

**Tewksbury School Committee  
Wednesday, July 21, 2021  
Regular School Committee Meeting #1  
Tewksbury Memorial High School  
Large Group Instruction Room #1 (LGI-1)  
320 Pleasant Street, Tewksbury, MA**

**SCHOOL COMMITTEE MEMBERS PRESENT**

Keith M. Sullivan, Chairperson  
Shannon M. Demos, Vice-Chairperson  
Bridget L. Garabedian, Clerk  
John R. Stadtman, Member  
Nicholas G. Parsons, Member

**SCHOOL ADMINISTRATORS PRESENT**

Christopher J. Malone, Superintendent  
Brenda T. Regan, Assistant Superintendent  
David A. Libby, Business Manager

**OTHERS PRESENT**

Gail Johnson, Administrative Assistant

**CALL TO ORDER**

Mr. Sullivan called the July 21, 2021, Regular School Committee meeting to order at 6:01 p.m.

**EXECUTIVE SESSION** (File)

Mr. Sullivan entertained a motion to convene an Executive Session to discuss strategy with respect to collective bargaining with employee groups and/or personnel matters.

Ms. Demos moved to enter into the Executive Session to discuss strategy with respect to collective bargaining with employee groups and/or personnel matters, seconded by Mr. Parsons. The School Committee will reconvene in open session following the Executive Session at 6:30 p.m. for the Regular School Committee meeting.

Roll Call Vote - Voting Yes: Mr. Parsons, Ms. Demos, Ms. Garabedian, and Mr. Sullivan. All Aye. No Opposed. Motion carried 4-0. Mr. Stadtman arrived at 6:10 p.m.

At 6:22 p.m., Mr. Sullivan adjourned the July 21, 2021 Executive Session with a motion from Ms. Demos, seconded by Mr. Stadtman. The Committee will reconvene in open session for the Regular School Committee.

Roll Call Vote: Voting Yes: Mr. Parsons, Ms. Garabedian, Ms. Demos, Mr. Stadtman, and Mr. Sullivan. All Aye. No Opposed. Motion carried 5-0.

**RECONVENE REGULAR MEETING**

At 6:34 p.m., Mr. Sullivan reconvened the July 21, 2021 Regular School Committee meeting.

**ANNOUNCEMENT**

Mr. Sullivan reported the July 21, 2021 Regular School Committee meeting will be televised and recorded and may be viewed live on Comcast Channel 22 and Verizon Channel 34 or YouTube/TewksburyTV.com. Under the Open Meeting Law, the public is permitted to make an audio or video recording of an open session at a public meeting. Mr. Sullivan inquired if anyone in the audience was recording tonight's meeting. Seeing none, Mr. Sullivan moved onto the next order of business.

**APPROVED 8-18-2021**

## **PLEDGE OF ALLEGIANCE**

Ms. Garabedian led the Committee in the Pledge of Allegiance.

## **RECOGNITION**

### **Elaine Walsh, Retired TPS School Nurse**

Mr Malone reported that tonight's recognition is different as Elaine Walsh had previously been honored for being the Lead Nurse and in recognition of her retirement from the Tewksbury Public Schools. During the pandemic, he reached out to Elaine asking her to come out of retirement for a while during the pandemic to oversee the Pooled Testing Pilot Program for the district. The School Committee thanked Elaine for overseeing the program. On behalf of the School Committee, Ms. Garabedian presented Ms. Walsh with a Resolution of Recognition.

Mr. Sullivan reported that the district will take no action on policy ACAB, Harassment, this evening.

## **STUDENT REPRESENTATIVE**

### **Notes From Tewksbury Memorial High School**

No student report this evening.

