

**TEWKSBURY PUBLIC SCHOOLS**  
**TEWKSBURY SCHOOL COMMITTEE**  
**Notice of Meeting: Wednesday, October 13, 2021**  
**Executive Session/Non-Public Session (6:00 PM)**  
**6:30 PM - REGULAR MEETING # 4 (Public Session)**

**Meeting Place:**  
**Tewksbury Town Hall**  
Main Hall  
1009 Main Street, Tewksbury, MA 01876

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**1. CALL TO ORDER**

**2. EXECUTIVE SESSION** (File) (Non-Public Session) - 6:00 PM

**3. RECONVENE REGULAR SCHOOL COMMITTEE MEETING** (Public Session) - 6:30 PM

**4. ANNOUNCEMENT**

The October 13, 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. At this time, I would ask if anyone is recording tonight's meeting to please identify himself/herself.

**5. PLEDGE OF ALLEGIANCE**

**6. RECOGNITION**

None

**7. STUDENT REPRESENTATIVE REPORT**

Jack Stadtman: Notes from Tewksbury Memorial High School

**8. PRESENTATION**

a. None

**9. CITIZEN'S FORUM** (*Citizens are asked to limit comments related to items on the agenda to three (3) minutes or ten (10) if spokesperson is representing a group concern.*)

**10. APPROVAL OF MINUTES**

September 22, 2021, Regular School Committee Meeting (File)

**11. SUBMISSION AND PAYMENT OF BILLS**

Payroll Period Ending September 30, 2021 (\$1,420,308.48) (File)

**12. SUPERINTENDENT & STAFF REPORT**

**13. CONSENT AGENDA** (*itemized on page 3*)

**SCHOOL COMMITTEE MEMBERS**

Keith M. Sullivan, Chairperson, [ksullivan@tewksbury.k12.ma.us](mailto:ksullivan@tewksbury.k12.ma.us)  
Shannon M. Demos, Vice-Chairman, [sdemos@tewksbury.k12.ma.us](mailto:sdemos@tewksbury.k12.ma.us) ~ Bridget L. Garabedian, Clerk, [bgarabedian@tewksbury.k12.ma.us](mailto:bgarabedian@tewksbury.k12.ma.us)  
John R. Stadtman, Member, [jstadtman@tewksbury.k12.ma.us](mailto:jstadtman@tewksbury.k12.ma.us) ~ Nicholas G. Parsons, Member, [nparsons@tewksbury.k12.ma.us](mailto:nparsons@tewksbury.k12.ma.us)  
Superintendent of Schools Christopher J. Malone, [cmalone@tewksbury.k12.ma.us](mailto:cmalone@tewksbury.k12.ma.us)

**14. COMMITTEE REPORTS**

Elementary School Building Committee  
Tewksbury SEPAC  
Wellness Advisory Committee  
Policy Sub-Committee

**15. POLICY CHANGES, PROPOSALS, and ADOPTION**

**Policy Recommended for Revision to TPS Policy on First Reading (File)**  
**JCAA -Physical Restraint of Students**

**Policy Recommended for Revision to TPS Policy on Second & Final Reading (File)**  
**ACAB -Harassment**

**16. OLD BUSINESS**

- a. Enrollment - 2021 Unofficial October 1st Count (File)
- b. MCAS Update (File)
- c. Naming New Elementary School (File)
- d. Tewksbury Diversity, Equity, and Inclusion Advisory Committee (File)
- e. 2021-2022 School Committee Assignments (File)

**17. NEW BUSINESS**

- a. FY 23 Budget Timeline Process (File)

**18. SCHOOL COMMITTEE MATTERS OF INTEREST**

**19. FUTURE SCHOOL COMMITTEE MEETING DATES**

November 17, 2021; December 8, 2021

**20. FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES**

*Elementary School Building Committee:* October 14, 2021; November 18, 2021

*Tewksbury SEPAC Board Meeting:* October 21, 2021; November 18, 2021; December 16, 2021; January 20, 2022;  
February 17, 2022; March 17, 2022; April 28, 2022; May 19, 2022 (Elections); June 16, 2022.

*Tewksbury SEPAC School Safety Sub-committee:* TBD

*Wellness Advisory Committee:* November 10, 2021; March 23, 2022; May 18, 2022

*Policy Sub-Committee:* TBD

**21. FUTURE AGENDA ITEMS**

**22. ADJOURNMENT**

## **CONSENT AGENDA**

### **Correspondence**

1. Seal of Biliteracy Letter to Parents (File)
2. PSAT Day - October 13, 2021 (File)
3. Professional Development / Teacher Workshop: October 8, 2021 (File)

**Enrollment Update:** See Old Business

### **PERSONNEL ITEMS**

**New Hires** (Files): Jennifer Cipolle, Classroom Instructional Aide, John Ryan Elementary School, effective October 18, 2021; Marcella Faletra, Classroom Instructional Aide, John Ryan Elementary School, effective October 12, 2021; Amanda Aylward, Classroom Instructional Aide, John Ryan Elementary School, effective October 6, 2021

**Transfers:** None

**Reappointment:** None

**Retirement** (File): Susan Mulno, Grade 3 Teacher at the Trahan Elementary School, effective June 30, 2024

**\*Appendix B: Co-Curricular:** None

**\*Appendix B: Athletics:** (File)

**Tewksbury Memorial High School**

Mark Weitz, Boys JV Golf Coach, effective September 20, 2021

\*APPENDIX B POSITIONS ARE PENDING CONTRACT NEGOTIATIONS

**Acceptance of Donations/Gifts:** None

**Fundraisers/Raffles:** None

# Executive Session

**Tewksbury School Committee**  
**Wednesday, October 13, 2021**  
**Executive Session #4 Non-Public Session**  
Tewksbury Town Hall  
First Floor Conference Room  
1009 Main Street, Tewksbury, Massachusetts

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**A. CALL TO ORDER**

**B. EXECUTIVE SESSION**

1. To discuss strategy with respect to collective bargaining with employee groups and/or personnel matters. The School Committee will reconvene the School Committee in open session following the Executive Session.
2. Approval of Executive Session Meeting Minutes

**C. ADJOURNMENT**

# Payroll

TEWKSBURY PUBLIC SCHOOLS  
Tewksbury, Massachusetts

Date **9/30/2021**

I move the School Department Payroll for the period ending  
to be approved and certified in the amounts and categories as shown for  
a total amount of **\$1,420,308.48**

**GRANTS**

\$26,226.63	2021-2022	Special Ed 240 Grant
\$5,783.66	2020-2021	Title I Grant
\$5,240.34	2020-2021	Title II Grant
	2020-2021	Title IV Grant
	2020-2021	Early Childhood Grant
	2020-2021	21st Century Grant
\$17,972.41	2021-2022	ESSER I Grant
\$14,668.55	2021-2022	ESSER II Grant
\$125.00	2021-2022	SE Learning Grant

**REVOLVING ACCOUNTS**

\$4,253.29	2021-2022	Community Services
\$10,591.64	2021-2022	Community Services Preschool Program
\$472.58	2021-2022	Adult Education Program
\$27,284.55	2021-2022	Lunch Program
\$926.39	2021-2022	Facilities
	2021-2022	Recreation
\$672.39	2021-2022	Parking Fees
\$2,274.46	2021-2022	Preschool
\$1,677.93	2021-2022	Alphabest

**\$118,169.82 SUB TOTAL - NON LEA FUNDS**

**LEA FUNDS**

\$1,302,138.66	2021-2022	School Department Account
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**\$1,302,138.66 SUB TOTAL - LEA FUNDS**

**\$1,420,308.48 TOTAL**

Superintendent/  
Staff /School  
Committee  
Reports



# Consent Agenda

# Tewksbury Public Schools

Christopher J. Malone, C.A.G.S.  
Superintendent (978) 640-7800  
[cmalone@tewksbury.k12.ma.us](mailto:cmalone@tewksbury.k12.ma.us)

Brenda Theriault-Regan, C.A.G.S.  
Assistant Superintendent (978) 640-7800  
[bregan@tewksbury.k12.ma.us](mailto:bregan@tewksbury.k12.ma.us)



Dear Parent or Guardian,

## Is your child **FLUENT** and **LITERATE** in English and their own home language (or another language)?

An important goal of the Tewksbury Public School District is to adopt the principles of proficiency in World Languages as well as in English for EL students (English Learners). This is a progressive philosophy that is spreading across the nation with the advancement of the **Seal of Biliteracy**: a movement in which Tewksbury has been proudly participating in since 2018.

By offering the **Seal of Biliteracy** to our students, we hope to honor the bilingual students in our community as well as to encourage more students to pursue world language proficiency. The **Seal of Biliteracy** provides nationally recognized evidence to universities and businesses that TMHS students have attained this critical 21st-century skill. This not only involves learning another language but learning *how* to communicate effectively with people from other cultures. **This skill is an asset that students can highlight in both college and job applications.**

In April-May, students in level 4 of a world language course (juniors and/or seniors) or in level 4 of ELE (English Language Education) will have the opportunity to take DESE-approved exams such as the STAMP (STAndard-based Measurement of Proficiency), AAPPL (ACTFL Assessment of Performance toward Proficiency in Languages) or ALIRA (ACTFL Latin Interpretive Reading Assessment) exams. These exams are proficiency benchmarks aligned to ACTFL (American Council on The Teaching of Foreign Languages) levels: Novice (low, mid, high), Intermediate (low, mid, high) and Advanced (low, mid, high). **The rating provided by these assessments will determine which students will be recipients of the Seal of Biliteracy.**

Those interested must complete an application form and hand it into Sra. Dudley - Room B-308 of TMHS' World Language Department. Please check our website: <https://tpssealofbiliteracy.weebly.com/> for more information about the **Seal of Biliteracy**, and to see our award recipients this year and past years (under the section marked "[MORE](#)").

