Stacey Desmarais AYE; Brad Austin, AYE; Binal Patel, AYE; Justin McCarthy, AYE; and Jen Gold, AYE. (AYE: Unanimous).

INTERESTED CITIZENS

None

ADJOURNMENT

On a motion by Justin McCarthy and seconded by Brad Austin it was voted to adjourn at 8:12PM to go into Executive Session for the purpose of contract negotiation discussion with no intention to return to Open Session. Roll Call Vote: Brad Austin, AYE; Justin McCarthy, AYE; Jen Gold, AYE; Binal Patel, AYE; and Stacy Desmarais, AYE.

NEXT MEETING DATE

March 30, 2023

7:00PM

DOCUMENTS AS PART OF MEETING

Budget FY2024

Superintendent's Report, March 30, 2023

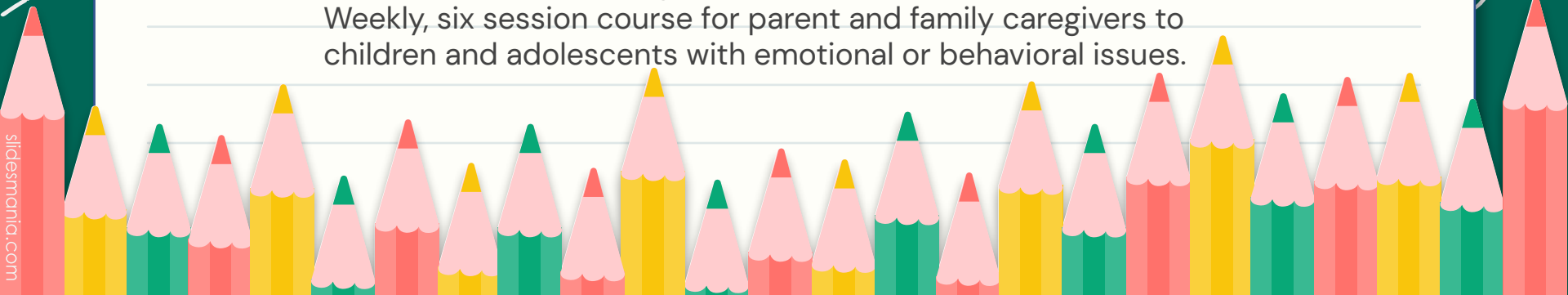
- Winter Sports Season– Spring Sports Season update

- **Linewize–Online Safety and Digital Wellness Webinar**

Tuesday, March 28th, areas of focus included: 8 key online safety risks children face today, practical strategies to reduce these risks, and the ABC approach to setting up your home for online safety, Q&A.

- **NAMI (National Alliance on Mental Illness): Free course for families**

Join on Tuesdays, starting 4/11 via Zoom for NAMI Basics, a free Weekly, six session course for parent and family caregivers to children and adolescents with emotional or behavioral issues.



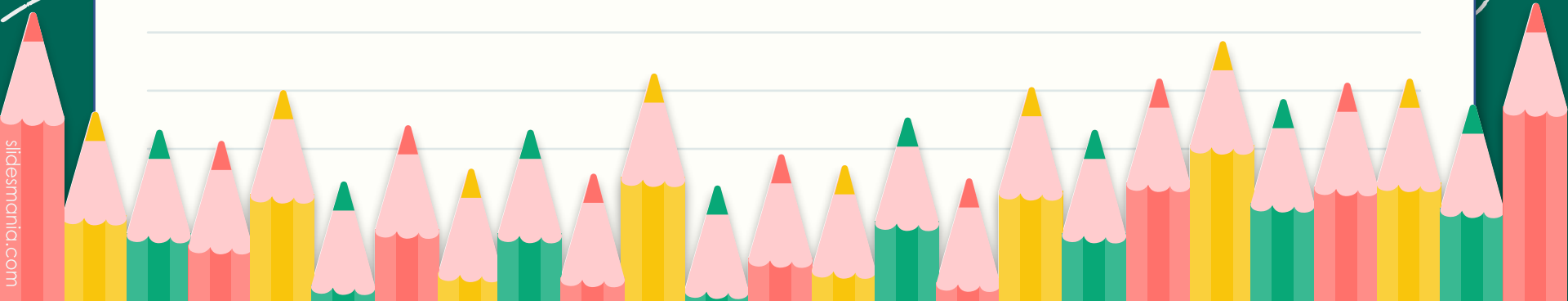
Superintendent's Report, March 30, 2023

- **Indian Hill Building Update**

Met with OPM on Tuesday to determine scope of work and timelines

- **Shaker Lane Building Project**

Have applied to enter phase 2 of the project-Feasibility Study. We will be attending MSBA's April 26, 2023 Board Meeting