## **PRESENTATIONS**

### **Tewksbury Police Department: School Resource Officer, Eric Hanley - Therapy Dog Presentation**

Ms. Regan reported that Chief Columbus brought the idea of having a therapy dog to the district. Officer Hanley addressed the School Committee relating that the idea has already been presented to the Tewksbury Public Schools teachers and administrators as well as the PAC's. Officer Hanley presented the Tewksbury Police Department Comfort (therapy) Dog Proposal. Comfort dogs have been around for about 15-20 years. He presented, pre-COVID, children mental health statistics; benefits of a therapy dog for children; and benefits in the classroom. The Monadnock Labradoodles, breeder in Southern NH, is donating a dog to the Tewksbury Police Department. The dog will live in Officer Hanley's home, it will be trained locally in Tewksbury and will include training for unique school situations, the town will bear the liability for the therapy dog, and there will be a special police cruiser equipped with temperature control. He reported that they should get a dog in early winter, there will be a Name the Dog contest, and students and staff will be educated on how to interact with the dog.

Officer Hanley responded to questions and comments from the School Committee members. The Committee thanked Officer Hanley for the presentation. Mr. Sullivan commented that he appreciates all the outreach to the community that Officer Hanley has done. This is a great tool and resource and will benefit a lot of people but to Ms. Demos' point, we would not want to create any pre-anxiety for any other groups. He is confident that Officer Hanley will be able to work through this and get a dog soon.

Prior to going to the Citizen's Forum, Mr. Sullivan refreshed the norms, rules and policies of a Citizen's Forum for the audience. He announced that the Tewksbury School Committee desires citizens of the district to attend meetings so they will be more familiar with the operation or programs of local public schools. At the start of a School Committee meeting, the public will be invited to address the Committee. An individual or a group representative may address the Committee, the Chair determines the length of comments, normally limited to three (3) minutes, the Chair may extend the time limit; discussion must be related to a topic on the agenda for that evening. He added that improper conduct or remarks will not be allowed; the Chair may terminate the individual's privilege of address. Mr. Sullivan stated that written comments, longer than three (3) minutes may be given to the School Committee before or after the meeting for the consideration of the School Committee.

## **CITIZEN'S FORUM**

Mr. Sullivan asked if there was any resident in the audience that wished to speak on any item on the agenda.

Deb Wall, 50 Sheffield Road, Tewksbury. Ms. Wall stated that there is a parent outside that needs permission from the Superintendent to enter a Tewksbury school building, respectfully asking that the Superintendent allow the parent to enter. Mr. Sullivan reported that is not a topic on the agenda and will not be entertained at this time.

Al Mancini, 15 Kenneth Lane, Tewksbury: Mr. Mancini commented on the evaluation of the 2020-2021 Superintendent.

Mr. Sullivan inquired if there was anyone further who wished to speak. Seeing none, he moved onto Approval of the Minutes.

**APPROVAL OF MINUTES** (File)

Ms. Garabedian moved, seconded by Ms. Demos, to approve the June 9, 2021 Regular School Committee meeting minutes. All Aye. No Opposed. Motion carried 5-0.

**SUBMISSION OF PAYMENT OF BILLS** (File)

Ms. Garabedian moved to approve the payroll period ending June 10, 2021, to be approved and certified in the amount and categories as shown \$1,452,971.83, seconded by Ms. Demos. All Aye. No Opposed. Unanimous vote. Motion carried 5-0.

Ms. Garabedian moved to approve the payroll period ending Payroll Period Ending June 24, 2021, to be approved and certified in the amount and categories as shown \$1,469,855.39, seconded by Ms. Demos. All Aye. No Opposed. Unanimous vote. Motion carried 5-0.

Ms. Garabedian moved to approve the Lump Sum Payroll Period Ending June 17, 2021, to be approved and certified in the amount and categories as shown \$597,620.30, seconded by Ms. Demos. All Aye. No Opposed. Unanimous vote. Motion carried 5-0.

Ms. Garabedian moved to approve the payroll period ending Payroll Period Ending July 7, 2021, to be approved and certified in the amount and categories as shown \$271,298.67, seconded by Ms. Demos. All Aye. No Opposed. Unanimous vote. Motion carried 5-0.

