

TEWKSBURY PUBLIC SCHOOLS
TEWKSBURY SCHOOL COMMITTEE

Revised v2

Wednesday, August 16, 2023
School Committee/Administrators Workshop (2:00 PM)
Regular School Committee Meeting #2 (5:45 PM)

Meeting Place:

Tewksbury Memorial High School
Large Group Instruction Room 1 (LGI-1)
320 Pleasant Street, Tewksbury, MA 01876

A. WORKSHOP BEGINS (2:00 PM)

B. SCHOOL COMMITTEE & ADMINISTRATORS WORKSHOP

2022-2023 Year End Summary & 2023-2024 Goals & School Improvement Plans

C. WORKSHOP CONCLUDES

1. CALL TO ORDER

2. EXECUTIVE SESSION - Non-Public Session - 5:45 PM

- Approval of July 19, 2023 Executive Session Minutes
 - Collective Bargaining Pertaining to TTA (Teachers) & Superintendent Contract
- The School Committee will reconvene in open session after the Executive Session.

3. ADJOURN EXECUTIVE SESSION AND RECONVENE SCHOOL COMMITTEE MEETING

4. RECONVENE REGULAR SCHOOL COMMITTEE MEETING - 6:15 PM

5. PLEDGE OF ALLEGIANCE

6. MOMENT OF SILENCE

7. ANNOUNCEMENT

The August 16, 2023 Regular School Committee Meeting will be televised and recorded and may be viewed live on Comcast Channel 22 and 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. At this time, I would ask if anyone is recording tonight's meeting to please identify himself or herself.

8. RECOGNITIONS

TMHS Boys Track Team: Division 4 State Runner-ups
Jayani Santos: All-State Girls Track Champion

9. STUDENT COUNCIL REPRESENTATIVE REPORT

No summer report

SCHOOL COMMITTEE MEMBERS

Bridget L. Garabedian, Chair bgarabedian@tewksbury.k12.ma.us
Kayla Biagioni-Smith, Vice-Chair kbiagioni-smith@tewksbury.k12.ma.us ~ Kaitlyn M. Anderson, Clerk kmanderson@tewksbury.k12.ma.us
Nicholas G. Parsons, Member nparsons@tewksbury.k12.ma.us ~ Richard Russo, Jr., Member rrusso@tewksbury.k12.ma.us
Superintendent of Schools - Brenda Theriault-Regan bregan@tewksbury.k12.ma.us

10. **PRESENTATIONS** - None
~~AlphaBEST Program Updates Canceled~~
11. **CITIZENS FORUM** (*Citizens are asked to limit comments related to items on the agenda to three (3) minutes or ten (10) if a spokesperson is representing a group concern.*)
12. **APPROVAL OF MINUTES** (Requires vote)
 - a. July 19, 2023 Regular Meeting Minutes
13. **SUBMISSION AND PAYMENT OF BILLS** (Requires vote)
Payroll Period Ending July 20, 2023, \$1,341,645.79
Payroll Period Ending August 3, 2023, \$1,392,940.72
14. **SUPERINTENDENT & STAFF REPORT**
15. **CONSENT AGENDA** (*itemized on page 3*)
16. **SCHOOL COMMITTEE MEMBER REPORTS**
Elementary School Building Committee
Tewksbury SEPAC
Wellness Advisory Committee
Policy Sub-Committee
17. **POLICY CHANGES, PROPOSALS, and ADOPTION**
Informational Reading: Policies reviewed and recommended to revise
ECE, TMHS Student Parking

First Reading: Policies reviewed and recommended to revise
JIC, Suspension; IJNDD, Facebook and Social Networking Websites

Second & Final Reading: Policy reviewed and recommended to revise
CM, School District Annual Town Report (Requires vote)
18. **OLD BUSINESS**
 - a. Tewksbury School Committee *Ethics & Protocols*
 - b. 2023-2034 School Calendar Update
 - c. Buses & Transportation Update
 - d. Discuss of Transfer of Properties: North Street & Trahan Schools (Requires vote)
 - e. Superintendent Contract (Requires vote)
19. **NEW BUSINESS**
 - a. 2023 Back to School & Orientation Information
 - b. 2023-2024 District Goals & School Committee Goals
 - c. Salary Adjustment Hourly Personnel (Requires vote)
20. **NEW SCHOOL COMMITTEE MATTERS OF INTEREST**
21. **FUTURE SCHOOL COMMITTEE MEETING DATE**
September 20, 2023; October 11, 2023; November 15, 2023; December 6, 2023
22. **FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES**
Elementary School Building Committee: August 17, 2023; TSEPAC Business Meeting: TBD
Wellness Advisory Committee: September 6, 2023; Policy Sub-Committee: August 18, 2023

23. FUTURE AGENDA ITEMS

24. ADJOURNMENT

CONSENT AGENDA (Requires vote)

Correspondence

- a. Massachusetts Makes School Meals for All Permanent
- b. Welcome Back Professional Development Days: August 28, 2023 & August 29, 2023
- c. Summer School Program Update
- d. Summer 2023 Service Learning & Enrichment

PERSONNEL ITEMS

New Hires - Michelle Addario, Spanish Teacher, TMHS, effective August 28, 2023; Taylor Anderson, School Adjustment Counselor, Center Elementary School, effective August 28, 2023; Edwin Baez, Building Custodian, Ryan Elementary School, effective September 1, 2023; Vanessa Chambers, Unified Arts Support Teacher, Center Elementary School, effective August 28, 2023; Caitlin Fehr, Math Teacher, Wynn Middle School, effective August 28, 2023; Rylee Fennelly, Education Support Personnel Aide, Dewing Elementary School, effective August 28, 2023; Margaret Flaherty, English Teacher, TMHS, effective August 28, 2023; Tiffany Floria Science Teacher, Wynn Middle School, effective August 28, 2023; Deborah Guttadauro, Education Support Personnel Aide, Dewing Elementary School, effective August 28, 2023; Rebecca Heathman, 10-month Secretary, Ryan Elementary School, effective August 28, 2023; Vincent Maxwell, Computer Science & STEM Integration Teacher, Wynn Middle School, effective August 28, 2023; Erica Randall, Moderate Special Needs Teacher, Center Elementary School, effective August 28, 2023; Julie Serino, Moderate Special Needs Teacher, Ryan Elementary School, effective August 28, 2023; Caroline Spinali, Grade 2 Teacher, Center Elementary School, effective August 28, 2023; Olivia Sullivan, Education Support Personnel Aide, Heath Brook School, effective August 28, 2023; Meagan Welch, Special Education Teacher, Dewing Elementary School, effective August 28, 2023; Katelin Westaway, Special Education Teacher, Dewing Elementary School, effective August 28, 2023; Vance Winchell, Digital Literacy/Computer Science Teacher, Dewing Elementary School & Heath Brook School, effective August 28, 2023

Retirements - None

Reappointments - None

Acceptance of Grants - None

Acceptance of Donations - None

Fundraisers/Raffles - None

Executive Session

Tewksbury School Committee
Executive Session (Non-Public Session)
Wednesday, August 16, 2023
Tewksbury Memorial High School
Guidance Office Conference Room
320 Pleasant Street, Tewksbury, Massachusetts

A. CALL TO ORDER

B. EXECUTIVE SESSION - Non-Public Session - 5:45 PM

- Approval of July 19, 2023 Executive Session Minutes;
- Collective Bargaining Pertaining to TTA (Teachers) & Superintendent Contract.