Superintendent's Report, March 30, 2023

- **Superintendent's Evaluation**

Scheduled for the April 13th School Committee Meeting.

- **Partnership with Littleton Police Department.**

Rhett, the newest member of the Littleton Police Department, is a six-year-old chocolate lab who is working on his certification to become a comfort dog. Rhett is the personal pet of Detective Megan Wodzinski, who is the school resource officer and offered to get him certified for the comfort program. Welcome Rhett!





Online Safety and Digital Wellness Webinar - March 28th @ 7:00 PM

Kelly Clenchy <kclenchy@littletonps.org>
To: Kelly Clenchy <kclenchy@littletonps.org>

Mon, Mar 27, 2023 at 12:24 PM

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

From: Meredith Perry <mperry@littletonps.org>
Date: Tue, Mar 21, 2023 at 9:52 AM
Subject: Online Safety and Digital Wellness Webinar - March 28th @ 7:00 PM
To: Natalie Croteau <ncroteau@littletonps.org>

Littleton Public Schools has partnered with Linewize by Family Zone, a leading education technology company, to provide our school communities with the highest quality of online safety and digital wellness education. We are excited to have this opportunity to invite you to our district's *live* parent webinar with psychologist and Linewize's Director of Community Engagement, Teodora Pavkovic.

A renowned online safety and digital wellness expert, Teodora will be walking you through our district's Online Safety Hub <https://littletonps.onlinesafetyhub.io/parent/home> and showing you exactly how to use it as a key resource for any of your digital parenting questions.

During this session you will also learn:

- The 8 key online safety risks children face today
- Practical strategies to reduce these risks
- The ABC approach to setting up your home for online safety

Teodora will dedicate the last segment of her presentation to your live questions. If you would like to send Teodora your questions in advance, please contact Assistant Principal, Matt LeVangie at mlevangie@littletonps.org.

Date: **Tuesday March 28th at 7pm EST**

Please use this link to register and join us live for this important event. YOU MUST REGISTER TO ATTEND.

https://familyzone.zoom.us/webinar/register/WN_E714ddXFRhmPri50zP2Pkg

**Free Course
for Parents of Youth
with Mental Health Conditions**



Join us on **Tuesdays, starting 4/11** via Zoom for NAMI Basics, a free, weekly, six session course for parents and family caregivers of children and adolescents with emotional or behavioral issues.

It provides critical strategies for taking care of your child and learning the ropes of recovery.

Visit namimass.org/nami-basics to learn more.

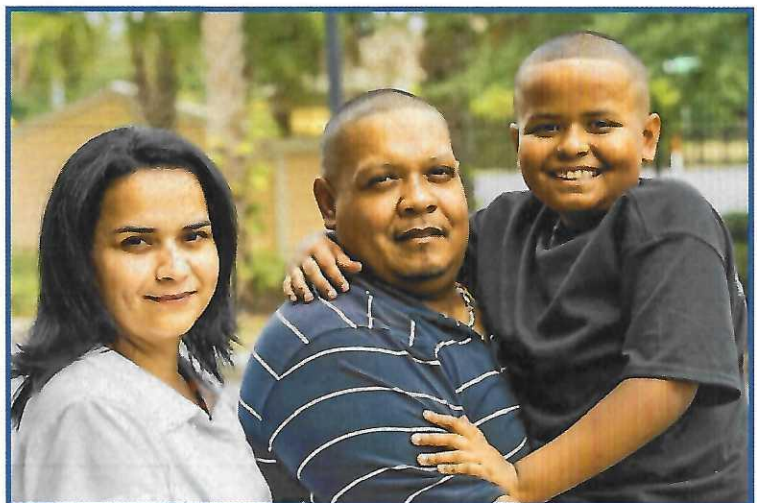
Registration is Required

TUESDAYS, starting April 11th
6:30 pm – 9:00 pm via Zoom

To register contact:

- Dee at deefebba@comcast.net
or 978-697-3341
- Sharon at dunshar@gmail.com
or 978-857-5363

This course is open to anyone
in Massachusetts.



