



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

BINAL PATEL, Member
ELAINE SANTELMANN, Clerk

**School Committee Meeting
Littleton Police Station Community Room
500 Great Road
In-person and Hybrid
September 14, 2023
7:00 PM**

Please click the link below to join the webinar:

<https://littletonma.zoom.us/j/89356111390?pwd=R2hwY0JtdGQ1RjRYQXgzUEpCOE96QT09>

Webinar ID: 893 5611 1390

Passcode: 832658

Or One tap mobile : <https://www.littletonps.org/school-committee/school-committee-calendar>

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

*The Littleton Public Schools' **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. As a district, we commit to evolve together as a diverse community through education, accountability, and compassion.*

7:00 I. ORGANIZATION

1. Call to Order
2. Pledge of Allegiance
3. Consent Agenda
 - Oath to Bills and Payroll

7:05 II. INTERESTED CITIZENS

7:10 III. RECOGNITION

1. Welcome new student representatives/Student Representative(s) Report:
Student Representative(s) Jacinda Sanders and Jay Kang 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.

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.

7:15 IV. NEW BUSINESS

- 1. Superintendent's Report:** *Dr. Kelly Clenchy will report on First Day Back, Personnel Update, Enrollment Update, District Strategic Plan, Sewer project Update per LELWD, 2023/2024 School Committee Presentation Schedule, Boston Magazine rates LHS#6, recent heat wave. (20 mins)*
- 2. School Principal Updates:** *School principals will give a brief update on their school reopenings. (15 mins)*
- 3. High School Tennis Courts:** *Letter from Parks and Recreation attached. (10 min)*
- 4. Caregiver Connection Series:** *Dr. Clenchy, Elizabeth Steele, and Lyn Snow will share about the 2023-2024 Caregiver Connection Series. See attached flyer for more information. (5 mins)*
- 5. Financial Update:** *Business Manager Steve Mark will give a Financial Update.(5 mins)*

8:15 V. INTERESTED CITIZENS

8:20 VI. SUBCOMMITTEE REPORTS

- 1. PMBC**
- 2. Budget Subcommittee**
- 3. Policy Subcommittee:** *(see LPS website to view all policies)*
Second reading Holy Days
- 4. Shaker Lane Building Committee Update** *(Stacy Demarias, Superintendent Clenchy)*

8:30 VII. ADJOURNMENT

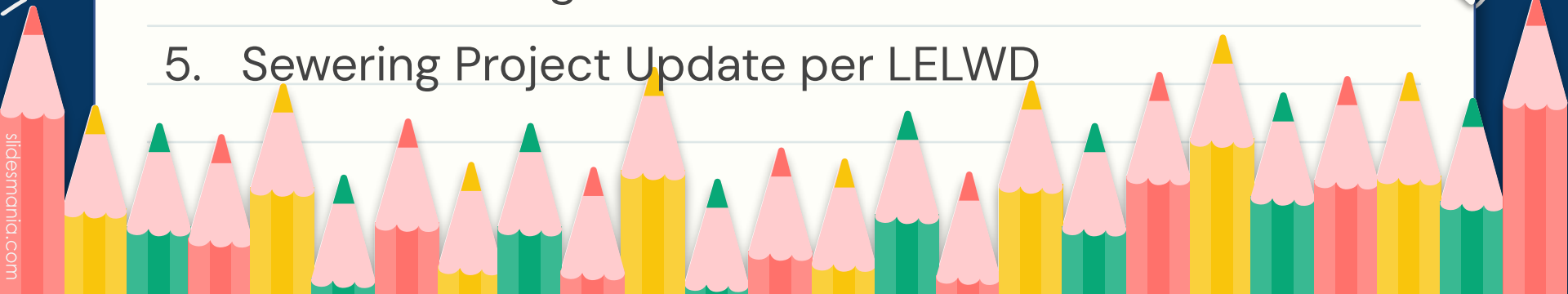
**Next School Committee Meeting
September 28, 2023
7:00PM
Littleton Police Station Community Room**

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.

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.

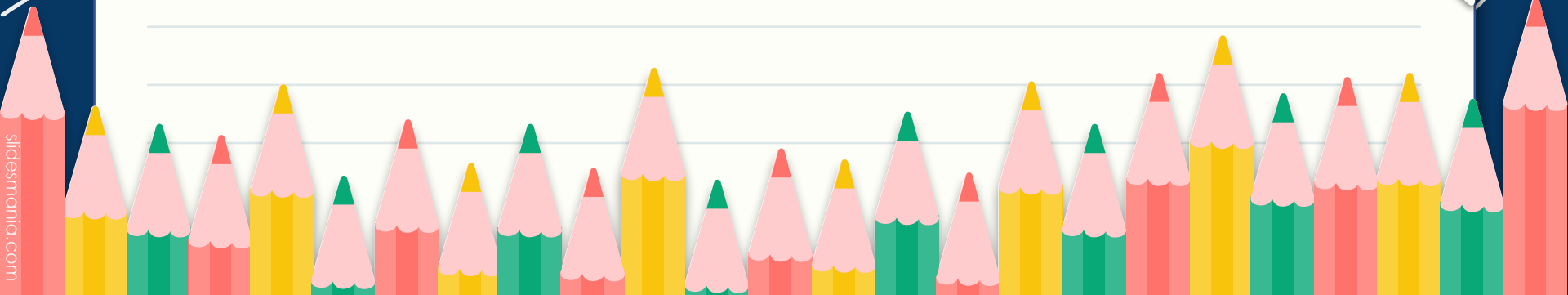
Superintendent's Report - September 14, 2023

1. First Day Back
2. Personnel Update
3. Enrollment Update
4. District Strategic Plan
5. Sewering Project Update per LELWD



Superintendent's Report - September 14, 2023

6. Summary of School Committee Presentations for the 2023/2024 school year
7. Recent Heat Wave
8. Boston Magazine rates LHS #6



Personnel Update 2023-2024

NEW HIRES			
<u>Last Name</u>	<u>First Name</u>	<u>School</u>	<u>Position</u>
McManus	Kristin	HS	History/ Social Science Teacher
Mestre- Price	Mary Ann	HS	Spanish Teacher
Barry	Emily	HS	Adjustment Counselor - Bridge program
Smith	Shelby	HS	Cafeteria Worker (16 hrs)
Johnson	Catherine (Katie)	HS	18-22 Transition Program Lead
Dodd	Brianna	HS	History/ Social Science Teacher - one year
Yoder	Nicola	HS	Admin Assistant
DiRusso	Maureen	MS	French Teacher
Holman	Kaitlin	MS	Grade 7 Math Teacher
Lipomi	Louis	MS	Custodian, PM
Felton	Cynthia	MS	Cafeteria Worker (16 hrs)
Fuhs	Brandie	MS	Cafe Mgr
Morton	Sara	RSS	Library Tutor
Tower	Shane	RSS	PE Teacher (1 yr LT SUB)
Clark	Amanda	RSS	PACE Proram TA
Lang	Katie	RSS	PACE Classroom teacher
Howry	Juliana	RSS	Gr 5 teacher - one year
Johnson	Jacquelyn	RSS	TD Director
Lowney	Haley	SL	K-2 Special Ed. Teacher
Jung	Lisa	SL	K-2 MusicTeacher
Graney	Emma	SL	GR 1 LT SUB Teacher
Bentley	Robert Mark	SL	K-2 PE Teacher
Warnock	Abigail	SL	Gr 2
Hilberg	Aleigha	SL	TA LT Sub
Hilberg	Aleigha	SL	LT GR 2 Sub for WARD
Emmons	Carolyn	SL	TA
Clarke	Natia	SL	Cafe Worker - Already in ASPEN
Teel	Kellcie	SL	ABA
TRANSFERS			
<u>Last name</u>	<u>First Name</u>	<u>School</u>	<u>New School</u>
Clark	Amanda	DW	RSS
Smith	Madison	HS	HS
Gilmore	Chrissy	HS	HS
Blom	Matthew	HS	HS
Konz	Peter	HS/MS	MS
Melby	Christopher	MS	HS
Gresco	Angie	MS	MS
Moreno	Linda	RSS	MS
Babey	Danielle	RSS	SL