Ms. Garabedian moved to approve the payroll period ending Payroll Period Ending July 8, 2021, FY22 start, to be approved and certified in the amount and categories as shown \$1,010,354.53, seconded by Ms. Demos. All Aye. No Opposed. Unanimous vote. Motion carried 5-0.

**SUPERINTENDENT & STAFF REPORTS**

**Mr. Malone, Superintendent**

Mr. Malone presented a summer update. The Dewing School with the 21st Century grant, was recognized by a DESE visit yesterday as the Dewing has partnered with the Strongwater Farm, who uses horses as comfort animals. Mr. Malone gave a *Hats Off!* to Principal Terry Gerrish, Dr. Cynthia Basteri, and Kathy Carleton.

Mr. Malone reported that AlphaBEST is up and running out of the Rec Center, with 120 students at different times. As a reminder, we are following the latest DESE guidance and we will continue to monitor that during the summer programming to make sure the kids are safe and monitor any developments going on with the pandemic. DESE stated they will be coming out with new guidance this fall. He reported that he recently attended the MASS Summer Institute, and heard from the DESE Commissioner reinforcing that he is working with medical personnel to look at the fall opening. At the conference he attended a program on Diversity and Equity in Schools and Covid Recovery. Mr. Malone gave a *Hats Off!* to staff, students, and families for an uneventful end of the school year. On August 18th, there will be a School Committee/Administrator Workshop beginning at 3:00 PM.

**Ms. Theriault-Regan, Assistant Superintendent's Report**

Ms. Regan pointed out an item on the Consent Agenda bringing the attention of the School Committee to the article the *Town Crier* wrote on the 27 TMHS Seal of Biliteracy graduates. Ms. Regan offered thanks to teachers, Graca Dudley and Karen Hodgson. Ms. Regan thanked the Committee for letting her and Mr. Malone attend the MASS Executive Institute, a two-day virtual summit conference for school leaders. She related that the best topic was on the 351 Playbook Initiative partnered with the Boston Celtics, geared as a mentored program for students.

Ms. Regan reported that yesterday and today our administrators, District Leadership Team, participated in a two-day, nationwide virtual conference, Learners First Summit, themed Pathway to Recovery. Tomorrow the administrators will begin planning on the district improvement and school improvement plans for presentation at the Workshop on August 18th. Ms. Regan reported the administrations will begin to evaluate the progress of our school improvement plans, our district goals, and the action steps aligned to the big rocks and to the DESE our pathway to recovery.

Ms. Regan reported that Principal Mr. Bernard, sent a letter to all Tewksbury Memorial High School students reporting that students will be issued a chromebook to enhance technology as a teaching and learning tool, and the implementation of the 1:1 learning program. Students will keep the chromebook for their high school career. For additional information, there will be a virtual meeting on August 12th at 1:00 p.m. Following the meeting, students will be able to schedule to pick up a device.

Mr. Sullivan opened for questions and comments from the School Committee. Ms. Regan responded to Mr. Parsons inquiry on how the district and administrators determine the goals for next year. Mr. Sullivan commented on the 1:1 device program at the high school stating that it has nothing to do with Remote Learning.

### **Mr. Libby, Business Manager**

Mr. Libby provided a brief update for the Committee on the COVID grants. Three funding sources had an end date of 6/30/2021 relating that \$895,000 in grants were completed before reaching the deadline. Funds were spent on staffing, building improvements, outdoor learning spaces this past spring, and reopening schools. Mr. Libby reported on the ESSER I, II, III grants relating that we still have money to be spent, the end date is as far as 9/2024. He reported that the district will plan appropriately and in the best interest of students. The district will reach out to stakeholders in the community to determine how to spend the money due to COVID. Mr. Libby presented the summer project list: roofing project at the Ryan School; window replacement at the Heath Brook; Dewing sidewalk project; Wynn paving project; high school parking lot sealing; Heath Brook vestibule project; and the installation of air conditioners for the summer programs. Mr. Libby gave a big thanks to Jon Marchand and the maintenance staff.

