



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

JUSTIN MCCARTHY, Vice Chair
BRAD AUSTIN, Member

MATTHEW HUNT, Chair

TIMALYN RASSIAS, Secretary
JEN GOLD, Member

SCHOOL COMMITTEE MEETING

June 17, 2021

7:00 p.m.

Littleton Fire Department

20 Foster Street

FULL IN-PERSON MEETING

or

Please click the link below to join the webinar:

<https://littletonma.zoom.us/j/99440196078?pwd=SkF3bnBSUklrekIvSONibURGcWtwZz09>

Passcode: 624910

Or One tap mobile :

US: +13017158592,,99440196078# or +13126266799,,99440196078#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833

Webinar ID: 994 4019 6078

International numbers available: <https://littletonma.zoom.us/j/99440196078?pwd=SkF3bnBSUklrekIvSONibURGcWtwZz09>

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

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.

6:45 ORGANIZATION **1. Call to Order**

6:50 EXECUTIVE SESSION **1. Motion to move into Executive Session for the purpose of contract negotiations **with intention** to return to Open Session.**

7:00 I. ORGANIZATION **1. Open Session** **2. Consent Agenda** -Minutes – June 3, 2021 -Oath to Bills - and Payroll

7:05 II. INTERESTED CITIZENS

7:10 III. RECOGNITION **1. 2021-2022 Student Representative to the School Committee:** Superintendent Kelly Clenchy will recognize HS up and coming Senior Madison Shufrin as the School Committee Student Representative for the 2021-2022 school year.

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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2. **Artwork for 2020 Town Report:** Russell Street Student Maddie Colson received an award at the Annual Town Meeting for her Art Work that had been chosen for the cover of the 2020 Town Report.
3. **Retiree's:** *Superintendent Kelly Clenchy will recognize the 2020-2021 retirees from Littleton Public Schools.*

7:15 IV. OLD BUSINESS

1. **2021-2022 School Calendar:** Superintendent Kelly Clenchy will ask the School Committee for approval to change the date of the recognized Holiday Yom Kippur from September 15, 2021 to September 16, 2021 on the recently approved 2021-2022 School Calendar.
2. **2021-2022 School Committee Calendar:** School Committee to approve the change of date on the 2021-2011 School Committee Calendar for the August retreat.

7:20 V. NEW BUSINESS

1. **MASC/MASS Joint Conference 2021:** *Superintendent Clenchy will give an overview of the 2021 MASC/MASS conference to be held in November 2021. Early Registration July 2021 for all SC members interested in attending.*
2. **LEA MOA:** *SC will vote on the proposed MOA that encompasses the salary increases for the 2021-2022 year.*

7:25 VI. PRESENTATION

1. **Handbook Changes:** *No requests for Handbook updates for the 2021-2022 school year.*
2. **School Start Times:** *The School Committee, School Start Time sub-committee will have a brief discussion regarding school start times.*
3. **High School Bell Schedule 2021-2022:** *Assistant Principal Keith Comeau will give a presentation on the 2021-2022 Bell Schedule.*

7:45 VII. INTERESTED CITIZENS

7:55 VIII. SUBCOMMITTEE REPORTS

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

Motion to accept 2nd reading of the following REVIEWED policies:

BA – SCHOOL COMMITTEE OPERATION GOALS

BB – SCHOOL COMMITTEE LEGAL STATUS

BBA – SCHOOL COMMITTEE POWERS AND DUTIES

8:00 IX. ADJOURNMENT/EXECUTIVE SESSION

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

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SCHOOL COMMITTEE MINUTES June 3, 2021 7:00PM

PRESENT: Matthew Hunt
Brad Austin
Justin McCarthy
Timalyn Rassias
Jen Gold

ALSO PRESENT: Kelly Clenchy
Steve Mark
Dorothy Mulone
Bettina Corrow

NOT PRESENT:

CALL TO ORDER

Matthew Hunt called the meeting to order at 7:00p.m.

On a motion by Justin McCarthy and seconded by Timalyn Rassias it was voted to approve the May 20th, 2021, consent agenda as presented. (AYE: Unanimous). Motion carried.

Roll Call Vote: Matthew Hunt, AYE; Brad Austin, AYE; Justin McCarthy, AYE; Jen Gold, AYE; and Timalyn Rassias, AYE.

INTERESTED CITIZENS

None

RECOGNITION

1. Superintendent Clenchy recognized Dave Riley, our District Energy Manager. He is the recipient of the Lifetime Achievement award awarded by Project Green School. He has been with Littleton Public Schools for close to 50 years!
2. Superintendent Clenchy Congratulated the Senior Class of 2021.
3. Elizabeth Steele recognized the High School Students who have earned the Seal of Biliteracy.

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NEW BUSINESS

1. **DESE 2021 – 2022 Preliminary Opening Requirements:** Superintendent Clenchy presented the updated DESE Preliminary opening requirements for the 2021-2022 School Year.

