



Town of Littleton School Committee



Shattuck St. * P.O. Box 1486 * Littleton, MA 01460-4486 *

Phone: (978) 540-2500 * Fax: (978) 486-9581 * Website: www.littletonps.org

JEN GOLD, Vice Chair
STACY DESMARAIS, Member

JUSTIN MCCARTHY, Chair

BRAD AUSTIN, Clerk
BINAL PATEL, Member

School Committee Meeting
Littleton Police Station Community Room
500 Great Road
In-person and Hybrid
March 9, 2023
7:00 PM

You are invited to a Zoom webinar.

When: Mar 9, 2023 07:00 PM Eastern Time (US and Canada)

Topic: School Committee meeting of Mar 9, 7p, 2023

Please click the link below to join the webinar:

<https://littletonma.zoom.us/j/85210520685?pwd=OUFGeWRjVHliVU16K291M1lnNDNaUT09>

Webinar ID: 852 1052 0685

Passcode: 944866

Or One tap mobile :

US: +13126266799,,85210520685# or +16469313860,,85210520685#

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

US: +1 312 626 6799 or +1 646 931 3860 or +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 669 444 9171 or +1 669 900 6833 or +1 689 278 1000 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000

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VIDEO OR CALL WILL BE MUTED UPON JOINING MEETING.

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

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

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

AGENDA

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

7:00 I. ORGANIZATION

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

7:05 II. INTERESTED CITIZENS

7:10 III. RECOGNITION

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

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

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7:15 IV. NVTHS ALTERNATIVE REPRESENTATIVE INTERVIEWS/APPOINTMENT

1. Joint appointment with BOS and Town Moderator.

Candidate: Ed Mullen

7:25 V. OLD BUSINESS

1. Discussion regarding the potential removal of Religious Holidays from the School Calendar: *Further discussion and anticipated vote.*

2. 2023/2024 Draft Calendar: *Further discussion and anticipated vote.*

3. Proposed 2023/2024 School Committee Calendar: *Superintendent Clenchy will present the proposed 2023/2024 School Committee Calendar.*

4. Transportation Bid Discussion: *Continued discussion and anticipated vote.*

8:35 VI. INTERESTED CITIZENS

8:40 VII. SUBCOMMITTEE REPORTS

1. PMBC

2. Budget Subcommittee

3. Policy Subcommittee: (see LPS website to view all policies)

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

8:50 VIII. ADJOURNMENT/EXECUTIVE SESSION

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

NEXT MEETING DATE

**March 16, 2023 at 7:10 PM
PUBLIC HEARING BUDGET -
Littleton Police Department Community Room**

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SCHOOL COMMITTEE

MINUTES

March 2, 2023

7:00PM

PRESENT: Justin McCarthy
Brad Austin
Stacy Desmarais
Jen Gold

ALSO PRESENT: Kelly Clenchy
Steve Mark
Dorothy Mulone

NOT PRESENT: Binal Patel, & Bettina Corrow

CALL TO ORDER

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

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

INTERESTED CITIZENS

None

RECOGNITION

1. Student Representative(s) Report: Student Representative, John Feltus, gave an update of the events happening at each school.
2. Superintendent Clenchy congratulated the boys ice hockey team as well as the indoor track team for their accomplishments this winter season. He also congratulated the In-door track coach Kaldenberg for being awarded the 2023 MCSTA Coach of the year.

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3. Superintendent Clenchy also mentioned that tonight was the Junior class auction at the High school.

PRESENTATIONS

1. Recognition of Religious Holidays: Students of the LHS DEI Club, Aarya Washasunder, Giselle Kierman, and Rachael Friedman presented about religious holidays

Mission Statement

To ensure that Littleton does not take a step back in terms of inclusivity, school committee members should vote to resume the affirmation of religious observances through district-wide holidays.

LITTLETON DEMOGRAPHICS AND STATISTICS

As mentioned in our Diwali presentation from last year, recent years have led to an exorbitant growth in this town's Asian population. An easy comparison can be made by showing Massachusetts Department of Elementary and Secondary Education statistics of the 2012-2013 Littleton Public Schools year and the 2022-2023 year by race/ethnicity enrollment. The enrollment of Asian students has grown from 4% to 14.7% in the past decade, a 367.5% increase. This totals to about 242 Asian students across LPS schools.

