



Town of Littleton School Committee



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JEN GOLD, Vice Chair
STACY DESMARAIS, Member

JUSTIN MCCARTHY, Chair

BINAL PATEL, Member
ELAINE SANTELMANN, Clerk

SCHOOL COMMITTEE MINUTES January 25, 2024 7:00PM

PRESENT: Justin McCarthy
Stacy Desmarais
Elaine Santelmann
Binal Patel

ALSO PRESENT: Kelly Clenchy
Steve Mark
Dorothy Mulone
Karen Solomonides

NOT PRESENT: Jen Gold

CALL TO ORDER

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

On a motion by Justin McCarthy and seconded by Binal Patel it was voted to approve the January 11, 2023, consent agenda as presented. (AYE: Unanimous).

INTERESTED CITIZENS

None

RECOGNITION

- 1. Student Representative(s) Report:** Student Representative, Jacinda Sanders gave an update of events for each school.
- 2. Superintendent Clenchy** recognized the LMS musical cast and crew and the drama program for a wonderful performance of The Little Mermaid Jr. I would like to recognize Tracy Turner for running kindness week at the high school, the students decorated the doorways with kind words. Thank you to the Department of Health for supplying us with Covid tests.

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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.

PRESENTATIONS

1. Littleton's 2024 Playbook Initiative, Student Roster and Team Trainers: Assistant Principal Mathew LeVangie from LMS and Lyn Snow discussed the playbook initiative which is a partnership between Project 351 and the Boston Celtics. It's facilitated by our high school facilitators, Haaris Khan and Kierob Cherubino. They are leading these kids in discussions around Diversity, Equity, Inclusion and Belonging. He introduced students from LHS and LMS who participated in the program and spoke about different scenarios about the program.

Lyn Snow talked about how proud she is of the participation from the students.

Stacy Desmarais: I really appreciate you guys all coming here and allowing us to be a part of this, even just these few minutes of having you guys together so inspiring that you guys are going to be mentors to your peers and say younger generations coming through. So proud of all you guys participating in this. And I hope this is something we can continue to do.

Elaine Santelman: I'm impressed by the fact that so many of you are taking this so seriously that you would come to a school committee meeting to talk about it. The other thing that impressed me was it must have been very well facilitated for so many of you to feel vulnerable enough to share your stories, because it can be tough to break that ice, and especially in a larger group.

2. New School Improvement Plan Updates, Standard 3 Community Engagement/Communication:
Please see presentation in packet. Michelle Kane, Cheryl Temple, Jason Everhart and John Harrington gave an update on their school improvement plans.

Shaker Lane Goals:

- Effectively communicate the district's core values, vision, mission and beliefs within the community.
- Creatively and effectively utilize technology and media to communicate with all LPS constituents.
- Strengthen partnerships with businesses, civic organizations, and community members at large.

Action Steps:

- Maintain and enhance New Family Buddy Program.
- Continue Kindergarten Ambassador Program.
- Continue to implement and/or develop consistent and efficient communication methods to be used between Shaker Lane and the community.
- Maintain podcast with second-grade students.
- Continue partnership with LHS students to serve as academic tutors/role models/volunteers for Shaker Lane students.
- Continue relationships/partnerships with local community members, organizations & businesses in an effort to provide our students with a variety of authentic community service opportunities.
- Continue school-wide community-building events.

Indicators of Success:

- Feedback from Families.
- Attendance at Kindergarten Ambassador Feedback from families.
- Weekly newsletters, Upcoming survey for SLS Newsletter feedback.
- Podcasts recorded Emails to families through Fridays Newsletters.
- LHS students at SL. Currently we have 6 students across K-2 classrooms.
- Community Meeting Compassion, Projects Anton's Coats for Families, Clear Path for Veterans, The Wish Project.
- Shakey Storytime, Springfest Evening, Book Fair Cultural Fair.

Stacy Desmarais: You're doing a wonderful job building a great foundation for this younger generation.

Russell Street Goals:

- Effectively communicate the district's core values, vision, mission and beliefs within the community.
- Creatively and effectively utilize technology and media to communicate with all LPS constituents.
- Strengthen partnerships with businesses, civic organizations, and community members at large.

Action Steps:

- Continue to implement and/or develop consistent and efficient communication methods.
- Offer Empowering Families 101 forums to support families and students.
- Continue to partner with other LPS schools.
- Continue to identify and implement ways to increase public awareness of positive happenings with students and school events.

Indicators of Success:

- Weekend Update, Grade level websites/blogs, Classroom communication RSS postcards.
- Family events, PTA sponsored family events, Think Tank activities.
- Mentoring program LMS and LHS.
- Build partnerships in the community and with local educational institutions/organizations.

Stacy Desmarais: A lot of us don't know how to subscribe to the calendar and a lot of us are manually entering dozens of dates and times. It's actually very hard on our website to find where to subscribe to those calendars. So I just feel like, if there was some education at the beginning of the year, all the schools for parents for a step by step tutorial or a way to find it faster on the school website.