- 1. Health and safety requirements issued by DESE will be lifted**

With the State of Emergency ending June 15, 2021, and as COVID-19 cases, hospitalizations, and deaths continue to fall as vaccination rates increase, for the fall, all districts and schools will be required to be in-person, full-time, five days a week and all DESE health and safety requirements will be lifted. This includes all physical distancing requirements.

DESE encourages schools to maintain ventilation upgrades from this past year as feasible, continue hand hygiene practices, and extend policies that encourage students and staff to continue to stay home when sick.

All current DESE guidance will be archived on the DESE website. Districts and schools may continue to refer to this guidance as helpful.

We will collaborate with the Department of Public Health (DPH) to issue any additional health and safety recommendations (e.g. masks for elementary school students) over the summer, and will provide any updates to districts and schools as we receive them.

- 2. Districts will no longer be able to offer remote learning as a standard learning model**

As noted above, districts and schools will be required to be in-person, full-time, five days a week this fall. Pathways that existed prior to the pandemic for offering virtual learning to individual students in limited cases will remain available to districts and schools. These include home/hospital tutoring programs due to a documented medical condition, single district virtual schools, and other narrow circumstances. DESE will share more information on these pathways on a webinar in early June.

Brad Austin – I am surprised these guidelines came out this early, but I am very encouraged by this news. I am assigned to the sub-committee for Opening Schools. Will a task force be necessary for this coming school year?

Kelly Clenchy – I do think that we will need some sort of a task force to prepare for the new school year. We need some time to reflect on this past year.

Matthew Hunt – A lot of positives have come from this news.

PRESENTATION

1. **State/Local/Public Health Metrics:** Matthew Hunt provided a presentation on the State/Local/Public Health Metrics. The data presented was through June 3, 2021.
Test positivity rate is now at 0.72% in Littleton. Littleton's rate is 2.9 per 100K. Littleton had 4 new cases and Littleton is in grey now. Within the four schools all pools from the pooled testing have been negative.
2. **PTA Presentation:** PTA Member Rebecca Lewis gave a brief presentation on the various activities and events that the PTA has provided to all schools during the 2020-2021 school year. An overview was included in the packet.
The School Committee members thanked the PTA for all the work they have done throughout the year.
3. **Littleton Youth Lacrosse Storage Shed:** Business Manager Steve Mark and Youth Lacrosse representative JR Teto discussed the Youth Lacrosse building a storage shed on school property near Alumni Field. An overview of the project as well as features and location were included in the packet.

OVERVIEW

- 1. Project Background and Description**

Proposal Background

Littleton Youth Lacrosse is proposing the building of a storage shed for the purpose of storing all equipment that is needed to support our program. Currently we rent a space in town (private storage) and

it's very inconvenient to retrieve our equipment, but it's also very costly for our program. This takes away from monies we can use to provide the kids with the best possible equipment and training, which is a fiscally more prudent way of managing our program.

2. Project Scope

The scope of the project is straightforward. We are looking to erect a storage shed that will keep our equipment close to Alumni field as that is where 90% of our practices and home games take place. It's a spot that is equidistant between the Middle School and Russell St where some practices (and min) games are played too. This will enable our coaches to retrieve supplies and equipment needed to run practices and games on all 3 fields. Furthermore, it's not on the alumni field (similar to softball/baseball). It is on the grass area adjacent to the field next to the parking lot (see image below). Storage will be used for items including but not limited to: Balls, Sticks, Goalie equipment, medical supplies like ice packs and bandages, extra netting, Coaches bags, creases, etc. The only item that cannot fit into a standard shed are the physical goals. They will continue to be kept in the storage container due to the sheer sizes of the nets.

3. High-Level Requirements

We will hire a company who will deliver and erect the shed on site. This will not require a permanent slab and will be placed on non-permanent blocks. We feel in the event it ever needs to be moved by the school, we should have the ability to do so.

Brad Austin – Why are you presenting to School Committee? Do you need approval from us?

JR Teto – Because it is on school property, we need to seek approval.

Justin McCarthy – Is the existing container still there? Who needs to move it?

JR Teto – As of right now, we are storing the lacrosse nets inside of it. So, it does still serve a purpose.

Kelly Clenchy – I do think we need to look into the storage container and find out if it is still usable. Any storage containers that we have on school grounds we should keep up.

On a motion by Timalyn Rassias and seconded by Jen Gold it was voted to approve the Littleton Youth Lacrosse Shed Proposal as presented. (AYE: Unanimous). Motion carried.

Roll Call Vote: Matthew Hunt, AYE; Brad Austin, AYE; Justin McCarthy, AYE; Jen Gold, AYE; and Timalyn Rassias, AYE.

4. School Improvement Plan update from Russell Street School and Littleton Middle School.

Littleton Middle School accomplishments 2020-2021 was presented by Principal Jason Everhart.