MENTAL HEALTH AND STRESS

- One of the biggest concerns for many students, especially at the high school, is mental health and being able to properly manage the stress of extracurriculars and academics.
- For students who celebrate religious holidays, even with excused absences, which are not properly enforced most of the time, it's difficult to catch up on work. Students can also feel conflicted between choosing to participate in their faith as opposed to furthering their learning. Having religious holidays eliminates this worry for these students.
- Not only that, but at the January 27th LHS meeting, our peers pointed out that non-religious students use these holidays as a time to regroup, catch up on work, or just as a day to relax.

CHILDCARE OPTIONS

While it may be a concern that there is lack of childcare options, this worry is unneeded.

- The school calendar comes out about half a year in advance (as in, before the new school year), so parents/guardians get plenty of time to secure a plan for their children if they are unable to be at home that day
- Tigers Den is open most days, including during religious holidays
- LHS puts up job/volunteering opportunities out for students, and many of them are able to babysit for parents who are out working
- Littleton has a very tight-knit community, and online parent-run group chats can be an easy way to see if a child can spend the day with a friend and their family while you have to be at work

Stacey Desmarais – Thank you for your presentation. It is so important to have the student perspective on this topic.

Brad Austin – Thank you for taking the time to present. It is so important to hear from our students.

Justin McCarthy – I echo what my fellow members said. Nothing better than having students present at our school committee meetings. We will discuss this further tonight.

NEW BUSINESS

1. Draft 2023-2024 School Calendar: Initial review. Further discussion and a vote is scheduled for the March 9, 2023, School Committee meeting. Superintendent Clenchy went through the calendar and its professional development days and holidays listed.

Brad Austin – This draft version is created based on the current contract?

Kelly Clenchy – Yes, this has been drafted based on the current contract.

Justin McCarthy – Is there a specific reason why we choose to have a half day before Memorial Day weekend but not any other Friday?

Kelly Clenchy – We experimented with this a few years ago and it seems to be working well. We tried this school year to add a few more Fridays to the calendar and we did not see a huge difference in attendance with our students but an decrease with our staff. We have gone back to Wednesday for our half days to create consistency in our calendar.

Justin McCarthy – We have heard from so many regarding both the holidays and our 12 half days, which are currently in the contract, can be a challenge for our families. I do believe there is some language in the current contract that would allow us potentially to change the amount of half days for the following school year by notifying the Teacher’s union. It could be our recommendation to have fewer half days. There is definitely an opportunity to try and address this issue for the next school year. Because we are looking to publish the 2023-2024 school calendar before we have finalized negotiation for the new contract.

Kelly Clenchy – One thing to remember is that we need to give the union notice and we are obligated to negotiate this.

Justin McCarthy – The month of November is very busy and especially with five half days and only 18 school days. I am hoping we can make some changes in the long term. My other question is the middle school has three conference days in the fall semester but only two in the spring. Is that specified in the contract?

Kelly Clenchy – The contract specifies 3 and 2. We have discussed the number of half days with our union, and it is something we would like to review. But as a Superintendent I do feel it is important to offer PD days to our staff. It is part of the reason why we have become a high performing school district. It does not happen without a strategic plan and an opportunity to work with staff to enhance their tools to meet student needs. But there might be room to reduce the number of half days.

Justin McCarthy – My last concern is our last day ends up being the last week of June. Families have signed their child up for summer camp and they are now paying for a full camp day at the end of June, while their child is still in school. If we took the holidays away and had the students start on Sept. 2nd, since the teachers cannot start until Sept. 1st, we might be able to avoid ending the school year the last week of June.

Brad Austin – If you are not part of negotiation, it is hard to know what we can or cannot decide, but we do hear from a lot of families that we start late in September and end really late in June. Maybe having teachers start on Friday Sept. 1st and students on Tuesday Sept. 5 would make sense.

Justin McCarthy – Last year it was my idea to switch a couple of half days from Wednesday to Fridays instead. I know that the Superintendent raised one concern about attendance, but I still believe we have room to move three half days from Wednesday to Friday, when it coincides with a vacation week coming up.

Kelly Clenchy – We do sit down with LEA before we present the calendar to the school committee.

Brad Austin – Is there a way to distribute the days in November to another time, so that month isn’t so interrupted?

Kelly Clenchy – I have to be cautious about how much I say. We have expressed interest in decreasing the number of Wednesdays. We need to frontload some of our professional development, so our teachers are prepared to teach the curriculum we expect them to teach. There are so many things to consider. I would like to see fewer half days in November, yes but we have already had this conversation. We are trying to take care of the needs of the district and give our students an excellent education and at the same time trying to support the needs of our families.

Brad Austin – So Diwali falls on a Sunday next school year, so it would only affect two religious holidays next year.

Kelly Clenchy – We are hoping we can vote on the calendar at our next meeting.