The School Committee will reconvene in Open Session following the Executive Session.

C. ADJOURN & RECONVENE REGULAR SCHOOL COMMITTEE MEETING

Recognition and/or Presentations

Tewksbury School Committee - August 16, 2023
RECOGNITIONS

TMHS 2022-2023 Boys Track Team
Division 4 State Runner-ups

Tewksbury Memorial High School
Jayani Santos
All-State Girls Track Champion

PRESENTATION - None

AlphaBEST - Canceled due to scheduling conflict.

Minutes

Payroll

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date **07/20/2023**

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 **\$1,341,645.79**

GRANTS

\$22,319.31	2022-2023 Special Ed 240 Grant
\$4,876.41	2022-2023 Title I Grant
\$138.04	2021-2022 Title II Grant
	2022-2023 Title III Grant
	2021-2022 Title IV Grant
	2021-2022 Early Childhood Grant
\$17,269.91	2023-2024 ASOST Grant
\$22,404.94	2022-2023 Innovation Pathways Grant
	2022-2023 21st Century Grant
\$2,030.31	2022-2023 21st Century Sped Enhancement
	2022-2023 Social Emotional Learning Grant
\$11,699.75	2022-2023 ESSER III Grant

REVOLVING ACCOUNTS

	2023-2024 Community Services Preschool Program
\$1,275.00	2023-2024 Adult Education Program
\$8,803.67	2023-2024 Lunch Program
\$5,908.35	2023-2024 Facilities
\$373.45	2023-2024 Recreation
	2023-2024 Parking Fees
\$4,971.60	2023-2024 Preschool
\$2,701.15	2023-2024 Alphabest
\$1,662.00	2023-2024 TMHS Intramural Clubs
\$20,119.85	2023-2024 Circuit Breaker

\$126,553.74 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$907,034.05	2022-2023 School Department Account
\$308,058.00	2023-2024 School Department Account

\$1,215,092.05 SUB TOTAL - LEA FUNDS

\$1,341,645.79 TOTAL

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date **08/03/2023**

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 **\$1,392,940.72**

GRANTS

\$22,194.21	2022-2023 Special Ed 240 Grant
\$14,710.97	2022-2023 Title I Grant
\$3,899.63	2022-2023 Title II Grant
\$3,173.01	2021-2022 Title III Grant
	2021-2022 Title IV Grant
	2021-2022 Early Childhood Grant
\$23,316.60	2023-2024 ASOST Grant
\$6.25	2022-2023 Innovation Pathways Grant
\$32,045.37	2022-2023 21st Century Grant
\$3,047.08	2022-2023 21st Century Sped Enhancement
\$6.25	2022-2023 Social Emotional Learning Grant
\$11,699.75	2022-2023 ESSER III Grant

REVOLVING ACCOUNTS

	2023-2024 Community Services Preschool Program
\$2,767.50	2023-2024 Adult Education Program
\$8,362.76	2023-2024 Lunch Program
\$5,318.35	2023-2024 Facilities
\$1,479.17	2023-2024 Recreation
	2023-2024 Parking Fees
\$4,945.02	2023-2024 Preschool
\$3,447.97	2023-2024 Alfabest
	2023-2024 TMHS Intramural Clubs
\$5,659.85	2023-2024 Circuit Breaker

\$146,079.74 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$907,034.05	2022-2023 School Department Account
\$339,826.93	2023-2024 School Department Account

\$1,246,860.98 SUB TOTAL - LEA FUNDS

\$1,392,940.72 TOTAL

Superintendent/
Staff /School
Committee
Reports

Consent Agenda

08/09/2023

MASSACHUSETTS MAKES SCHOOL MEALS FOR ALL PERMANENT

Project Bread

Policy Work

Today, Governor Healey and the Massachusetts Legislature made a historic investment and commitment to solving childhood hunger by **making Massachusetts the 8th state to make School Meals for All permanent**, beginning immediately for the upcoming 2023-2024 school year!

“Today, Massachusetts made history,” says Erin McAleer, President and CEO of Project Bread



A historic moment for Massachusetts kids

Mother of three Musu-kulla Massaquoi is celebrating this major win for Massachusetts with her community. Her youngest, a 7-year-old, has been able to receive free meals at school each day, even when she was furloughed from a previous job during the pandemic. Now that School Meals for All is permanent in Massachusetts, families with school children can continue to save around \$1,200 each year on groceries!

“With School Meals for All, my budget is less stressed and so is my schedule. I hate to waste food, but buying healthy options my son will actually eat is a challenge,” says Massaquoi.

In both her work as a Community Program Coordinator with the Lower Roxbury Coalition and Wellness Initiative and in her personal life, the impact of School Meals for All cannot be overstated. Now that it's permanent, schools and parents can rely on consistent support keeping their kids fed.

“We would also have to create a whole new routine if school meals were not provided, making lunch the night before, waking up earlier to eat oatmeal or cream of wheat before school, and thinking creatively so he doesn’t get bored of the same meals.”

For Massaquoi's son and hundreds of thousands of other students like him, school meals have provided a reliable source of nutrition, enabling success in school and in life. Now, with permanent School Meals for All, it will be easier for even more students to stay fed at school and to succeed in the classroom and beyond.

School Meals for All, a policy first implemented in March 2020, has eliminated the largest barriers to participation in school meals: paperwork, cost, and stigma. Now and forever, every child who wants or needs a school breakfast or lunch will be able to receive those meals at no cost to their family.

“Today, Massachusetts made history. This victory for families across the Commonwealth will have a lasting impact on generations of students to come,” says Erin McAleer, President, and CEO of Project Bread

Our collective impact made this happen

When Project Bread announced our **Feed Kids campaign** in January 2021 to make School Meals for All permanent in Massachusetts, universal school meals had yet to be adopted by any other state. But we knew coming out of the pandemic, the time was now

— and our supporters agreed. Just two years later, the program we envisioned together has come to life and sparked a national movement!

- Massachusetts has joined 7 states, California, Colorado, Maine, Minnesota, New Mexico, Vermont, and Michigan in passing laws to make School Meals for All permanent!