Curriculum, Instruction, & Assessment

- Calibrating scope and sequence for hybrid learning
- Emphasis on project-based learning and reduced homework
- Examination of content for representation and cultural awareness
- Scheduled 80-minute Unified Arts blocks

Professional Development

- Staff meetings dedicated to cultural proficiency
 - examination of current lessons & units for increased representation
 - using required texts as a springboard for discussions on race and equity
- Time for staff to learn the technology of hybrid teaching
- Teacher-led PD sessions

Community & Communication

- Weekend Update
- Regular communication about school events

- Virtual events
 - Town hall meetings
 - conferences
 - IEP/service delivery meetings
- Outreach
 - teachers and staff consistently communicate with families regarding student health and happiness
 - technology support

Climate & Culture

- PTA-sponsored events
 - Pizza truck to kick off the year
 - Cookie truck for mid-year treats
 - Staff appreciation
- Well-Being Committee
 - Work in progress
 - Will continue next year
- Student focus groups
 - Current state of mental health & happiness
 - Race & Equity
- Grade-level team meetings

Technology

- Teaching in the hybrid classroom
 - proficiency with Google Meet, Google Classroom
 - implementation of many other programs designed to support student learning.
- Expansion of technology for MAP assessments
 - whole-school tests completed in one day
 - less disruption to routines, classwork
- Increased virtual meetings to allow for more frequent communication and representation.

Timalyn Rassias – Being a middle school parent, I just wanted to say thank you. Middle School is a tough age, but you made it very enjoyable. All the communication you provided was wonderful. We never had to go and dig for information.

Brad Austin – I really appreciate your approach and seeing how you are moving forward and which best practices you will continue using. I believe the longer blocks in middle and high school is such a benefit for both students and faculty.

Jason Everhart – When you are looking at change, we look ahead as well. We did not just want to change because of the pandemic but we wanted to make changes for the better and keep the changes going forward.

Jen Gold – I hear you are saying less focus on homework. I am old school, and I was used to having 2-hours of homework. I want to keep an eye on this and maybe have a discussion later on this topic.

Jason Everhart – It is a process. But we will continue to have these discussions around this topic. Homework needs to be meaningful.

Matthew Hunt – I am looking forward to continuing the conversation around homework. I also want to thank the Middle School staff for the excellent work done this year.

Russell Street School accomplishments 2020-2021 was presented by Principal Cheryl Temple.

Curriculum, Instruction, & Assessment

*Common planning to coordinate hybrid/remote.

*Common assessments

- *Daily synchronous instruction
- *Unified Arts curriculum delivery (different model)
- *Piloting Lucy Calkins writing curriculum.
- *Piloting Foundations math curriculum
- *Potato Hill Poetry - Gr. 3 and Gr. 4
- *Historical Society - Gr. 3 - in-person/outdoors
- *Lowell Mills - Gr. 4 – virtual

Professional Development

- *Cultural Proficiency
- *Trauma Informed Instruction
- *Building-based PD
- *Additional activities with staff to practice cultural proficiency during staff meetings.
- *Lucy Calkins PD - spring
- *Foundations PD – spring

Community & Communication

- *Weekend Update
- *Twitter
- *Hosted parent forums - learning models
- *Kindness Week - Loaves & Fishes, COA
- *Rotary - Dictionary Project Gr. 3
- *Littleton Country Gardeners, Light and Water, Shade
- Tree Committee - Arbor Day Project Gr. 3
- *Student Interns - Collaboration with LHS
- *SEPAC - Representatives for RSS

Climate & Culture

- *Family STEM Nights for math and literacy. Pass the Pepper, Make Every Frog Count, Litterati Litter Campaign
- *Remote Pick-Up Station
- *Activities for staff - walking club, drum circle, clay project, read aloud, hiking club.
- *PTA activities - supplies for students, funded supplies for teachers, snacks for staff, BINGO Night, Virtual Dance
- Party, book fairs, Amazing Hero Art
- *Spirit Week
- *Panera lunches for staff

Technology

- *1-1 Chromebooks for students
- *Document cameras for staff
- *New monitors for some classrooms - on-going project
- *Apps/tools to assist with remote learning.
- *On-going tutorials and PD opportunities for teachers
- *Large flat screen TVs donated.

Looking Ahead

- *Focus on...
- Social/emotional needs
- Monitoring student growth - remediate skill deficits.
- Cultural Proficiency
- What is beneficial from our COVID response model that will still be beneficial in the fall?

Timalyn Rassias – Thanked the staff at Russell Street. Very pleased to hear that we were supporting each other this year especially.

Brad Austin – Happy that the historical virtual field trips were happening. Will you be able to find ways to continue to use all this technology going forward, especially the doc cameras?

Cheryl Temple – Everyone has said that they will continue to use the technology we have implemented in the classrooms this year.

Jen Gold – I will echo what Brad said about the historical virtual field trips. It is so important that the students learn about our local history.

Justin McCarthy – Thank you for everything you did. I am sure we have learned a lot and can use some of these new ideas going forward.

5. **List of Colleges 2021 HS Graduates attending:** Superintendent Clenchy presented a summary of the various universities and colleges that our 2021 HS Graduates will be attending. The summary list was included in the packet.