Justin McCarthy – I would suggest that the calendar subcommittee meet before the next school committee meeting to discuss the topics/revisions discussed tonight and either present this version of the calendar at the next meeting or make revisions based on tonight's discussion and present a revised calendar.

Kelly Clenchy – I am not sure I completely understand what you would like us to do? We could move some of the November half days to a Friday.

Brad Austin – I would like to see fewer half days in November, so if we can do anything with that, that would be great.

Justin McCarthy – If we could have more than 13 full school days in November, I would fully support that.

- 2. Transportation Bid Discussion** - Business Manager, Steve Mark, and Superintendent Clenchy presented an overview of potential costs over a three-year period. The School Committee continued to discuss the school start time proposal as it relates to the cost projection included in the transportation bid. Potential discussion and vote is scheduled for the March 9, 2023 School Committee meeting. The FY2024 Budget drivers overview including the base contract for Dee Bus was included in the packet.

Brad Austin – Just to clarify, we are having a \$260,000 increase on top of the \$70,000 increase in the contract. So, we are looking at 3 quarters of a million over 5 years.

Justin McCarthy – This does not seem to make sense. There would be less usage of buses with less mileage on each bus but again, we do not have any control over this. What did we budget on the appropriated budget for an increase for next year?

Steve Mark – We asked for an additional \$118,000 and then we asked for \$280,000 for the original number of buses.

Justin McCarthy – We are going to try and cover \$100,000 ourselves with an increase in bus and athletic fees.

Steve Mark briefly went through the school choice fund model and explained the increase and usage of funds.

Jen Gold – Is there any option to re-negotiate this contract with Dee Bus? I know they are our only bidder.

Steve Mark – As of right now we have until March 24 to sign this contract. In my past experience, if we try to re-negotiate this contract or look for another bidder, that will only result in a higher bid.

Stacey Desmarais – You are adding 6 additional school choice students to make these numbers work?

Steve Mark – That is correct.

Kelly Clenchy – In order for us to continue to maintain the school choice funds, we need to continue to be a district that families want to send their child to. But there is no guarantee that we will continue to have this number of school choice students in our district. Every school choice student that enters our district has a legal right to graduate from our district.

Justin McCarthy – The assumption is that we will need the \$450,000 from school choice every year and we will need to keep the level of school choice students in our district to keep that number.

Brad Austin – So it comes down to 1.8 students over 6 classes.

Kelly Clenchy – School Choice money should be used to enhance education opportunities for all students. When I look at transportation, we do not typically transport school choice students.

Brad Austin – I look at this differently. Changing school start time will enhance educational opportunities for all students. Transportation is a different thing. It is a big number, but I think it is worth it.

Kelly Clenchy – Have we explored all the options?

Jen Gold – I think we have.

Justin McCarthy – We are not going to make a decision tonight. This will be discussed further at our next meeting.

Public Comments:

Chase Gerbig – I am really shocked that I listened to a discussion for an hour and only in the very end did you speak to the benefit for the students. I want to remind you of the student benefits that will be spread across all of our students with a shift in their start time. You need to look at the overall benefit of this. I think using the school choice funds will benefit all students. I think if you speak with the students and parents again you will find overwhelming support for this.

Steve Mark – I just want to clarify one point. We have never used school choice funds to pay for kindergarten fees.

Kelly Clenchy – What we are proposing is, if this is the best way to use school choice funds?

3. **Financial Update** - Business Manager, Steve Mark, provided a financial update. The overview was not included in the packet at the time of the meeting but will be posted later.

4. **Town of Littleton 3-year financial forecast** - Town Administrator, Mr. Anthony Ansaldi presented a 3-year financial forecast for the Town of Littleton.

Current Economic Conditions - From PR News Wire October 13, 2022

More than half of U.S. CEOs say they are considering reducing their workforces within the next six months to prepare for a recession.

Nearly 60% of business leaders said that they plan to “pause or reconsider” their company’s projects.

Around 90% of CEOs believe a recession is coming Half of them are already planning for layoffs’

Tristan, Brove, Yahoo

More than 33% of CEOs said the biggest global challenge facing their company by year-end will be political and governmental instability.

Littleton Current Economic Conditions

Motor Vehicle Excise trending downward for FY22, based on current trends by \$45,576.02 or 2.22% below FY21.

Littleton Current Economic Conditions

Building Permits are down 19% or reduction of (\$6,747,000 in residential value)

Q1 = \$6,964,490 * 4 Quarters = \$27,857,960 on par with 2020

Littleton Financial Policies

☐ Maintain Undesignated Fund Balance at 5% of the total operating budget.