**Opening Day #1
Monday, August 28, 2023**

ALL FACULTY & STAFF: 8:00 a.m. - 12:00 p.m.

Time	Topic	Location	Participants
8:00 a.m. - 9:00 a.m.	Superintendent's Welcome (Virtual)	Building-Based	ALL Faculty, Staff and Support Staff
9:00 - 9:10	BREAK	Building-Based	
9:10 a.m. - 11:00 a.m.	Back to School Welcome and Faculty Training	Building-Based	
11:00 - 11:05	TTA Virtual All Member Meeting	Building-Based	
11:05 - 12:00	LUNCH	On Your Own	

GRADES PK-4, & 5-6 (ELA ONLY): 12:00 p.m. - 3:00 p.m.

Time	Topic	Location	Participants
12:00 p.m. - 3:00 p.m.	Classroom and Preparation Time	Building-Based	Classroom Teachers MSNTs ESL SLP Rdg Specialists K-4 Unified Arts

GRADES 5-12: 12:00 p.m. - 3:00 p.m.

Time	Topic	Location	Participants
12:00 p.m. - 3:00 p.m.	Alex Hirschberg - SST Launch	TMHS Auditorium	ALL District Coaches ALL 5-12 STAFF (except for Grades 5, 6 ELA)

K-12 Unified Arts, Related Services: 12:00 p.m. - 3:00 p.m.

Time	Topic	Location	Participants
12:00 p.m. - 3:00 p.m.	Classroom and Prep Time Optional attendance at Alex Hirschberg	TMHS Auditorium	K-12 Unified Arts, OT, PT, Case Managers

All District SAC's, School Psych's, Guidance Counselors, BCBAs, & TPS Aides 12:00 p.m. - 3:00 p.m.

Time	Topic	Location	Participants
12:00 p.m. - 3:00 p.m.	Alex Hirschberg - SST Launch	TMHS Auditorium	TPS Aides, SAC, School Psych's, Guidance Counselors, BCBAs

Nurses - w/ Kelly Constantino 12:00 - 3:00 (TBD)

REMINDER: Please complete the PD evaluation form for Day 1 at the end of the day....Thank you.

Opening Day #2
Tuesday, August 29, 2023

WELCOME BACK LIGHT BREAKFAST 7:00-8:00

O'Conner Studio will be onsite at TMHS for staff without a current photo in Aspen. 7:00-???

REMINDER: This is a TPS Aide Optional PD Day

PRESCHOOL

Time	Topic	Location	Participants
8:00 a.m. - 11:00 a.m.	Frog Street	TMHS	Preschool Teachers & PK Related Service Providers
11:00 a.m. - 12:00 p.m.	LUNCH	On Your Own	
12:00 p.m. - 3:00 p.m.	Frog Street	TMHS, HB & or Dew?	

GRADES K-4, 5-6 (ELA ONLY)

Time	Topic	Location	Participants
8:00 a.m. - 11:00 a.m.	EL Education	TMHS	K-6 MSNTs K-6 ESL K-6 SLP K-6 Rdg Specialists Classroom Teachers 5-6 ELA Teachers
11:00 a.m. - 12:00 p.m.	LUNCH	On Your Own	
12:00 p.m. - 3:00 p.m.	EL Education	TMHS	

GRADES 5-12 (5-6 non ELA TEACHERS)

Time	Topic	Location	Participants
8:00 a.m. - 9:30 a.m.	Aaron Polansky Keynote: Transforming School Culture	TMHS Auditorium	ALL Faculty 5-12 (except for: Grades 5 & 6 ELA K-6 MSNTs K-6 ESL K-6 SLP K-6 Rdg Specialists)
9:30 a.m. - 9:45 a.m.	BREAK	TMHS	
9:45 a.m. - 11:00 a.m.	VoL PLC Planning Follow-up	TMHS	
11:00 a.m. - 12:00 p.m.	LUNCH	On Your Own	
12:00 p.m. - 3:00 p.m.	Classroom and Preparation Time	Building-Based	

K-8 Unified Arts, K-12 PE/HEALTH, K-12 OT/PT: 12:00 p.m. - 3:00 p.m.

Time	Topic	Location	Participants
12:00 p.m. - 3:00 p.m.	CPR Certification/Curriculum Standards	TMHS	K-12 PE/Health/OT/PT
12:00 p.m. - 3:00 p.m.	Standards Based Grading	TMHS	K-4 Unified Arts
12:00 p.m. - 3:00 p.m.	Unpacking the Standards	TMHS	5-8 Unified Arts

Nurses - Department Training

REMINDER: Please complete the PD evaluation form for Day 1 at the end of the day....Thank you.

2023 Summer School & Enrichment

Summer 2023 (This information will be updated as programs and details become available)