**Thank You, Gracias, Merci, Shokran, Dhanyavaad, Xiè xie, Cảm ơn, Grazie, Obrigado, Arigato...**

Brenda Theriault-Regan  
Assistant Superintendent

For more information regarding the Massachusetts DESE (Department of Elementary and Secondary Education) Seal of Biliteracy: <http://www.doe.mass.edu/scholarships/biliteracy/default.html>



### *TPS District Strategy*

*The Tewksbury Public Schools community believes that our educational program will encompass a current, research-based teaching, learning, and assessment approach that promotes consistent growth among our students and staff to achieve academic, social, and emotional success for all students.*

## **TMHS GUIDANCE DEPARTMENT**

### **PSAT DAY – Wednesday, October 13**

TMHS will be administering the PSAT to all Sophomores and Juniors on Wednesday, October 13th during the school day. There is no charge to parents for this exam as the Tewksbury Public School Department will be covering the cost. All sophomores and Juniors are expected to participate.

Freshmen students will be participating in various Native American presentations and activities at TMHS while the other students take the exam.

Seniors are encouraged to use this day to visit colleges, work on their resume, or start writing that all-important college essay.

Freshmen, Sophomore and Junior students will be released at the conclusion of the exam. Buses will be provided.

School	Title	Group	Where	When	MINUTES	Aides Optional	Notes
TMHS	OBSERVABLE IMPACT	ALL	TMHS	11:10 - 2:00	170	YES	LAPTOPS
Wynn	OBSERVABLE IMPACT	ALL	WYNN	11:20 - 2:10	170	YES	LAPTOPS
Ryan	OBSERVABLE IMPACT	ALL	RYAN	11:55 - 2:45	170	YES	LAPTOPS
NS	OBSERVABLE IMPACT	ALL	Trahan	12:35 - 3:15	160	YES	LAPTOPS
TRAHAN	OBSERVABLE IMPACT	ALL	Trahan	12:35 - 3:15	160	YES	LAPTOPS
HB	K-1 MATH CURR UNITS	ALL	HB	12:35 - 3:15	160	YES	LAPTOPS
DEWING	K-1 MATH CURR UNITS	ALL	HB	12:35 - 3:15	160	YES	LAPTOPS
HB	GR 2- OBSERVABLE IMPACT	ALL	HB	12:35 - 3:15	160	YES	LAPTOPS
DEWING	GR 2- OBSERVABLE IMPACT	ALL	DEWING	12:35 - 3:15	160	YES	LAPTOPS
DEWING PK	FUNDATIONS	ALL	DEWING	12:15 - 2:45	150	YES	LAPTOPS
K-4 Specialists	OBSERVABLE IMPACT	ALL	TBD	12:15 - 2:45	150	NO	LAPTOPS
CASE MGRS	@ OWN SCHOOLS: OBSERVABLE IMPACT	K-12	OWN SCHOOL	VARIES	180	NO	LAPTOPS
PSYCH, SAC, LICSW	@ OWN SCHOOLS: OBSERVABLE IMPACT	K-12	OWN SCHOOL	VARIES	180	NO	LAPTOPS
OT, PT, SLP	@ OWN SCHOOLS: OBSERVABLE IMPACT	K-12	OWN SCHOOL	VARIES	180	NO	LAPTOPS
GUIDANCE 7-12	MEFA & IP PLANNING	7-12	TMHS	11:10 - 2:10	180	NO	LAPTOPS
BCBA	BABBT: BCBA WORKSHOP	K-12	BABBT	---	---	NO	---
ELE	STUDENT SERVICE PLANNING	ALL	TMHS	VARIES	170	NO	LAPTOPS
NURSES	SNAP	ALL	TMHS	VARIES	170	NO	LAPTOPS
Delta-T	MANAGING STUDENT BEHAVIORS	ALL	TMHS LIB	N/A	N/A	YES	N/A
TPS Aides	(OPTIONAL): MANAGING BEHAVIORS	ALL	TMHS LIB	N/A	N/A	YES	N/A
VARIES	CPI TRAINING (for specific individuals)	---	DEWING	---	---	---	Candace Tharrett will reach out to specific individuals to schedule this training

# Policy

## **File: JKAA - PHYSICAL RESTRAINT OF STUDENTS**

Maintaining an orderly, safe environment conducive to learning is an expectation of all staff members of the Tewksbury Public Schools. Further, students of the district are protected by law from the unreasonable use of physical restraint. **Such restraint shall be used only in emergency situations of last resort after other lawful and less intrusive alternatives have failed or been deemed inappropriate, and with extreme caution.**

~~Physical restraint shall be used only in emergency situations after other less intrusive alternatives have failed or been deemed inappropriate, and with extreme caution. School personnel shall use physical restraint with two goals in mind:~~

**When an emergency situation arises, and physical restraint is the only option deemed appropriate to prevent a student from injuring himself or herself, another student or school community member, a teacher or employee or agent of the school district may use such reasonable force needed to protect students, other persons or themselves from assault or imminent, serious, physical harm.**

The ~~following~~ definitions **of forms of restraint shall be defined in** ~~appear at~~ 603CMR 46.02

**The use of mechanical restraint, medical restraint, and seclusion is prohibited.**

- ~~1. Extended Restraint: A physical restraint the duration of which is longer than twenty (20) minutes.~~
- ~~2. Physical escort: Touching or holding a student without the use of force for the purpose of directing the student.~~
- ~~3. Physical restraint: The use of bodily force to limit a student's freedom of movement.~~

~~The use of mechanical or chemical restraint is prohibited unless explicitly authorized by a physician and approved in writing by the parent/guardian. The use of seclusion restraint is prohibited in public education programs.~~

~~Mechanical restraint - The use of a physical device to restrict the movement of a student or the movement or normal function of a portion of his or her body. A protective or stabilizing device ordered by a physician shall not be considered a mechanical restraint.~~

~~Seclusion restraint - Physically confining a student alone in a room or limited space without access to school staff. The use of "Time out" procedures during which a staff member remains accessible to the student shall not be considered "seclusion restraint".~~

~~Chemical restraint - the administration of medication for the purpose of restraint.~~



Physical restraint, including prone restraint where permitted under 603 CMR 46.03, shall be considered an emergency procedure of last resort and shall be prohibited except when a student's behavior poses a threat of assault, or imminent, serious, physical harm to themselves and/or others and the student is not responsive to verbal directives or other lawful and less intrusive behavior interventions are deemed inappropriate.

The Superintendent will develop procedures identifying:

- Appropriate responses to student behavior, that may require immediate intervention;
- Methods of preventing student violence, self-injurious behavior, and suicide **including crisis planning and de-escalation of potentially dangerous behaviors among groups of students or individuals;**
- Descriptions and explanations of **alternatives the school's method of to physical restraint as well as the school's method of physical restraint for use in emergency situations;**
- Descriptions of the school's training and **procedures to comply with reporting requirements; including, but not limited to making reasonable efforts to orally notify a parent/guardian of the use of restraint within 24 hours of its imposition;**
- Procedures for receiving and investigating complaints;
- Methods for engaging parents/guardians in discussions about restraint prevention and use of restraint solely as an emergency procedure;
- A statement prohibiting: medication restraint, mechanical restraint, prone restraint unless permitted by 603 CMR 46.03(1)(b), seclusion, and the use of physical restraint in a manner inconsistent with 603 CMR 46.00,
- A process for obtaining Principal approval for a time out exceeding 30 minutes.

Each building Principal will identify staff members to serve as a school-wide resource to assist in ensuring proper administration of physical restraint. These staff members will participate in an in-depth training program in the use of physical restraint, ~~which the Dept. of Elementary and Secondary Education recommends be at least 16 hours in length.~~

~~Only school personnel who have received training pursuant to 603CMR 46.00 shall administer physical restraint on students. Whenever possible the administration of physical restraint shall be administered in the presence of at least one adult who does not participate in the restraint. A~~

~~person administering physical restraint shall only use the amount of force necessary to protect the student from injury or harm.~~

In addition, each staff member will be trained regarding the school's physical restraint policy **and accompanying procedures**. The Principal will arrange training to occur in the first month of each school year, or for staff hired after the beginning of the school year, within a month of their employment.

~~Physical restraint is prohibited as a means of punishment, or as a response to destruction of property, disruption of school order, a student's refusal to comply with a school rule or staff directive, or verbal threats that do not constitute a threat of imminent, serious physical harm to the student or others.~~

Physical restraint is prohibited as a means of punishment, or as a response to destruction of property, disruption of school order, a student's refusal to comply with a school rule or staff directive, or verbal threats that do not constitute a threat of imminent, serious physical harm to the student or others.

**Physical restraint is prohibited when it is medically contraindicated for reasons including, but not limited to, asthma, seizures, a cardiac condition, obesity, bronchitis, communication-related disabilities, or risk of vomiting;**

~~A member of the School Committee or any teacher or any employees or agent of the School Committee shall not be precluded from using such reasonable force as is necessary to protect pupils, other persons or themselves from an assault by a pupil.~~

~~The program staff shall report the use of physical restraint that lasts longer than five minutes, or results in injury to a student or staff member. The staff member shall inform the administration of the physical restraint as soon as possible, and by written report, no later than the next school day. The Principal or director or his/her designee shall maintain an ongoing record of all reported instances of physical restraint, which, upon request, shall be made available to the Dept. of Elementary and Secondary Education.~~

~~When a restraint has resulted in serious injury to a student or program staff member or when an extended restraint has been administered, the program shall provide a copy of the required report to the Dept. of Elementary and Secondary Education within five (5) school working days of the administration of the restraint.~~

~~In special circumstances waivers may be sought from parents either through the Individual Education Plan (IEP) process or from parents of students who present a high risk of frequent, dangerous behavior that may frequent the use of restraint.~~

**The use of "time out" procedures during which a staff member remains accessible to the student shall not be considered "seclusion restraint".**



This policy and its accompanying procedures shall be reviewed and disseminated to staff annually and made available to parents/guardians of enrolled students. The Superintendent shall provide a copy of the Physical Restraint state regulations to each Principal, who shall sign a form acknowledging receipt thereof.