Littleton Middle School Goals:

- Create more opportunities for family-school connections scheduled throughout the school year.
- Maintain or improve our current level of partnership and two-way communication with LMS families and community.

Action Steps:

- Assess our current levels of welcomeness to families, particularly those who are traditionally outside of school-home partnerships.
- Add at least one new event each year for three years.
- Review what is working well and why we are successful.
- Review what is not working well and make adjustments.

Indicators of Success:

- Improved diversity of families participating in school events.
- Sustained relationships that build over the course of three years.
- Continued positive feedback and appreciation from families regarding frequency and timeliness of communication.
- Adoption of new methods of communication.

Littleton High School Goals:

- Effectively communicate the district's core values, vision, mission, and beliefs within the Community.
- Creatively and effectively utilize technology and media to communicate with all LPS constituents.
- Strengthen partnerships with business, civic organizations, and community members at large.

Action Steps:

- NEASC re-accreditation preparation.
- Continue to implement and improve consistent and efficient communication methods and share positive messages and updates about school events and student accomplishments.
- Host Principal Roundtables and Coffees with parents and caregivers about important and relevant topics: Cybersafety, SEL Curriculum, Media, Vision of Graduate, School Climate & Culture.
- Promote, enhance, & highlight civic education and engagement Re: Civics - Center for Instructional Support.

Indicators of Success:

- Survey parents, students, staff members about the Vision of Graduate, Publish Vision of Graduate narrative and visual, Form Steering Committee, Form Self-Reflection Committee, Host NEASC Collaborative Conference, Create a Budget for anticipated re-accreditation expenses.
- Updated school website, Improved Newsletter & Social Media Postings, Partnership with LCTV.
- Scheduled Roundtables and Coffees
- History Department will update Program of Studies, Feature student-led Civics Projects, Document student-led Civics projects in US History II & AP US History Courses, Host voter registration drive, Host special guest speaker (s) emphasizing the importance of civic engagement, Book Guest Speakers.

Elaine Santelmann: I'm glad you made that connection with the student-led civics projects, and the level of student agency that we saw here tonight with the students that came here. I think both of those initiatives attack that same goal of students becoming educated on something that matters to them. And then speaking out and trying to make a difference in the world.

NEW BUSINESS

1. CASE Collaborative Annual Report: Please see presentation in packet. Superintendent Kelly Clenchy talked about the different special education programs for students, tuition costs, transportation and enrollment.

Elaine Santelmann: Thank you for highlighting this. I think you know it can tend to be a little behind the scenes with other things that we tend to talk about. But it's really such an important program. I'm impressed with the role that you've been playing in this regionalized effort. So thank you for everything you're doing with this.

Justin McCarthy: So based on this report we've got, we have 3 students and 3 Littleton residents that are in this case collaborative. We can consider these out of district placements. But like we said before, this isn't the only option for these folks. So how do we make a referral for these folks?

Superintendent Kelly Clenchy: We work with parents and we give them a choice and we work with the parents to give them a placement.

INTERESTED CITIZENS

None

SUBCOMMITTEE REPORTS

1. PMBC: High school roof should be completed next week, we had some issues with the materials.

2. Budget Subcommittee: School committee had a joint meeting with the Finance Committee and the select board. On Tuesday we had an opportunity at their request to present a revised fiscal year 2025 budget. So I just want to thank Superintendent Clenchy and business manager Steve Mark, as well as Jen Gold, who's the other subcommittee member for the work that went into getting really, really, really close

to meeting the town's ask and also want to thank the select board and the finance committee for a collaborative approach on the budgeting cycle this year. It's a difficult upcoming year for the town. Visiting with each department and asking each department to take a closer look. For those that are at home what we did was we had our initial budget, and then we were asked to revise our budget by \$270,000. We're able to take a closer look, not cut any services, not offer anything less than the plans to but present an appropriate budget for \$250,000 less than the additional ask. We are in a very good position with a healthy school choice balance, so in the event that we run into these extra \$250,000 expenses we will use the School Choice funds.

3. Policy: We have just met. And you can look forward to the grouping of the C policies at the next meeting.

4. Shaker Lane Building Committee Update: So our request for designer services was approved by MSBA, which is a good sign. So we can start to put out the project for designers to start to give us proposals. I believe the language for the job posting has been put together, and that's going out within the next few weeks. I don't know if we have a deadline on that just yet. It gets published in the Center Register on the 31st, and then it goes in the newspaper, the Lowell Sun. I think it might go in tomorrow, but certainly by next week. Then we'll be receiving those proposals, and then by March 26th we have to make a designer committee selection.

ADJOURNMENT

On a motion by Justin McCarthy and seconded by Elaine Santelmann it was voted to adjourn at 8:44PM. Roll Call Vote: Justin McCarthy, AYE; Elaine Santelmann, AYE; Binal Patel, AYE; and Stacy Desmarais, AYE.

NEXT MEETING DATE

February 8, 2023

7:00PM

DOCUMENTS AS PART OF MEETING

CASE Collaborative Annual Report

New School Improvement Plan Updates, Standard 3 Community Engagement/Communication