Summer Programs	Current Grade	Facility	Identified - Eligible Students	Cost	Transportation Provided	Sponsored/Non-sponsored School District Activities	Time Frame	Days	Dates	Acceleration Academy Dates/Weeks (**Pending Grant Funding)
TPS Summer School Programs										
Questions about the Special Education Summer School, should be directed to the TPS Special Education Office @ 978-640-7800-press 2										
Special Education Extended Year Svcs:	PK-DLG	HEATHBROOK	per IEP	NONE	Yes	sponsored	5-wk: 7:45-11:15	Mon-Thu	5-week: 7/10-8/10	N/A
Special Education Extended Year Svcs:	DLG-K-4	HEATHBROOK	per IEP	NONE	Yes	sponsored	5-wk: 7:45-11:15	Mon-Thu	5-week: 7/10-8/10	N/A
Special Education Extended Year Svcs:	K-2 AGA	HEATHBROOK	per IEP	NONE	Yes	sponsored	4-wk: 9:15-12:15	Tues-Thu	4-week: 7/11-8/3	8/7-8/11 (9:00-1:30)
Special Education Extended Year Svcs:	K-2 SPIRE	HEATHBROOK	per IEP	NONE	Yes	sponsored	4-wk: 9:30-11:30; 9:30-1:00	Tues-Thu	4-week: 7/11-8/3	8/7-8/11 (9:00-1:30)
Special Education Extended Year Svcs:	PK-AGA	HEATHBROOK	per IEP	NONE	Yes	sponsored	4-wk: 7:45-9:45	Tues-Thu	4-week: 7/11-8/3	N/A
Special Education Extended Year Svcs:	3-4 +SPIRE	TMHS	per IEP	NONE	Yes	sponsored	4-wk: 8:30-1:00	Tues-Thu	4-week: 7/11-8/3	8/7-8/11 (9:00-1:30)
Special Education Extended Year Svcs:	3-8 AGA	TMHS	per IEP	NONE	Yes	sponsored	4-wk: 8:30-11:30 Gr 3/4; 4-wk 9:15-12:15 Gr 5-8	Tues-Thu	4-week: 7/11-8/3	8/7-8/11 (9:00-1:30)
Special Education Extended Year Svcs:	DLG 5-8	TMHS	per IEP	NONE	Yes	sponsored	5-wk: 8:30-1:30	Mon-Thu	5-week: 7/10-8/10	N/A
Special Education Extended Year Svcs:	BRIDGE (SEL)	TMHS	per IEP	NONE	Yes	sponsored	4-wk: 8:30-1:30	Mon-Thu	4-week: 7/10-8/3	8/7-8/11 (9:00-1:30)
Special Education Extended Year Svcs:	Progression/LEAP	TMHS	per IEP	NONE	Yes	sponsored	5-wk: 8:30-1:30	Mon-Thu	5-week: 7/10-8/10	N/A
Special Education Extended Year Svcs:	ALT	TMHS	per IEP	NONE	Yes	sponsored	4-wk: 8:30-1:30	Tues-Thu	4-week: 7/11-8/3	8/7-8/11 (9:00-1:30)
21st Century Learning (K-2) Dewing Students	PK-2	HB	per invite	NONE	No	sponsored	8:00-3:00	Mon-Thu	7/5-8/11	8/14-8/19 (9:00-1:30)
Penguin Pride (K-2) Heath Brook Students	K-2	HB	per invite	NONE	No	sponsored	8:00-3:00	Mon-Thu	7/5-8/11	8/14-8/19 (9:00-1:30)
WYNN & TMHS Academic & Credit Recovery	7-12	TMHS	per invite	NONE	Partial	sponsored	7:30-2:30	Mon-Fri	3-weeks: 7/10-7/29	8/7-8/11 (9:00-1:30) Grades 7 and 9 only
Title I Jump Start to 1st/2nd/3rd/4th grade	K-3	HB	per invite	NONE	no	sponsored	9:00-11:00	Mon-Thu	7/24/23-8/3/23	8/7-8/11 (9:00-1:30)
EL Summer Service K-2 (TBD)	K-2	HB	per invite	NONE	Yes	Sponsored	9:00-11:00	Mon-Thu	7/10-7/20	7/24-7/28 (9:00-1:30)
EL Summer Service 3-4 (TBD)	3-4	HB	per invite	NONE	Yes	Sponsored	9:00-11:00	Mon-Thu	7/10-7/20	7/24-7/28 (9:00-1:30)
Summer Ed Academy 2-4	2-4	Ryan	per invite	NONE	No	Sponsored	9:00-12:00	Tues-Thu	7/17-7/27	7/31-8/4 (9:00-1:30)
At-Home Summer Academics and Varied Enrichment										
TPS Summer Reading	K-12	anywhere	all	NONE	--	School-Sponsored	https://docs.google.com/presentation/d/1T7Vc5JN2UJKmg15B	all	All Summer	N/A
Tewksbury Public Library	K-12	TPL	all	NONE	--	Non-sponsored	https://www.tewksburypl.org/	Mon-Fri	N/A	N/A
Varied Booster Club Enrichment Opportunities	varies	varies	varies	varies	--	Non-sponsored	These are not TPS sponsored activities. Please see flyer for details and availability; https://sites.google.com/tewksbury.k12.ma.us/student-family			N/A

2023 Summer School & Enrichment

Summer 2023 (This information will be updated as programs and details become available)

Summer Programs	Current Grade	Facility	Identified - Eligible Students	Cost	Transportation Provided	Sponsored/Non-sponsored School District Activities	Time Frame	Days	Dates	Acceleration Academy Dates/Weeks (***)Pending Grant Funding)
UMass Lowell Engineering Program	9-11	UML / TMHS	all	NONE	YES - Partial	IP Grant Funded	https://docs.google.com/document/d/12LzNkRd4Tfy4JKPTGim/edit	Mon-Thu	June 20, 21, 22, 23, 26	N/A
Khan Academy Summer Camp	3-12	online	all	NONE	--	Non-sponsored	https://keeplearning.khanacademy.org/summer-schedule	all	varies	N/A
Macaroni Kids Summer Activity Guide (Varied Sites & Activities)	PK-12	varies	all	varies	--	Non-sponsored	Visit TPS Student & Family Webpage	N/A	N/A	N/A
School Preparedness Opportunities										
Freshman Orientation	9	TMHS	all freshman	NONE	-	School-Sponsored	Rolling morning time slots will be available.	Mon, Tues, Wed.	8/21, 8/22, & 8/23 *Students will receive a Google Form to sign up for 1 of the days as available	N/A
Childcare										
AlphaBest K-8 (Day Camp & Enrichment)	K-8	Rec. Ctr. & Wynn	all K-8	VARIES	No	Non-sponsored	Full-Day 7:00-6:00pm; 1/2-Day avail.	1-5 days/week	7/1 - 8/18	N/A

* The 2023 TPS Summer School Programming is contingent on staffing; details subject to change.

** TMHS Credit Recovery Summer School = No cost for Tewksbury students

*** DESE Summer Acceleration Academies (***)Pending Grant Funding Approval)

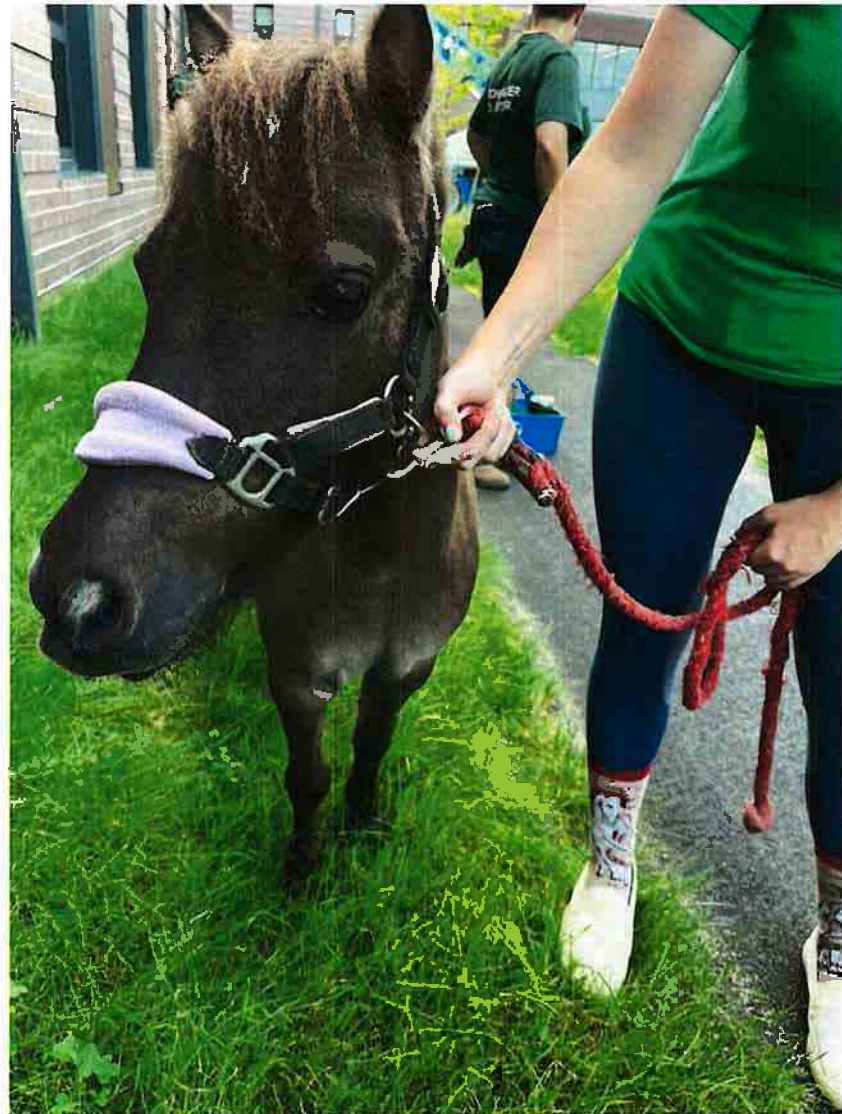
Summer 2023 Service Learning & Enrichment