Personnel Update 2023-2024

McNaught	Erica	SL	SL
Potenza	Julie	SL	SL
Sriram	Sumanthi	SL	SL
Caravoulas	Susanne	SL	SL
McKennman	Elizabeth	SL	SL
RESIGNED/RETIRED			
<u>Last Name</u>	<u>First Name</u>	<u>School</u>	<u>Position</u>
Hadley	Tamara	HS	Custodial staff
Harvey	Susan	HS	Social Studies Teacher
Wiley	Jessica	HS	Transition Program Lead
Mulone	Alyssa	RSS	TA
Tulley-Leone	Martha	SL	Teaching Assistant
Rieth	Jennifer	SL	Occupational Therapist
Gouldrup	Cynthia	SL	Preschool Teacher
Sawosik	Teryl	SL	Grade 2 Teacher
Becker	Kelley	SL	TA
Freund	Haley	SL	Preschool TA
Cerezo	Patrica	SL	TA
Wetherbee	Marna	TD	TD Director

LITTLETON PUBLIC SCHOOLS

ENROLLMENT AS OF 09.08.2023

Monthly ENROLLMENT

SCHOOL	GRADE	# Students Littleton Residents	#Students School Choice	#Students Enrolled as of 09.08.23
SHAKER LANE	PreK	43	0	43
	K	117	5	122
	T	13	2	15
	1	120	4	124
	2	132	6	138
	SL Total	425	17	442
RUSSELL STREET	3	107	1	108
	4	116	6	122
	5	118	8	126
	RS Total	341	15	356
MIDDLE SCHOOL	6	135	5	140
	7	108	6	114
	8	127	8	135
	MS Total	370	19	389
HIGH SCHOOL	9	104	8	112
	10	109	14	123
	11	107	17	124
	12	114	12	126
	HS Total	434	51	485
Total ALL		1570	102	1672
Total #Students Littleton Residents		1570		
Total #Students School Choice		102		
Total Students Enrolled		1672		

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

The Littleton Public Schools' **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. As a district, we commit to evolve together as a diverse community through education, accountability, and compassion.

CORE VALUES: In order to achieve our vision and mission, Littleton Public Schools administration, faculty, staff and students will model and advance the following values:

- | | |
|-----------------|-----------------|
| -Respect | -Integrity |
| -Accountability | -Responsibility |

VISION: The vision is the guiding statement which the Littleton Public Schools use as the basis for all strategic planning, policy and budget decisions. The Littleton Public Schools will:

- Promote high academic standards for staff & students.
- Challenge all students to achieve their full potential.
- Prepare students to be life-long learners, critical thinkers enabling them to become contributing citizens.
- Maintain a commitment to continuous improvement of student achievement through the offering of school programs that are diverse & challenging.
- Communicate a clear set of standards regarding what students should know and be able to do at the end of each grade.
- Provide continued support to our staffs to enhance instructional strategies that promote student learning.
- Strive to meet each individual student's needs while taking into consideration that cognitive, social, physical, and emotional development varies.
- Promote an inclusive culture and climate that honors diversity and equity, models respect, responsibility, integrity and accountability.
- Continue to encourage staff professional growth by providing the tools, support and resources to be successful.
- Provide support to teachers and administrators in the use of data to assess & inspire their own skills and effectiveness.
- Include the community as an active and contributing partner in the education and schooling of each child.
- Provide frequent communication between our schools and community regarding opportunities, accomplishments and progress of educational goals.
- Continue to foster a partnership of students, teachers, support staff, administrators, and the community, excelling at what they do and acting with strong conviction and deep commitment to bring about a higher quality of education within our schools.

BELIEFS:

- The purpose of education is to enable students to become self-reliant learners and productive, responsible citizens in a complex and challenging world.
- Everyone has the right to learn in a safe and secure environment.
- Education is the shared responsibility of our schools, students, their families and the community.
- All students can achieve at high levels and learn at different rates and in different ways.
- Teachers are the most important factor, within the school, in student achievement.
- All students have abilities and talents worthy of recognition.
- Student achievement is not solely the result of student ability.
- Literacy and numeracy are the foundations upon which learning is built.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

Standard #1: Curriculum / Instruction / Assessment
Align and enhance curriculum, instruction and assessment to continually improve student achievement.

Goal #1: Implement standards-based Pk-12 curriculum that is aligned with State Frameworks and is well articulated vertically and horizontally.

Elements

- Develop Pk-12 curriculum documents for all curriculum areas that reflect Framework Learning Standards and contain objectives, resources, instructional strategies, measurable outcomes and assessments.
- Provide opportunities for interdisciplinary/ cross-curricular learning experiences and the development of 21st Century skill sets and research skills.
- Analyze and develop curriculum maps for vertical and horizontal alignment and academic rigor.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.
- Refer to progress of updated curriculum maps.

Goal #2: Develop and implement a five-year curriculum review cycle to enhance and/or refine curriculum, Pk-5 and 6-12.

Elements

- Assess needs for curriculum materials and make recommendations for resource allocation and budgetary planning.
- Conduct annual progress update of five-year curriculum review cycle.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.
- Refer to Curriculum Review Cycle Overviews.

Goal #3: Use multiple forms of data to measure and evaluate student achievement.

Elements

- Evaluate district assessment tools and standardized tests for validity, reliability and alignment to local curricula and State Standards.
- Analyze and report formative, benchmark and summative assessment data at regular intervals to inform curriculum development, instructional strategies, and assessment practices.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

Goal #4: Identify and implement effective instructional practices to support the academic achievement and social-emotional skills of diverse learners.

Elements

- Provide students with a variety of instructional strategies and interventions that meet their diverse academic and social-emotional learning needs.
- Universally design lessons and learning experiences that allow for the variability in all learners.
- Evaluate and assess procedures, activities and resources for Individual Student Support/Success Teams.
- Research, evaluate, and implement effective practices related to meeting the needs of struggling, proficient, and advanced learners.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

Goal #5: Implement a comprehensive multi-tiered system of support that equitably supports all students.

Elements

- Provide tiered levels of instruction and tiered levels of behavior and social emotional support.
- Review and analyze data from a variety of sources to make data informed decisions.
- Utilize the Universal Design for Learning Framework to support and deepen learning.
- Create a proactive learning environment that works to reduce barriers and plans for variability.
- Create community partnerships to collect, collaborate, and synergize resources and services in support of student needs.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

Standard #2: Professional Development

Provide staff with a variety of professional development opportunities that are connected to the district Strategic Plan and Individual School Improvement Plans.