SOURCE: MASC

ADOPTED: September 4, 2001

REVISED: July 16, 2014

LEGAL REFS.: 603 CMR 46.00

M.G.L. 71:37G

## TPS Current Policy w/edits recommended by Attorney

### File: ACAB - ~~SEXUAL~~ HARASSMENT

~~All persons associated with the Tewksbury Public Schools including but not necessarily limited to, the Committee, the administration, the staff, and the students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment. Any person who engages in sexual harassment while acting as a member of the school community will be in violation of this policy. Further, any retaliation against an individual who has complained about sexual harassment or retaliation against individuals for cooperating in an investigation of a sexual harassment complaint is similarly unlawful and will not be tolerated.~~

~~Because the Tewksbury School Committee takes allegations of sexual harassment seriously, we will respond promptly to complaints of sexual harassment and where it is determined that such inappropriate conduct has occurred, we will act promptly to eliminate the conduct and impose such corrective action as is necessary, including disciplinary action where appropriate.~~

~~Please note that while this policy sets forth our goals of promoting a workplace and school environment that is free of sexual harassment, the policy is not designed or intended to limit our authority to discipline or take remedial action for workplace or school conduct which we deem unacceptable, regardless of whether that conduct satisfies the definition of sexual harassment.~~

Definition of Sexual Harassment: ~~Unwelcome sexual advances; requests for sexual favors; or other verbal or physical conduct of a sexual nature may constitute sexual harassment where:~~

- ~~1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment or educational development.~~
- ~~2. Submission to or rejection of such conduct by an individual is used as the basis for employment or education decisions affecting such individual.~~
- ~~3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or educational environment.~~

### The Grievance Officers:

~~Superintendent \_\_\_\_\_ Assistant Superintendent~~

~~Administration Building \_\_\_\_\_ Administration Building~~

~~139 Pleasant Street \_\_\_\_\_ 139 Pleasant Street~~

~~Tewksbury, MA \_\_\_\_\_ Tewksbury, MA~~

~~978-640-7800, ext. 204 \_\_\_\_\_ (978) 640-7800, ext. 201~~

~~The Committee will annually appoint a sexual harassment grievance officer who will be vested with the authority and responsibility of processing all sexual harassment complaints in accordance with the procedure set out below:~~

#### ~~Procedure~~

~~1. Any member of the school community who believes that he or she has been subjected to sexual harassment will report the incident (s) to the grievance officer. All complaints shall be investigated promptly and resolved as soon as possible.~~

~~2. The grievance officer will attempt to resolve the problem in an informal manner through the following process:~~

~~a. The grievance officer will confer with the charging party in order to obtain a clear understanding of that party's statement of the facts, and may interview any witnesses.~~

~~b. The grievance officer will then attempt to meet with the charged party in order to obtain his or her response to the complaint.~~

~~c. The grievance officer will hold as many meetings with the parties as is necessary to facts.~~

~~d. On the basis of the grievance officer's perception of the situation he or she may:~~

~~(1) Attempt to resolve the matter informally through reconciliation.~~

~~(2) Report the incident and transfer the record to the Superintendent or his/her designee, and so notify the parties by certified mail.~~

~~3. After reviewing the record made by the grievance officer, the Superintendent or designee may attempt to gather any more evidence necessary to decide the case, and thereafter impose any sanctions deemed appropriate, including a recommendation to the committee for termination or expulsion. At this stage of the proceedings the parties may present witnesses and other evidence, and may also be represented. The parties, to the extent permissible by law, shall be informed of the disposition of the complaint. All matters involving sexual harassment complaints will remain confidential to the extent possible. If it is determined that inappropriate conduct has occurred, we will act promptly to eliminate the offending conduct.~~

~~4. The grievance officer, upon request, will provide the charging party with government agencies that handle sexual harassment matters. The complainant may pursue his/her rights under the law and file a complaint with the Massachusetts Commission Against Discrimination (1) or the Equal Employment Opportunity Commission. (2)~~



~~One Ashburton Place~~ — ~~1 Congress Street~~  
~~Boston, MA Room 601~~ — ~~Boston, MA 02114~~  
~~(617) 727-3990~~ — ~~(617) 565-3200~~

Harassment of students by other students, employees, vendors and other third parties will not be tolerated in the Tewksbury Public Schools. The alleged harassment must involve conduct that occurred within the school's own program or activity, such as whether the harassment occurred at a location or under circumstances where the school owned, or substantially controlled the premises, exercised oversight, supervision or discipline over the location or participants, or funded, sponsored, promoted or endorsed the event where the alleged harassment occurred, against a person in the United States. This policy is in effect while students are on school grounds, School District property or property within the jurisdiction of the School District, school buses, or attending or engaging in school sponsored activities.

Harassment prohibited by the District includes, but is not limited to, harassment on the basis of race, sex, gender identity, creed, color, national origin, sexual orientation, religion, marital status or disability. Students whose behavior is found to be in violation of this policy will be subject to disciplinary action up to and including suspension or expulsion pursuant to disciplinary codes. Employees who have been found to violate this policy will be subject to discipline up to and including, termination of employment, subject to contractual disciplinary obligations.

**Employee-to-Student Harassment** means conduct of a written, verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble students when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a student's education or of a student's participation in school programs or activities; or
- Submission to or rejection of such conduct by a student is used as the basis for decisions affecting the student.

**Student- to-Student Harassment** means conduct of a written, verbal, or physical nature that is designed to embarrass, distress, agitate, disturb or trouble students, when:

- Such conduct has the purpose or effect of unreasonably interfering with a student's performance or creating an intimidating or hostile learning environment.

Harassment as described above may include, but is not limited to:

- Written, verbal, or physical (including texting, blogging, or other technological methods) harassment or abuse;
- Repeated remarks of a demeaning nature;
- Implied or explicit threats concerning one's grades, achievements, or other school matter.
- Demeaning jokes, stories, or activities directed at the student.



By law, what constitutes harassment is determined from the perspective of a reasonable person with the characteristic on which the harassment is based. Individuals should consider how their words and actions might reasonably be viewed by others.

The District will promptly and reasonably investigate allegations of harassment through designation of Title IX Coordinator or building based employees, who may include principals or their designees. The superintendent will recommend, in consultation with the principals, opportunities to the designated recipients for appropriate training.

Sexual harassment of students by other students, employees, vendors and other third parties will not be tolerated in the Tewksbury Public Schools. The alleged harassment must involve conduct that occurred within the school's own program or activity, such as whether the harassment occurred at a location or under circumstances where the school owned, or substantially controlled the premises, exercised oversight, supervision or discipline over the location or participants, or funded, sponsored, promoted or endorsed the event where the alleged harassment occurred, against a person in the United States. This policy is in effect while students are on school grounds, School District property or property within the jurisdiction of the School District, school buses, or attending or engaging in school sponsored activities.

Students whose behavior is found to be in violation of this policy will be subject to disciplinary action up to and including suspension or expulsion pursuant to disciplinary codes.

Sexual harassment in the workplace is unlawful. Employees who have been found to violate this policy will be subject to discipline up to and including, termination of employment, subject to contractual disciplinary obligations.

The District will promptly and reasonably investigate allegations of sexual harassment through designation of a Title IX Coordinator and building based employees, as set forth below

**Sexual harassment** is unwelcome conduct of a sexual nature. The definition includes unwelcome conduct on the basis of sex that is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity. It also includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual harassment includes conduct by an employee conditioning an educational benefit or service upon a person's participation in unwelcome sexual conduct, often called quid pro quo harassment and, sexual assault as the Federal Clery Act defines that crime.

Sexual violence is a form of sexual harassment. Sexual violence, as the Office of Civil Rights (OCR) uses the term, refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (e.g., due to the student's age or use of drugs or alcohol, or because an intellectual or other disability prevents the student from having the capacity to give consent). A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse and sexual coercion. Massachusetts General Laws Ch. 119, Section 51 A, requires that public schools report cases of suspected child abuse and neglect, immediately orally and file a report within 48 hours detailing the suspected abuse to the Department of Children and Families. For the category of sexual violence, in addition to Section



51A referrals, these offences and any other serious matters shall be referred to local law enforcement.

While it is not possible to list all those additional circumstances that may constitute sexual harassment, the following are some examples of conduct, which if unwelcome, may constitute sexual harassment, depending on the totality of the circumstances, including the severity of the conduct and its pervasiveness:

- Unwelcome sexual advances-whether they involve physical touching or not;
- Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life; comment on an individual's body, comment about an individual's sexual activity, deficiencies, or prowess;
- Displaying sexually suggestive objects, pictures, cartoons;
- Unwelcome leering, whistling, brushing against the body, sexual gestures, suggestive or insulting comments;
- Inquiries into one's sexual experiences; and,
- Discussion of one's sexual activities.

The legal definition of sexual harassment is broad and in addition to the above examples, other sexually oriented conduct, whether it is intended or not, that is unwelcome and has the effect of creating an environment that is hostile, offensive, intimidating, to male, female, or gender non-conforming students or employees may also constitute sexual harassment.

Because the District takes allegations of harassment, including sexual harassment, seriously, we will respond promptly to complaints of harassment including sexual harassment, and following an investigation where it is determined that such inappropriate conduct has occurred, we will act promptly to eliminate the conduct and impose corrective action as is necessary, including disciplinary action where appropriate.

Please note that while this policy sets forth our goals of promoting an environment that is free of harassment including sexual harassment, the policy is not designed or intended to limit our authority to discipline or take remedial action for conduct which we deem unacceptable, regardless of whether that conduct satisfies the definition of harassment or sexual harassment.

A complainant is an individual who is alleged to be the victim of conduct that could constitute sexual harassment. A respondent is an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment or a violation of this policy.

Retaliation against a complainant, because the Complainant has filed a harassment or sexual harassment complaint or assisted or participated in a harassment or sexual harassment investigation or proceeding, is also prohibited. It is unlawful to retaliate against a district employee for filing a complaint of sexual harassment or for cooperating in an investigation. A student or employee who is found to have retaliated against another in violation of this policy will be subject to disciplinary action up to and including student suspension and expulsion or employee termination.

The complainant does not have to be the person at whom the unwelcome sexual conduct is directed. The complainant, regardless of gender, may be a witness to and personally offended by such conduct.

### **NOTICE OF SEXUAL HARASSMENT**

The federal regulations require a school district to respond when the district has actual knowledge of sexual harassment. School districts have actual knowledge when an allegation is made known to any school employee. Schools must treat seriously all reports of sexual harassment that meet the definition of harassment and the conditions of actual knowledge and jurisdiction as noted whether or not the complainant files a formal complaint. A formal complaint is a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the District investigate the allegation of sexual harassment. Schools are required to investigate every formal complaint and respond meaningfully to every known report of sexual harassment.