PLAYFUL
LEARNING



Strongwater Farm





ENRICHMENT





STRONGWATER FARM



Amber

Breed: Miniature Horse

Color: Grulla

Height: 34 inches

Weight: 177.4 lbs

Gender: Mare

Birthday: April 16, 2015

Do's: Loves to be groomed, especially brushing my long mane!

Fun Facts:

Younger sister to Turbo

Can carry little riders up to 50 lbs.



Turbo

Breed: Dwarf Miniature Horse

Color: Brown/Grey

Height: 30 inches

Weight: 125 lbs

Gender: Gelding

Birthday: May 15, 2013

Do's: I love to take sunbaths during the day with my sister Amber and maybe play a game of tag!

Fun Facts:

Older brother to Amber

I can pull a one-person buggy!

Policy

File: ECE - TEWKSBURY MEMORIAL HIGH SCHOOL STUDENT PARKING

The Tewksbury School Committee considers the ability of students to access parking places at Tewksbury Memorial High School a privilege. Students who meet and maintain the requirements **established and set forth** by the administration will be granted this privilege as space allows. **Student parking privilege requirements are outlined in the TMHS student handbook and are reviewed annually and updated as necessary.**

Reviewed and Adopted September 25, 2013

Reviewed & Revised:

First Reading 8-16-2023: Recommendation to approve revision to TPS policy with Legal input.

Informational Reading 7-19-2023: Recommendation to approve revision to TPS policy with Legal input.

File: IJNDD - ~~POLICY ON FACEBOOK AND SOCIAL NETWORKING WEB SITES~~

POLICY ON SOCIAL MEDIA AND ONLINE / DIGITAL COMMUNICATIONS

~~Due to the nature of social media, there exists a risk, without care and planning, that the lines between one's professional life and personal life will be blurred.~~ The intention of this policy is to preserve student confidentiality, maintain the staff member's status as a respected professional ~~who should command respect~~, minimize distraction from and disruption to the educational process and learning environment, and define specific best practices for staff members' use of social media.

~~The Superintendent and the School Principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. ¶¶~~

Given the accelerated pace of technological advancements, it is not feasible to identify all proprietary or commonly named or identified means of such communications. This Policy applies to all social media, networking, messaging/chatting, online, digital, cellular, and similar technologies and communications. Staff should always be mindful and conscientious of how they present themselves to the world, online and otherwise. Tewksbury Public Schools recognize that online communications between staff members and students are a reality inherent to 21st century learning. In the process of integrating technology into instruction, educators must thoughtfully consider how they use these tools in an educational context and consider how they share information both personally and professionally on social media, taking care not to blur the lines between personnel expression and expression as District staff and/or regarding school business:

~~Annual reminders and orientations will give special emphasis on guidelines that help support~~ Staff are expected to engage in the appropriate use of social media, ~~which that shall includes~~ (but is not limited to) adherence to the following guidelines: ~~but not limited to:~~

1) Staff may not engage in improper fraternization with students using social media or other electronic means.

a. Staff may not friend or follow current students on social media nor allow students to follow them.

b. All electronic contacts with students should be through the District's computer and telephone system, except emergency situations or with approval of building administration for extenuating circumstances.

First Reading 8-16-2023: Recommendation to approve revision to TPS policy with Legal input.

Informational Reading 7-19-2023: Recommendation to approve revision to TPS policy with Legal input.

c. School sponsored team, class, or student organization pages, accounts, or groups will be created only in conjunction with the coach or faculty advisor. All groups must include the appropriate administrator as a member. Access to the page will remain with the coach or faculty advisor.

d. All contact and messages by coaches and faculty advisors with team members shall be sent to all team members, except for messages concerning medical or academic privacy matters, in which case the messages will be copied to the appropriate administrator.

e. Staff will not give out their private cell phone or home phone numbers without prior approval of the District.

f. Inappropriate contact via phone, electronic device or by any other means is prohibited.

The Superintendent and school principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the online, digital world as well as in person. Employees must conduct themselves in ways that (1) do not set forth the appearance that an employee's personal social media or online activity is indicative of school or District views; (2) do not set forth the appearance that the employee's social media or online activity represents the school and/or the District if that is not the case, or (3) that distract from or disrupt the educational process or learning environment.

Annual reminders and orientations shall be offered to support staff in the appropriate use of social media, inclusive of but not limited to an emphasis on the following which will include (but may not be limited to) special emphasis on the following:

12) Mindfulness of account privacy settings and awareness of distribution without consent ("screenshotting," etc.)

2) Not posting photos of others and/or tagging others without first obtaining proper consent and only if appropriate; maintaining student confidentiality is paramount

3) Use of district or school logos, likenesses, photographs, etc., only as appropriate and with advance permission from building principal or superintendent

4) Inappropriateness of posting items with sexual content

523) Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol

634) Examples of inappropriate behavior from other districts, as behavior to avoid

745) Monitoring and penalties for improper use of district computers and technology

856) The possibility of penalties, including discipline up to and including dismissal from employment in accordance with governing agreements and applicable law, for failure to

First Reading 8-16-2023: Recommendation to approve revision to TPS policy with Legal input.
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exercise good judgment or propriety in on-line conduct.↵

↵

The Superintendent or designees ~~will~~ may periodically conduct internet searches ~~to see if~~ aimed at determining whether staff have ~~posted inappropriate materials on-line~~ violated this Policy. When staff violation of this Policy ~~inappropriate use of computers and websites~~ is discovered, the ~~p~~School Principals and/or Superintendent will promptly bring ~~that inappropriate use~~ any such violation to the attention of the staff member and may consider and apply disciplinary action up to and including termination.