Goal #1: Offer a comprehensive professional development program for all staff which includes district programs and site-based programs, college courses, workshops and/or conferences.

Elements

- Develop and maintain a professional development calendar that delineates district PD and school specific PD days.
- Develop and maintain district and site-based professional development plans, which benefit both the individual development of teachers and school-wide improvement efforts by connecting meaningful differentiated PD with district and school improvement goals.
- Involve district-wide and site-based Professional Development Councils (PDC) in PD planning processes.
- Continue implementation of district Tuition Reimbursement Program.

Indicators of Success:

- On-going review and revision of Early Release Professional Development calendar by administration and faculty to delineate district PD and school specific PD days.
- Development and implementation of district and site-based professional development plans.
- On-going evaluation of effectiveness of professional development programs implemented through a review of curriculum reports and documents, classroom observations, staff surveys, feedback from faculty and administration, and student assessment data.
- Summary report on staff participation in Tuition Reimbursement Program.

Goal #2: Establish and sustain partnerships with higher education and professional organizations to provide expanded learning opportunities for staff and students.

Elements

- Work with colleges/universities to recruit student teachers.
- Collaborate with universities, outside agencies and organizations and host educational forums, presentations and trainings for all staff.
- Expand educational opportunities, program of studies, college and dual enrollment courses, and internships for students in collaboration with local universities and businesses.

Indicators of Success:

- Relationships enhanced with colleges and universities that result in placement of student interns and teachers.
- Documented efforts to collaborate with local educational organizations and businesses to provide extended learning experiences for students.
- Documented efforts to collaborate with universities and educational organizations to provide PD for staff.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

Goal #3: Foster a culture of professional learning aligned with State Guidelines that promotes growth and innovation.

Elements

- Continue implementation of the Massachusetts Educator Evaluation system with intentional planning of post observation conferences.
- Continue implementation of Induction and Mentoring programs for new faculty and staff.
- Offer Professional Development programs / opportunities to support educators' completion of licensure requirements.
- Foster educator collaboration through increased opportunities for peer observation, common planning time, teaming structures, participation in professional networks, visits to and common planning with other districts.

Indicators of Success:

- Documented trainings, programs and materials to support the Educator Evaluation system.
- Ongoing review of induction program and mentor/ mentee trainings and activities utilizing qualitative and quantitative data.
- Ongoing alignment of district and site-based professional development plans with current licensure requirements.
- Documented efforts to provide opportunities for peer observations and opportunities for inter-district and cross-district collaboration.

Standard#3: Community Engagement / Communication
Preserve and enhance communication strategies between the school district and its constituents

Goal #1: Effectively communicate the district's core values, vision, mission, and beliefs within the Community

Elements

- Maintain a focus of the district's core values, vision, mission, and beliefs at all LPS meetings (e.g, school committee, faculty/staff, administrative and community meetings).
- Maintain a focus of the district's core values, vision, mission, and beliefs throughout the recruitment and hiring process.
- Maintain a focus of the district's core values, vision, mission, and beliefs as a basis for financial planning, programmatic decision making and staff deployment.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

Goal #2: Creatively and effectively utilize technology and media to communicate with all LPS constituents.

Elements

- Develop greater continuity with the utilization of district and school websites.
- Publicize and promote district and school accomplishments in a variety of media venues.
- Increase utilization of a variety of web based and social media communication tools.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

Goal #3: Strengthen partnerships with business, civic organizations and community members at large.

Elements

- Sustain a viable base of volunteers to enhance the educational experiences of our students Pk-12.
- Identify and publicize opportunities for the schools and community to share resources/expertise.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

Standard #4: Climate / Culture

Foster a respectful and responsive culture that provides a safe, secure learning and work environment.

Goal#1: Review, maintain and modify protocols and procedures that provide all students and staff with a safe and secure learning and work environment

Elements

- Continue to convene a Safety and Security Advisory Committee composed of LPS administration, School Committee, police and fire officials.
- Annually assess school/ district safety plans.
- Annually assess building security and surveillance equipment.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

Indicators of Success:

- Published schedule of the Safety & Security Advisory Committee meeting dates and minutes from meetings.
- Review, update and implement with staff, crisis and training plans which include emergency protocols and emergency preparedness.
- Completion of identified trainings. Meetings with fire and police department representatives to review procedures.
- Successful completion of evacuation and safety drills within each school building.
- Yearly implementation of a modified ALICE program, including training all building staff in the ALICE concepts.
- Completion of Safety Care training for required staff.

Goal#2: Ensure the district and schools are free from discrimination and harassment and support student wellness.

Elements

- Review and revise discrimination, harassment and bullying policies and protocols as necessary.
- Continually review school materials to ensure that they are inclusive and free from bias.
- Provide and promote programs and services for students and staff that are welcoming, inclusive, supportive, safe and provide a sense of belonging.
- Provide programs, activities and educational opportunities to address issues and concerns related to student wellness and promotion of healthy life choices.
- Annually assess the effectiveness of programs and services through school climate surveys as well as the evaluation of qualitative and quantitative data.

Indicators of Success

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

Goal#3: Review and revise the District Maintenance Plan

Elements

- Utilize District Maintenance Plan to inform budgetary decisions.
- Maintain a district-wide help desk program.
- Maintain and review procedures to ensure a clean and healthy environment.

Indicators of Success:

- Collaborate and plan with the Business Manager and Facilities Director to address school facility needs: Documented evidence of requested & required maintenance, repair, and renovations to school facilities using the help desk function.
- Adequately request capital funding from Town resources for building improvements, upgrades and repairs for items that cannot be funded through annual school budget appropriation.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

- School playground equipment is functionable without safety hazards.
- Three-year facility maintenance plan updated annually regarding maintenance, repair, renovation, and possible construction of facilities.
- Quarterly inspections of all buildings and grounds are completed.

Goal #4: Continue to support the district's energy and environmental conservation initiatives.

Elements

- Effectively communicate energy conservation initiatives to all staff and students.
- Research and encourage potential ways to reduce energy costs.
- Maintain current practices as outlined in the Energy Conservation Plan.
- Maintain and improve current practices related to recycling.
- Research and encourage potential ways to enhance environmental conservation efforts.

Indicators of Success:

- Maintain current cost avoidance practices that reflect goals and savings achieved through the EEI (Cenergistic) energy reduction program.
- Exploration of other areas for additional energy savings, (lighting, electric, solar, water, hvac).
- Continue to fund salary position and expenses for district wide Energy Manager.
- Continued qualification for all schools for the energy star compliance standards as indicated through the Energy Cap software program used by the district.
- Notification of energy conservation practices and policies to all staff through website, newsletters, emails and updates on back to school days, new teacher orientation days, and throughout the year.
- Support Energy Manager in education of students and staff in energy conservation methods and practices.
- Participation in the Massachusetts Green Ribbon School Award Program by applying for the Green Ribbon School Award as sponsored and recognized by the US Dept. of Education.
- Continued support of School Recycling programs and Student led recycling activities.

