

**Tewksbury School Committee**  
Wednesday, November 16, 2022  
Regular School Committee Meeting #5  
Tewksbury Memorial High School - LGI-1  
320 Pleasant Street, Tewksbury, MA 01876

**SCHOOL COMMITTEE MEMBERS PRESENT**

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

**SCHOOL COMMITTEE MEMBERS EXCUSED**

Keith M. Sullivan, Vice-Chair

**SCHOOL ADMINISTRATORS PRESENT**

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

**CALL TO ORDER**

Ms. Garabedian called the November 16, 2022 Regular School Committee meeting to order at 6:01 p.m.

**EXECUTIVE SESSION**

Ms. Garabedian entertained a motion to convene an Executive Session to vote on the October 12, 2022 Executive Session minutes and to discuss Collective Bargaining pertaining to the TTA (teachers).

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to enter into the Executive Session to consider approval of the October 12, 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, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. All Aye. Unanimous vote. Motion carried 4-0.

At 6:26 p.m., Ms. Garabedian entertained a motion to adjourn the Executive Session. Mr. Russo moved, seconded by Ms. Biagioni-Smith to adjourn the November 16, 2022 Executive Session. The Committee will reconvene in Open Session.

Roll Call Vote - Voting Yes: Mr. Parsons, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. All Aye. Unanimous vote. Motion carried 4-0.

**ANNOUNCEMENT**

At 6:31 p.m., Ms. Garabedian announced that the November 16, 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. Ms. Garabedian announced that Mr. Sullivan would not be in attendance this evening. She reported that during the Executive Session, the Committee unanimously voted to approve the October 12, 2022 Executive Session meeting minutes.

## **PLEDGE OF ALLEGIANCE**

Rania Elouahi led the School Committee in the Pledge of Allegiance.

## **RECOGNITION**

### **Tewksbury Memorial High School Students**

#### **2023 National Merit Scholarship Program: Commended Student John Baker**

Mr. Long, Principal of Tewksbury Memorial High School, introduced and recognized three outstanding students at TMHS. John Baker was named Commended Student in the 2023 National Merit Scholarship Program for his performance on the 2022 PSAT exam. On behalf of the School Committee, Ms. Biagioni-Smith presented John with a Resolution of Recognition.

#### **2022 National Hispanic Recognition Award: NHRA Scholar - Rafael Beluco**

Principal Long introduced and recognized Rafael Beluco. Rafael was selected as the recipient of the 2022-23 National Hispanic Scholar Recognition award due to his outstanding achievement on the 2022 College Board assessments. On behalf of the School Committee, Mr. Russo presented Rafael with a Resolution of Recognition.

#### **2022 National African American Recognition Award: NAARA Scholar - Marissa Toutpuissant**

Principal Long reported that Marissa Toutpuissant was not able to attend the meeting tonight. He stated that Marissa was selected as the recipient of the 2022-23 National African American Scholar Recognition award due to her outstanding achievement in the 2022 College Board assessments. On behalf of the School Committee, Mr. Parsons presented Marissa with a Resolution of Recognition.

## **STUDENT REPRESENTATIVE REPORT**

### **Notes from Tewksbury Memorial High School**

Rania Elouahi presented the notes from the Tewksbury Memorial High School:

#### **Sports Update:**

- Redmen Girls Volleyball team won their game yesterday and will move onto the State Finals at Worcester State this weekend against Dennis-Yarmouth;
- Tewksbury Swimmers, including Rania, on the Co-op Methuen-Tewksbury Swim Team, attended States at MIT this past weekend. Many of the swimmers secured several individual wins and the Boys Relay Team attained multiple victories;
- The Field Hockey team and the Redmen Football team made it to the playoffs;
- Winter Season sports are starting up: Basketball, Indoor Track, Ice Hockey, Wrestling, Gymnastics, and Cheerleading.

#### **Club Updates:**

- November 10th was 8th Grade Step-up Day at TMHS;
- TMHS Tewksbury Theater Company performed *Radium Girls* earlier this month; their next performance will be *A Grand Night for Singing*. Auditions will be held on November 21st;
- International Club is taking part in several volunteer activities including the *Jingle Bell Run* on December 11th;
- Student Council is hard at work and they went to North Andover High School to attend NEMASC Conference;
- DECA hosted the Annual Fashion Show yesterday to raise money for the Meaghan McCarthy Cancer Research Fund.

**Upcoming events:**

- Parent/Teacher Conferences will be held on November 17th;
- There will be two field trips on November 17th: An Art one to the Mass Moca Art Museum in Lowell and secondly, and an Engineering field trip to UMASS Lowell.
- Next week on Tuesday, there will be a Powder Puff game; and Wednesday will be a half-day of school.

Rania wished everyone a Happy Thanksgiving.