Littleton Police Department

Matthew J. Pinard,
Chief of Police

500 Great Road

Littleton, MA 01460



FOR IMMEDIATE RELEASE

Monday, March 27, 2023

Contact: Jordan Mayblum

Phone: 617-993-0003

Email: jordan@jgpr.net

Littleton Police Department Welcomes New Comfort Dog



Little Police Department's newest member, comfort dog Rhett will be available in the school district for emotional support for students and staff after his certification process is complete. (Photo Courtesy of the Littleton Police Department)

LITTLETON — Chief Matthew Pinard and the Littleton Police Department are pleased to announce that their department has grown by four paws.

Rhett, the newest member of the Littleton Police Department, is a six-year-old chocolate lab who is working on his certification to become a comfort dog. Rhett is the personal pet of Detective Megan Wodzinski, who is the school resource officer and offered to get him certified for the comfort program.

Rhett and Detective Wodzinski have attended several basic trainings and have been given the green light to start his on-the-job training. As part of the training, Rhett will be observed over the course of 10 visits by the Alliance of Therapy Dogs to be a fully certified Canine Good Citizen.

"Our goal with promoting Rhett to a comfort dog in the department is two-fold," Chief Pinard said. "We hope the program will offer emotional support and comfort for students and staff in the schools, as well as provides another opportunity for us to connect with our community."

Comfort dogs have been shown to reduce stress, anxiety and feelings of loneliness. They can also serve as a calming presence in times of crisis or trauma. The comfort dog program aims to provide emotional support and comfort to students, staff and the school community. Rhett will be regularly accessible to all schools and age groups in the district, and can be available even on days that he is not physically present in the schools.

"Rhett has always had an air of comfort and love that surrounds him," Detective Wodzinski said. "The idea to get him certified and let him give all that love to students and staff is one that we hope benefits everyone who needs support in our district."

To learn more about the importance of comfort dogs and the Alliance of Therapy Dogs, [click here](#).

###



Detective Megan Wodzinski and her personal chocolate lab, Rhett, have begun the comfort dog certification process. (Photo Courtesy of the Littleton Police Department)

A message from the Littleton Police Department

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John Guilfoil Public Relations LLC

8 Prospect St.

Georgetown, MA 01833

617-993-0003

[illegible]

1. OUR DATA

EARLY LITERACY SCREENER

Fall 2021	Winter 2022	Fall 2022	Winter 2023
Kindergarten & Transitional 16 Hi-risk 24 Moderate risk	Kindergarten & Transitional 14 Hi-risk 28 Moderate risk	Kindergarten & Transitional 33 Hi-risk 32 Moderate risk	Kindergarten & Transitional 17 Hi-risk 19 Moderate risk
Grade 1 12 Hi-risk 14 Moderate risk	Grade 1 10 Hi-risk 16 Moderate risk	Grade 1 21 Hi-risk 9 Moderate risk	Grade 1 11 Hi-risk 14 Moderate risk
Grade 2 6 Hi-risk 9 Moderate risk	Grade 2 4 Hi-risk 10 Moderate risk	Grade 2 12 Hi-risk 14 Moderate risk	Grade 2 3 Hi-risk 7 Moderate risk

Yellow=same cohort
 Green=same cohort
 Orange=single data

2. AFTER THE WINTER SCREENER

WHAT IS HAPPENING NOW...