Upon receipt of allegations the Title IX Coordinator shall promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant that supportive measures are available with or without the filing of a formal complaint, and explain the process for filing a formal complaint. Supportive measures include, but are not limited to, non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to education programs or activities without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or to deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, school building/campus escort services, mutual restrictions on contact between the parties, changes in work locations, leaves of absence, increased security and monitoring of certain areas of the building/campus, and other similar measures.

Where there has been a finding of responsibility, the regulations require remedies designed to restore or preserve access to the school's education program or activity.

### **DUE PROCESS PROTECTIONS**

Due process protections in connection with investigation and decision-making regarding a complaint include the following:

- 1) If the allegations do not meet the definition of sexual harassment or do not satisfy the requirements regarding location or connection to an educational program of the school district, the allegations shall be dismissed for purposes of Title IX, but may be investigated and addressed under other prohibitions in the student discipline code, relevant collective bargaining agreements or other laws under which they fit;
- 2) A presumption of innocence throughout the grievance process, with the burden of proof on the school;



- 3) A complainant's wishes with respect to whether the school investigates will be respected unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances;
- 4) A prohibition of the single investigator model, instead requiring a decision-maker separate from the Title IX Coordinator or investigator;
- 5) Proof by a preponderance of the evidence, subject to limitations;
- 6) The opportunity to test the credibility of parties and witnesses through disclosure of evidence and opportunity to submit additional questions, subject to "rape shield" protections;
- 7) Written notice of allegations and an equal opportunity to review the evidence upon filing a formal complaint;
- 8) An objective evaluation of all relevant evidence, inculpatory and exculpatory, and avoidance of credibility determinations based on a person's status as a complainant, a respondent, or a witness;
- 9) Title IX Coordinators, investigators, and decision-makers must be trained and free from bias or conflict of interest;
- 10) A right to appeal from a determination regarding responsibility and from a dismissal of a formal complaint or the allegations therein, where the determination or dismissal involved any of the following: procedural irregularity that affected the outcome; newly-discovered evidence that could affect the outcome; or the Title IX Coordinator, the investigator, or the decision-maker had a conflict of interest or bias that affected the outcome;
- 11) As long as the process is voluntary for all parties, after being fully informed and written consent is provided by both parties, a school may facilitate informal resolution of a formal sexual complaint, but no such informal resolution can be used where the allegations are that an employee sexually harassed a student.

A district may establish an informal investigation process that may, upon the request of the complainant be followed by a formal process.

The Title IX Coordinator or the school building Principal shall be the initial entity to receive the sexual harassment complaint. In all cases the Title IX Coordinator shall be informed, as soon as possible, of the filing of the complaint. Nothing in this policy shall prevent any person from reporting the prohibited conduct to someone other than those above designated complaint recipients. An employee with actual knowledge of conduct that may violate this policy must report to the Title IX Coordinator.

The District may remove a respondent on an emergency basis after undertaking an individualized safety and risk analysis and determining that an immediate threat to the physical health or safety of any student or other individual arising from the allegations justifies removal. The District will



provide the respondent with written notice and an opportunity to challenge the decision immediately following the removal in accordance with any applicable laws, collective bargaining agreements and student handbooks.

The Superintendent in consultation with the Title IX Coordinator shall designate the principal of each school in the district, or their designee (or some other appropriate employee(s)) as the initial entity to receive the sexual harassment complaint. Also, in a matter of sexual harassment, the district shall require that the Title IX Coordinator be informed, as soon as possible, of the filing of the complaint. Nothing in this policy shall prevent any person from reporting the prohibited conduct to someone other than those above designated complaint recipients.

## **INVESTIGATIONS**

The Title IX Coordinator shall designate an investigating officer. The investigation shall be conducted in such a way as to maintain confidentiality to the extent practicable under the circumstances and in compliance with applicable law. The investigation will be prompt, thorough, and impartial, and will include, at least, a private interview with the person filing the complaint and with witnesses. Also, the alleged harasser will be interviewed. When the investigation is completed, the complaint recipient will, to the extent appropriate, inform the person filing the complaint and the person alleged to have committed the conduct of the results of that investigation.

The investigator shall give the parties equal opportunity to present fact and expert witnesses and other inculpatory and exculpatory evidence; shall give each party the same opportunity to select an advisor of the party's choice who may, but need not be, an attorney; shall send written notice of all interviews or meetings; shall send to the parties evidence directly related to the allegations, with at least 10 days for the parties to inspect, review, and respond; and shall prepare and submit an investigative report that fairly summarizes the relevant evidence to the decision-maker, who shall be designated by the Title IX Coordinator (but shall not be the investigator).

The investigator shall strive to complete investigations within thirty (30) school days of the filing of the formal complaint. Although the District's goal is to complete investigations generally within thirty (30) school days, the time may be extended for good cause upon written notice to the complainant and respondent. Additionally, the timeline for investigation may be suspended during any informal resolution procedure or meeting. Each party is entitled to be accompanied in interviews by an advisor, who may be a parent/guardian or an attorney, but who may only have limited participation in interviews. Translators will be provided upon request.

After all interviews are conducted and evidence is obtained, the parties and if applicable, their advisors, will have an equal opportunity to inspect, review and respond to any evidence obtained. Prior to completion of the investigative report, the investigator will provide each party all evidence subject to inspection and review and provide each party at least ten (10) school days to provide a response to the investigator. Evidence to be shared may be redacted to protect confidential information under the Family and Educational Rights and Privacy Act ("FERPA") or other federal or state laws and regulations.

## **DETERMINATIONS**



The decision-maker shall issue a written determination regarding responsibility with findings of fact, conclusions about whether the alleged conduct occurred, the rationale for the result as to each allegation, any disciplinary sanctions imposed on the respondent, and whether remedies will be provided to the complainant.

The decision maker assigned will have no conflicts with or biases against either the complainant of the respondent and the decision maker will not be the Title IX Coordinator assigned in the matter or the investigator for the complaint. The decision maker shall review all of the evidence and issue a written determination within fifteen (15) school days of receipt of the matter from the investigator, absent extenuating circumstances. If the decision maker substantiates the allegations of sexual harassment, the decision maker may recommend or impose discipline against the respondent. If the decision maker does not substantiate the allegations of sexual harassment, the complaint will be dismissed.

The decision-maker shall provide the written determination to the complainant and respondent. Confidential student record information and personnel information may be redacted consistent with and as required by state and federal law.

### **APPEALS**

Appeals must be submitted to the Title IX Coordinator within five (5) school days of receipt of the written determination and contain a written statement in support or challenge of the outcome.

When an appeal is filed, the District shall notify the other party and ensure that the individual deciding the appeal is not the same person as the decision maker who reached the determination regarding responsibility and that the individual has no conflicts of interests and is free of bias. The non-appealing party shall have five (5) school days from the date of receipt of the notice of the appeal to submit a written statement to support or oppose the outcome.

The individual deciding the appeal shall issue a written decision describing the result of the appeal and rationale for the decision and provide the decision to both parties generally within ten (10) school days of receipt of the non-appealing party's written statement, or in the event no statement is submitted, the date the statement would have been due.

### **RECORD KEEPING REQUIREMENTS**

Schools must create and maintain records documenting every Title IX sexual harassment complaint. This could include mediation, restorative justice, or other models of alternative dispute resolution. Schools must keep records regarding the school's response to every report of sexual harassment of which it becomes aware even if no formal complaint was filed, including documentation of supportive matters offered and implemented for the complainant.

This policy, or a summary thereof that contain the essential policy elements shall be distributed by the Tewksbury Public Schools to its students and employees and each parent or guardian shall sign that they have received and understand the policy.

### **The District's Title IX Coordinators are as follows:**

The Title IX Coordinator is the Assistant Superintendent, Tewksbury Public Schools, 139 Pleasant Street, Tewksbury, MA 01876 978-640-7800

Complainants may also file a complaint with:

- The Massachusetts Commission Against Discrimination

1 Ashburton Place, Room 601  
Boston, MA 02108.  
Phone: 617-994-6000.

- Office for Civil Rights (U.S. Department of Education)  
5 Post Office Square, 8th Floor  
Boston, MA 02109.  
Phone: 617-289-0111.

- The United States Equal Employment Opportunity Commission,  
John F. Kennedy Bldg.  
475 Government Center  
Boston, MA 02203.

LEGAL REFS.: **M.G.L. 151B:3A**

~~Title IX of the~~ Education Amendments of 1972, 20 U.S.C. 1681 et seq. (Title IX)

~~Title VII, Section 703, Civil Rights Act of 1964 as amended~~

~~Federal Regulation 74676 issued by EEO Commission~~

~~Board of Education~~ **DESE** 603 CMR **26:00**

**34 CFR 106.44 (a), (a)-(b)**

**34 CFR 106.45 (a)-(b) (1)**

**34 CFR 106.45 (b)(2)-(b)(3,4,5,6,7) as revised through June 2020**

**34 CFR 106.45 (b)(2)-(b)(3,4,5,6,7) as revised through June 2020**

Revised: November 20, 1996

REVISED: April 14, 2015

**REVISED:**

**Note: A summary of the attached Policy, as adopted, must be sent to parents/guardians, students, employees, unions, and prospective employees of the school district including Title IX Coordinator(s), investigator(s) and the decision-maker. The above referenced employees must attend training sessions on the implementation of the Policy.**

# Old Business

[illegible]