**PRESENTATIONS**

**English Language Education (ELE Update)**

Karen Hodgson and Kathy Henry, teachers in the English Language Education Department at TMHS, presented an English Learner (EL) update relating that the program has seven staff and 150 ELL students. She explained the identification process through the exit process. Ms. Hodgson highlighted the achievements of the ELs that have graduated from TMHS. She reported the ELE department collaborates with and supports the teachers across the district and works with the schools and the community. Ms. Hodgson and Ms. Henry responded to questions and comments from the School Committee members.

Ms. McDermott requested a few moments to set-up for her presentation.

Ms. Garabedian asked to move Citizen's Forum up on the agenda. Mr. Russo moved, seconded by Mr. Parsons to move the Citizen's Forum to this portion of the meeting. All Aye. Unanimous Vote. Motion carried 4-0.

**CITIZEN'S FORUM**

Ms. Garabedian asked if there was anyone in the audience that wished to speak on anything on the agenda, and, if so, please state their name, address, and the specific agenda item that they would like to speak on this evening. Seeing no one, Ms. Garabedian asked to take Approval of Minutes out of order. Ms. Biagioni-Smith moved, seconded by Mr. Parsons to move Approval of Minutes up on the agenda. All Aye. Unanimous Vote. Motion carried 4-0

**APPROVAL OF MINUTES**

Ms. Biagioni-Smith moved to approve the October 12, 2022 Regular meeting minutes, seconded by Mr. Russo. All Aye. Unanimous Vote. Motion carried 4-0.

**2022 Spring MCAS Update**

Ms. McDermott gave a PowerPoint presentation on the 2022 Spring MCAS data results reporting on the student achievement and the student growth percentiles. She reported on the Competency Determination Status for 2023, the Scaled Score Range, and the Achievement Level relating that the state is raising the scaled score ranges. Ms. McDermott presented the next steps the district will take. She provided the School Committee with an appendix in the presentation with links to additional data information. The information and the presentation will be available to families. Ms. McDermott responded to questions and comments from the School Committee.

**SUBMISSION OF PAYMENT OF BILLS**

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the payroll period ending, October 13, 2022, to be approved and certified in the amount and categories as shown, \$1,507,882.43. Roll Call Vote - Voting Yes: Mr. Parsons, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. Unanimous vote. Motion carried 4-0.

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the payroll period ending, October 27, 2022, to be approved and certified in the amount and categories as shown, \$1,513,224.82. Roll Call Vote - Voting Yes: Mr. Parsons, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. Unanimous vote. Motion carried 4-0.

## **SUPERINTENDENT & STAFF REPORTS**

### **Superintendent's Report**

Ms. Regan recognized three TMHS senior athletes who signed Letters of Intent: Samantha Ryan will be playing softball at St. Anselm's next year, Carrina Barron will be playing volleyball at Bryant, and Amanda Ogden will be running track at Holy Cross. Healthy snacks are now available afterschool at TMHS; the vending machines have been stocked. Ms. Regan announced that the district received the After-School and Out-of-School Time grant (ASOST) from the Department of Elementary and Secondary Education (DESE) in the amount of \$100,000. She reported that she and Ms. McDermott have worked with staple groups for input on the Strategic planning; the survey will be available to alumni. They are gathering data through December and will have an Entry Plan in early spring. She pointed out a donation on the Consent agenda, thanking the Teacher Travel for the donation of \$500. Ms. Regan thanked the School Committee for giving her the opportunity to attend the MCAS/MASS Annual conference. She gave a *Shout Out!* to James Sullivan, DECA Advisor and Coordinator of the DECA Fashion Show related that they raised close to \$20,000.00. Mr. Russo asked about the privacy audit; Ms. Regan reported that she is meeting with Steve Smith next week and will bring the audit results to the next School Committee meeting.

### **Assistant Superintendent Report**

Ms. McDermott presented her update reporting on the 10th grade graduation requirements and that the high school and the Wynn Middle School worked together on the 8th Grade Step-up day. November 1st was a Professional Development day for teachers with staff participating in exercises adding that Cale Birk is in the district this week working with PLCs to coordinate data. Ms. McDermott gave an overview of the Veterans Day celebration held at TMHS relating that it was an emotional and a well done event honoring many veterans.

### **Business Manager's Report**

Mr. Libby presented a Center Elementary School update reporting on the milestones the project has achieved. The project has reached substantial completion, the Move Manager has met with the Central Office staff, maintenance and custodial staff have received training on the facility, bus routes are drafted, technology and phone installed; Jon Marchand received the key, the Central Office staff will move in on November 28th, and the school libraries will be moved into the new school on December 19th. Mr. Libby presented a budget update reporting that Ms. McDermott has been going into classrooms and applying that to the budget process. He reported that the new school will receive all new furniture. He reported that the Move Manager ships surplus items to other countries in need. Ms. Regan reported that the district will keep families updated and hope families understand that there may be some disruption to normal business patterns during the transition.