☐ Capital Projects appropriate up to 2.5% of the operating budget.

☐ A minimum of 5% of the operating budget must be maintained in the Stabilization fund.

☐ Revenues are conservative estimates.

☐ Capital expenses are more than \$5,000 (facility, equipment, vehicle or asset)

☐ A minimum appropriation to the Capital Stabilization fund will be made in the amount of at least 1% of the total general fund capital.

Projected Revenue & Expense

Forecast FY22 - FY25

Total Conservative Estimated Revenue \$65,058,097

Total Estimated Expenditures \$66,059,555

Revenue Assumptions

Property Tax: 2.5% Levy limit increase + \$500k conservative new growth annually

State Aid: Approximately 1% annual increases (conservative estimate)

Local Receipts: Reduced due to downward trend in motor vehicle excise and building permits estimating a conservative increase in the out-years.

Other revenues: A combination of transfers from other funds (bond premiums) and ambulance revenues.

Free Cash: Used as a funding source for cash capital and stabilization funding.

Expense Assumptions

Town Operating Budget: 4% increase to cover contracts, salaries, & incorporate inflation.

School Operating Budget & Assessments: 5% estimated annual increase; assessments are enrollment driven (placeholder)

Other Charges: 4% increases

Debt Service: Current debt service schedule, not including upcoming issues.

Employee Benefits: Increase of 8% annually with biggest driver as health insurance.

Analysis & Next Steps

☐ FY24 projection is 3% greater than the previous year based on our current assumptions and inflation.

☐ We will further refine the projection when we review budget changes and priorities.

☐ We will work with departments to reduce operating costs.

☐ These projections are very preliminary and will be refined for the budget due at the end of December.

☐ We will work with departments on their capital needs.

Capital Planning

☐ Estimated FY24 Operating Budget \$57,812,192 * 2.5% = \$1,445,305 we can appropriate for capital.

In Conclusion

☐ Operating expenses & Balancing Capital– Cash capital and debt financing are between the 5% – 10% funding targets per financial policy. Capital assets should remain proportional with operational budget changes. Balancing these two will be important in mitigating against deficit projections in the out years.

☐ Opportunity Costs -

The estimated senior center debt, newly borrowed library debt, and current authorized sewer debt will take up most of the debt capacity until closer to FY30 when more outstanding debt falls off. Additionally, debt service will take up around 6% of the operating expense budget.

☐ Assumptions & Costs may change - Interest rates, project costs/timelines.

☐ The amount requested per year is too high to fund all the projects. The Select Board, Finance Committee and School Committee will need to review the department budget and capital projects in detail.

☐ Preliminary operating and capital budgets to be presented in December.

Stacy Desmarais – What can we do to prepare if we do see a big influx in the town?

Anthony Ansaldi – We will continue to monitor, and we have projected out so I am hopeful that our projected projects will continue as planned.

Brad Austin - I think we all assume that there will be a new Shaker Lane School building.

Kelly Clenchy – We are not self-funding the Shaker Lane School. We will receive funding from the state.

- 283 **5. Littleton Youth Baseball/Softball Sponsorship Discussion and Vote:** A request for signage on the
284 baseball/softball fields.
285 LYBS (Littleton Youth Baseball and Softball) is requesting your re-approval for LYBS placing
286 sponsorship banners at the baseball and softball fields listed below. These banners are placed seasonally
287 and removed for the late fall and winter months. Approval for this arrangement was originally granted by
288 the School Committee in January 2020 and we have been asked by Mike Lynn to obtain re-approval.
289 Placement: banners would be placed along the fences at the following school fields:
290 Shaker Lane Field
291 Ken White Field
292 Couper Field
293 Jet Field
294 Shattuck Field (library field)
295 Dates: Mid-April through Early-November
296 Background:
297 • In January 2020, LYBS asked for and received approval from the School Committee for the placement
298 of seasonal sponsorship banners along the fences at our Littleton ball fields.
299 • Previous to that, we were required to individually put up and take down the banners for each game on
300 each field throughout the season. Parents and coaches arrived early and stayed late to each game for this
301 task. It was a very time-consuming process and took away from the time our coaches spent working with
302 the players.
303 • After approval in 2020 we moved to a more workable solution, yet still temporary, where we were
304 permitted to zip tie the banners to the fences and keep them up for the season, removing them in the fall &
305 winter months.
306 • This new process worked smoothly for our organization and took additional workload off of our coaches.
307 • In 2022 Mike Lynn expressed concern about the banners, specifically in regard to the location for Jet
308 Field. In 2022 the banners were placed along the outfield fence rather than the previous years' location
309 which was behind the bleachers and home team bench where they were not as visible.
310 Sponsors are a crucial part of LYBS funding and help us in supplying uniforms, umpires, field fees and
311 equipment for the many Littleton families who participate in youth baseball and softball. The sponsorships
312 help LYBS reduce the cost to our player families, making participation more equitable and accessible to
313 all. It also helps in funding families where we waive fees due to hardship. We request your approval for
314 LYBS to continue working with our sponsorship banners in this seasonal way to help support our program
315 and to continue to help make baseball and softball accessible to all Littleton families.
316
317 On a motion by Brad Austin and seconded by Stacy Desmarais it was voted to approve the request for
318 signage on the baseball/softball fields as presented. (AYE: Unanimous).
319
320 **6. FinCom School Committee Representative Term Expiration Notification:** Per Policy AFC,
321 Superintendent Kelly Clenchy has notified current Fincom member Tyler Gray that he may reapply for an
322 additional term if interested. Term expiration date: May 8, 2023.
323