Heath Brook			LF Dewing			LD Trahan			North Street			John F. Ryan						John Wynn Middle					
Grd	Tcher	Cnt	Grd	Tcher	Cnt	Grd	Tcher	Cnt	Grd	Tcher	Cnt	Grd	Tcher	Cnt	Grd	Tcher	Cnt	Grd	Tcher	Cnt	Grd	Tcher	Cnt
KF	S. Paradis	20	KF	M. Raffi	19	3	S. Mulno	17	3	N. DeVincentis	19	5	R. Rogers	23	6	K. Anderson	20	7	S. Chella	21	8	K. Welch	24
KF	K. Buck	20	KF	H. Grace	19	3	S. Sadler	17	3	M. Groux	19	5	R. Cohen	21	6	A. Benner	20	7	M. Morello	21	8	A. Breton	21
KF	K. Hynes	19	KF	A. McCarthy	18	3	A. Trevor	16	3	L. Desrochers	20	5	B. Roberts	23	6	A. Johnson	19	7	E. Noel	20	8	C. Navetta	21
KF	K. Rodgers	18	KF	A. Cameron	19	3	L. Hyland	17	3	S. Hall	19	5	M. Ellis	21	6	N. Zwirek	20	7	J. Bilodeau	20	8	W. Fabiano	22
KF	D. Greene	18	KF	T. Molea	20	3	K. Valcourt	17	3	J. Simone	20	5	B. Tuccinardi	24	6	N. Amato	20	7	J. Murphy	20	8	J. Diprima	23
KF	*A. Spatola		KF	A. Reardon	19	3	J. Lane	17	3	L. Carlino	19	5	C. Cremin	21	6	J. Mrozowski	19	7	C. Bilodeau	20	8	D. Shao	22
			KF	S. Gillotte	20	3	*L. Perelli		3	M. McGrath	20	5	K. Magsarili	21	6	S. Walsh	21	7	P. Cassidy	21	8	J. Pringle	22
			K	*M. Campo					3			5	L. Tierney	24	6	K. Romano	19	7	D. Graaskamp	20	8	C. Gagnon	21
			K/1/2	*C. Griffin					3	*K. Mahoney		5	K. Bruff	20	6	A. MacMullin	20	7	K. Johnston	22	8	N. Flood	23
1	A. Whynot	16	1	S. Armano	19	4	B. Clasby	20	4	S. Filiberto	21	5	R. Shirkoff	23	6	R. Curley	21	7	N. MacFarlane	20	8	K. Terry	22
1	E. Niles	17	1	L. Broderick	20	4	J. Zaroulis	18	4	K. Conrad	19	5	T. McNeil	23	6	C. Melly	21	7	F. Rouff	21	8	K. Deveau	21
1	M. Engelken	15	1	K. Carleton	20	4	C. Gagne	19	4	K. Russo	20	5	P. Shirkoff	22	6	G. Martel	20	7	M. Scully	21	8	E. Caron	22
1	C. Ventura	15	1	S. Doherty	21	4	V. O'Meara	18	4	K. Gagnon	21												
1	J. Price	17	1	L. Tramonte	20	4	E. Fagan	19	4	J. Selissen	21												
1	B. Decarolis	16	1	M. Hirtle	21	4	L. Kelly	19	4	M. Barbato	20	5/6	*S. Ferrara					7/8	*Camire				
1	*R. Langlais		1	K. Scialdone	19	4	*J. Kelly		4	*D. Ruderman		5/6	*J. Ryan	1				7/8	*Khan				
			1	L. Courmoyer	22							5/6	*C. Caruso										
			1	*M. Robinson					4	*D. Ruderman													
			K/1/2	*E. Finneran					DLC	*C. Strickler													
2	D. Bowden	17	2	C. Archibold	21			214			258			267			240			247			264
2	S. Mulloy	18	2	J. Middleton	23																		
2	J. Taggart	21	2	S. Miranda	21																		
2	D. Brewin	17	2	E. Daley	24																		
2	T. Enos	20	2	S. Wrobel	24																		
2	K. Bancroft	21	2	J. Garvey	24																		
2	*S. Walsh																						
			2	*L. Spicer																			
			K/1/2	*A. Palange																			
CSPK	L. Ianacci	34	PK	M. Hines	26																		
			PK	J. Milligan	25																		
			PK	J. Covino	14																		
			PK	P. Young	25																		
			PKDLC	J. Reyes	3																		
			PKDLC	M. Smith	4																		
			PKDLC	L. Costa	6																		
			PKDLC	R. Casey	4																		

\*Denotes Special Ed classes where students at different grade levels may exist



# Tewksbury Public Schools

139 Pleasant Street  
Tewksbury, MA 01876

## MEMORANDUM

**To:** Tewksbury School Committee  
**From:** Brenda Regan, Assistant Superintendent  
**Date:** October 8, 2021  
**Re:** 2021 MCAS Update

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**This is Informational Only - No Vote is Required**

The following is for informational purposes only. No vote is required.

### **2021 MCAS Updates:**

- Achievement Levels
- Participation
- Accountability



# Massachusetts School and District Profiles

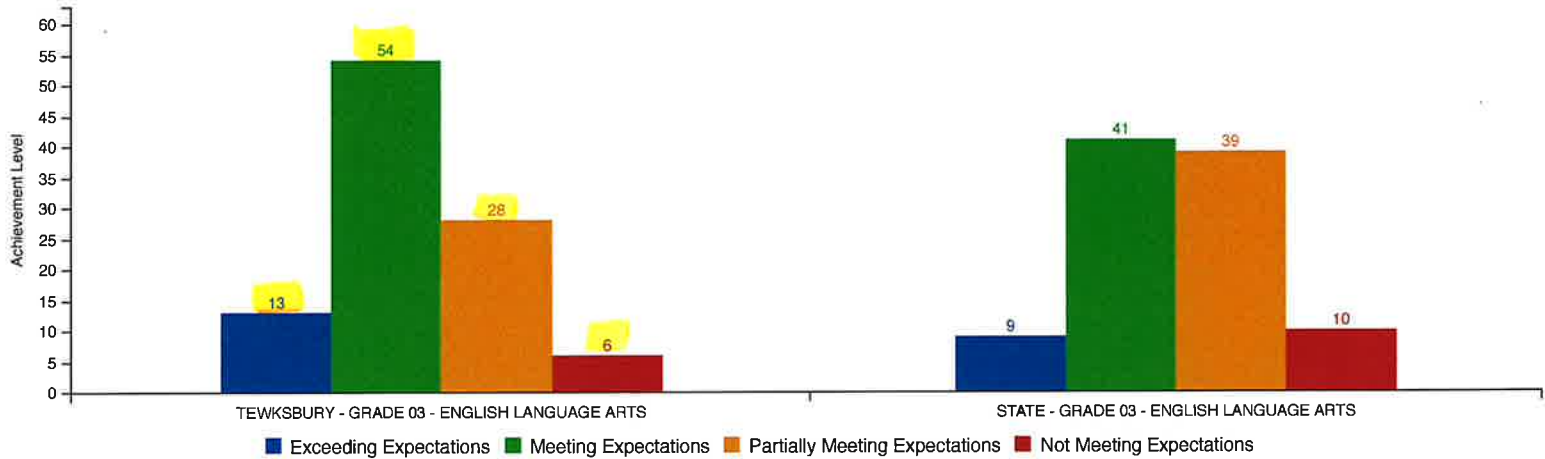
## Tewksbury

### Next Generation MCAS Tests 2021

### Percent of Students at Each Achievement Level for Tewksbury

Data Last Updated September 21, 2021.

[More about the data](#)



Grade and Subject	Meeting or Exceeding Expectations		Exceeding Expectations		Meeting Expectations		Partially Meeting Expectations		Not Meeting Expectations		No. of Students Included	Part. Rate %	Avg. Scaled Score	Avg.SGP	Included in Avg.SGP
	District	State	District	State	District	State	District	State	District	State					
GRADE 03 - ENGLISH LANGUAGE ARTS	67	51	13	9	54	41	28	39	6	10	236	99	506.5	N/A	N/A
GRADE 03 - MATHEMATICS	42	33	6	5	36	28	42	40	16	26	236	99	494.9	N/A	N/A
GRADE 04 - ENGLISH LANGUAGE ARTS	45	49	3	6	42	43	43	38	12	13	276	100	495.8	N/A	N/A
GRADE 04 - MATHEMATICS	29	33	1	4	28	29	54	43	17	24	276	100	487.3	N/A	N/A
GRADE 05 - ENGLISH LANGUAGE ARTS	57	47	8	8	49	39	35	41	7	12	228	98	501.5	41.4	214
GRADE 05 - MATHEMATICS	41	33	1	4	40	29	50	47	9	20	231	97	493.6	30.9	216
GRADE 05 - SCIENCE	54	42	7	7	46	36	35	39	11	19	231	97	500.1	N/A	N/A
GRADE 06 - ENGLISH LANGUAGE ARTS	56	47	13	12	43	35	36	31	8	22	245	99	504.0	36.8	230
GRADE 06 - MATHEMATICS	51	33	7	5	45	29	36	44	13	23	245	99	498.1	29.6	229
GRADE 07 - ENGLISH LANGUAGE ARTS	49	43	8	6	41	37	39	37	12	20	264	99	499.4	44.8	249
GRADE 07 - MATHEMATICS	28	35	2	6	26	29	54	47	18	18	263	98	488.7	27.6	248
GRADE 08 - ENGLISH LANGUAGE ARTS	63	41	16	6	47	34	29	41	8	18	251	98	507.7	51.1	236
GRADE 08 - MATHEMATICS	41	32	4	4	38	28	48	46	11	21	251	98	496.4	35.3	235
GRADE 08 - SCIENCE	44	41	3	8	41	33	47	43	9	16	217	99	496.9	N/A	N/A
GRADE 10 - ENGLISH LANGUAGE ARTS	71	64	21	19	50	45	25	27	4	9	191	97	513.2	48.7	177
GRADE 10 - MATHEMATICS	56	52	8	11	48	41	35	36	8	12	192	98	503.9	33.3	177
GRADES 03 - 08 - ENGLISH LANGUAGE ARTS	56	46	10	8	46	38	35	38	9	16	1,500	99	502.3	43.6	929
GRADES 03 - 08 - MATHEMATICS	38	33	3	5	35	29	47	45	14	22	1,502	99	493.0	30.8	928
GRADES 05 & 08 - SCIENCE	49	42	5	7	44	34	41	41	10	17	448	98	498.6	N/A	N/A

Click on any Grade and Subject rows in the table to view Achievement Level in graph.

**NOTE:** Grade 10 results for spring 2021 STE are not provided because students in the class of 2023 were not required to take the STE test. Information about CD requirements is available at <https://www.doe.mass.edu/mcas/graduation.html>.

SGP for Grade 4 is not available in 2021, since MCAS was not administered in 2020 due to the cancellation of state assessments and school closures related to COVID-19.

Participation rates varied across schools, districts, and student groups in 2021 more than in prior years. If the participation rate in 2021 was lower than in prior years, results may have been different if more students had taken the test.



