



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 November 30, 2023 7:00PM

PRESENT: Justin McCarthy
Jen Gold
Stacy Desmarais
Elaine Santelmann

ALSO PRESENT: Kelly Clenchy
Steve Mark
Dorothy Mulone
Karen Solomonides

NOT PRESENT: Binal Patel

CALL TO ORDER

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

On a motion by Justin McCarthy, Elaine Santelmann and seconded by Stacy Desmarais it was voted to approve the November 17, 2023 agenda as presented. (AYE: Unanimous).

INTERESTED CITIZENS

None

RECOGNITION

1. Student Representative(s) Report: Student Representative, Jay Kang gave an update of events for each school.
2. Superintendent Kelly Clenchy recognized Littleton Middle School Ranked Among 2024 Best Middle Schools. Littleton Middle School ranked 138 of 1040 middle schools and to be recognized by the US News for best middle schools you have to be in the top 40% of middle schools throughout the nation.

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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.

Also the first high school play is scheduled to take place this weekend, MacBeth.

PRESENTATIONS

1. Financial Update: Steve Mark presented a financial update. We are in good shape this year and don't have any issues. There's nothing to be concerned about at this point in time. We have been fortunate enough this year with the weather in November. We are watching utilities because that has been an issue over the last couple of years.

2. Update on CrisisGo: Steve Mark: We have partnered with a company called CrisisGo. It's an App that people can use on their phone, desktops, chromebooks and laptops. It is a communication device and communication tool. We are in the process of implementing the app. There is a lot of setup we have to do along with a lot of data connection between our students, information systems, the app and the company. We have to download the information if there's an emergency. Teachers will be able to access rosters right from their phone right through the app in order to do student check ins. Maps of the buildings to first responders if there's an incident they can see exactly where that call is placed from within the building directly through the app. There's a lot of setup in which we thought that would be initially a couple of months to set up but as we talked with other districts that have implemented this partnership with CrisisGo it's a 9 to 12 month implementation process. It's taking a lot longer than we anticipated. There's a lot of setup and options we have to go through to pick and choose. We are in the middle of the process. When we get closer to getting ready to implement the app we will come back to the committee and give a short demo. It's a cool tool that we can use for communication if an evacuation has to happen or if teachers are in a classroom and they need help they can hit a button on their phone or desktop and it instantly responds to 911 and emergency services.

Elaine Santelmann: It's a very cool program, but it relies on teachers using their personal devices?

Steve Mark: They can use their district issued laptop, chromebook or desktop.

Elaine Santelmann: Is it voluntary for the teachers to download the app?

Steve Mark: It's voluntary if they want to put it on their phone, or their personal device.

Elaine Santelmann: To be honest it's most effective when it's on the phone, but you can't make them put it on their personal device.

Superintendent Kelly Clenchy: We have talked with other districts that have implemented this program and within the first 6 to 8 months most teachers are using the apps.

Elaine Santelmann: I'm glad the district is going in this direction.

Stacy Desmarais: I have a clarifying question. Is this also the app that teachers will be able to communicate with parents if there ever is an evacuation?

Steve Mark: No, it's communicating with district staff and emergency personnel who would then coordinate reunification plans.

Stacy Desmarais: So we don't have any app or software that is helping us with the reunification plans: like this many kids are here with me right now or this student is not here?

Superintendent Kelly Clenchy: We would not communicate that out to the public, it would be a safety risk, so we have blackboard connect and police departments reverse 911. When you're in a situation like that the

communication needs to be tailored to the issue at hand and then during reunification we reach out to the proper community. Cell and Phone lines can be jammed very quickly, we want to make sure our communication is quick. The whole point of doing this is to cut down the time if we do have a crisis so that there's instant communication, it's easy to locate somebody in the school that shouldn't be there and the quicker the response time the better the result. Schools that have used it have given this program great reviews, it's something we have been tossing around for 6 to 8 years.

INTERESTED CITIZENS

None

SUBCOMMITTEE REPORTS

1. PMBC: None

2. Budget Subcommittee: Had a meeting last week. We have some preliminary numbers together which have been submitted to the town at this point in time. Looks like FY25 budget request for an increase would be about 1.3 million dollars, which represents a 5.34% increase on top of current year's budget. First look at it has to do with a lot of salaries and payroll that are the starting point right now.

3. Policy Subcommittee: Superintendent Kelly Clenchy: We took a look at these policies last meeting and on the first reading we found one policy that needed some pronoun changes, that's been changed.

Elaine Santelmann: On the school council policy, the bottom of the third paragraph it talks about that there's a representative process that's approved by the superintendent and school committee. Can you tell me what that process is for recruiting people for the school council?

Superintendent Kelly Clenchy: They hold elections during the meeting. The only stipulations that I monitor is that one administration is in the chair and a parent is a co-chair.

Elaine Santelmann: Does every school have a school council?

Superintendent Kelly Clenchy: It's mandatory by statute.

Elaine Santelmann: There was another policy about advisory committees. Do we have any advisory committees to the school committee? Or is this just a preemptive thing just in case?

Superintendent Kelly Clenchy: We have in the past. The school start time was an advisory committee. Usually advisory committees are formed and when the task is completed they are dissolved. So right now we do not.

Justin McCarthy: Shaker Lane Building Committee I suppose would qualify?

Superintendent Kelly Clenchy: It's a little beyond the advisory because they have decision making, it's really a town committee.

Justin McCarthy: Motion to accept the second reading of the following modified policies:

BDFA - SCHOOL COUNCILS

BEC - EXECUTIVE SESSIONS

BEDB - AGENDA

On a motion by Justin McCarthy and seconded by Jen Gold. All those in favor (AYE: Unanimous)

Justin McCarthy: Motion to accept the second reading of the following modified policies as current:

BDF - ADVISORY COMMITTEES TO THE SCHOOL COMMITTEE

BDG - SCHOOL ATTORNEY/LEGAL SERVICES

BE - SCHOOL COMMITTEE MEETINGS

BEDD - RULES OF ORDER

**On a motion by Justin McCarthy and seconded by Elaine Santelmann. All those in favor
(AYE: Unanimous)**

Shaker Lane Building Committee Update: No updates since our last meeting. The MSBA has approved the OPM firm “Turner Town and Townsend”. We are having a meeting on December 6th to meet with their team and discuss goals and objectives.

ADJOURNMENT

On a motion by Justin McCarthy, and seconded by Stacy Desmarais it was voted to adjourn at 7:20 PM. Roll Call Vote: Justin McCarthy, AYE; Jen Gold, AYE; Elaine Santelmann, AYE; and Stacy Desmarais, AYE.

NEXT MEETING DATE

December 14, 2023

7:00PM

DOCUMENTS AS PART OF MEETING

Littleton Middle School Ranked Among 2024 Best Middle Schools

YTD Budget Report FY 2024

BDFA - SCHOOL COUNCILS

BED - EXECUTIVE SESSIONS

BEDB - AGENDA

BDF - ADVISORY COMMITTEES TO THE SCHOOL COMMITTEE

BDG - SCHOOL ATTORNEY/LEGAL SERVICES

BE - SCHOOL COMMITTEE MEETINGS

BEDD - RULES OF ORDER