324 **OLD BUSINESS**

- 325 **1. Discussion regarding the potential removal of Religious Holidays from the School Calendar** - Further
326 discussion and vote is scheduled for the March 9, 2023 School Committee meeting.
327
328 **2. MSBA Enrollment Letter and Certification:** MSBA request to Certify Enrollment for Shaker Lane
329 Building project. Superintendent Clenchy gave a brief overview of the letter, which was included in the
330 packet.
331
332

School Year	K-5	6-8	9-12	Total
2013-2014	704	375	439	1,518
2014-2015	718	366	445	1,529
2015-2016	747	355	448	1,550
2016-2017	763	351	467	1,581
2017-2018	770	362	463	1,595
2018-2019	771	364	450	1,585
2019-2020	768	390	439	1,597
2020-2021	691	393	432	1,516
2021-2022	741	398	447	1,586
2022-2023	766	385	476	1,627

The total grade K-5 enrollment in the Town of Littleton as reported by the district for the 2022-2023 school year was 766 students, which reflects an increase of 22 students (2.9%) from the grade K-5 enrollment reported in 2018, which was the maximum grade K-5 enrollment reported in the preceding ten years. Additionally, the current year's grade K-5 enrollment reflects a decrease of approximately 5 students (-0.7%) from the average grade K-5 enrollment reported during the preceding ten-year period. The MSBA understands that the district is proposing a design enrollment to accommodate approximately 507 students in grades PreK-2 at the Shaker Lane Elementary School. The enrollment in grades PreK-2 reported to DESE for the 2022-2023 school year was 436 students. With respect to future enrollments, the MSBA's base enrollment projection indicates the district's grade K-5 enrollment will continue to experience an increasing trend through the 2032-2033 school year as illustrated in the Enrollment Projection package. In accordance with the MSBA's Enrollment Methodology, the baseline enrollment is calculated using the ten-year average of projected enrollments. As such, the average grade K-2 base enrollment projection for the Shaker Lane Elementary School through the 2032-2033 school year is 400 students.

On a motion by Brad Austin and seconded by Stacy Desmarais it was voted to approve Justin McCarthy to sign off on the MSBA letter of enrollment certification, as presented and make Justin McCarthy the dual authorized representative to the board. (AYE: Unanimous).

INTERESTED CITIZENS

None

SUBCOMMITTEE REPORTS

- 1. PMBC:** We are open for bids on the high school roof.
- 2. Budget Subcommittee:** We will be meeting with the LEA soon.
- 3. SEPAC:** Meeting took place this past Tuesday.
- 4. Policy:** Justin McCarthy suggested that the policies on religious holidays should be revisited.

ADJOURNMENT

On a motion by Brad Austin and seconded by Stacy Desmarais it was voted to adjourn at 9:30PM. Roll Call Vote: Justin McCarthy, AYE; Brad Austin, AYE; Jen Gold, AYE; and Stacy Desmarais, AYE.

NEXT MEETING DATE
March 9, 2023
7:00PM

March 16, 2023 7:10 PM PUBLIC HEARING BUDGET

DOCUMENTS AS PART OF MEETING

Recognition of religious holidays

Draft 2023-2024 LPS Calendar

Transportation bid

Town Financial forecast

Littleton Youth baseball/softball sponsorship

FinCom Term Expiration

MSBA Enrolment

NOTICE FROM THE SCHOOL COMMITTEE

VACANCY – NASHOBA VALLEY TECHNICAL HIGH SCHOOL

ALTERNATE DISTRICT REPRESENTATIVE

The School Committee, Board of Selectmen and Town Moderator invite interested citizens to apply for the position of Alternate District Representative to the Nashoba Valley Technical High School Committee. Appointment will be made by a joint committee of the School Committee, Selectmen and Moderator for the remainder of a three-year term effective April 1, 2023 which expires on March 31, 2025. Additional information regarding Nashoba Tech may be found at the School's web address: www.Nashobatech.net

Questions regarding the appointment process may be directed to the Selectmen's Office at (978) 540-2460.