Goal #5: Formalize a comprehensive staff recruitment, selection, and retention program.

Elements

- Recruit and support a diverse workforce that represents our student body and community.
- Formalize a set of hiring criteria that articulates the district's values, mission, vision, and goals.
- Continue to enhance and implement our induction and mentoring program to be inclusive and supportive of new staff.

Indicators of Success:

- Continue to fund stipend positions for mentors and mentor coordinators.
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

Standard#5: Technology

Preserve and enhance the integration and utilization of technology for students and staff Pk- 12.

Goal #1: Align school and district-based technology planning with current state, national and international technology Standards

Elements

- Continue to plan and support the teaching, learning and integration of technology at the building and system level.
- Review and revise school and district technology plans to reflect the DESE technology planning guidelines and ISTE Standards.
- Ensure that schools are sufficiently equipped for the implementation and continuation of next generation MCAS and other technology based assessments.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

Goal #2: Continue to improve staff/administrative utilization and integration of technology.

Elements

- Annually assess technology and professional development needs.
- Provide staff with technology training and ongoing support.
- Continue to support collaboration between faculty and technology staff.
- Continue the technology help-desk to promote timely resolutions of requests.

Indicators of Success:

- PD opportunities/support provided for technology components in SIS (ASPEN).
- Continue faculty/student use of G-Suite for education.
- Evaluate effectiveness of trainings provided for staff in utilization of technology through the review of feedback from faculty, classroom observations, curriculum reports, and consultation with Technology department.
- Appropriate technological equipment is provided to staff as outlined in the Site-Based Technology Integration Plan.
- Assess and provide for equitable access to instructional technology throughout the district.

LITTLETON PUBLIC SCHOOLS
DISTRICT STRATEGIC PLAN 2023-2028
STANDARDS, GOALS AND ELEMENTS

Goal #3: Continue to improve student utilization and integration of technology for college and career readiness.

Elements

- Annually assess student technology needs and necessary student skill sets on a school by school basis.
- Provide students with technology instruction and integration to support college / career readiness and citizenship as outlined in current state and national Standards.
- Continue to evaluate the technology needs of diverse learners and provide assistive technology as needed.

Indicators of Success:

- Refer to School Improvement Plans 2023-2026 (SIPs)
- Refer to end-of-year School Improvement Plan Summative Reports which review qualitative and quantitative data to evaluate effectiveness of areas of emphasis listed in goals.

Goal #4: Provide all staff and students with appropriate access to technology

Elements

- Determine infrastructure needs required for management of data and instruction.
- Allocate sufficient financial resources to actualize school and district technology plans.
- Document and review technology inventory and update the technology replacement plan annually.

Indicators of Success:

- Technology inventory completed annually
- Annual assessment of teacher needs
- Annual report of technology utilization/integration

2023-2024 School Committee Presentation Calendar

School and student presentations may be added throughout the year.

September 14, 2023:

- First Day Back (District) 5 Min
- School Start up (Principals) 15 Min
- Personnel Update 5 Min
- Financial Update (District) 5 Min

September 28, 2023:

- NWEA MAP Update (District) 30 Min
- Advanced Placement (AP) Testing (School-based) 15 Min

OCTOBER 12, 2023:

- Enrollment Update (District) 5 Min
- New School Improvement Plan Updates, Standard 1: Curriculum, Instruction, Assessment (4 schools, Principals) 60 Min

OCTOBER 26, 2023:

- Financial & Budget Update (District) 15 Min
- New School Improvement Plan Updates, Standard 4: Climate/Culture (4 schools, Principals) 40 Min
 - Include VOCAL data
- DEI Update (Principals) 20 Min

NOVEMBER 16, 2023:

- MCAS Update (District & Principals) 60 Min
- Update of Safety and Security with Chief Pinard and SRO Wodzinski 15 Min
- Update on CrisisGo (District) 10 Min

November 30, 2023:

- FY25 Proposed Capital Requests (District & School-based) 15 Min
- Financial Update (District) 5 Min
- New School Improvement Plan Updates, Standard 3: Community Engagement/Communication (4 schools, Principals) 40 Min
- Behavioral Interventions / Restorative Justice Presentation (Schools) 20 Min

DECEMBER 14, 2023:

- Athletics Update (AD) 15 Min
- New School Improvement Plan Updates, Standard 2: Professional Development (K-5 Presentation and 6-12 Presentation) 40 Min
- Update on Cross-District PD Day (District) 10 Min
- District PD Plan for 2023-2024 School Year (District) 15 Mins

JANUARY 11, 2024:

- New School Improvement Plan Updates, Standard 5: Technology (4 schools, Principals) 30 Min
- Instructional Technology Update (District) 15 Min
- Financial Update (District) 5 Min

JANUARY 25, 2024:

- Early Literacy Screener Update (District & Schools) 20 Min

- LHS Vision of a Graduate Presentation (School) 15 Min

FEBRUARY 8, 2024:

- Financial Update (District) 5 Min
- Middle School & High School Character Education Presentation (School-based) 20 Min

February 29, 2024:

- Draft of 2024-2025 School Calendar (District) 10 Min
- Financial & Budget Update (District) 15 Min

MARCH 14, 2024:

- Public Hearing: Budget (District)

MARCH 28, 2024:

- Members of musical come sing, Tentative
- DEI Update (Principals) 40 Min
- Financial Update (District) 5 Min

APRIL 11, 2024:

- State of the Curriculum Reports: Part 1 (3 content areas) (District) 30 Min
- Superintendent Evaluation 10 Min

MAY 2, 2024:

- State of the Curriculum Reports: Part 2 (3 content areas) (District) 30 Min
- Financial Update (District) 5 Min

MAY 16, 2024:

- State of the Curriculum Reports: Part 3 (2 content areas) (District) 30 Min
- Handbook Changes (School-based) 20 Min

May 30, 2024:

- District Slideshow (District) 5 Min
- Postsecondary Plans for the Class of 2023 (District) 5 Min
- Financial Update (District) 5 Min

Here are the best public high schools in the Boston area, according to Boston magazine

Weston High School topped the list for the second consecutive year.



A Weston High School swim practice. *Matthew J. Lee / The Boston Globe*

By [Chloe Bohl](#)

updated on August 30, 2023

Boston magazine [just released its annual list](#) of the best public high schools in the Greater Boston area, evaluating 150 schools in the I-495 corridor.

Massachusetts [consistently](#) ranks among the top states for public education, coming in at No. 1 in a 2023 [WalletHub analysis](#) of U.S. Department of Education data. So it's safe to say that these schools are some of the best not just in the state, but nationally.

The magazine ranked the schools based on several criteria including average class size, student-to-teacher ratio, standardized test scores, graduation rate, and educator evaluations.

Weston High School, which topped the list for the [second](#) consecutive year, had an average class size of 13.4, a student-to teacher-ratio of 11.3:1, 82.5% Advanced Placement testing proficiency, and a 96.9% graduation rate. One-hundred percent of its teachers were deemed “proficient” or “excellent” in their evaluations.

In compiling the list, *Boston* used the latest data from the Massachusetts Department of Elementary and Secondary Education, omitting charter schools and “highly specialized” public high schools.