6. **School Start Times:** The School Committee had a brief discussion on school start times and determined whether this is something that they would like to pursue further.

Jen Gold – This is a very interesting topic to discuss. Could we put together some sort of baseline research.

Matthew Hunt – Some research was done by prior school committee members before I got onboard. We could reach out to other districts, who have changed their school start time. This might be something we can discuss at our School Committee retreat in August.

Kelly Clenchy – I would recommend bringing in a consultant to help us with this project. If you want to change structures, it will be costly. But if you want to change the time structure by 20-30 min it might be able to be done for a lower cost. But we need to seek input from all stakeholders, such as students, parents, faculty etc. There is a lot of work and a lot of strategies involved in a project as such.

Matthew Hunt – There are so many variables to think of that it might be a good idea to bring in a consultant to help with this. I think it is worth it to investigate this.

I would prefer if we had at least two school committee members who could reach out to other districts that have changed their start time and get some input and data to work with.

Kelly Clenchy – Speaking with a consultant could be costly. I think we need to start with a sub-group and get input from our stakeholders. That is very important. I am not saying it cannot be done but we need to be mindful of that as well.

Timalyn Rassias – We have gotten so much input from the community, that I feel we owe it to the public to look into this. I believe a consultant is a great idea. Even if we end up not changing any start times at least we have done our due diligence.

Brad Austin – I believe we learned from this past year that we can take on tough projects and do the research needed and take a tough vote when needed for the following school year. I believe it is the time to have this discussion! I am ok with being on the subcommittee for this project.

Justin McCarthy – I believe there is consensus amongst the school committee members that we need to look into this. I am not sure if you want to create a sub-committee that could work on this over the summer, so we will be ready to present this in the fall.

I am ok with being on the subcommittee for this project.

Matthew Hunt – I am comfortable working with Brad Austin on the subcommittee to start working on some research.

SC Retreat

Matthew Hunt asked to change the SC retreat dates from August 20 & 21st, 2021 to Aug 13 and 14, 2021.

On a motion by Jen Gold, and seconded by Justin McCarthy, it was voted to change the retreat to August 12 and 13, 2021. (AYE: Unanimous). Roll Call Vote: Matthew Hunt, AYE; Brad Austin, AYE; Justin McCarthy, AYE; Timalyn Rassias, AYE; and Jen Gold, AYE

INTERESTED CITIZENS

None

SUBCOMMITTEE REPORTS

1. PMBC: None

2. Budget Subcommittee: None

3. Safety and Security: None

4. Reading of Policy: First Reading of Policy

BA – SCHOOL COMMITTEE OPERATION GOALS

BB – SCHOOL COMMITTEE LEGAL STATUS

BBA – SCHOOL COMMITTEE POWERS AND DUTIES

On a motion by Brad Austin, and seconded by Matthew Hunt, it was voted to accept the first reading of Policy BA, BB, and BBA as presented. (AYE: Unanimous). Roll Call Vote: Matthew Hunt, AYE; Brad Austin, AYE; Justin McCarthy, AYE; Timalyn Rassias, AYE; and Jen Gold, AYE

5. SEPAC: SEPAC has virtual meetings on June 12, 2021.

6. Blood drive at LHS on Tuesday, June 8, 2021

ADJOURNMENT

On a motion by Justin McCarthy and seconded by Jen Gold it was voted to adjourn at 9:25PM. Roll Call Vote: Matthew Hunt, AYE; Brad Austin, AYE; Justin McCarthy, AYE; Timalyn Rassias, AYE; and Jen Gold, AYE.

NEXT MEETING DATE

Thursday, June 17, 2021

7:00PM

Zoom Meeting

DOCUMENTS AS PART OF MEETING

DESE 2021 – 2022 Preliminary Opening Requirements

State/Local/Public Health Metrics

PTA Presentation

Littleton Youth Lacrosse Storage Shed

335 SIP for RSS & LMS
336 List of Universities and Colleges
337 Policy BA, BB, BBA

Littleton Public Schools

2021-2022 School Calendar

Approved by: SC 04/08/2021

SEPTEMBER (19)				
M	Tu	W	Th	F
		*1	**2	3
6	***7	8	9	10
13	14	15	16	17
20	21	22A	23	24
27	28	29	30	

*Staff Start **K-12 Start of School ***Preschool Start

OCTOBER (20)				
M	Tu	W	Th	F
				1
4	5	6A	7	8
11	12	13	14	15
18	19	20A	21	22
25	26	27MSC	28MSC	29

NOVEMBER (18)				
M	Tu	W	Th	F
1	*2	3	4MSC	5
8	9	10PK/EC	11	12
15	16PK/EC	17A	18EC	19
22	23	24A	25	26
29	30			

*Staff PD / Election Day

DECEMBER (17)				
M	Tu	W	Th	F
		1	2	3
6	7	8A	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JANUARY (20)				
M	Tu	W	Th	F
3	4	5	6	7
10	11	12A	13	14
17	18	19	20	21
24	25	26A	27	28
31				

