

Tewksbury School Committee
Wednesday, October 12, 2022
Regular School Committee Meeting #4
Tewksbury Memorial High School - LGI-1
320 Pleasant Street, Tewksbury, MA 01876

SCHOOL COMMITTEE MEMBERS PRESENT

Bridget L. Garabedian, Chair
Keith M. Sullivan, Vice-Chair
Kayla Biagioni-Smith, Clerk
Nicholas G. Parsons, Member
Richard Russo, Jr., Member

SCHOOL ADMINISTRATORS PRESENT

Brenda Theriault-Regan, Superintendent
Lori McDermott, Assistant Superintendent
David Libby, Business Manager

CALL TO ORDER

Ms. Garabedian called the October 12, 2022 Regular School Committee meeting to order at 6:00 p.m.

EXECUTIVE SESSION

Ms. Garabedian entertained a motion to convene an Executive Session to consider the September 21, 2022 Executive Session minutes and to discuss Collective Bargaining pertaining to the TTA (teachers).

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to enter into the Executive Session to consider approval of the September 21, 2022 Executive Session meeting minutes and to discuss Collective Bargaining pertaining to the TTA (teachers). The Committee will return in Open Session.

Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. All Aye. Unanimous vote. Motion carried 5-0.

At 6:28 p.m., Ms. Garabedian entertained a motion to adjourn the Executive Session. Mr. Parsons moved, seconded by Mr. Sullivan to adjourn the October 12, 2022 Executive Session. The Committee will reconvene in Open Session.

Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. All Aye. Unanimous vote. Motion carried 5-0.

ANNOUNCEMENT

Ms. Garabedian announced that during the Executive Session, the Committee unanimously voted to approve the September 21, 2022 Executive Session meeting minutes.

At 6:30 p.m., Ms. Garabedian announced that the October 12, 2022 Regular School Committee meeting will be televised and recorded and may be viewed live on Comcast Channel 22, Verizon Channel 34, or YouTube.com/TewksburyTV. Under the Open Meeting Law, the public is permitted to make an audio or video recording of an open session at a public meeting. Ms. Garabedian asked if anyone in the audience was recording tonight's meeting to please identify himself or herself. Seeing no one, Ms. Garabedian asked Mr. Parsons to lead in the Pledge of Allegiance.

STUDENT REPRESENTATIVE REPORT

Notes from Tewksbury Memorial High School: Rania Elouhi was unable to attend tonight's meeting due to a prior school commitment. She will join us in November.

PRESENTATIONS

None

CITIZEN'S FORUM

Ms. Garabedian asked if there was anyone in the audience that wanted to speak on anything on the agenda, and if so, to please state their name, address, and the specific agenda item that they would like to speak on this evening.

Al Mancini, 15 Kenneth Lane, Tewksbury - Mr. Mancini addressed the Committee regarding the TPS Special Education confidentiality breach.

APPROVAL OF MINUTES

Ms. Biagioni-Smith moved to approve the September 21, 2022 Regular meeting minutes, seconded by Mr. Sullivan. All Aye. Unanimous Vote. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the payroll period ending, September 29, 2022, to be approved and certified in the amount and categories as shown, \$1,483,897.75. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

SUPERINTENDENT & STAFF REPORTS

Superintendent's Report

Ms. Regan presented district updates reporting that at the end of September, she and Ms. McDermott attended the New England's Association of Superintendents Annual Conference with a focus on *Profiles of the Future of Education*. November 1st will be an early release day for students as staff participate in Professional Development; staff will be giving us input on the district strategic planning. In November, high school and middle school students will be able to provide input and parents will receive the digital version of the survey in the next District Newsletter. Today, over 300 TMHS students took the PSATs during the school day. The seniors and freshmen did other activities during the day. The district will evaluate if sophomores and juniors may choose to take the SATs in the future as less colleges are requiring the SATs. She reported that the District Leadership Team participated in small group instructional rounds visiting and observing classrooms at the Wynn School. On the topic of district improvement and improving our systems, the district is conducting an audit to determine where and how to improve our systems for communication of data in regards to protecting student and personnel confidential data. We have consulted with Steve Smith, from K-12 Privacy Consultants; he works closely with the Students Data Privacy Consortium. In the past few years we have taken steps to improve in this area. We have conducted whole system audits, inventoried all digital resources and have obtained Data Privacy Agreements with all our digital resources, and joined the Student Data Privacy Consortium, implemented unit threat systems and added language to our digital use policy. The audit is intended to look at all our systems and provide us information on where we can improve in our practices. Steve will look at all of our data resources to see if there is a better way or tool to determine how to improve our system and practices to improve student and staff personal data. Once completed the information will be shared with the School Committee. Ms. Regan reported that our administrators are working with staff in grades 2-4 on the move to the new elementary school. We are also working with the Move Contractor to schedule visits for the staff to see the classrooms. She reported that upcoming Fall events may be found on the website's Event Calendar. Ms. Regan responded to questions and comments from the School Committee.