## **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.

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to approve the Consent Agenda as presented. All Aye. Unanimous Vote. Motion carried 4-0.

## **Correspondence**

- a. TMHS Recycling Program
- b. Professional Development / Teacher Workshop: November 1, 2022

## **PERSONNEL ITEMS**

**New Hires:** Todd Cutrona, Computer Teacher at the Ryan Elementary School, effective October 17, 2022; Lyn DeVito, Educational Support Personnel Aide, Heath Brook School, effective November 7, 2022; Deborah Marchese, 12-month Secretary at the John Wynn Middle School, effective November 28, 2022; Maura Rauseo, Human Resources Specialist, Tewksbury Public Schools, effective November 7, 2022

### **Transfers**

None

### **Retirements**

None

### **Appendix B TMHS Athletics**

None

### **Appendix B Co-Curricular Activities**

#### **John Ryan Elementary School**

**Mentor Position:** Steve Boudreau (Todd Cutrona)

**Acceptance of Grants:** FY 2023 After-School and Out-of-School Time (ASOST) Grant Awarded \$100,000

**Donations:** Therapy Travelers Referral Program, Special Education Talent Solutions, is donating \$500 to the Tewksbury Public Schools on behalf of *Teachers Pay Teachers* program.

**Fundraisers/Raffles:** None

## **COMMITTEE REPORTS**

### **Elementary School Building Committee**

Ms. Garabedian thanked Mr. Libby for his thorough report on the new school project. She asked if anyone had anything to add. Seeing none, she moved onto the TSEPAC report.

### **Tewksbury SEPAC**

Mr. Parsons reported that November is SEPAC month and the color is yellow. The SEPAC, in collaboration with the Tewksbury Police Department, held an event on November 3rd for families to see and develop some familiarity with the police department and all things police related. They also received information on *Project Lifesaver* and the *Safe Watch Program*. The SEPAC is working with the Special Education Department in preparation of scheduling the *Basics Rights Workshop* on January 19th with a focus on the IEP process. Ms. Biagioni-Smith reported the SEPAC is meeting at the Tewksbury Police Department tomorrow, evening November 17th, at 5:00PM.

### **Wellness Advisory Committee**

Mr. Russo reported the next Wellness Advisory Committee meeting will be held on December 7, 2022.

### **Policy Sub-Committee**

Ms. Garabedian reported that the Policy Sub-Committee agreed at the last meeting to take a break as the school administration moves into their new location. She reported that the Committee is waiting on feedback regarding some policies, if that information comes in the policy may be added to the agenda. She added that the Committee last met on September 27th and reviewed policies in Section C of the Policy Manual.

**POLICY CHANGES, PROPOSALS, AND ADOPTIONS**

Ms. Garabedian reported that the following policies, EBAB and EEAEA, are informational only. They have been reviewed and she would entertain a motion to adopt the policies with no changes.

Ms. Biagioni-Smith moved, seconded by Mr. Parsons, to adopt policy EBAB Pest Management and policy EEAEA Bus Driver Examination and Training with no changes. All Aye. Unanimous Vote. Motion carried 4-0.

Ms. Garabedian reported that the following policies have been reviewed and revised and are presented on the Informational Reading: **EB** Safety Program; **EBB** First Aid; **EBC** Emergency Plans; **EBCD** Emergency Closings; **EC** Buildings and Grounds Management; **ECA** Buildings and Grounds Security; **ECAC** Vandalism; **EDC** Authorized Use Of School-Owned Materials; **EEA** Student Transportation Services; **EEAA** Walkers And Riders; **EEAE** School Bus Safety Program; **EEAEB** Drug and Alcohol Testing For School Bus and Commercial Vehicle Drivers; **EEAG** Student Transportation In Private Vehicles; **EEAJ** Motor Vehicle Idling On School Grounds

Ms. Garabedian asked for a motion to move the policies forward to the First Reading. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to move the following policies forward to the First Reading. All Aye. Unanimous Vote. Motion carried 4-0.

Ms. Garabedian reported that the following policies have been reviewed and revised and are presented on First Reading: **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

Ms. Garabedian asked for a motion to move the policies forward to the Second and Final Reading. Ms. Biagioni-Smith moved, seconded by Mr. Parsons, to move the following policies forward to the Second and Final Reading. All Aye. Unanimous Vote. Motion carried 4-0.