FEBRUARY (15)				
M	Tu	W	Th	F
	1	2	3	4
7	8	9A	10	11
14	15	16	17	18
21	22	23	24	25
28				

MARCH (23)				
M	Tu	W	Th	F
	1	2A	3	4
7	8	9	10	11
14	15	16EC	17	18
21	22	23EC/MSC	24EC/MSC	25
28	29	30	31	

APRIL (15)				
M	Tu	W	Th	F
				1
4	5	6A	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY (21)				
M	Tu	W	Th	F
2	3	4A	5	6
9	10	11	12	13
16	17	18	19PreK	20
23	24	25	26PreK	27A
30	31			

JUNE (12)				
M	Tu	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	***16A	17
20	21	22	23	24
27	28	29	30	

***Tentative Last Day of School

**K-12 School Starts: Sept. 2, 2021 –
Preschool Starts Sept. 7, 2021**
Student Days Scheduled 185 days –
June 23, 2022 Any unused “snow
days” will be used to adjust the
School Calendar to the State
requirement of 180 days. If no days
are lost due to weather or for other
reasons, students could be dismissed
as early as **June 16, 2022**. When
determined; the last day of school will
be a 3-hr. Early Release.

KEY

A = All District PreK-12 – 3 hr. Early Release

PreK = Pre-School Conference

EC = K-5 Elementary Conferences/
3 hr. Early Release

MSC = MS Conferences 3 hr. Early Release

() = School Days Per Month

**BACK TO SCHOOL NIGHTS
AND/OR Evening Conferences**

ALL SCHOOLS CLOSED

LITTLETON PUBLIC SCHOOLS

2021-2022 School Calendar

STARTING DATES

September 1	Teachers return*
September 2	K-12 Start of School **
September 7	Preschool Start of School

NO SCHOOL – HOLIDAYS/VACATION DAYS/ PROFESSIONAL DEVELOPMENT

September 6	Labor Day
September 16	Yom Kippur
October 11	Columbus Day
November 2	PD Day/Election Day
November 11	Veteran's Day
Nov. 25 – 26	Thanksgiving Break
Dec. 24 – Jan. 2	Holiday Break
January 17	Martin L. King Day
February 21 -25	Winter Break
April 15	Good Friday
April 18-22	Spring Break
May 30	Memorial Day

BACK TO SCHOOL CURRICULUM NIGHTS

Thursday, Sept. 9	HS Back to School Night
Monday, Sept. 13	MS Back to School Night
Tuesday, Sept. 14	RS Back to School Night
Tuesday, Sept. 21	SL Grade 1, 2 Back to School Night
Thursday, Sept. 23	SL K, T & Unified Arts Back to School Night

EARLY RELEASE – ALL SCHOOLS (Wednesdays)

September 22	Professional Development
October 6	Professional Development
October 20	Professional Development
November 17	Professional Development
November 24	Thanksgiving Break
December 8	Professional Development
January 12	Professional Development
January 26	Professional Development
February 9	Professional Development
March 2	Professional Development
April 6	Professional Development
May 4	Professional Development
May 27 (Friday)	Professional Development
June 16 (Thursday)	Tentative Last Day of School

EARLY RELEASE – PARENT CONFERENCES

Wednesday, Oct. 27	Middle School Conference
Thursday, Oct. 28	Middle School Conference
Thursday, Nov. 4	Middle School Conference
Wednesday, Nov. 10	Pre-school-5 Elementary Conf.
Tuesday, Nov. 16	Pre-school-5 Elementary Conf.
Thursday, Nov. 18	K-5 Elementary Conference
Wednesday, March 16	K-5 Elementary Conference
Wednesday, March 23	K-5 Elementary Conference
Wednesday, March 23	Middle School Conference
Thursday, March 24	K-5 Elementary Conference
Thursday, March 24	Middle School Conference
Thursday, May 19	Pre-School Conference
Thursday, May 26	Pre-School Conference

EVENING PARENT CONFERENCES

Thursday, Oct. 7	High School Evening Conference
Wednesday, Oct. 27	Middle School Evening Conference
Tuesday, Nov. 16	Pre-School - 2 Elementary Evening Conf.
Thursday, Nov. 18	3-5 Elementary Evening Conference
Thursday, March 10	High School Evening Conference
Wednesday, March 16	Middle School Evening Conference
Wednesday, March 23	K-2 Elementary Evening Conference
Thursday, March 24	3-5 Elementary Evening Conference
Thursday, May 26	Pre-School Evening Conference

STARTING & DISMISSAL SCHEDULE

School	Start	Dismissal	Early Dismissal
High School	7:25AM	1:56PM	10:55AM
Middle School	7:20AM	1:45PM	10:45AM
Russell Street	8:05AM	2:30PM	11:30AM
Shaker Lane	8:50AM	3:15PM	12:15PM
Full-Day PreK	9:00AM	2:45PM	11:30AM
AM PreK	9:00AM	11:30AM	
PM PreK	12:15PM	2:45PM	

SCHOOL CLOSING / DELAY ANNOUNCEMENTS

Web: Littletonps.org **Radio:** WBZ (1030), WCAP (980), WRKO (680)
TV: WBZ (4), WCBV (5), WHDH (7), NBC 10 (10) and cable channel 3
Twitter: Kelly Clenchy @kbstcl

High School Graduation Date – June 3, 2022



Gr. 8 Promotion Ceremony – June TBD, 2022



Tigers' Den will close at 4:00pm on 11/24/21 and the last day of school.