This policy serves to supplement, not substitute, the ~~D~~school district's Acceptable Use Policy. [ADD LINK TO ACCEPTABLE USE]

REVISED POLICY APPROVED: [REDACTED], 2023

~~APPROVED: August 2010↵~~

~~ADOPTED: April 14, 2015¶~~

~~Reviewed and Accepted October 17, 2018¶~~

~~Reviewed & Revised:¶~~

ADOPTED: [REDACTED], 2023

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First Reading 8-16-2023: Recommendation to approve revision to TPS policy with Legal input.

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NORTH READING REGULATION ¶¶

IDAD-R (Also GAN-R) PERSONNEL SOCIAL MEDIA POLICY REGULATIONS ¶¶

Establishing Social Media Accounts ¶¶

~~Staff members should ¶¶~~

- ~~• familiarize themselves with the privacy setting and features of any social media account they use and take the appropriate steps to "privatize" information online. ¶¶~~
- ~~• be aware of the fact that any information shared privately with an individual could be redistributed without explicit consent. ¶¶~~
- ~~• understand that the same principles applied to face-to-face communication should be applied to online conversation. ¶¶~~
- ~~• remember that nothing posted online is ever truly "private." Guidelines of Social Media Use Staff members are ¶¶~~
- ~~• to share classroom projects and support other educators as appropriate. ¶¶~~
- ~~• urged to update parents and others with student work. ¶¶~~
- ~~• to keep posts and comments light and positive. ¶¶~~
- ~~• to be careful and conscientious with whom you connect with on social media—if unsure, do not connect. ¶¶~~
- ~~• to exercise care when posting pictures—if tagging or including a colleague in a photo, ask for permission. ¶¶~~
- ~~• to ensure that students have a signed release on file with the district prior to posting photos and other identifying information. ¶¶~~
- ~~• not to "follow," "friend," or engage in chats with students on social media. ¶¶~~
- ~~• to consider posts carefully—it is difficult to remove a tweet or a posting once it is online. ¶¶~~
- ~~• to obtain permission from the Superintendent of Schools to use the school's logo, likeness, or any school photographs that belong to the school district on a social network account. Privacy and Confidential Information: Considerations for the Use of Social Media At all times, and in the use of any form of communication, employees are to adhere to student privacy rights and the rights of employees to have their personal (such as medical and personnel) information kept confidential. ¶¶~~

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~~• Information that is protected by law from disclosure to third parties will not be communicated in any fashion that may compromise its confidentiality. ¶~~

~~• Confidential information should not be posted, shared, or otherwise communicated on social media. ¶~~

~~First Reading February 22, 2016 Approved March 21, ¶~~

~~2016 Reviewed August 26, 2019 ¶~~

File: JIC - STUDENT DISCIPLINE

The School Committee believes that all students deserve every opportunity to achieve academic success in a safe, secure learning environment. Good citizenship in schools is based on respect and consideration for the rights of others. Students will be expected to conduct themselves in a way that the rights and privileges of others are not violated. They will be required to respect constituted authority, to conform to school rules and to those provisions of law that apply to their conduct.

Each Principal shall include prohibited actions in the student handbook or other publication to be made available to students and parents.

Principals and staff shall not use academic punishment of any form as a consequence to inappropriate behaviors/actions by students.

The Principal may, as a disciplinary measure, remove a student from privileges, such as extracurricular activities and attendance at school-sponsored events, based on the student's misconduct. Such a removal is not subject to the remainder of this policy, law, or regulation.

The Superintendent shall provide each Principal with a copy of the regulations promulgated by DESE and shall have each Principal sign a document acknowledging receipt thereof, which shall be placed in their personnel file.

Suspension

In every case of student misconduct for which out-of-school suspension may be imposed under M.G.L. c. 71, Section 37H^{3/4},¹ prior to imposing such suspension, the Principal, Superintendent, or decision-maker must first:

(1) consider ways to reengage the student in the learning process and document;
and

(2) employ alternative remedies, which may include but are not limited to mediation, conflict resolution, restorative justice, and collaborative problem solving, and document the use and results of such alternative remedies,

unless specific reasons are documented as to why alternative remedies are unsuitable or counter-productive in the particular case, or the student's continued presence in school poses a specific, documentable concern about the infliction of serious bodily injury or other serious harm upon another person while in school. (Note: if emergency removal is

¹ 1 Other than for Except for M.G.L. c. 71, Section 37H and 37H ½ offenses, which are referenced and addressed in the note at the end of this policy.

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Infor Reading 7-19-2023: Recommendation to approve revision to TPS policy with input from Legal.

necessary, the posed danger and/or material and substantial disruption to order must be documented, and emergency removal procedures, addressed herein, must be followed). The Principal, Superintendent or decision-maker shall also implement school-or district-wide models to re-engage students in the learning process, which shall include but not be limited to: (i) positive behavioral interventions and supports models and (ii) trauma sensitive learning models; provided, however, that school-or district-wide models shall not be considered a direct response to a specific incident.

~~a Principal shall consider ways to re-engage the student in learning, and avoid using long-term suspension from school as a consequence until alternatives have been tried. Alternatives may include the use of evidence-based strategies and programs such as mediation, conflict resolution, restorative justice, and positive behavioral interventions and supports.¶~~

Notice of Suspension:

Except for emergency removal or an in-school suspension of less than 10 days, a Principal must provide the student and the parent oral and written notice, and provide the student an opportunity for a hearing and the parent an opportunity to participate in such hearing before imposing suspension as a consequence for misconduct. The Principal shall provide both oral and written notice to student and parent in English and in the primary language of the home if other than English. The notice shall include the rights enumerated in law and regulation. To conduct a hearing without a parent present, the Principal must be able to document reasonable efforts to include the parent.

~~† Except for offenses referenced in the note at the end of this policy.¶~~

Emergency Removal

A Principal may remove a student from school temporarily when a student is charged with a disciplinary offense and the continued presence of the student poses a danger to persons or property, or materially and substantially disrupts the order of the school, and, in the Principal's judgment, there is no alternative available to alleviate the danger or disruption.

The Principal shall immediately notify the Superintendent in writing of the removal including a description of the danger presented by the student.