Mr. Sullivan opened for questions and comments from the School Committee. Ms. Demos requested to take a tour of the buildings to see the progress made over the summer. Mr. Sullivan commented that any of the Committee members may attend the tour.

### **CONSENT AGENDA**

Mr. Sullivan asked if any member had questions and/or comments on any item on the Consent Agenda. Seeing no one, Mr. Sullivan asked for a motion to approve the Consent Agenda. What is the pleasure of the Board?

Ms. Demos moved, seconded by Mr. Stadtman, to approve the Consent Agenda as presented. All Aye. No Opposed. Motion carried 5-0.

### **Correspondence**

1. Town Crier Recognizes TMHS Class of 2021 Seal of Biliteracy Recipients (File)

### **Enrollment Update**

None

### **PERSONNEL ITEMS**

**New Hires** (Files): Robert Phinney, Head Building Custodian at the John Wynn Middle School, effective June 7, 2021; Jillian Anderson, Grade 6 Computer Teacher, John Ryan Elementary School, effective August 30, 2021; Sarah Armano, Grade 1 Teacher at the Dewing Elementary School, effective August 30, 2021; Suvitha Pillai, Classroom Instructional Aide/Preschool DLC, at the Dewing Elementary School, effective August 30, 2021; Erin Swanson, District-wide Math Coach, effective August 30, 2021; Jason Dubay, District-wide Maintenance staff, effective July 1, 2021; James Shimkus, Lead Night Building Custodian, at the John Wynn Middle School, effective July 1, 2021; Allison Tarr, Classroom Instructional Aide/ Developmental Learning Center at the Dewing Elementary School, effective August 30, 2021; Benjamin Clasby, Grade 4 Teacher at the Trahan Elementary School, effective August 30, 2021; Shayleigh Furey,

Classroom Instructional Aide at the North Street School, effective August 30, 2021; Ann Gerry, Moderate Special Needs Teacher at the John Ryan Elementary School, effective August 30, 2021; Nicole Ricciardi, district-wide Speech & Language Pathologist at the Dewing Elementary School, effective August 30, 2021; Lisa Broderick, Grade 1 Classroom Teacher at the Dewing Elementary School, effective August 30, 2021; Susan Walsh, Grade 6 Mathematics at the John Ryan Elementary, effective August 30, 2021; Rachel Casey, Preschool Developmental Learning Center (DLC) Teacher at the Dewing Elementary School, effective August 30, 2021

**Transfers** (Files): Brett McCoy, transfer from the position of Building Custodian at Tewksbury Memorial High School to the position of Building Custodian at the John Wynn Middle School, effective July 1, 2021; Christine Doherty-Fronduto, transfer request from the position of Administrative Assistant at Tewksbury Memorial High School to the position of the 10-Month Guidance Secretary at TMHS, effective August 25, 2021; Christina Caruso, transfer from the position of Developmental Learning Center (DLC) Teacher, at the North Street School to the position of DLCTeacher at the John Ryan Elementary School, effective August 30, 2021; Kelly Bruno, transfer from the position of Classroom Instructional Aide (CIA) at the North Street School, to the position of CIA at the John Ryan Elementary School, effective August 30, 2021; Stephen DeFrancesco, transfer from the position of a Classroom Instructional Aide (CIA) in the Developmental Learning Center (DLC) at the John Wynn Middle School to the position of CIA/DLC at the John Ryan Elementary School, effective August 30, 2021; Lauren Nastari, transfer request the position of a Grade 7 Moderate Special Needs Teacher at the John Wynn Middle School to the position of Moderate Special Needs Teacher at the John Ryan Elementary School, effective August 30, 2021; Chloe Callahan, transfer request from the position of Reading Specialist at the Heath Brook School to the position of District-wide Literacy Coach at the Dewing School, effective August 30, 2021;