Here are the top 10 public high schools in Greater Boston, according to *Boston* magazine:

1. Weston High School
2. Manchester Essex Regional High School
3. Dover-Sherborn High School
4. Wayland High School
5. Acton-Boxborough Regional High School
6. Littleton High School
7. Westborough High School
8. The Bromfield School
9. Lincoln-Sudbury Regional High School
10. Winchester High School

Along with the performance statistics used to rank the schools, *Boston* also shared the median income and home price for the municipality(ies) each school serves. Unsurprisingly, the top 20 public high schools are located in high-income areas with deep-pocketed taxpayers. In Weston — home to No. 1 Weston High School — the median income was \$220,815 and the median home price was \$2.4 million in 2023. Among the top 20 schools, 11 had median home prices above \$1 million.

Boston also shared an alphabetized “Bang for Your Housing Buck” list of highly-rated high schools in relatively more affordable neighborhoods, where the median home price was \$735,000 or less:

- Algonquin Regional High School (which ranked #18 overall)
- Boston Latin School (#25 overall)
- Foxborough High School (#38 overall)
- Littleton High School (#6 overall)
- Mansfield High School (#27 overall)
- Maynard High School (#45 overall)
- Middleborough High School (#85 overall)
- Millis High School (#24 overall)
- Nashoba Regional High School (#23 overall)
- Norton High School (#72 overall)
- Westborough High School (#7 overall)

The magazine also compiled “Honor Roll” lists of schools that rated especially well on average class size, student-to-teacher ratio, and more. [Take a look at the complete rankings here.](#)

Boston magazine isn’t the only authority on Greater Boston high schools. U.S. News and World Report [also just released its updated rankings for the 2023-2024 school year.](#) Among public high schools in the Boston metro area, it found Boston Latin School was the best (Weston High School took seventh place). Every ranking service has a different set of criteria and weighting scheme, but the two reports listed many of the same schools among their top 10.



PARKS, RECREATION, & COMMUNITY EDUCATION

41 Shattuck Street, Littleton, MA 01460

PHONE | FAX: (978) 540-2490

littletonrec@littletonma.org www.littletonrec.com

TO: Gary Wilson, Select Board Chair, Justin McCarthy, School Committee Chair, and Ryan Ferrara, Interim Town Administrator
FROM: Alicia Day, Director of Parks, Recreation, and Community Education (PRCE)
CC: Kevin Mitrano, Park Commission Chair, Sol Marini, Park Commission Vice Chair, Kelly Clenchy, Superintendent of LPS, Steve Mark, LPS Business Manager, and Carolyn Mueller, CPC Chair.
DATE: 08/22/2023
RE: HS Tennis Courts – CPC eligible project

In preparation for Fall Town meeting this memo will update the Select Board, School Committee, and Town Administrator's office on the current project to renovate the High School Tennis courts from two courts to four courts. The renovation will replace the two tennis courts that will be demolished to build the new senior center.

Project history:

This project first came before the Select Board in April 2022. 18 site locations were presented for review. On July 20, 2022 the Select Board were presented with the top 6 locations. At the September 12, 2022 Select Board meeting a vote to move forward with the Couper Farm parcel was taken. Places Associates was selected to create a design for the park and provide an estimate for project cost. The estimated cost of the Couper Farm project was of \$1.1 million dollars was put on the November 2022 Town meeting. This request was ultimately pulled from the Town meeting warrant days before the meeting to explore the idea of a less expensive project at the Littleton High School site. The two tennis courts at the High School have extensive court long cracks that need to be drilled out, refilled, resurfaced, and repainted. Major renovations at the High School would have to occur sooner than later and looking at this new option gives the Town a chance to be proactive with maintenance and to replace a facility that will be going offline to make room for a different facility.

In March 2023 Tim Michalski and I started over again with Places Associates to obtain a new design and project estimate based on the High School location. We worked with the LPS business office, LPS Athletic Director, and Park Commission to develop the current design and cost estimation set at \$734,000. On June 13, 2023 the Park Commission voted to support bringing this project to the Community Preservation Committee (CPC). On June 28th, 2023 this project was presented to the CPC for both eligibility and funding. The CPC approved the eligibility of this project, but is waiting on the funding approval until the School Committee votes on approval of this project to take place on school property. Additionally, CPC had asked if the school would contribute funds to this project or contribute to CPC in the next budget

cycle; or if they would approve of sectioning off that section of the property and turning it over to the Town of Littleton for care and custody if CPC is going to fund the whole project. School athletics would still receive first priority of scheduling, but the maintenance and operation would be under the PRCE umbrella. We have asked that this discussion and vote be on the agenda for the School Committee meeting. The 2023 CPC application is an appendix to this packet.

Project Timeline:

If we obtained the funding at fall Town meeting then we would work Mike Lynn, LPS athletic director to arrange the right time to not interrupt the HS Tennis season in spring 2024. Additionally we will work with the highway department to plan removal of old materials and prepping the site for the new courts to be installed in spring when the weather is favorable for the concrete to cure. The project will be completed in fiscal year 2024.

Action items needed to be completed to obtain CPC funds for this project:

- School Committee approval of this construction on school property.
- School Committee takes a stance on a contribution or turning over the courts to the Town.
- CPC's approval to fund this project.
- Select Board and Finance Committee to support the CPC funding of this project.
- Approval of CPC funding at Fall Town meeting.

Thank you for your time, consideration, and assistance to make this project a reality for our community.

Respectfully submitted,

Alicia Day

PRCE Director
Town of Littleton
Parks, Recreation & Community Education



Community Preservation Committee Littleton, Massachusetts

The CPC was established by Town Meeting in 2007. The CPC has the powers and responsibilities specified by Massachusetts General Law Chapter 44B, section 5(b), the Community Preservation Act.

Community Preservation Eligibility Request

Project Title: Creation of Tennis Courts at Littleton HS Date: 06/26/2023
Name of Applicant: Alicia Day
Name of Organization: Littleton Parks, Recreation, and Community Education
Address: 41 Shattuck Street
Telephone: 978-540-2491
Email: aday@littletonma.org

CPA Category (circle all that apply):
☐ Open Space ☐ Historic Preservation
☒ Recreation ☐ Community Housing

CPA Funding Requested: \$ 734,000 Total Project Cost: \$ 734,000

Project Endorsements: Are you the owner of the material property and/or assets that are at stake in this project? (circle one of three, below):

YES

NO

THE PROPERTY/ASSETS ARE OF THE TOWN OF LITTLETON

(If response, above, is other than "yes", have you received approval from the owner or the pertinent town board(s) to serve as agent for this project? (circle one): YES NO)

Project Description: Please provide a brief project description below. Include a brief description of how your project accomplishes the goals of the CPA and include an estimated budget. Please include supporting materials, as might be necessary for the CPC to gain a general understanding of the project.

Renovating the HS tennis courts and creating two new tennis courts to replace the two courts at Townhall that will be demolished to build a senior center.

NOTE: This "Eligibility Request" enables the CPC to assess the project's eligibility for further consideration. If eligible, the "Application for Funding" must be completed.



Community Preservation Committee Littleton, Massachusetts

The CPC was established by Town Meeting in 2007. The CPC has the powers and responsibilities specified by Massachusetts General Law Chapter 44B, section 5(b), the Community Preservation Act.

To Applicant: Please circle the word(s) "yes" for which your project meets eligibility (see pg. 6).