MAJOR RELIGIOUS & CULTURAL HOLIDAYS & HOLY DAYS

Sept. 6 – Sept. 8	Rosh Hashanah
September 16	Yom Kippur
November 4	Diwali begins
Nov. 28 – Dec. 6	Chanukah
December 25	Christmas
December 26	Kwanza
April 15	Passover
April 15	Good Friday
April 17	Easter Sunday
June 19	Juneteenth

MARKING PERIODS

Preschool/Kindergarten
 January 21, June 16

T-5 Marking Period Ends:
 December 10, March 18, June 16

Middle School Marking Period Ends:
 December 3, March 18, June 16

High School Marking Period Ends:
 November 12, January 28, April 8, June 16



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

JUSTIN MCCARTHY, Vice Chair
BRAD AUSTIN, Member

MATTHEW HUNT, Chair

TIMALYN RASSIAS, Secretary
JEN GOLD, Member

SCHOOL COMMITTEE CALENDAR

July 1, 2021 – June 30, 2022

7:00PM

All meetings are at the *Littleton Police Department Community Room* unless otherwise noted. Meeting dates do change. Please feel free to call the School Department, check the district website at www.littletonps.org, or check the Town Hall meeting postings.

August 12 & 13, 2021 (LHS Library Seminar Room)

September 16, 2021

September 30, 2021

October 14, 2021

October 28, 2021

November 18, 2021

December 2, 2021

December 16, 2021

January 13, 2022

January 27, 2022

February 10, 2022

March 3, 2022

March 17, 2022 **Public Hearing (Budget @ 7:10 p.m.)**

March 31, 2022

April 14, 2022

May 5, 2022

May 19, 2022

June 2, 2022

02.25.2021 approved by School Committee

06.17.21 approved update by School Committee

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 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.

SESSIONS TO DATE (additional sessions to be announced)

- Pathways to student well-being
- Creating and sustaining a culture of transformative inclusive education leadership
- Grants management
- Scheduling: How to schedule to maximize student learning and realize FTE efficiencies
- Addressing equity: closing the literacy gap
- School committee/superintendent relations
- Leaves/collective bargaining/legal challenges to be aware of
- Public meetings: what have we learned and can leverage from our virtual experience
- Supporting all families through an equity lens
- ESSER: long term/multi-year planning
- Facilities/maintenance/capital planning
- Financial outlook: SOA/Federal dollars
- Equity audits
- Promoting students social emotional well-being
- Voc. Tech. roundtables
- Bussing blues
- Organizational equity in the hiring process
- Community engagement: rebuilding trust and relationships
- Berkshire County roundtable
- Rebuilding/reimagining mental health supports
- Culture changes: beyond mascots and gowns
- Rebuilding engagement and trust with your unions
- Title I regulations update
- Future of testing
- Critical race theory: challenges to
- Virtual education: what have we learned
- Recovery learning
- Taking control of health care

masc



MASC/MASS Joint Conference 2021

NOVEMBER 3-6

REBUILD.



RELATIONSHIPS.

**Resort and Conference Center,
Hyannis MA**

Virtual attendance is an option.

REGISTER NOW!

REBUILD

As we work to recover and move beyond the upheaval of the past 15 months, the MASC and MASS Boards of Directors are excited to be able to host once again our annual conference in Hyannis and welcome back new and veteran school leaders.

REGISTER NOW for EARLY BIRD SAVINGS

**Full conference (live or virtual): \$345
(before July 15); \$495 (after July 15).**

Register online at www.masc.org

ACCOMMODATIONS

Register directly on the hotel website:
www.capecodresortandconferencecenter.com

Book online: Use group code: MASC21

MEAL EVENTS

Information about meal registration will be sent under separate cover.

REIMAGINE

Over the past year, we have endured significant struggles; we have endeavored to meet these head on and provide the best possible teaching and learning options for our students and educators. We have also had to address some harsh realities about ongoing inequities in our schools, in our communities, in our country—and how these continue to define or narrow the paths for achievement and success for many of our young people. As we rebuild our educational model based on what we have learned, we are committed to reimagining a system that is better aligned to meet the needs of all our students, regardless of their personal challenges, their zip code, or language of origin.

This year's conference has been designed with that goal in mind. While still a work in progress, we are developing programs that will help you and your district address the challenges the pandemic has brought to light. Sessions will address critical issues including recovering social-emotional health; re-engaging the education community; and budget and finance (SOA and federal dollars). Keynote speakers (to be announced) will provide real-time takeaways on confronting the often uncomfortable conversations around diversity, equity and inclusion. And a panel of education leaders will hear from—and respond to—a diversity of students who will share their experiences of the past year and what they want from school leaders moving forward.