Letter of interest should be submitted no later than 12:00 noon on Thursday, March 2, 2023

to the Office of the Board of Selectmen, P.O. Box 1305, Littleton, MA 01460.

March 1, 2023

Expression of Interest:

**The Town of Littleton's Alternate District Representative to Nashoba Valley
Technical High School**

Dear Honorable School Committee and Honorable Select Board,

I am writing to you to express my interest in the open position for the alternate district representative @ Nashoba Valley Technical High School.

As a resident of Littleton with three sons who have participated in both Littleton Public Schools and Nashoba Valley Tech. My oldest graduating From Littleton High School in 2020 and now into his junior year at U-Mass Amherst studying Building Construction/Engineering. My Middle son is a sophomore at NVT in the plumbing trades program. My youngest is finishing 8th grade @ Littleton Middle School and has applied to be enrolled at NVT also interested in the plumbing program. I have had the honor of being on the sidelines at many LHS football games running the chains, and this past year adding NVT football to the list of sideline participation.

Respectfully Submitted,

Ed Mullen
10 Grist Mill Road
Littleton, MA 01460

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, Good Friday 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 his or her religious observances of that day.

So that students who use an excused absence to participate in religious observances of his or her 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

Littleton Public Schools

DRAFT

2023-2024 School Calendar

Approved by: SC 00/00/2023

SEPTEMBER (17)				
M	Tu	W	Th	F
				1
4	*5	**6	7	8
***11	12	13A	14	15
18	19	20	21	22
25	26	27A	28	29

*Staff Start **K-12 Start of School

***Preschool Start

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

NOVEMBER (18)				
M	Tu	W	Th	F
		1	2	3
6	*7	8	9	10
13	14	15	16	17
20PreK/EC MSC	21EC/MSC	22A	23	24
27	28	29PreK/EC MSC	30	

*Staff PD / Election Day

DECEMBER (16)				
M	Tu	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20A	21	22
25	26	27	28	29

JANUARY (21)				
M	Tu	W	Th	F
1	2	3	4	5
8	9	10A	11	12
15	16	17	18	19
22	23	24A	25	26
29	30	31		

FEBRUARY (16)				
M	Tu	W	Th	F
			1	2
5	6	7A	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	

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

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

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

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

***Tentative Last Day of School

**K-12 School Starts: Sept. 6, 2023 –
Preschool Starts Sept. 11, 2023.**

Student Days Scheduled 185 days –
June 26, 2024. 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 18, 2024.** 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 Conf.

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

MSC = MS Conferences 3 hr. Early Release

☐ = BACK TO SCHOOL NIGHTS
AND/OR Evening Conferences

() = School Days Per Month

■ = All Schools Closed

LITTLETON PUBLIC SCHOOLS

2023-2024 School Calendar

DRAFT

STARTING DATES

September 5	Teachers returns*
September 6	K-12 Start of School **
September 11	Preschool Start of School***

NO SCHOOL – HOLIDAYS/VACATION DAYS/ PROFESSIONAL DEVELOPMENT

September 4	Labor Day
September 25	Yom Kippur
October 9	Columbus Day / Indigenous Peoples' Day
November 7	PD Day/Election Day
November 10	Veteran's Day
November 12	Diwali (Sunday)
Nov. 23 – 24	Thanksgiving Break
Dec. 25 – Jan. 1	Holiday Break
January 15	Martin L. King Day
February 19 -23	Winter Break
March 29	Good Friday
April 15-19	Spring Break
May 27	Memorial Day
June 19	Juneteenth

BACK TO SCHOOL CURRICULUM NIGHTS

Tuesday, Sept. 12	SL K, T & Unified Arts Back to School Night
Thursday, Sept. 14	HS Back to School Night
Monday, Sept. 18	MS Back to School Night
Thursday, Sept. 21	RS Back to School Night
Tuesday, Sept. 26	SL Grade 1, 2 Back to School Night

EARLY RELEASE – ALL SCHOOLS (Wednesdays unless specified)