View a .pdf version of the official Department of Revenue allowable uses chart at:
<http://www.communitypreservation.org/DOR-Allowable-Uses-2012.pdf>

Projects are only eligible for CPA funding if they are a "yes" below.

	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes
Rehabilitate and/or Restore	Yes, if acquired or created with CPA funds	Yes	Yes (new 7/8/2012)	Yes, if acquired or created with CPA funds

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

Attach this table to your completed "Community Preservation Eligibility Request" and submit both to:

Keith A. Bergman
(978) 952-2311
Town Administrator
Town Offices, 3rd floor
37 Shattuck Street
P.O. Box 1305
Littleton, MA 01460



Community Preservation Committee Littleton, Massachusetts

The CPC was established by Town Meeting in 2007. The CPC has the powers and responsibilities specified by Massachusetts General Law Chapter 44B, section 5(b), the Community Preservation Act.

Community Preservation Application for Funding

Date: 06/26/2023

Project Title: Creation of Tennis Courts at Littleton HS
Name of Applicant: Alicia Day
Name of Organization: Littleton Parks, Recreation, and Community Education
Address: 41 Shattuck Street, Littleton, MA 01460
Telephone: 978-540-2491 Email: aday@littletonma.org

CPA Category (circle all that apply): **Open Space** **Historic Preservation**
 Recreation **Community Housing**

CPA Funding Requested: \$ 734,000 Total Project Cost: \$ 734,000

Please attach answers to the following questions. Include supporting materials as necessary.
Please see attached documents.

1. **Project Description:** Please give a detailed project description, including specific objectives.
2. **Goals:** How does this project accomplish the goals of the Community Preservation Plan for Littleton? (See Guidelines for Project Submission for general criteria)
3. **Timeline:** What is the schedule for project implementation, including a timeline for all critical milestones? Will this be a multi-year project?
4. **Budget:** Please provide a full budget including the following information, as applicable.
(NOTE: CPA funds may not be used for maintenance):
 - a. Total amount of the project cost, with itemization of major components.
 - b. Additional funding sources. Please include those that are available, committed, or under consideration.
 - c. Describe the basis for your budget and the sources of information you used.
5. **Support:** Have the appropriate Town Boards and Commissions expressed support and/or approved the project? What is the nature and level of community support for this project?



41 Shattuck Street, Littleton, MA 01460

PHONE: (978) 540-2490 FAX: (978) 540-2490

littletonrec@littletonma.org www.littletonrec.com

TO: Carolyn Mueller, Community Preservation Committee Chair
FROM: Alicia Day, Director of Parks, Recreation, and Community Education (PRCE)
CC: Kevin Mitrano, Park Commission Chair and Sol Marini, Park Commission Vice Chair
DATE: 06/26/2023
RE: CPC Application details for HS Tennis Courts

1. Project Description: Please give a detailed project description, including specific objectives.

This project would create a new tennis facility with four courts at the Littleton High School. These new courts will replace the two courts at Townhall that are being demolished to make way for the new Senior Center and the two courts that currently reside at the High School that are in need of repair.

The loss of the Town Hall courts will affect the LHS tennis teams because they will not be able to host home matches or tournaments. Massachusetts Interscholastic Athletics Association (MIAA) requires schools to have four courts at a minimum for their tennis teams. There are 18 schools in the girls' tennis league and 14 schools in the boys' tennis league. Littleton is the only town in these leagues that will not be able to meet the MIAA requirements. Additionally, the request for access to pickleball keeps increasing every year. PRCE's pickleball membership last year had about 60 members actively playing daily. This year we only have 18 pickleball members, but the courts at Town hall are still being used daily for both pickleball and tennis. With these four new courts we would be able to paint lines for pickleball play and maintain providing what we currently have been providing instead on losing all options to play pickleball all together.

2. Goals: How does this project accomplish the goals of the Community Preservation Plan for Littleton?

This project meets the CPC goals by making steps towards preserving the number of tennis courts in town. The Townhall courts were supposed to be replaced at another location prior to their demolition, planned for August 2023. It will also create a new tennis facility with four courts on the High School premises for the community to use.

3. Timeline: What is the schedule for project implementation, including a timeline for all critical milestones? Will this be a multi-year project?

If we obtained the funding at fall Town meeting then we would work with the highway department to plan removal of old materials and prepping the site for the new courts to be installed in spring when the weather is favorable for the concrete to cure. The entire project

will be able to be completed within one year; if weather is in our favor perhaps six months from fall Town meeting.

4. Budget: Please provide a full budget including the following information, as applicable.

a. The total amount of the project is \$734,000. Please see the attached invoice for a cost break down.

b. I have asked DPW Director, Stephen Jahnle to look at this project and identify areas where the highway department can help to reduce cost. I will also apply and try to obtain a grant from U.S. Tennis Association. If awarded the grant we could receive between \$25,000 to \$40,000 towards the completion of this project. There is no guarantee that we will be selected so I do not want to count on these funds until they have been approved.

c. Also see the attached invoice.

5. Support: Have the appropriate Town Boards and Commissions expressed support and/or approved the project? What is the nature and level of community support for this project?

- The Park Commission voted on 06/13/2023 to support bringing the High School Tennis court project to CPC.
- We have been communicating and collaborating with Kelly Clenchy, LPS Superintendent, and Steve Marks, LPS Business Manager on this design.
- Mike Lynn, the LPS Athletic Director is supportive of this project.
- The School committee was briefed about this project and they voiced positive support for this project; however, no formal vote has been taken at this time.
- The Select Board have also voiced support for this project, but no formal vote has been taken.