## Massachusetts School and District Profiles Tewksbury

### Next Generation MCAS Annual Comparisons

Data Last Updated on September 21, 2021

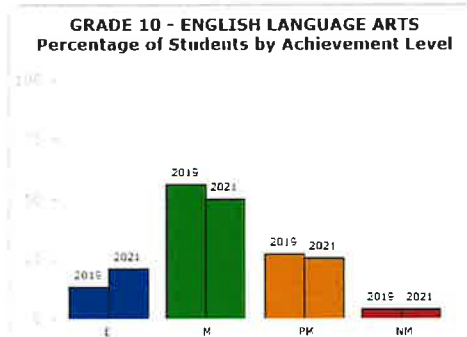
[More about the data](#)

#### GRADE 10 - ENGLISH LANGUAGE ARTS ACHIEVEMENT LEVEL

*\*New*

	2019	2021
Exceeding Expectations (E)	13	21
Meeting Expectations (M)	56	50
Partially Meeting Expectations (PM)	27	25
Not Meeting Expectations (NM)	4	4

2021 Participation Rate = 97%

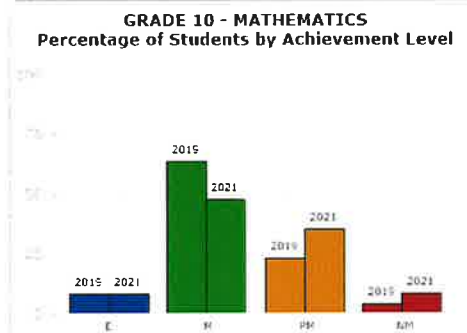


#### GRADE 10 - MATHEMATICS ACHIEVEMENT LEVEL

*\*New*

	2019	2021
Exceeding Expectations (E)	8	8
Meeting Expectations (M)	64	48
Partially Meeting Expectations (PM)	23	35
Not Meeting Expectations (NM)	4	8

2021 Participation Rate = 98%

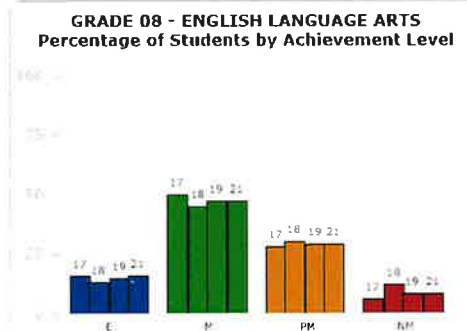


#### GRADE 08 - ENGLISH LANGUAGE ARTS ACHIEVEMENT LEVEL

2017 2018 2019 2021

	2017	2018	2019	2021
Exceeding Expectations (E)	16	13	15	16
Meeting Expectations (M)	50	45	47	47
Partially Meeting Expectations (PM)	28	30	29	29
Not Meeting Expectations (NM)	6	12	8	8

2021 Participation Rate = 98%

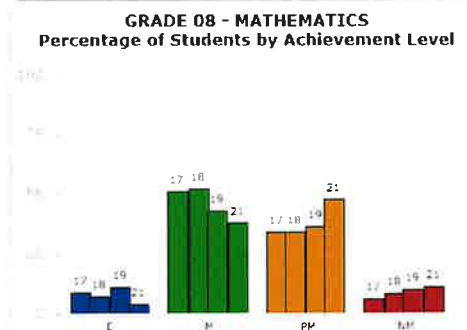


#### GRADE 08 - MATHEMATICS ACHIEVEMENT LEVEL

2017 2018 2019 2021

	2017	2018	2019	2021
Exceeding Expectations (E)	9	7	11	4
Meeting Expectations (M)	51	52	43	38
Partially Meeting Expectations (PM)	34	34	36	48
Not Meeting Expectations (NM)	6	8	10	11

2021 Participation Rate = 98%



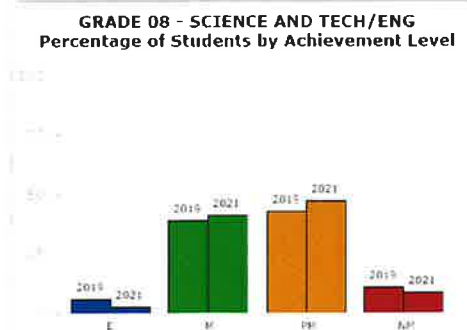
#### GRADE 08 - SCIENCE AND TECH/ENG ACHIEVEMENT LEVEL

*\*New*

2019 2021

	2019	2021
Exceeding Expectations (E)	6	3
Meeting Expectations (M)	39	41
Partially Meeting Expectations (PM)	43	47
Not Meeting Expectations (NM)	11	9

2021 Participation Rate = 99%

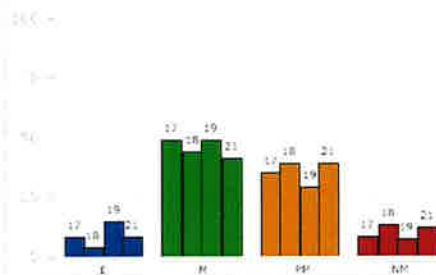


**GRADE 07 - ENGLISH LANGUAGE ARTS**  
**ACHIEVEMENT LEVEL**

2017 2018 2019 2021

Exceeding Expectations (E)	8	4	15	8
Meeting Expectations (M)	49	44	49	41
Partially Meeting Expectations (PM)	35	39	29	39
Not Meeting Expectations (NM)	8	13	7	12

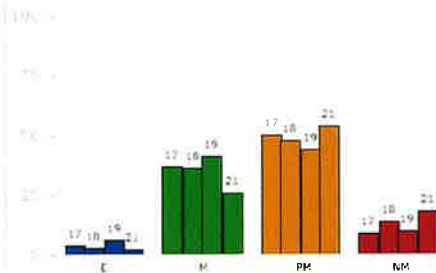
2021 Participation Rate = 99%

**GRADE 07 - ENGLISH LANGUAGE ARTS**  
**Percentage of Students by Achievement Level**

**GRADE 07 - MATHEMATICS**  
**ACHIEVEMENT LEVEL**

2017 2018 2019 2021

Exceeding Expectations (E)	4	3	6	2
Meeting Expectations (M)	37	36	41	26
Partially Meeting Expectations (PM)	50	48	44	54
Not Meeting Expectations (NM)	9	14	10	18

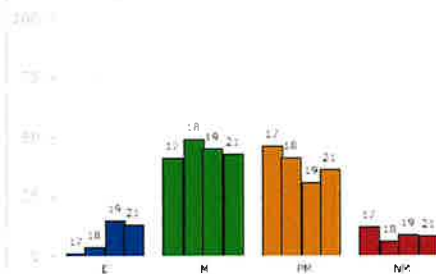
2021 Participation Rate = 98%

**GRADE 07 - MATHEMATICS**  
**Percentage of Students by Achievement Level**

**GRADE 06 - ENGLISH LANGUAGE ARTS**  
**ACHIEVEMENT LEVEL**

2017 2018 2019 2021

Exceeding Expectations (E)	1	4	15	13
Meeting Expectations (M)	41	49	45	43
Partially Meeting Expectations (PM)	46	41	31	36
Not Meeting Expectations (NM)	12	6	9	8

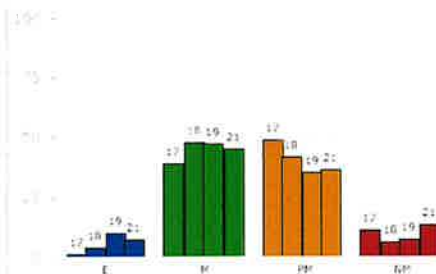
2021 Participation Rate = 99%

**GRADE 06 - ENGLISH LANGUAGE ARTS**  
**Percentage of Students by Achievement Level**

**GRADE 06 - MATHEMATICS**  
**ACHIEVEMENT LEVEL**

2017 2018 2019 2021

Exceeding Expectations (E)	1	4	10	7
Meeting Expectations (M)	39	48	47	45
Partially Meeting Expectations (PM)	49	42	35	36
Not Meeting Expectations (NM)	11	6	7	13

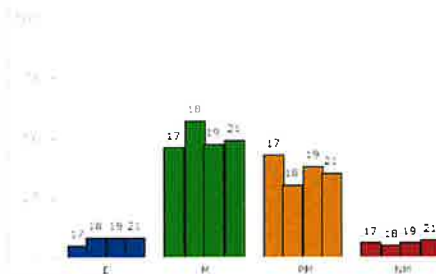
2021 Participation Rate = 99%

**GRADE 06 - MATHEMATICS**  
**Percentage of Students by Achievement Level**

**GRADE 05 - ENGLISH LANGUAGE ARTS**  
**ACHIEVEMENT LEVEL**

2017 2018 2019 2021

Exceeding Expectations (E)	5	8	8	8
Meeting Expectations (M)	46	57	47	49
Partially Meeting Expectations (PM)	43	30	38	35
Not Meeting Expectations (NM)	6	5	6	7

2021 Participation Rate = 98%

**GRADE 05 - ENGLISH LANGUAGE ARTS**  
**Percentage of Students by Achievement Level**

**GRADE 05 - MATHEMATICS**  
**ACHIEVEMENT LEVEL**

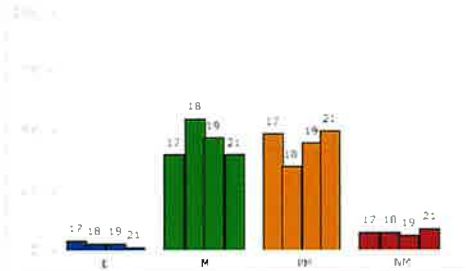
2017 2018 2019 2021

Exceeding Expectations (E)	4	3	3	1
Meeting Expectations (M)	40	55	47	40
Partially Meeting Expectations (PM)	49	35	45	50
Not Meeting Expectations (NM)	7	7	6	9

2021 Participation Rate = 97%

### GRADE 05 - MATHEMATICS

#### Percentage of Students by Achievement Level



### GRADE 05 - SCIENCE AND TECH/ENG

#### ACHIEVEMENT LEVEL

\*New

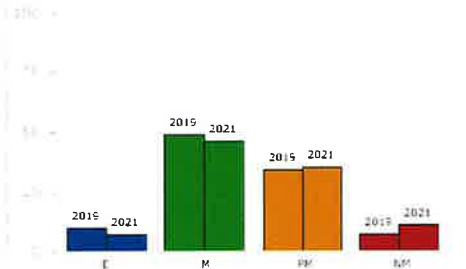
2019 2021

Exceeding Expectations (E)	10	7
Meeting Expectations (M)	49	46
Partially Meeting Expectations (PM)	34	35
Not Meeting Expectations (NM)	7	11