**\*Appendix B TMHS Coach** (File)

**Brooke Pacheco**, Girls Varsity Field Hockey Coach, effective August 23, 2021  
\*APPENDIX B POSITIONS ARE PENDING CONTRACT NEGOTIATIONS

**Acceptance of Donations/Gifts:** None

**Fundraisers/Raffles:** None

**COMMITTEE REPORTS**

**Elementary School Building Committee**

Ms. Demos reported the Elementary School Building Committee (ESBC) continues to meet regularly. The work on the site is continuing nicely. The ESBC members will be given a tour tomorrow before the regular ESBC meeting.

**Tewksbury SEPAC**

Ms. Maureen Costiglione addressed the School Committee stating that the SEPAC update was not completed in a timely manner in order to give to Mr. Parsons or Ms. Garabedian and she was asked to present the report from the Tewksbury Special Education Parent Advisory Committee (SEPAC). She reported there will be a School Safety Sub-committee virtual meeting on Wednesday, July 28th at 7:00 p.m. She reported that SEPAC has a public Facebook business page, tewksburysepac; like the page to get updates. They also have a support group which is, Friends of the Tewksbury SEPAC on Facebook. Anyone is welcome to join and we will be publishing our 2021-2022 meeting calendar and posted with the Town Clerk, in compliance with Open Meeting Law, on the Facebook page ,and sent to our distribution list. If you want to be on our email list, send our information to tewksburysepac@gmail.com

**Wellness Advisory Committee**

Ms. Garabedian reported that she had nothing to report.

**POLICY CHANGES, PROPOSALS, AND ADOPTIONS**

**Policy Recommended for Revision to TPS Policy** on First Reading (File)

**ACAB -Harassment Policy**

Mr. Sullivan stated that the School Committee will take no action on policy ACAB tonight.

## **OLD BUSINESS**

### **Summer School Update (File)**

Ms. Regan presented an update on the Summer School programs in the district relating that over 800 students participated in the TPS directed programs, staffed with Tewksbury Public Schools teachers and support personnel. She will provide another at the next School Committee meeting. She reported that the district has provided optional enrichment opportunities available to all students this summer relating that information can be found on the district website.

Mr. Sullivan opened for questions and comments from the School Committee. No further comments.

### **2021 Superintendent's Evaluation**

Mr. Sullivan presented the 2020-2021 Superintendent Evaluation based on 20 indicators within the 4 standards. Overall, Mr. Malone received an evaluation of proficiency and in some instances exemplary. He reported that the School Committee may comment on their individual evaluation of the Superintendent after the Summative evaluation. He reported that Mr. Malone continues to exhibit strong leadership, successfully developing three models to return to school and three Memorandum of Agreements (MOA) with the Tewksbury Teachers Association (TTA). In the area of Instructional Leadership, Mr. Malone received an evaluation rating of proficiency. In the area of Management & Operations, Mr. Malone received an evaluation rating in the proficiency/exemplary range. In the area of Family & Community Engagement, Mr. Malone received an evaluation rating of proficiency. In the area of Professional Culture, Mr. Malone received an evaluation rating of proficiency. Mr. Sullivan reported that Mr. Malone acknowledges the work ahead of us and the work to be done to provide academic achievement for all. Mr. Sullivan commented on Mr. Malone's commitment to the district and he looks forward to seeing how the Committee can support him in the future.

Mr. Sullivan opened for comments from his colleagues.

Mr. Parsons clarified that although it is tradition that new members not provide individual reports, it is not clearly expressed in policy. Regarding the Superintendent evaluation, he stated that we are a collective team and our decision is that rating. Mr. Parsons provided his own feedback as he found it absent in the collective summary. Mr. Parsons also commented on the process used for the evaluation.

Ms. Garabedian commented that has only been on the Committee for 10 weeks as a result she did not submit a written review. She would like to recognize Mr. Malone and thanked him for his commitment to families and staff in the district.