Thank you for your time and consideration. Respectfully submitted,

Alicia Day

PRCE Director
Town of Littleton
Parks, Recreation & Community Education



1 of 2 Pages

05/25/2023

PA-5639- Littleton Tennis Court Construction Cost Estimate ver. 1.0

CONSTRUCTION OF FOUR NEW COMPETITION TENNIS COURTS, ACCESS DRIVE, WALKS FENCING, RE-CONFIGURATION OF PARKING

PHASE	NAME	DESCRIPTION	UNIT	UNIT COST	MEASURE	SUBTOTAL	INSTALLATION	TOTAL
1 Site Preparation								
	Mobilize & Set Up	Equipment mobilization, front end requirements &	LS	\$5,000.00	1	\$5,000.00	\$0	\$5,000
	Protection	Temporary Fence & Signs	LF	\$7.00	1,000	7,000	\$0	\$7,000
		Erosion controls	LS	\$1.00	500	\$500	\$0	\$500
	Demolition	Tree Removal	LS	\$2,500	1	\$2,500	\$0	\$2,500
		General Demolition & Disposal	LS	\$2,500	1	\$2,500	\$0	\$2,500
		Remove Top Soils and stack	CY	\$18.00	1,000	\$18,000	\$0	\$18,000
		Remove 0.5" of soil and dispose	CY	\$20.00	1,250	\$25,000	\$0	\$25,000
						Site Prep:		\$60,500
2 CONSTRUCTION COURTS								
	New Construction	Install Free Draining Fill	CY	\$25.00	1,250	\$31,250	\$0	\$31,250
		Install subdrain	LF	\$8.00	1,000	\$9,000	\$4,000	\$13,000
		Subdrain crushed stone	TON	\$50.00	100	\$5,000	\$0	\$5,000
		Separation fabric	SF	\$0.50	0	\$0	\$0	\$0
		Temporary Seeding	SF	\$0.20	20,000	\$4,000	\$0	\$4,000
						Initial Construction:		\$53,250
3 TENNIS COURTS								
	TENNIS	FOUR FULL COURTS						
3a	FENCE	8' TALL CHAINLINK W/ GATES	LF	\$125.00	1,000	\$125,000	0	\$125,000
3b	SURFACE	ASPHALT SURFACE	TON	\$150.00	250	\$37,500	\$0	\$37,500
		POUR, FINISH & PAINT	SF	\$8.00	20,000	\$160,000	\$0	\$160,000
3c	NET POSTS & NETS	PERMANENT POSTS AND REMOVEABLE NETS	EA	\$1500.00	4	\$6,000	\$1,000	\$7,000
3d	BENCHES	2 NEW BENCHES PER COURT, ANCHORED IN PLACE	EA	\$800.00	8	\$6,400	\$600	\$7,000
3e	BIKE RACK		EA	\$1,200	1	\$1,200	\$500	\$1,700
						Tennis Construction:		\$336,500
4 PAVED PATH & DRIVES								
4a	Excavate	Drive: 300' x 10' wide, 8" deep.	CY	\$40.00	80	\$3,200	\$0	\$3,200
	& Compact	Walks: 500' x 5' wide, 8" deep	CY	\$40.00	65	2,600.00	\$0	\$2,600
4b	8ft Asphalt	Paved access drive 350 ft x 10' wide	TON	\$150.00	45	6,750.00	\$1250	\$8,000
		Paved access walks 500 ft, 5' wide	TON	\$150.00	32	4,800.00	\$1250	\$6,050
		Paved accessible parking areas (4) @ walks 2,250	TON	\$150.00	10	1,500.00	\$500	\$2,000
		Precast stair assembly with rails	EA	\$3500.00	1	3,500.00	\$1,500	\$5,000
4c	Drainage	Allowance for Drainage	LS	\$5000.00	1	5,000.00	0	\$5,000
4d	New Signage	Accessible Parking signs, directional, rules of courts	LS	\$1.00	1,500	1,500.00	1000	\$2,500
		Re-install, spread and fine grade lawn area	CY	\$40.00	150	6,000.00	\$0	\$6,000
		Hydro Seeding with Mulch	SF	\$0.20	9,000	1,800.00	\$0	\$1,800
						Paved Paths and Drives		\$42,150
5 SITE SIGNS								
	New Signage	Accessible Parking signs, directional, rules of courts	LS	\$1.00	1,500	1,500.00	1000	\$2,500
						Site Signs Construction:		\$2,500
6 HP PARKING AND ASSOC								
	PAVING HP only		TON	\$150	6	\$900	\$1,000	\$1,900
	STRIPING		LF	\$4	400	\$1,600	\$500	\$2,100
						Relocated HP Spaces		\$4,000
7 GRASS AND PLANTINGS								
7a	Screen Ex. Loam and		LS	\$2,500	1	\$2,500	\$500	\$3,000
7b	Spread Loam		CY	\$25	1000	\$25,000	\$0	\$25,000
	Hydroseed & mulch		SF	\$0.30	20000	\$6,000	\$0	\$6,000
7c	Stabilized Slopes		LS	\$2,500	1	\$2,500	\$0	\$2,500

8 MAINTENANCE

8a Misc. Maint.
 8b Erosion Controls
 8c Lawn and Slopes

Grass & Plantings:					\$33,500
LS	2000	1	\$2,000	0	\$2,000
LS	\$0.00	0	\$0	2000	\$2,000
LS	\$0	1	\$0	\$2,000	\$2,000

Maintenance: \$6,000

SUBTOTAL CONSTRUCTION PHASES 1-8:					\$535,800
Contractor's OH&P (10%)					\$53,580
TOTAL CONSTRUCTION ESTIMATED BUDGET, PHASES 1-8:					\$589,480

9 ENGINEERING, PERMITTING, BIDDING & CONSTRUCTION SERVICES**9a Design Services**

Layout Project
 Research
 Grading and Drainage
 Plan Revisions and Updates
 Review by Principals
 Presentation to Committee
 Minor Modifications

LS \$12,000 1 \$12,000 \$0 \$12,000

9b Permitting

Planning Board
 Stormwater/Conservation

LS \$10,000 1 \$10,000 \$0 \$10,000

9c Bid Documents Prep

Public Bidding

LS \$5,000 1 \$5,000 \$0 \$5,000

LS \$5,000 1 \$5,000 \$0 \$5,000

9d Construction Support

LS \$10,000.00 1 \$10,000 \$0 \$10,000

9e Project Closeout

LS \$4,000.00 1 \$4,000 \$0 \$4,000

Total Estimated Budget- Phase 13 - Construction: \$46,000

SUB-TOTAL ESTIMATED PROJECT BUDGET: \$635,490

Contingency (10%) \$63,549 \$699,039

Inflation Adjustment (5.0%) \$34,952 \$733,991

Total Estimated Budget: \$733,991

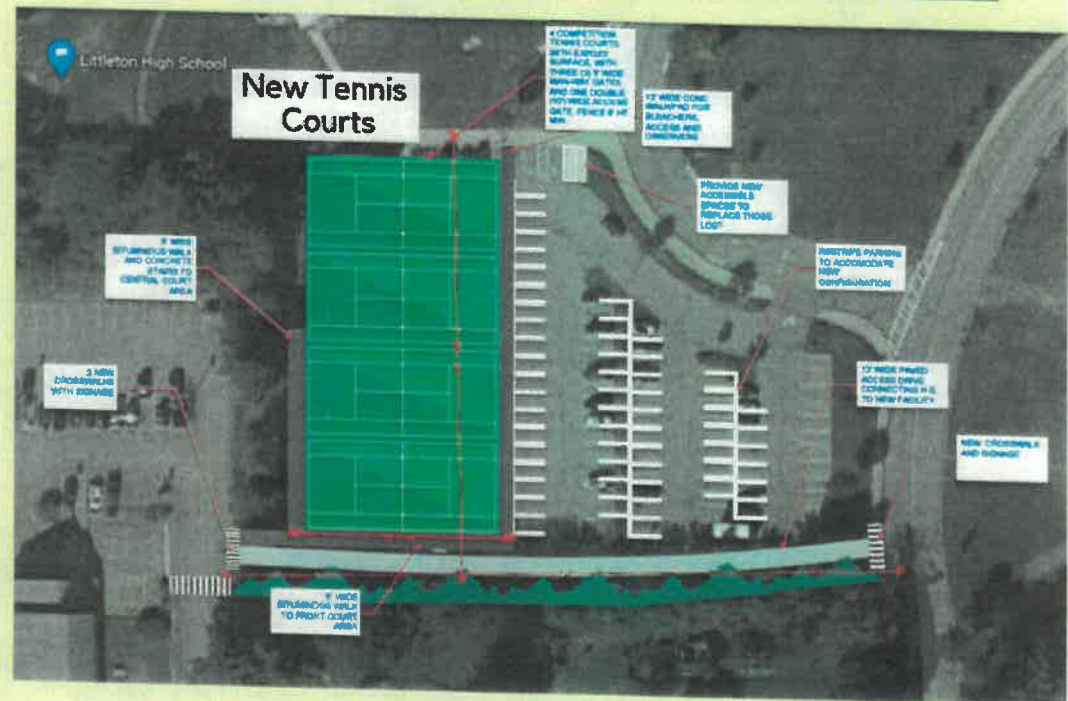
TOTAL ESTIMATED PROJECT BUDGET: \$733,991