2021 Participation Rate = 97%

### GRADE 05 - SCIENCE AND TECH/ENG

#### Percentage of Students by Achievement Level



### GRADE 04 - ENGLISH LANGUAGE ARTS

#### ACHIEVEMENT LEVEL

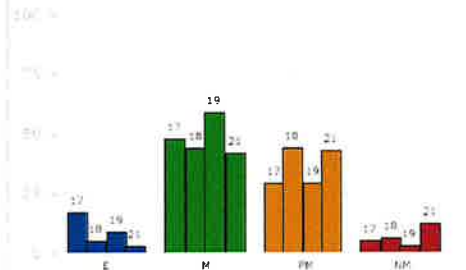
2017 2018 2019 2021

Exceeding Expectations (E)	17	5	9	3
Meeting Expectations (M)	48	44	59	42
Partially Meeting Expectations (PM)	29	44	29	43
Not Meeting Expectations (NM)	5	6	3	12

2021 Participation Rate = 100%

### GRADE 04 - ENGLISH LANGUAGE ARTS

#### Percentage of Students by Achievement Level



### GRADE 04 - MATHEMATICS

#### ACHIEVEMENT LEVEL

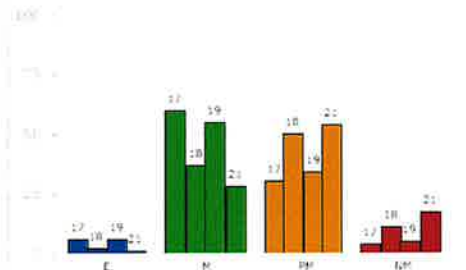
2017 2018 2019 2021

Exceeding Expectations (E)	6	2	6	1
Meeting Expectations (M)	60	37	55	28
Partially Meeting Expectations (PM)	30	50	34	54
Not Meeting Expectations (NM)	4	11	5	17

2021 Participation Rate = 100%

### GRADE 04 - MATHEMATICS

#### Percentage of Students by Achievement Level



### GRADE 03 - ENGLISH LANGUAGE ARTS

#### ACHIEVEMENT LEVEL

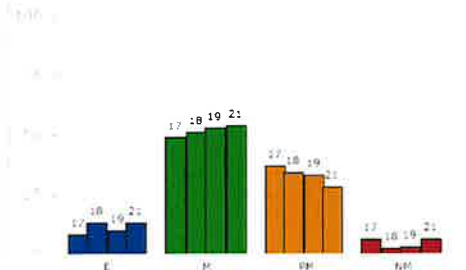
2017 2018 2019 2021

Exceeding Expectations (E)	8	13	10	13
Meeting Expectations (M)	49	51	53	54
Partially Meeting Expectations (PM)	37	34	33	28
Not Meeting Expectations (NM)	6	2	3	6

2021 Participation Rate = 99%

### GRADE 03 - ENGLISH LANGUAGE ARTS

#### Percentage of Students by Achievement Level



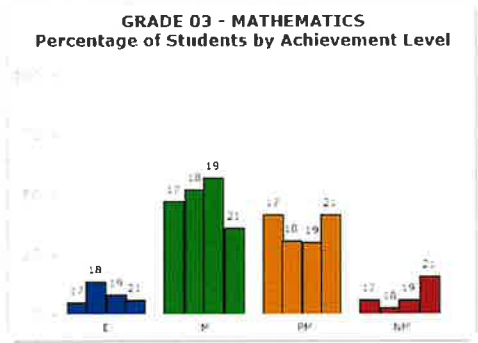
### GRADE 03 - MATHEMATICS

#### ACHIEVEMENT LEVEL

2017 2018 2019 2021

Exceeding Expectations (E)	5	14	8	6
Meeting Expectations (M)	47	52	57	36
Partially Meeting Expectations (PM)	42	31	30	42
Not Meeting Expectations (NM)	6	3	6	16

2021 Participation Rate = 99%



**NOTE:** Grade 10 results for spring 2021 STE are not provided because students in the class of 2023 were not required to take the STE test. Information about CD requirements is available at <https://www.doe.mass.edu/mcas/graduation.html>.

Participation rates varied across schools, districts, and student groups in 2021 more than in prior years. If the participation rate in 2021 was lower than in prior years, results may have been different if more students had taken the test.

# 2021 Accountability and Assistance for Districts and Schools: Frequently Asked Questions

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The purpose of this document is to address questions about how the cancellation of the spring 2020 MCAS assessments due to the COVID-19 pandemic will impact 2021 accountability reporting and the related assistance provided to districts and schools by the Massachusetts Department of Elementary and Secondary Education (DESE).

The information in this document may be updated or changed as additional state and/or federal guidance becomes available. Questions related to accountability reporting can be sent to the Office of District and School Accountability Reporting ([ElementarySecondaryEd.Act@mass.gov](mailto:ElementarySecondaryEd.Act@mass.gov)), and questions related to district and school assistance can be sent to the Statewide System of Support ([SSoS@mass.gov](mailto:SSoS@mass.gov)).

## Accountability reporting

### Will DESE issue new accountability determinations for districts and schools in fall 2021?

No. In April 2021, DESE requested and received a [waiver of certain federal accountability requirements](#). On June 22, the Board of Elementary and Secondary Education voted to amend state accountability regulations to allow DESE to refrain from issuing district and school accountability regulations following the 2020-2021 school year.

Through state law and regulations<sup>1</sup>, however, the Commissioner maintains the authority to name new underperforming or chronically underperforming schools at any time, or to remove such a designation from an existing underperforming or chronically underperforming school or district. Similarly, at the recommendation of the Commissioner, the Board may designate a district as underperforming or chronically underperforming.

### Does my district's or school's 2019 accountability determination stay the same in 2021?

Yes. The Department will not perform accountability calculations in fall 2021. Therefore, the most recent accountability results (from 2019) will remain in place, and the next time DESE publishes updated accountability results will be in fall 2022.

**My district or school was identified as *requiring assistance or intervention* in 2019 due to something other than overall performance (e.g., assessment participation, graduation rate, late data submission). Can that be changed if the issue was corrected this year?**

No. The Department will not perform accountability calculations in fall 2021 or make adjustments to the 2019 accountability results that are published on our [School and District Profiles website](#).

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<sup>1</sup> M.G.L. c. 69, §§ [1J](#) and [1K](#) and [603 CMR 2.00](#)

**My school was given a federal designation in 2019. Does it still apply in 2021?**

As a condition of our federal accountability waiver, any school that was assigned a federal designation of *comprehensive support and improvement (CSI)*, *targeted support and improvement (TSI)*, or *additional targeted support and improvement (ATSI)* in 2019 will maintain that identification status and continue to receive supports and interventions consistent with the school's sustainable improvement plan in the 2021-2022 school year.

**How will DESE use data from the 2020-2021 school year in the 2022 accountability calculations?**

The Department will review its options for accountability reporting in 2022 and beyond. Information will be made available as decisions are made.

**When will districts and schools receive their 2022 accountability targets and lowest performing student group information?**

Accountability targets and lowest performing student group information will be made available in fall 2021.

**District and school assistance**

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Schools designated as *requiring assistance or intervention* in 2019 (including underperforming schools) should submit their initial or renewal plan in October 2021 for the 2021-2022 school year as per guidance on [DESE's website](#). The Statewide System of Support (SSoS) will issue further guidance and timelines in the summer of 2021.

**Without accountability decisions in 2021, which schools will be eligible for DESE assistance (i.e., SSoS direct assistance, Targeted Assistance Grant (TAG) funding, etc.)?**

Schools designated as *requiring assistance or intervention* in 2019 will be eligible for SSoS assistance and TAG funding in the 2021-2022 school year.

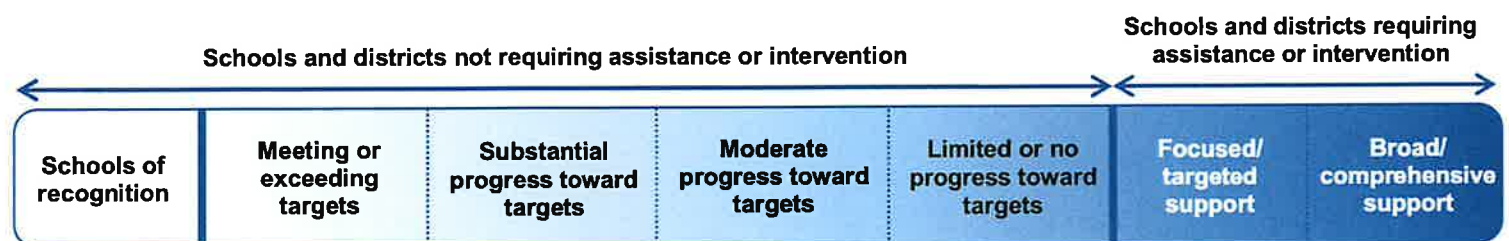


# Details of Massachusetts' school and district accountability system

Massachusetts' accountability system is designed to measure how a school or district is doing and what kind of support it may need. The accountability system considers:

<b>Achievement</b>	MCAS scores in English language arts, math, and science
<b>Student Growth</b>	Student growth percentiles in English language arts and math
<b>High School Completion</b>	Four-year cohort graduation rate
	Extended engagement rate (five-year cohort graduation rate plus the percentage of students from the cohort who are still enrolled)
	Annual dropout rate
<b>Progress Towards English Proficiency</b>	Percentage of English learners meeting annual targets in order to reach English proficiency in six years
<b>Chronic Absenteeism</b>	Percentage of students missing 10 percent or more of the days they were enrolled at a given school during a school year
<b>Advanced Coursework Completion</b>	Percentage of 11 <sup>th</sup> and 12 <sup>th</sup> graders completing advanced coursework (Advanced Placement, International Baccalaureate, Project Lead the Way, dual enrollment courses, and other selected rigorous courses)

The system sorts schools and districts into categories to recognize success and identify where support is most needed:



For more information, go to <http://www.doe.mass.edu/accountability/lists-tools/>.