Assistant Superintendent Report

Ms. McDermott reported that at the conference which she and Ms. Regan attended, there was a lot of talk about the Portrait of a Graduate and how to move that from the website into the classroom. The district is digging a little deeper looking at the portrait of the whole learner and working with Cale Birk to identify the observables. Cale is back in the district this week holding virtuals with principals and PLC leaders (Heat Checks) checking in with the teams. He will be back on Friday to work with staff. The district has established data team meetings within the schools to review the data and determine best instructional practices. No questions or comments

Business Manager's Report

Mr. Libby reported that the bus application, MyView App, is up and running with just under 400 user accounts. He reported that road construction in town is affecting the bus routes in the afternoon. Mr. Libby responded to questions from the School Committee.

CONSENT AGENDA

Ms. Garabedian asked if any member had questions and/or comments on any item on the Consent Agenda. Mr. Russo inquired if the district was all set on staffing. Ms. Regan reported that we still need additional aides. Ms. Garabedian asked for a motion to approve the Consent Agenda as presented.

Ms. Biagioni-Smith moved, seconded by Mr. Parsons, to approve the Consent Agenda as presented. All Aye. Unanimous Vote. Motion carried 5-0.

Correspondence

None

PERSONNEL ITEMS

New Hires: Heidi Bisso, District-wide, 1-School Year only, ELE Teacher at the Heath Brook School, effective August 29, 2022; Jennifer Ziniti, part-time Preschool Secretary, Dewing Elementary School, effective September 26, 2022; Jennifer Cunningham-Allard, 12-month Secretary at the Heath Brook School, effective September 12, 2022; Patricia Maia, Special Education Teacher at Tewksbury Memorial High School, effective August 29, 2022; Walter Bacigalupo, Building Safety & Security Monitor, Tewksbury Memorial High School, October 17, 2022; Charles Sweeney, district-wide part-time IT Support, effective October 11, 2022

Transfers

None

Retirements

None

Appendix B TMHS Athletics

None

Appendix B Co-Curricular Activities

Tewksbury Memorial High School

Julie Fabiano - Yearbook Advisor

Maura Pilotte (Semester 1) - Peer Leadership & Student Council

District-wide

Jason Stamp - Administrative Mentor

Fundraisers/Raffles: Dewing/North Street PAC Fall 2022 Event / Fundraising Calendar

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Sullivan reported that the Elementary School Building Committee will be meeting tomorrow evening and he will have an update at the November School Committee meeting.

Tewksbury SEPAC

Mr. Parsons reported that the next Tewksbury SEPAC Regular Business meeting will be held on October 20th. They did ask about a School Committee update on district protection measures around student identity confidentiality. He will refer them to Ms. Regan's early comments tonight on the subject.

Wellness Advisory Committee

Mr. Russo reported that the Wellness Advisory Committee met on October 5th. He reported that TPS Food Services has

started an after-school snack program at TMHS. The Wellness Advisory Committee has been assigned a Wellness Coach by DESE, Nicole Good, she will work with the Committee to review the Wellness policy as well give us helpful guidelines. The district has hired a dietician to help with gluten-free options throughout the district and lastly, Ronnie Drouin has been invited to attend the next Committee meeting. The next Wellness Advisory Committee meeting will be held on December 7, 2022.

Policy Sub-Committee

Mr. Sullivan reported that the Policy Sub-Committee met on September 27th and reviewed policies in Section C of the policy manual.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

Mr. Sullivan reported that the following policies have been reviewed and recommends that the School Committee vote to adopt with no changes. The date voted on will be reflected on the policy.

Mr. Russo moved to adopt policies, **CE** Administrative Councils, Cabinets, and Committees; **CH** Policy Implementation with no changes, seconded by Ms. Biagioni-Smith. All Aye. Unanimous Vote. Motion carried 5-0.

Mr. Sullivan reported that policies: **BDG** School Attorney; **CA** Administration Goals; **CB** School Superintendent; **CBD** Superintendent's Contract; **CBI** Evaluation Of The Superintendent; **CCB** Line And Staff Relations; **CHA** Development Of Procedures; **CHCA** Approval Of Handbooks And Directives; **CHD** Administration In Policy Absence, have been reviewed and revised. This is the Informational Reading, no action is required at this time. **CB** will need a revision to correct a pronoun.

Mr. Sullivan reported that policy, **BGC** Policy Revision and Review, has been reviewed and revised. This is presented on First Reading, no action is required.

At the recommendation of Mr. Sullivan, Ms. Biagioni-Smith moved, seconded by Mr. Parsons, to approve the revisions as presented on Second and Final reading for policies: **IMG**, Animals In Schools; **IJOA**, Field Trips; **JJH**, Student Travel; **JJH-R**, Student Travel Regulations; **DD**, Funding Proposals & Applications; **DIE**, Audits; **EFC**, Free & Reduced Price Food Services; **BBA**, School Committee Powers and Duties. All Aye. Unanimous Vote. Motion carried 5-0.