September 13	Professional Development
September 27	Professional Development
October 11	Professional Development
October 25	Professional Development
November 22	Thanksgiving Break
December 20	Professional Development
January 10	Professional Development
January 24	Professional Development
February 7	Professional Development
March 6	Professional Development
April 3	Professional Development
May 1	Professional Development
May 24 (Friday)	Professional Development

June 18 (Tuesday) Tentative Last Day of School

EARLY RELEASE – PARENT CONFERENCES

Monday, Nov. 20	Pre-school – Gr 5 Elementary Conf.
Monday, Nov. 20	Middle School Conference
Tuesday, Nov. 21	K-5 Elementary Conference
Tuesday, Nov. 21	Middle School Conference
Wednesday, Nov. 29	Pre-school – Gr 5 Elementary Conf.
Wednesday, Nov. 29	Middle School Conference
Wednesday, March 13	K-5 Elementary Conference
Wednesday, March 20	K-5 Elementary Conference
Wednesday, March 20	Middle School Conference
Thursday, March 21	K-5 Elementary Conference
Thursday, March 21	Middle School Conference
Thursday, May 16	Pre-School Conference
Thursday, May 23	Pre-School Conference

EVENING PARENT CONFERENCES

Thursday, Oct. 12	High School Evening Conference
Monday, Nov. 20	Pre-School – Gr 2 Elementary Evening Conf.
Tuesday, Nov. 21	3-5 Elementary Evening Conference
Wednesday, Nov. 29	Middle School Evening Conference
Thursday, March 7	High School Evening Conference
Wednesday, March 13	Middle School Evening Conference
Wednesday, March 20	K-2 Elementary Evening Conference
Thursday, March 21	3-5 Elementary Evening Conference
Thursday, May 23	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 7, 2024



Gr. 8 Promotion Ceremony – June TBD, 2024



Tigers' Den will close at 4:00pm on 11/22/23, and on the last day of school.

MAJOR RELIGIOUS & CULTURAL HOLIDAYS & HOLY DAYS

Sept. 15 – Sept. 17	Rosh Hashanah
September 25	Yom Kippur
November 12	Diwali
Dec. 7 – Dec. 15	Chanukah
December 25	Christmas
December 26	Kwanza
February 10	Lunar New Year
March 29	Good Friday
March 31	Easter Sunday
April 22	Passover
June 19	Juneteenth

MARKING PERIODS

Preschool/Kindergarten Period Ends:
January, June 18

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

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

High School Marking Period Ends:
November, January, April, June 18

Town of Littleton School Committee

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

JEN GOLD, Vice Chair
STACY DESMARAIS, Member

JUSTIN MCCARTHY, Chair

BRAD AUSTIN, Secretary
BINAL PATEL, Member

SCHOOL COMMITTEE CALENDAR

July 1, 2023 – June 30, 2024

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 17 & 18, 2023 (LHS Library Seminar Room)

September 14, 2023

September 28, 2023

October 12, 2023

October 26, 2023

November 16, 2023

November 30, 2023

December 14, 2023

January 11, 2024

January 25, 2024

February 8, 2024

February 29, 2024

March 14, 2024 **Public Hearing (Budget @ 7:10 p.m.)**

March 28, 2024

April 11, 2024

May 2, 2024

May 16, 2024

May 30, 2024

00.00.2023 approved 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 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.