## **NEW BUSINESS**

### **2021-2022 Salary Adjustment for Non-Union Personnel (File)**

Mr. Libby recommended that the School Committee vote to approve a 2.25% salary adjustment to the base pay for 31 non-union personnel in the amount of \$41,072.29 adding that the figure aligns with the budgeted amounts for those positions within our FY 22 budget.

Mr. Sullivan opened for questions from the Committee. Seeing none, he asked what is the pleasure of the Board at this time.

Ms. Garabedian moved, seconded by Mr. Parsons, to approve the 2021-2022 salary adjustment for 31 non-union employees in the amount of \$41,072.29.

Roll Call Vote: Voting Yes - Ms. Garabedian, Mr. Stadtman, Ms. Demos, Mr. Parsons, and Mr. Sullivan. No Opposed. Unanimous Vote. Motion carried 5-0.

### **Policy Sub-committee**

Mr. Sullivan presented an update to the Policy Sub-committee, reporting that traditionally the School Committee had a Policy Team. Recently we received information that if we want to continue with two members, we would have to establish a Policy Sub-Committee. Seeing that both members want to proceed in that direction, Mr. Sullivan

recommends to appoint Mr. Stadtman and Mr. Parsons to the Policy Sub-committee. Mr. Parsons pointed out that the Sub-committee would need to be established prior to making appointments.

Mr. Parsons moved, seconded by Ms. Garabedian, to establish a Policy Sub-committee. All Aye. No Opposed. Motion carried 5-0.

At the inquiry of Mr. Sullivan, Mr. Stadtman and Mr. Parsons agreed to serve on the Policy Sub-committee. At the request of Mr. Parsons, Mr. Sullivan opened for discussion for a volunteer to serve as the Chair of the Policy Sub-Committee. Mr. Stadtman volunteered to serve as the Chair. Mr. Sullivan moved to appoint Mr. Stadtman as the Chair of the Policy Sub-committee, seconded by Ms. Demos.

Mr. Sullivan opened for discussion and any further nominations. Mr. Parsons inquired into the roles and responsibilities of the Sub-Committee Chairperson. Mr. Sullivan stated that would be worked out once we get the Sub-Committee together adding that the sub-committee would do their due diligence and make sure policies are reflective of the practices of the district.

Mr. Sullivan stated that we have a motion and a seconded to appoint Mr. Stadtman as the Chair of the Policy Sub-committee. All Aye. No Opposed. Motion carried 5-0.

**Appointment of MASC Voting Delegate to Annual Business Meeting (File)**

Mr. Sullivan asked for a volunteer to serve as the voting delegate at the MASC/MASS Annual meeting, November 3-6, 2021. Mr. Sullivan moved to appoint Ms. Garabedian as the voting delegate at the MASC/MASS Annual Business meeting on November 6, 2021, seconded by Mr. Parsons. All Aye. No Opposed. Motion carried 5-0.

**SCHOOL COMMITTEE MATTERS OF INTEREST**

Ms. Garabedian announced that the National Night Out event, sponsored by the Tewksbury Police Department, will be held on August 3rd in front of Tewksbury Memorial High School. Mr. Sullivan informed the public that there has been no changes in the school district policy regarding masks or distancing. If there would be a change, we would solicit input. With regards to the Sub-committees, we will be including the meeting dates on the School Committee agenda.

**FUTURE SCHOOL COMMITTEE & FUTURE SUB-COMMITTEE MEETING DATES**

August 18, 2021 SC/Administrator Workshop (3:00 PM) & /Regular Meeting (6:00 PM); September 22, 2021

**FUTURE AGENDA ITEMS**

None

**ADJOURNMENT**

At 8:24 p.m., Mr. Sullivan adjourned the July 21, 2021 Regular School Committee meeting with a motion from Ms. Demos and seconded by Mr. Parsons. All Aye. No Opposed. Motion carried 5-0.