- READING DATA MEETINGS
 - STUDENTS IDENTIFIED FOR TIER 2 & 3 SUPPORT
 - READING SPECIALISTS
 - CLASSROOM TEACHERS
 - GOAL SETTING & PROGRESS MONITORING
- MARCH CHECK-IN



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Littleton Public Schools

Town of Littleton, MA

Summary of student fees, and options
for increased fees for the following:

Athletics
Bus Fees

Target = \$100,000 in additional fees to help mitigate the increased
bus contract to two tiered routes using 14 buses

March 2023



Littleton Public Schools

Increase Fee Proposal

Effective FY 2024
(September 2023)

March 2023

Summary of Fee Increases to reach target of
\$100,000 in additional fee revenue:

<u>Fee Increase</u>	<u>Additional Revenues</u>
Bus fee increase	
From \$225 to \$325	\$50,000
(Bus family cap at 3 students , \$975)	
Elimination of Athletic Family Cap	\$19,250
Increase of Athletic Fee	
From \$200 to \$250	\$33,900
Total Estimated Additional Revenues	<hr/> \$103,150

Current Transportation Fees:

Students K-6 over 2 miles - no fee

Grades K-6 under 2 miles to school - Fee

Students Grades 7-12 - Fee

Fees are waived for Free and Reduced students.

Bus Fees:

Current: \$225 per student,
Family Cap of \$675 (3 students)

Late registration fee = \$25/student, exempt from cap

Comparative Data:

Carlisle: \$395/student, \$197.5 per student after

Chelmsford: \$225/student, family cap \$500

Harvard: \$225/student, family cap \$600

Maynard: \$270 first, \$220 per student after

Westford: \$350/student, family cap \$850

Littleton Annual Bus Revenues to help offset
transportation costs averages approx \$100,000 -
\$120,000 year

Potential Cost of Bus Contract 2024-2028 (year 1)

Current 3 tiered = \$763,020

Proposed 2 Tier = \$1,247,000

Increase Proposal Bus Fees

Approx 500 students pay the fee, grade k-12

Approx 650 are not required to pay fee, k-12

Total riders on buses = approx 1,150 and
fluctuates annually based on students needs

Current Fee	\$225
Average # riders who pay fee	500

Estimated

		Additional	
Increase fee to:	\$ inc/student	% inc	revenue
\$350	\$125	55%	\$62,500
\$325	\$100	44%	\$50,000
\$300	\$75	33%	\$37,500
\$275	\$50	22%	\$25,000
\$250	\$25	11%	\$12,500

Propose keep family cap at 3 riders per family

Increase Fee Proposal for Athletics

Approx 678 students participate during the
21-22 school year.

Current Fee Structure - Athletics

\$200/student per sport

Family Cap = \$550/Family (excludes coop other fees,
hockey, skiing, crew, etc)

97 participants did not pay \$50 due to family cap
Represents \$4,850 in unclaimed fees

72 participants did not pay \$200 due to family cap
Represents \$14,400 in unclaimed fees

History of Fees Collected: Average = \$121,633
(excludes Fy21 covid)

Fy 17	\$134,680
Fy 18	\$136,721
Fy 19	\$127,915
Fy 20	\$90,488 partial covid
Fy 21	\$84,615 covid
Fy 22	\$118,363

Increase Fee Proposal for Athletics

Current Athletic Fee	\$200
# Student Participants (fy22)	678

Estimated

Additional

Increase fee to:	\$ inc/student	% inc	revenue
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\$225	\$25	13%	\$16,950
\$250	\$50	25%	\$33,900
\$275	\$75	38%	\$50,850
\$300	\$100	50%	\$67,800

See page for Midwatch League Towns rates and fee structure

Littleton Public Schools

Alternative Fee Increase Proposal \$50,000

Effective FY 2024

(September 2023)

March 2023

Summary of Fee Increases to reach target of
\$50,000 in additional fee revenue:

<u>Fee Increase</u>	<u>Additional Revenues</u>
Bus fee increase From \$225 to \$250	\$12,500
Elimination of Athletic Family Cap	\$19,250
Increase of Athletic Fee From \$200 to \$225	\$16,950
Total Estimated Additional Revenues	<hr/> \$ 48,700

(If Athletic Family cap is not eliminated, then it should be in
some x multiple of the athletic fee, ie 3,4,5, etc.)