The temporary removal shall not exceed two (2) school days following the day of the emergency removal, during which time the Principal shall: Make immediate and reasonable efforts to orally notify the student and the student's parent of the emergency removal, the reason for the need for emergency removal, and the other matters required in the notice as referenced in the applicable regulation; Provide written notice to the student and parent as required above; Provide the student an opportunity for a hearing with the

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Principal that complies with applicable regulations, and the parent an opportunity to attend the hearing, before the expiration of the two (2) school days, unless an extension of time for hearing is otherwise agreed to by the Principal, student, and parent; Render a decision orally on the same day as the hearing, and in writing no later than the following school day, which meets the requirements of applicable law and regulation.

A Principal shall also ensure adequate provisions have been made for the student's safety and transportation prior to removal.

In School Suspension - not more than 10 days consecutively or cumulatively

The Principal may use in-school suspension as an alternative to short-term suspension for disciplinary offenses.

The Principal may impose an in-school suspension for a disciplinary offense under this provision, provided that the Principal follows the process set forth in [this policy and applicable law](#) and regulations and the student has the opportunity to make academic progress as required by law and regulation.

Principal's Hearing - Short Term Suspension of up to 10 days

The hearing with the Principal shall be to hear and consider information regarding the alleged incident for which the student may be suspended, provide the student an opportunity to dispute the charges and explain the circumstances surrounding the alleged incident, determine if the student committed the disciplinary offense, and if so, the consequences for the infraction.

At a minimum, the Principal shall discuss the disciplinary offense, the basis for the charge, and any other pertinent information.

The student also shall have an opportunity to present information, including mitigating facts, that the Principal should consider in determining whether other remedies and consequences may be appropriate as set forth in law and regulation.

The Principal shall provide the parent, if present, an opportunity to discuss the student's conduct and offer information, including mitigating circumstances, that the Principal should consider in determining consequences for the student.

The Principal shall, based on the available information, including mitigating circumstances, determine whether the student committed the disciplinary offense, and, if so, what remedy or consequence will be imposed.

The Principal shall notify the student and parent of the determination and the reasons for it, and, if the student is suspended, the type and duration of suspension and the opportunity to make up assignments and such other school work as needed to make

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academic progress during the period of removal, as required by law and regulation. The determination shall be in writing and may be in the form of an update to the original written notice.

If the student is in a public preschool program or in grades K through 3, the Principal shall send a copy of the written determination to the Superintendent and explain the reasons for imposing an out-of-school suspension, before the short-term suspension takes effect.

Principal's Hearing - Long Term Suspension of more than 10 days but less than 90 days (consecutive or cumulative)

The hearing with the Principal shall be to hear and consider information regarding the alleged incident for which the student may be suspended, provide the student an opportunity to dispute the charges and explain the circumstances surrounding the alleged incident, determine if the student committed the disciplinary offense, and if so, the consequences for the infraction.

At a minimum, in addition to the rights afforded a student in a short-term suspension hearing, the student shall have the following rights: In advance of the hearing, the opportunity to review the student's record and the documents upon which the Principal may rely in making a determination to suspend the student or not; The right to be represented by counsel or a lay person of the student's choice, at the student's/parent's expense; The right to produce witnesses on his or her behalf and to present the student's explanation of the alleged incident, but the student may not be compelled to do so; The right to cross-examine witnesses presented by the school district; The right to request that the hearing be recorded by the Principal, and to receive a copy of the audio recording upon request. If the student or parent requests an audio recording, the Principal shall inform all participants before the hearing that an audio record will be made and a copy will be provided to the student and parent upon request.

The Principal shall provide the parent, if present, an opportunity to discuss the student's conduct and offer information, including mitigating circumstances, that the Principal should consider in determining consequences for the student.

The Principal shall, based on the evidence, determine whether the student committed the disciplinary offense, and, if so, after considering mitigating circumstances and alternatives to suspension as required by law and regulation, what remedy or consequence will be imposed, in place of or in addition to a long-term suspension.

The Principal shall send the written determination to the student and parent by hand-delivery, certified mail, first-class mail, email to an address provided by the parent for school communications, or any other method of delivery agreed to by the Principal and the parent.

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If the Principal decides to suspend the student, the written determination shall: Identify the disciplinary offense, the date on which the hearing took place, and the participants at the hearing; Set out the key facts and conclusions reached by the Principal; Identify the length and effective date of the suspension, as well as a date of return to school; Include notice of the student's opportunity to receive education services to make academic progress during the period of removal from school as required by law and regulation; Inform the student of the right to appeal the Principal's decision to the Superintendent or designee, but only if the Principal has imposed a long-term suspension. Notice of the right of appeal shall be in English and the primary language of the home if other than English, or other means of communication where appropriate, and shall include the following information: The process for appealing the decision, including that the student or parent must file a written notice of appeal with the Superintendent within five (5) calendar days of the effective date of the long-term suspension; provided that within the five (5) calendar days, the student or parent may request and receive from the Superintendent an extension of time for filing the written notice for up to seven (7) additional calendar days; and that the long-term suspension will remain in effect unless and until the Superintendent decides to reverse the Principal's determination on appeal.

If the student is in a public preschool program or in grades K through 3, the Principal shall send a copy of the written determination to the Superintendent and explain the reasons for imposing an out-of-school suspension before the suspension takes effect.

Superintendent's Hearing

A student who is placed on long-term suspension following a hearing with the Principal shall have the right to appeal the Principal's decision to the Superintendent.

The student or parent shall file a notice of appeal with the Superintendent within the time period noted above (see Principal's hearing - Suspension of more than 10 days). If the appeal is not timely filed, the Superintendent may deny the appeal, or may allow the appeal in his or her discretion, for good cause.

The Superintendent shall hold the hearing within three (3) school days of the student's request, unless the student or parent requests an extension of up to seven (7) additional calendar days, in which case the Superintendent shall grant the extension.

The Superintendent shall make a good faith effort to include the parent in the hearing. The Superintendent shall be presumed to have made a good faith effort if he or she has made efforts to find a day and time for the hearing that would allow the parent and Superintendent to participate. The Superintendent shall send written notice to the parent of the date, time, and location of the hearing.

The Superintendent shall conduct a hearing to determine whether the student committed the disciplinary offense of which the student is accused, and if so, what the consequence

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shall be. The Superintendent shall arrange for an audio recording of the hearing, a copy of which shall be provided to the student or parent upon request. The Superintendent shall inform all participants before the hearing that an audio record will be made of the hearing and a copy will be provided to the student and parent upon request. The student shall have all the rights afforded the student at the Principal's hearing for long-term suspension.

The Superintendent shall issue a written decision within five (5) calendar days of the hearing which meets the requirements of law and regulation. If the Superintendent determines that the student committed the disciplinary offense, the Superintendent may impose the same or a lesser consequence than the Principal, but shall not impose a suspension greater than that imposed by the Principal's decision. The decision of the Superintendent shall be the final decision of the school district with regard to the suspension.