RELATIONSHIPS

Our planning process will also focus on ongoing health and safety concerns. We are working closely with the conference center to ensure safe and sanitary distancing and practices and we are reducing the number of sessions in order to minimize crowding. We are also conscious that there may be members who for reasons of health or family or work are unable to join their colleagues in Hyannis. For the first time, we are making the conference sessions and keynotes available remotely via Zoom in real time. The sessions will also be recorded and registered attendees will be able to access these programs on the MASC website at their convenience following the conference.

**MASC 2021
DELEGATE ASSEMBLY**

Saturday, November 6

9:00am

**What have we
learned from
this year?**



If Nothing Else.....



- Pandemic Education has forced us all to reconsider/reevaluate:
 - What we do...
 - How we do it...
 - Why we do it...
- Pandemic Education has brought further to the foreground:
 - Social/Emotional Health
 - Importance of Connections
 - School Culture/Climate

Reflecting on Bell Schedule

- October 2015 - Presentation of Bell Schedule proposals
- Student Focus Groups
 - Stress and Academic Workload
- Hybrid Model Reflections
 - What is working well / needs improvement
- Student and Staff Survey
 - Specific to Bell Schedule
- Student Focus Group
- Faculty-Led PD
 - 4 meetings

What We Learned

- On the whole, respondents liked longer blocks
 - Allows for deeper dives into curriculum
 - But, current blocks are too long
- Large percentage of students indicated that having fewer classes helped
 - Feel less rushed; more manageable; less stressed; more time to absorb material
- Concern about lack of daily exposure to material
 - Increased difficulty to monitor student work completion as efficiently
- Students are looking for more opportunities to connect with teachers
 - Looking to the return of daily advisory

Essential Question

In order to meet the needs of ALL students, how can we fit ALL of the following supports in to the school day:

RTI / SST
Re-learning
Mentoring
Advisory
Enrichment
Student Stress and Workload
Social & Emotional Support

If I am a student..., how would I....

- Schedule a make-up test?
- Get extra help from a teacher?
- Meet with my classmates about a group project?
- Get a head start on my homework?
- Have choice and voice in how I want to use my time?
- Build connections to adults that I feel a connection to?

What if that same student...

- doesn't have a study hall?
- couldn't come after school?
- wasn't able to find a common time with their teacher?
- doesn't have the skills/confidence to ask?



New Schedule



	Monday	Tuesday	Wednesday	Thursday	Friday
7:25-8:57	A/B	B/A	A/B	B/A	A/B
9:00-9:35	Flex	Flex	Flex	Flex	Flex
9:38-10:54	C	F	D	G	E
10:57-12:37	D	G	E	C	F
12:40-1:56	E	C	F	D	G



Schedule Rotation



Days→ Mods↓	1 (Week 1)	2 (Week 1)	3 (Week 1)	4 (Week 1)	5 (Week 1)	6 (Week 2)	7 (Week 2)	8 (Week 2)	9 (Week 2)	10 (Week 2)
A/B 7:25-8:57	A	B	A	B	A	B	A	B	A	B
Flex Block 9:00-9:35	Advisory					Advisory				
C-G 9:38-10:54	C	F	D	G	E	C	F	D	G	E
C-G 10:57-12:37	D	G	E	C	F	D	G	E	C	F
C-G 12:40-1:56	E	C	F	D	G	E	C	F	D	G

Lunch Block

- Lunch 1
 - Lunch 10:57 - 11:22
 - Class 11:24 - 12:37
- Lunch 2
 - Class 10:57 - 11:35
 - Lunch 11:36 - 12:00
 - Class 12:02 - 12:37
- Lunch 3
 - Class 10:57 - 12:12
 - Lunch 12:12 - 12:37
- Lunch would be assigned by teacher
- Students would potentially have a different lunch period on each day
 - Solves issues of lunch with friends

+ Previous Schedule (7/1)



- 5 minute advisory
- 49 minutes classes
- 996.9 hours
 - 14 half days — $194 = 2716$ minutes
 - 4 final days — $180 = 720$ minutes
 - 162 regular days — $348 = 56,376$ minutes



Current Schedule



- 35 minute advisory (1 x week)
- 100 minutes classes; 50 minute E mod; 43/46 minutes on Wednesdays
- 1008.4 hours
 - 11 half days Wednesdays — $192 = 2112$ minutes
 - 3 half day block schedule - $196 = 588$ minutes
 - 27 Wednesdays — $339 = 9153$ minutes
 - 139 modified block days — $350 = 48,650$ minutes



Flex Schedule



- 35 minute Flex Block
- 76 minutes classes (+ 1 92 minute class)
- 1027.4 hours
 - 14 half days block schedule — 196 = 2716 minutes
 - 166 regular days — 355 = 58,930 minutes

+ Pros to Flex Block Schedule

- Fewer classes per day
- Longer class blocks
- 25 minute lunch
- Rotation of Classes
- Helps to address student stress / workload concerns
- Enhances Advisory Program
- Close to 30 additional hours of Time on Learning
- Daily Flex block provides:
 - Built-in structure for Advisory activities, Class meetings, etc..
 - Equitable opportunities for all students to access support
 - Expanded opportunity for Direct Service providers to access students...without taking students out of class
 - Opportunity to strengthen connections between students and staff



How will it work?