VIII. CPC requests

I. Tennis Court Design

Approved for CPC eligibility

- Thursday, August 17th, 2023 Meeting with LPS Superintendent, LPS Business Manager, Jen Gold; PRCE School Committee Liaison, and Kate Jacobsen and Sol Marini, PC Commissioners
- Discussion topics:
 - Requesting that the School Board vote on allowing this project to take place on School Property. Next meeting is September 14th, 2023.
 - Discussion on funding questions that the CPC asked at the last meeting.
 - Will the school contribute to this project?
 - If not will they contribute to CPC funds in FY 25?
 - Will they allow the town to redraw the parcel lines and gift the tennis court space to the town.



VIII. CPC requests

I. Tennis Court Design

Approved for CPC eligibility

•Section 9b lists permitting for \$10,000. This is a municipal project; permitting should be waived. Why is it in the quote? This is a modification of the High school and adjacent building's site. I would consult with planning dept. to confirm that permitting is waived. You are proposing to modify parking for the High school, waiving permitting is not typical. Permit fees are usually waived, but the site plan and related permits may still apply.

•Section 9d lists construction support also for \$10,000. Can you clarify what is included with construction support and why it is needed? Construction support is my office or someone else overseeing the construction; reviewing shop drawings, making sure that construction meets the specification standards and accessibility standards. In public bidding, we don't rely on the contractor to self-police.

- The inflation adjustment is at 5%; which seems extraordinarily high. Why was it set at this percentage? Because this is not a detailed cost estimate, based on a "real" design. This is a basic conceptual plan, not a formal site design, so everything supposed to be higher than actual estimated costs. 5% for construction inflation on the date of issue (May 2023) is not high. Construction costs are currently in the 4-8% range depending on the items. Construction inflation is not the same as general economy inflation. It is hard to get construction workers, diesel fuel is still very expensive, paving is also still very expensive.

•It seems like the connection road was included in this cost, but the Highway department doesn't feel like the estimations listed would cover that cost. Can you clarify if the connection road was included in this estimation or not. It is included. I suggest that the Highway provide us with alternative costs if they don't agree. It is hard to debate that statement without dialogue. My costs come from a recent public construction project bid in May of 2023. It is 300' 10' wide with minimal grading needed. I would be happy to increase that estimated cost based on other values.



LPS CONNECTIONS SPEAKER SERIES 2023-2024

Date	Time	Speaker	Topic
October 3	6pm	Steve Boczenowski	Adolescent Anxiety & Depression
December 5	6pm	Dr. Kalise Wornum	Defining Cultural Proficiency
January 16	6pm	Tara Trainor	Universal Design for Learning within a Multi-Tiered System of Support
March 19	6pm	NAMI National Alliance on Mental Illness	Mental Health: Ending the Silence for Families
May 21	6pm	TBD	Addressing Challenging Behaviors



**More details forthcoming!
Stay tuned!**



Town of Littleton

YEAR-TO-DATE BUDGET REPORT FY 2024

YEAR TO DATE THROUGH REPORT DATE 8/31/23

FOR 2024 03

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
310 REGULAR EDUCATION							
9,654,287.00		0.00	9,654,287.00	414,240.14	63,293.41	9,176,753.45	4.9%
311 SPECIAL EDUCATION							
6,509,160.00		0.00	6,509,160.00	292,583.01	1,789.00	6,214,787.99	4.5%
312 STUDENT & SUPPORT STAFF							
1,483,782.00		0.00	1,483,782.00	217,370.96	29,044.88	1,237,366.16	16.6%
313 OTHER INSTRUCTION							
310,425.00		0.00	310,425.00	9,367.91	480.00	300,577.09	3.2%
314 SYSTEM ADMINISTRATION							
1,608,547.00		0.00	1,608,547.00	266,246.10	808.83	1,341,492.07	16.6%
315 SCHOOL ADMINISTRATION							
1,402,102.00		0.00	1,402,102.00	219,869.07	0.00	1,182,232.93	15.7%
316 TRANSPORTATION AND BUSING							
1,543,733.00		0.00	1,543,733.00	11,740.07	0.00	1,531,992.93	.8%
317 FACILITY & MAINTENANCE							
1,921,226.00		0.00	1,921,226.00	343,825.29	-15,895.71	1,593,296.42	17.1%
GRAND TOTAL							
24,433,262.00		0.00	24,433,262.00	1,775,242.55	79,520.41	22,578,499.04	7.6%

** END OF REPORT - Generated by Steven Mark **

Absence to observe Religious Holyday

The Littleton Public Schools serves children from different religious backgrounds. The Littleton School Committee maintains a deep and sincere respect for religious diversity throughout the community. The Committee recognizes there are conflicts between observing important religious holydays and mandates relative to days of instruction within the school year. As such, it shall be the policy of the Littleton School Committee that:

1. Littleton School District shall close schools for Yom Kippur and Diwali.
2. For other religious holydays, students shall be allowed an excused absence on a day chosen by the student's parent/ legal guardian in order to participate in their religious observances of that day.

So that students who use an excused absence to participate in religious observances of their choice on a normally scheduled school day are not penalized in any manner for missed schoolwork of the day, such students:

1. Shall be allowed to participate in their religious observances without detriment to their education or grades.
2. Shall not be held accountable for tests, quizzes and homework and other one-time events (field trips, athletic events, music performances, theater plays, and productions, audition, and back to school functions), on such days.
3. Shall be allowed to make up tests, quizzes, homework, and other one-time events within a period agreed to by the student's teacher and the parent/ legal guardian. If the parent/ legal guardian and teacher cannot come to an agreement, the matter shall be referred to the principal who will determine the make-up period.
4. Long-term assignments shall not be due the day of, nor the day following such a holyday.

Further:

1. Any pupil absent from school because of a religious holyday shall not be deprived of any award or of eligibility or opportunity to compete for any award because of such absence.
2. Students whose conscientious observation of a religious holyday conflicts with participation in a school-scheduled event such as try-outs, athletic contest, theatricals, or concerts, shall not be required to participate nor penalized for their non-participation.
3. Any absence because of a religious holyday shall be recorded in the school register, or in any group or class attendance record, as an excused absence.
4. Such absence shall NOT be recorded on any transcript, application, employment form, or any similar form.

To facilitate teachers' ability to plan for circumstances set forth above, the student/ parent/ legal guardian must present to the principal a written excuse signed by a parent/ legal guardian as soon as feasible, but in no case any later than five school days in advance.

This policy should not prevent coaches and/ or advisors from holding practices or scheduling contests for events on holydays in which school is in session.

Adopted: November 19, 2009
Reviewed: November 15, 2012
Reviewed: February 25, 2016
Revised: April 6, 2022
Revised: June 1, 2023