At the recommendation of Mr. Sullivan, Ms. Biagioni-Smith moved, seconded by Mr. Russo, to rescind the following policies on First and Final reading: **CHC** Procedures Dissemination; **CHCA-E** Approval Of Handbooks And Directives; **CL** Administrative Reports. All Aye. Unanimous Vote. Motion carried 5-0.

OLD BUSINESS

Unofficial October 1st Enrollment Count

Ms. Regan presented the unofficial enrollment as of October 1, 2022. She reported we have gained five students since the last report. She will share the official October 1st count at the next meeting.

NEW BUSINESS

2022-23 MCAS & ACCESS Voting Testing Schedule

Ms. McDermott reported the School Committee has a copy of the 2022-2023 MCAS/ACCESS schedule in the packet relating that this is information only, no vote is required. The district is reviewing the information to determine the schedule for Tewksbury and we will distribute the schedule to families in December. Ms. McDermott reported that the 2022 MCAS data has been released and student reports will be sent home via USPS mail to families on Friday. We are reviewing the data and will make a presentation at the November School Committee meeting. She reported that she and Brenda attended a meeting at DESE to review the statewide scores and the effect of the pandemic and the learning loss. State achievement levels are below 2019. She stated that the state is expecting us to look at the 2022 data as the new Baseline. She reported that the district has a lot of support in place for students. We have two consultants, Cale Birk and Alex Hirshburg, and we are focusing on a partnership with our Special Education Department. Together we applied for an opportunity with Melissa Orkin and we were approved for the 45 hour course, *Paving The Way For Reading Proficiency For All Students Including Students with Dyslexia*. This work will help lead the district to have an impact on student achievement. Ms. McDermott responded to questions and comments from the School Committee.

FY 24 Budget Timeline Process

Mr. Libby addressed the Committee presenting a preliminary overview of the budget process and the 2023-2024 Budget Timeline. He reported that there will be a Budget Workshop prior to the January School Committee meeting and Public Hearings will be scheduled prior to the School Committee meetings in February and March.

Appointment of MASC Voting Delegate to Annual Business Meeting

Ms. Garabedian reported that the Committee members will be attending the Annual MASC/MASS meeting in November 2022. She asked if a School Committee member would like to serve as the Committee’s Voting Delegate at the Annual Business meeting.

Mr. Sullivan moved, seconded by Ms. Biagioni-Smith, to appoint Mr. Russo as the Tewksbury School Committee’s Voting Delegate at the MASC Annual Business meeting. All Aye. Unanimous vote. Motion carried 5-0.

SCHOOL COMMITTEE MATTERS OF INTEREST

Ms. Garabedian pointed out an email from Principal Long, stating that TMHS Guidance Department is partnering with MASS Hire. They assist students with part time work and resumes. The information is on the website. The Tewksbury Public Library is partnering with the Wilmington Public Library for a reading challenge, *Reading Rivals*. This is for all age groups; information may be found on the Tewksbury Public Library’s website. Ms. Garabedian reported that she is exploring a School Committee onboarding process.

Mr. Sullivan requested an update on the changes to the Proficiency Standard Threshold at the next meeting

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

October 3, 2022 (Special Town Mtg-School Committee will attend); October 12, 2022
Tewksbury School Committee: Elementary School Building Committee: October 13, 2022
Tewksbury SEPAC Business Meeting: October 20, 2022
Tewksbury SEPAC School Safety Sub-committee: TBD
Wellness Advisory Committee: December 7, 2022
Policy Sub-Committee: October 18th 2022

FUTURE AGENDA ITEMS

November agenda, report on DESE raising the Proficiency Standard Threshold

ADJOURNMENT

At 7:55 p.m., Ms. Garabedian adjourned the October 12, 2022 Regular School Committee meeting with a motion from Mr. Sullivan, seconded by Mr. Russo. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. All Aye. Unanimous vote. Motion carried 5-0.

Respectfully Submitted,
Gail Johnson, Recording Secretary

List of documents and exhibits used (GL c.30A, sect 22(a)):

AGENDA ITEM #	DOCUMENT
1	School Committee Meeting Agenda: Regular Meeting
2	Executive Session Agenda
11	Minutes: September 21, 2022

*Tewksbury School Committee
Regular SC Meeting
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12	Submission Of Payment Of Bills: September 29, 2022
14	Consent Agenda: Personnel Items; Fundraising Event Calendar
16	Policy Review
17	Old Business: 2022 October 1st Count (Unofficial)
18	New Business: MCAS Updates & 22-23 MCAS & ACCESS Testing Schedule ; MASC/MASS SC Voting Delegate; FY24 Budget Timeline Process