Ms. Garabedian reported that the following policy has been reviewed and revised and presented on Second and Final Reading: **BGC** Policy Revision and Review

Ms. Garabedian asked for a motion to move the policy on Second and Final Reading. Ms. Biagioni-Smith moved, seconded by Mr. Parsons, to approve the revisions to policy BGC on Second and Final Reading. All Aye. Unanimous Vote. Motion carried 4-0.

Ms. Garabedian reported that the following policy has been reviewed and it has been recommended that the School Committee rescind policy EBCBA, Fire Drills in Schools and policy EEAE-R, Student Conduct on Buses and presented on First and Final Reading.

Ms. Garabedian asked for a motion to rescind the policies on First and Final Reading. Ms. Biagioni-Smith moved, seconded by Mr. Parsons, to rescind the following policies on First and Final Reading. All Aye. Unanimous Vote. Motion carried 4-0.

**OLD BUSINESS**

**Official October 1st Enrollment Count**

Ms. Regan reported that the October 1, 2022 enrollment account was verified on October 28, 2022.

### **Tewksbury School Committee 2023 Meeting Schedule**

Ms. Regan reported that the School Committee has already approved the 2023 School Committee meeting schedule. She requested that the Committee consider revising the meeting scheduled to move the April 19th meeting to April 12th; add an additional meeting on May 31st; and move the June 7th meeting to June 14th.

Ms. Garabedian asked for a motion to approve the revisions to the 2023 School Committee meeting schedule. Ms. Biagioni-Smith moved, Mr. Russo seconded, to amend the 2023 meeting schedule as presented. All Aye. Unanimous Vote. Motion carried 4-0.

### **NEW BUSINESS**

#### **MA DESE Press Release: MA National Assessment Educational Progress (NAEP) Results**

Ms. McDermott reported on the NAEP relative to our MA 4th graders place high.

#### **Center Elementary School: Naming Considerations of Key Areas**

Ms. Regan reported that last spring the Committee voted on the name of the Center Elementary School. There were other considerations to name key areas to honor the Trahan and North Street School. The Committee received the same list in tonight's packet.

### **SCHOOL COMMITTEE MATTERS OF INTEREST**

Mr. Parsons put a *call-out* to the PACs, sport teams, and any groups looking for a fundraiser, to give to the homeless. Ms. Biagioni-Smith presented upcoming school events: the Ryan School went on their first whole school field trip and the PAC covered the cost of the buses; the Ryan also held their 2nd Annual Harvest Festival; the Trahan and North Street Schools went to Connors Farm, supported by the PACs; the PACs are ordering t-shirts for all students and staff going to the Center Elementary School; the North Street and Trahan Schools are collecting coats and outerwear, collection bins are in the school lobbies; the Ryan School is holding Career Days; the lower elementary schools are hosting bookfairs; and the CES PAC will hold elections in December. Ms. Biagioni-Smith thanked the district for allowing her to attend the MASC/MASS Annual Conference relating that she attended 11 different workshops. Mr. Russo offered good luck to the Girls Volleyball Team as they are competing in the state championship tonight. He reported that the high school Cheerleaders and Football team are finishing their seasons. He gave a big *Shout-out* to the student athletes in grades 4th-6th as they are hoping to go to compete in superbowl and cheer titles offering them the best of luck. Ms. Garabedian thanked the Food Services Department for bringing afterschool snacks to TMHS, she gave thanks to the high school for inviting the Wynn 8th grade students for *Step-up day* at the high school, and she acknowledged the high school Drama members for their performance of *Radium Girls*.

### **FUTURE SCHOOL COMMITTEE MEETING DATES**

December 7, 2022; January 11, 2023 Budget Workshop & Regular Meeting

### **FUTURE FUTURE SUB-COMMITTEE & ADVISORY MEETING DATES**

Elementary School Building Committee: December 8, 2022; TSEPAC Business Meeting: January 19, 2023

Wellness Advisory Committee: December 7, 2022; Policy Sub-Committee: TBD

### **FUTURE AGENDA ITEMS**

### **ADJOURNMENT**

At 8:30 p.m., Ms. Garabedian adjourned the November 16, 2022 Regular School Committee meeting with a motion from Mr. Russo seconded by Ms. Biagioni-Smith. Roll Call Vote - Voting Yes: Mr. Parsons, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. All Aye. Unanimous vote. Motion carried 4-0.

Respectfully Submitted,  
Gail Johnson, Recording Secretary

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

<b>AGENDA ITEM #</b>	<b>DOCUMENT</b>
1	School Committee Meeting Agenda: Regular Meeting
2	Executive Session Agenda
11	Minutes: October 21, 2022
12	Submission Of Payment Of Bills
14	Consent Agenda: Personnel Items; Grant; Donation
16	Policy Review
17	Old Business: Enrollment Update October 1st Count; School Committee 2023 meeting schedule
18	New Business: DESE NAEP Results; Naming of Key Areas in CES