MONDAY
9:00-9:35

Attend Advisory to
schedule Flex
block for the week

TUESDAY
9:00 - 9:35

Attend Scheduled
Flex Block Activity

WEDNESDAY
9:00 - 9:35

Attend Scheduled
Flex Block Activity

THURSDAY
9:00 - 9:35

Attend Scheduled
Flex Block Activity


FRIDAY
9:00 - 9:35

Attend Scheduled
Flex Block Activity

Scheduling in Enriching Students

[Submit Support Ticket](#)

Welcome: Chelsea Baum ▾

 **Enriching Students**
Scheduling Student Enrichment Blocks Made Easy

[Dashboard](#) [Scheduling](#) [Students](#) [Courses](#) [Block Dates](#) [Requests](#) [Analysis](#)

[Change Password](#)
[Videos](#)
[Manage Tags](#)
[Logout](#)

+ Anticipated Challenges and Solutions



- Different length classes may cause challenge in planning
 - Try to schedule classes with multiple sections in same length class
- Not having every mod meet may present challenges in guaranteeing daily teacher prep period
 - Intentional scheduling of teacher prep (ex. Have both A and B off or Neither A nor B off)
 - Shared teacher duty responsibilities (similar to this year)
- Don't see classes every day; students need daily practice or more attention
 - Student can be scheduled into extra help sessions during flex
- Individual classes may lose up to 10 hours of seat time
 - Students who need extra support can recoup/offset time during flex

SCHOOL COMMITTEE OPERATIONAL GOALS

The school committee is responsible to the people for whose benefit the school system has been established. The committee's current decisions will influence the course of education in our schools for years to come. The committee and each of its members must look to the future and to the needs of all people more than the average citizen finds necessary. This requires a comprehensive perspective and long-range planning in addition to attention to immediate problems.

The school committee's primary responsibility is to establish those purposes, programs, and procedures that will best produce the educational achievement needed by our students. The committee is charged with accomplishing this while also being responsible for wise management of resources available to the school system. The committee must fulfill these responsibilities by functioning primarily as a legislative body to formulate and adopt policy, by selecting an executive officer to implement policy, and by evaluating the results. It must carry out its functions openly, while seeking the comments of public, students, and staff in its decision-making processes.

In accordance with these principles, the technique will involve:

1. Periodically setting performance objectives for the school committee itself and evaluating their accomplishment.
2. Setting objectives for the performance for each position and function in the system.
3. Allowing the people responsible for carrying out the objectives to have a role in setting them.
4. Establishing practical and simple goals.
5. Conducting a concrete and periodic review of performance against these goals.

Adopted: November 17, 1994

Reviewed: July 12, 2000

Revised: 28 May 2015

Reviewed: February 9, 2017

Reviewed: June 2021

CROSS REF: ADA, School District Mission and Goals

BB

SCHOOL COMMITTEE LEGAL STATUS

The school committee is the governing board of the town's public school system. Although it functions as a duly elected committee of town government, the school committee has--unlike other town boards--autonomous and absolute authority within limitations established by the Commonwealth of Massachusetts to carry out the educational policies of the state and guide the educational process.

LEGAL REFS.:

M.G.L. 41:1 and 71:37

Town of Littleton, vote of Special Town Meeting, January 17, 1944, sets School Committee at 5 members

Adopted: November 17, 1994

Reviewed: July 12, 2000

Revised: 21 November 2013

Reviewed: June 2021

SCHOOL COMMITTEE POWERS AND DUTIES

The school committee has all the powers conferred upon it by state law and must perform those duties mandated by the state. These include the responsibility and right to determine policies and practices and to employ a staff to implement its directions for the proper education of the children of the community.

The committee takes a broad view of its functions. These are seen as:

1. Legislative or policymaking. The committee is responsible for the development of policy as guides for administrative action and for employing a superintendent who will implement its policies.
2. Appraisal. The committee is responsible for evaluating the effectiveness of its policies and their implementation.
3. Provision of financial resources. The committee is responsible for adoption of a budget that will enable the school system to carry out the committee's policies.
4. Public relations. The committee is responsible for providing adequate and direct means for keeping the local citizenry informed about the schools and for keeping itself and the school staff informed about the needs and wishes of the public.
5. Educational planning and evaluation. The committee is responsible for establishing educational objectives that will guide the committee and the staff in establishing goals and working together for the continuing improvement of the educational program.

LEGAL REFS.: M.G.L. 71:37

Adopted: November 17, 1994
Reviewed: July 12, 2000
Reviewed: 21 November 2013
Reviewed: June 2021