School Choice Usage FY 2024+

School Choice - Usage estimated for 5 year budget cycle - FY 2023 - 2027						
						Proposed Appropriated Budget
	FY 2023 Approved Appropriated Town Funds					\$23,050,247
	Original Budget Request		\$1,703,151	7.40%		
	reduction of budget to 6% per Town Request		-\$320,136			cut: Sped admin support, 2 la positions, sped OOD tuition, operations
	Revised FY 2024 Appropriated Budget Request		\$1,383,015	6.00%		\$24,433,262
	included raising Athletic and Bus fees to increase revenue by approx \$100,000 (This would result in no increase to the Athleic Budget, Any increased Athletic Fees will be used to offset the increase in bus prices for athletic trips, bus costs, etc)					
	Dee Bus - Bid for Option A - Current 3 Tiered Model		\$763,020			
	Dee Bus - Bid for Option B - 2 Tiered Model		\$1,247,400	\$484,380 difference		
5.00%	FY 2024	Base Contract - Dee Bus - 3 tier model	\$763,020			
	FY 2025	Estimated contract price with annual cola adjustment	\$801,171	\$38,151		
	FY 2026	Estimated contract price with annual cola adjustment	\$841,230	\$40,059		
	FY 2027	Estimated contract price with annual cola adjustment	\$883,291	\$42,061		
	FY 2028	Estimated contract price with annual cola adjustment	\$927,456	\$44,165	\$164,436	
	Totals -->					
5.00%	FY 2024	Base Contract - Dee Bus - 2 tier model	\$1,247,400			
	FY 2025	Estimated contract price with annual cola adjustment	\$1,309,770	\$62,370		
	FY 2026	Estimated contract price with annual cola adjustment	\$1,375,259	\$65,489		
	FY 2027	Estimated contract price with annual cola adjustment	\$1,444,021	\$68,763		
	FY 2028	Estimated contract price with annual cola adjustment	\$1,516,222	\$72,201	\$268,822	
			Estimated Receipts	Estimated Uses	Estimated Balance	
	FY 2023 Beginning Balance in School Choice Funds Available =				\$2,607,960	
	FY 2023					
		Estimated Annual Receipts	\$450,000			
		Payroll		-\$250,000		
		Misc		-\$15,000		
		GPI Study - School Start Time Review, Routes, options		-\$35,000		
		Estimated FY 2023 Ending School Choice Balance -->		-\$300,000	\$2,757,960	
	FY 2024					
		Estimated Annual Receipts	\$450,000			Note: Need to accept 6 additional students into the Littleton Choice Program in order to maintain current Level of Choice Funding (Note: If School Choice enrollment declines, Choice receipts will decrease)
		Use for Busing Contract Year 1 - 2 tiered bus model		-\$267,095		
		Payroll		-\$250,000		
		Sped Administrative Support		-\$50,000		
		SPED OOD Tuitions		-\$102,730		* - Reduced original request for SPED OOD Tuitions rate increases (14% from 180,000 to 77,270, with balance from Choice Funds)
		Estimated FY 2024 Ending School Choice Balance -->		-\$669,825	\$2,538,135	

FY 2024 Budget Drivers

School Choice Usage FY 2024+

	FY 2025					
						Note: Need to accept 10 additional students into the Littleton Choice Program in order to maintain current Level of Choice Funding
		Estimated Annual Receipts	\$450,000			
		Use for Busing Contract Year 1 - 2 tiered bus model		-\$178,063		(\$267k shortfall for bus contract less 1/3 moved to appropriated budget request)
		Estimated COLA for Bus Contract		-\$62,370		
		Payroll		-\$250,000		Assumes that Town Appropriated Request includes increased funding for bus contractual costs
		SPED Administrative Support		-\$50,000		
		SPED OOD Tuitions (% inc cola for SPED OOD unknown at this time)		-\$102,730		(\$180,000 inc (14%) less \$77k added to budget)
		Estimated FY 2025 Ending School Choice Balance -->		-\$643,163	\$2,344,972	
	FY 2026					
						Note: Need to accept 11 additional students into the Littleton Choice Program in order to maintain current Level of Choice Funding
		Estimated Annual Receipts	\$450,000			
		Use for Busing Contract Year 1 - 2 tiered bus model		-\$89,031		
		Estimated COLA for Bus Contract		-\$65,489		
		Payroll		-\$250,000		
		SPED Administrative Support		-\$50,000		
		SPED OOD Tuitions (% inc cola for SPED OOD unknown at this time)		-\$120,000		
		Estimated FY 2026 Ending School Choice Balance -->		-\$574,520	\$2,220,453	
	FY 2027					
		Estimated Annual Receipts	\$450,000			
		Use for Busing Contract Year 1 - 2 tiered bus model		-\$89,032		
		Payroll		-\$250,000		
		Estimated COLA for Bus Contract		-\$68,763		
		SPED Administrative Support		-\$50,000		
		SPED OOD Tuitions (% inc cola for SPED OOD unknown at this time)		-\$120,000		
		Estimated FY 2027 Ending School Choice Balance -->		-\$577,795	\$2,092,658	
		Possible FY 2025 Budget Request Increases	THESE ARE VERY EARLY ESTIMATES ONLY - SUBJECT TO CHANGE			
		Salaries - Steps/Lane - ESTIMATED		\$850,000.00		
		Bus Contract Increases (1/2 of \$180k)		\$89,032.00		
		HVAC Maint Contract (in year 4 of 5 year contract to Aug 2024)				
		(Expect 10% increase in price of contract when bid in July 2024)		\$15,000.00		
		Staffing Requests - ??? unknown needs at this time		\$130,000.00		
		Other Operational increases, utilities, service costs, electrical, trash, plumbing etc.		\$30,000.00		
		Total FY 2025 Budget Possible Increase		\$1,114,032.00		
					4.56%	over projected fy24 budget