The Department is committed to monitoring whether the accountability system effectively provides useful information to districts, schools, and the community.

In addition to accountability results that come out each fall, DESE publishes annual district and school report cards that include student discipline rates, access to the arts, educator qualifications, course passing rates, and per-pupil spending.

Massachusetts School and District Profiles  
Tewksbury

2021 Official Accountability Report - Tewksbury

Organization information	
DISTRICT NAME	TITLE I STATUS
Tewksbury (02950000)	Title I District
REGION	GRADES SERVED
Coastal	PK,K,01,02,03,04,05,06,07,08,09,10,11,12

Accountability Information \*

Overall classification:	Not requiring assistance or intervention
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Reason for classification:	
Substantial progress toward targets:	

Progress toward improvement targets	Accountability percentile
66% - Substantial progress toward targets	

\*The Massachusetts Department of Elementary and Secondary Education did not issue school, district, or state accountability determinations in 2021.

\*The above accountability information represents determinations from 2019.



# 2021 Accountability and Assistance for Districts and Schools: Frequently Asked Questions

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# Tewksbury Public Schools

139 Pleasant Street  
Tewksbury, MA 01876

## MEMORANDUM

**To:** Tewksbury School Committee

**From:** Brenda Theriault-Regan  
Assistant Superintendent of Schools

**Date:** October 7, 2021

**Re:** Naming of New Elementary School

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### **This Requires a Roll Call Vote**

The following document includes suggested names for the new elementary school. The public was invited to comment on these suggested names or submit additional suggestions to name the school. The School Committee will vote on a name for the new elementary school at the October 13, 2021 School Committee meeting. This requires a Roll Call vote of the School Committee.

## ESBC Suggestions for the Name of New Elementary School

Suggested Name	Reason	# of recommendations
Center School or Center Elementary School	Commemorating the oldest and historic school and the new school will be located in the center of town	2
Ames School	Giving recognition to the family who provide college scholarships	1
Ann Sullivan	To recognize Special Needs in Education	1
Foster School or Enoch Foster School	Commemorating history of the former Foster Elementary School	1
Helen Keller	To recognize Special Needs in Education	1
Mico Kaufman	Deceased, prominent sculptor & Tewksbury resident	1
North Trahan Elementary	Combining the 2 schools	1
Ryan Elementary or Tewksbury Upper Elementary	Sharing the campus with John F. Ryan	1
Wamesit Elementary	Keeping Native American history alive	1
<b>Residents' Suggestions</b>	<b>Reason</b>	
Pleasant Street Elementary School	Classic & original. Welcoming & dignified, the space will have a deep, intrinsic connection to our town in a neighborhood w/ a history back to the 19th century. No other PSES in the state.	1
<b>Other Naming Considerations</b>	<b>Reason</b>	
Naming other key areas of the new school after the schools being demolished (Examples below)		2
Trahan Library Media Center	Commemorating the Trahan and beloved Lia's Book Nook	
North Street Gym (or other main area...NS Main Corridor, NS Front entrance courtyard...etc.)	Commemorating another key area after the No. Street	

# Tewksbury Diversity, Equity, and Inclusion Advisory Committee (TDEIAC)

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## I. General Information

<b>Members:</b>	Up to nine members, with three Town staff serving ex-officio
<b>Appointed By:</b>	The Tewksbury Board of Selectmen
<b>Length of Term:</b>	Three years
<b>Appointments Made:</b>	TBD
<b>Appointments Made:</b>	Chairperson, Vice-Chairperson, and Clerk as determined by TDEIAC
<b>Meeting Time:</b>	As determined by TDEIAC & shall be posted in accordance with the Open Meeting Law

## II. General Purpose

The Town of Tewksbury DEI Advisory Committee strives to reaffirm the worth and dignity of every human being. Tewksbury's diversity will be embraced and celebrated through the following activities:

- A. **Educate:** Organize awareness campaigns, trainings, discussion groups, and other learning opportunities.
- B. **Advocate:** Share resources with Tewksbury town employees and committee members, local business owners, faith and non-profit organizations, educators, and residents.
- C. **Celebrate:** the growing diversity of Tewksbury and desirability of being a resident of or doing business in Tewksbury as well as recognize Tewksbury groups and individuals that have made a positive impact on diversity, equity, and inclusion within the town of Tewksbury.

## III. The Charge to the Committee from the Board of Selectmen

- A. To promote Diversity, Equity, and Inclusion and build a stronger, more unified, welcoming Town that respects and recognizes both its growing diversity, and its commonalities. To nurture a community that promotes and encourages respect for all its residents, businesses, religions, Town employees, nonprofit

organizations, cultures, and guests. To foster respectful, civil, reflective public conversation.

B. TDEIAC shall carry out its mission, related to the general purpose statements through:

1. Public advocacy by promoting and encouraging understanding, acceptance, and diversity, as well as recognition of DE&I efforts in the community.
2. Sponsoring DE&I educational programs and partnering with other non-profit, religious, municipal and state organizations as needed.
3. Manage, develop, and assist various stakeholders in developing outreach and engagement campaigns.
4. Matters of a sensitive nature will be held in confidentiality and appropriate resources will be employed as needed.
5. TDEIAC will work with similar committees within other municipalities and with organizations with which it shares a common purpose, and may use any available materials, advice, or assistance from other municipalities and organizations that may be helpful in accomplishing its mission. It shall meet monthly or at least ten times each year.

#### IV. Criteria for Membership

- A. One member of the Board of Selectmen or its designee;
- B. One School Committee member or its designee;
- C. School Superintendent or his or her designee, ex-officio;
- D. Town Manager or his or her designee, ex-officio;
- E. Police Chief or his or her designee, ex-officio;
- F. As many as six members-at-large, all residents, appointed by the Board of Selectmen for three-year terms, with staggered terms initially of one, two, and



# **TEWKSBURY SCHOOL COMMITTEE**

## **2021-2022 Assignments**

Approved 5/12/2021  
Revised 10/13/2021

### **COLLECTIVE BARGAINING COMMITTEES**

Custodians – *Shannon Demos / John Stadtman*

Education Support Personnel – *Keith Sullivan / Bridget Garabedian*

Food Service – *Nicholas Parsons / John Stadtman*

Nurses – *Shannon Demos / Keith Sullivan*

Secretaries – *Bridget Garabedian / John Stadtman*

TAG – *Shannon Demos / Nicholas Parsons*

TTA – *Bridget Garabedian / Keith Sullivan*

---

Elementary School Building Committee – *Shannon Demos / John Stadtman*

Policy Sub-Committee – *John Stadtman / Nicholas Parsons*

SEPAC - *Nicholas Parsons / Bridget Garabedian*

Wellness Advisory Committee – *Bridget Garabedian / Keith Sullivan*

# New Business

# Tewksbury Public Schools

School Business Manager  
139 Pleasant Street  
Tewksbury, MA 01876

## David A. Libby

Business Manager

Phone: (978) 640-7800 x220

Fax: (978) 640-7808

[dlibby@tewksbury.k12.ma.us](mailto:dlibby@tewksbury.k12.ma.us)

October 8, 2021

Superintendent Malone and Members of the Tewksbury School Committee,

I wanted you to be aware we are kicking off the 2022 – 2023 school year budget process. The purpose of this communication is to provide you with a preliminary overview of the process and timeline. Challenges in developing the 2022-2023 budget include:

- Move into new Elementary School, currently scheduled for December 2022
  - Impacts on:
    - Staffing
    - Supplies/Materials
    - Utilities
    - Transportation
    - Logistics of the actual move
- Appropriate use of COVID grant funding to maximize benefits to students and staff
- Ongoing collective bargaining
- State and local revenues unknown at this time

### **By December 3, 2021:**

Business Manager to solicit input from all principals and department heads regarding any specific requests for any new positions, building improvements, instructional technologies, instructional supplies, etc. for the 2022 – 2023 school year.

### **By December 17, 2021:**

Principals will submit their top two priorities to the Business Manager for the upcoming 2022–2023 school year.

### ***TPS District Strategy***

*The Tewksbury Public Schools community believes that our educational program will encompass a 21st century teaching and learning approach that promotes consistent growth among our students and staff to achieve academic, social, and emotional success for all students.*

**On or before January 14, 2022:**

- a.) Business Manager to submit the School Departments initial Budget request to the Town Manager (in accordance with the Town's General By-Laws).
- b.) Business Manager to submit a copy of the initial Budget request to all members of the School Committee.
- c.) Business Manager to submit a copy of the initial Budget request to the Finance Committee Chair and the Finance Committee's Liaison to the School Department, inclusive of any supporting documentation requested.

**January 12, 2022:**

FY23 Budget Workshop to be held at the Tewksbury Memorial High School at 6:30pm in LGI 1.

**February 9, 2022:**

Regular School Committee Meeting with focus on the Public Hearing for the FY23 School Budget.

**March 9, 2022:**

Regular School Committee Meeting with focus on the Public Hearing for the FY23 School Budget.

**DATE TBD:**

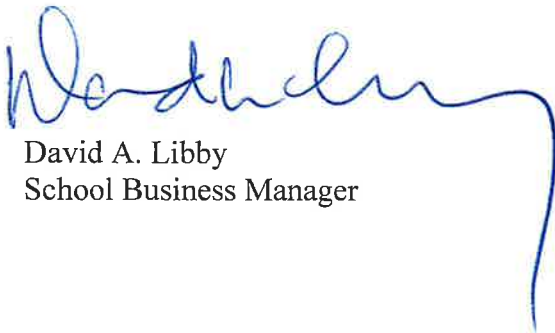
Special joint meeting with the Finance Committee, the Superintendent of Schools and the Business Manager in regards to the FY23 School Budget. (Date to be determined by Finance Committee)

**May 4, 2022:**

The School Committee Budget request for the 2022–2023 school year to be presented at the Annual Town Meeting for consideration and approval.

Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David A. Libby', with a long, sweeping horizontal line extending to the right.

David A. Libby  
School Business Manager

***TPS District Strategy***

***The Tewksbury Public Schools community believes that our educational program will encompass a 21st century teaching and learning approach that promotes consistent growth among our students and staff to achieve academic, social, and emotional success for all students.***