Summary of Fee Increase Options

(assumes elimination of Athletic Family cap)

	\$50,000 option	\$75,000 Option	\$100,000 option
Bus Fees (family cap =3)	\$250/student	\$275/student	\$325/student
Athletic Fees	\$225/sport	\$250/sport	\$250/Sport

Athletic Family Cap - Current Cap = \$550, or 2.75 x current per sport fee

Option: Keep Cap , but make it a multiple of the fees, ie 4,5,6, etc. x the per sport fee.

Financial impact unknown at this time, but would be between \$0 and \$19k/annually

Note: Coop fees and hockey surcharge fees are not subject to the family cap

Thank you

Questions?

School				
Algonquin	200/season	900 Family cap		
Ayer Shirley	200/year Soccer V/JV \$325 FH V/JV \$325	100/MS 600/family cap V/JV B/G Basketball \$395 Swim Team \$370	V/JV B/G Lax \$325 V/JV Softball/Baseball \$340	
Bromfield	XG \$260 Golf \$360 MS FH/Soccer \$300	Ski Team \$360 B/G Indoor Track \$280 MS B/G Basketball \$300	Outdoor Track \$280 Tennis B/G \$325 MS Baseball/Softball \$300	
Clinton	No Athletics Fee			
Fitchburg	50/season	70% are waived		
Gardner	No Athletics Fee GD is \$400.00 per sport, per season. \$1,200.00 Family Cap for HS athletes. MS is \$210.00 per sport, per season. \$1,000.00 Family Cap for MS athletes.			
Groton Dunstable	We do not combine HS and MS to reach a Family Cap. Ice Hockey is \$500.00 per season, plus an assessment of practice ice costs. This brings the overall fee into the \$750.00 range. Alpine Ski is always \$150.00 over the determined Season Pass at Nashoba Valley Ski Area. Last year a Seasons Pass was \$375.00 + \$150.00 = \$525.00 Refunds are issued prior to the 1st game of the season or when a season ending injury occurs within the first few weeks of the season.			
Hudson	125/ sport no cap	Hockey - 250		
Leominster	\$150 Per Sport Waived in 2022	\$75 Reduced Lunch and Second Child Waived 2022	\$50 Free Lunch Waived in 2022	\$250 for Hockey
Littleton	200 per sport	550 family max	425 surcharge for ice hockey	
Lunenburg	\$225 per sport per season, a second child in the same season is \$115, and \$6 for a 3rd- \$400 per season max. Ice hockey pays additional fees for ice time etc.			
Marlborough	\$0	\$0		
Maynard	400/per year	200/other children no cap.	1/4 fee Families that meet Federal Income guidelines	
Murdock	\$0		\$0	\$0
Narragansett	\$150.00/ \$30.00 (free or reduced)	\$600 family max		
Nashoba	1st Sport \$175 / 2nd Sport \$150 / 3rd Sport \$125 \$900 family cap	\$900 family cap (extra fees do not count towards cap) Hockey, skiing, and swimming have extra fees (pool time, ice time, and ski tickets)	MS = \$55 per sport (**Looking to increase for FY24)	
North Middlesex	\$190 Everything \$390 Hockey (Likely to go up to \$250 & \$500 next year)			
Oakmont	285 / sport	no cap		
Quabbin	\$0 for 2020-2021			
Shepherd Hill	\$150/sport	\$500 family max	free & reduced waived	
Shrewsbury	\$325	\$975 family max	Free & reduced \$50/\$150	
Tahanto	250/sport	600 family max	free waived	
Tyngsborough	300/200/100	1st/2nd/3rd sport no cap	2020 4th sport is free	
Wachusett	\$250	\$350 family max	Reduced Lunch \$175	
West Boylston	\$225 per sport	Family cap of \$750; 225/125 second student-athlete in same season	Reduced Lunch \$60, Free lunch fee is waived	
Westborough	200	\$600 cap		
Other Schools				
Auburn	None			
Grafton	None			
Millbury	None			
Northbridge	250 / sport	no cap		
Southbridge	None			
Quabog	75 / year	150 cap		
Tantasqua	None			
Bartlett	None			
Leicester HS	HS, 100 / sport	300 cap	free & reduced waived	
Leicester MS	MS, 75 / sport	225 cap	free & reduced waived	