Expulsion

Expulsion is defined as the removal of a student from school for more than ninety (90) school days, indefinitely, or permanently as allowed by law for possession of a dangerous weapon; possession of a controlled substance; assault on a member of the educational staff; or a felony charge or felony delinquency complaint or conviction, or adjudication or admission of guilt with respect to such felony, if a Principal determines that the student's continued presence in school would have a substantial detrimental effect on the general welfare of the school.

Any student expelled from school for such an offense shall be afforded an opportunity to receive educational services and make academic progress.

Academic Progress

Any student who is suspended or expelled shall have the opportunity to earn credits, make up assignments, tests, papers, and other school work as needed to make academic progress during the period of his or her removal from the classroom or school. The Principal shall inform the student and parent of this opportunity in writing, in English and in the primary language of the home, when such suspension or expulsion is imposed.

Any student who is expelled or suspended from school for more than ten (10) consecutive days, whether in school or out of school, shall have an opportunity to receive education services and make academic progress toward meeting state and local requirements, through the school-wide education service plan.

The Principal shall develop a school-wide education service plan describing the education services that the school district will make available to students who are expelled or suspended from school for more than ten (10) consecutive days. The plan

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shall include the process for notifying such students and their parents of the services and arranging such services. Education services shall be based on, and be provided in a manner consistent with, the academic standards and curriculum frameworks established for all students under the law.

The Principal shall notify the parent and student of the opportunity to receive education services at the time the student is expelled or placed on long-term suspension. Notice shall be provided in English and in the primary language spoken in the student's home if other than English, or other means of communication where appropriate. The notice shall include a list of the specific education services that are available to the student and contact information for a school district staff member who can provide more detailed information.

For each student expelled or suspended from school for more than ten (10) consecutive days, whether in-school or out-of-school, the school district shall document the student's enrollment in education services. For data reporting purposes, the school shall track and report attendance, academic progress, and such other data as directed by the Department of Elementary and Secondary Education.

Reporting

The school district shall collect and annually report data to the DESE regarding in-school suspensions, short and long-term suspensions, expulsions, emergency removals, access to education services, and such other information as may be required by the DESE.

The Principal of each school shall periodically review discipline data by selected student populations, including but not limited to race and ethnicity, gender, socioeconomic status, English language learner status, and student with a disability status in accordance with law and regulation.

SOURCE: MASC October 2014

ADOPTED: April 14, 2015

REVISED POLICY APPROVED: [REDACTED], 2023

ADOPTED: [REDACTED], 2023

LEGAL REF: M.G.L. 71:37H; 71:37H ½; 71:37H ¾; 76:17; 603 CMR 53.00

NOTE: The DESE regulations on student discipline and this policy, consistent with applicable law, set forth the minimum procedural requirements applicable to the suspension of a student for a disciplinary offense other than: possession of a dangerous weapon; possession of a controlled substance; assault on a member of the educational staff; or a felony charge or felony delinquency complaint or conviction,

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or adjudication or admission of guilt with respect to such felony, if a Principal determines that the student's continued presence in the school would have a substantial detrimental effect on the general welfare of the school, as provided in M.G.L. c. 71, S. 37H or 37H1/2. The Principal, pursuant to the previously referenced statute may remove a student who has committed any of the disciplinary offenses above referenced from school for more than 90 days in a school year.

Except that the removal from school for such offenses is subject to the provision of continuing educational services needed to make academic progress and, the requirement that all school districts regardless of the type of offense shall report school discipline data and analysis to DESE. Also, the prohibited actions above referenced are subject to the provision that allows the Commissioner to investigate each school that has a significant number of students suspended and expelled for more than 10 cumulative days in a school year and to make recommendations thereon.

Second & Final Reading 8-16-2023: Recommendation to approve revision to TPS policy.

First Reading 7-19-2023: Recommendation to approve revision to TPS policy.

Info Reading 6-14-2023: Recommendation to approve revision to TPS policy.

File: CM - SCHOOL DISTRICT ANNUAL TOWN REPORT

An annual town report covering the diversified activities of the school system ~~district~~ and the administration's recommendations for their improvement will be prepared by the Superintendent and presented to the Tewksbury School Committee. ~~These reports are to be prepared during the month of December and submitted to the Tewksbury School Committee prior to forwarding to the Board of Selectmen~~ **Select Board** through the Executive Secretary. The Town By-Laws state that all reports for the Annual Town Report must be submitted to the Selectmen ~~Select Board~~ by January 15th of each year. Upon Committee approval, the report will be made available to the public and used as one means for informing parents/guardians, citizens, the Commissioner of Education, and others of the programs and conditions of the town's public schools.

~~Established by law and committee policy~~

Adoption date: January 1996

Reviewed and Adopted July 17, 2013

Reviewed:

LEGAL REFS.: M.G.L. [72:4](#)

SOURCE: MASC Policy - **Updated 2022**

Old Business

TEWKSBURY SCHOOL COMMITTEE

Ethics and Protocols

For the purpose of enhancing teamwork among members of the School Committee and between our School Committee and administration, we, the members of the Tewksbury School Committee, do hereby publicly commit ourselves collectively and individually to the following operating protocols:

1. The School Committee will represent the needs and interests of **ALL** students in our district.
2. The School Committee will lead by example and work to build trust. We agree to avoid words and actions that create a negative impression of an individual, the School Committee, or the district. While we encourage debate and differing points of view, we will speak with care and respect.
3. Surprises to the School Committee or the superintendent will be the exception, not the rule. We agree to ask the School Committee Chair or the Superintendent to place an item on the agenda instead of bringing it up unexpectedly at a meeting.
4. The School Committee will work collaboratively to establish the vision, create & revise policies and assure accountability. The Superintendent will manage the schools and staff.
5. The School Committee will speak to the issues on the agenda, not engage in inappropriate debate. Facts and information needed from the administration will be referred to the Superintendent.
6. Communications between staff and the School Committee are encouraged. School Committee requests of staff are to be directed to the Superintendent.
7. All personnel complaints, student concerns and criticisms received by the School Committee or its individual members will be directed to the Superintendent.
8. The School Committee will encourage others to follow the district Chain of Communication policy.
9. The School Committee will consider research, best practice, public input and financial impacts in their decision making.
10. The Superintendent is the Chief Executive Officer responsible for the day-to-day operations of the district and for advising the School Committee on items that come before it.
11. When executive sessions are held, School Committee Members will honor the confidentiality of the discussions.
12. When information that would reasonably be considered sensitive is shared with the School Committee, members will honor the confidentiality of the information.
13. The School Committee and Superintendent will collaborate in goal setting for the school district.
14. The authority of the School Committee is in the body as a whole, not as individual members. We agree that an individual School Committee Member will not take unilateral action.
15. When School Committee Members attend meetings of other committees or boards as liaisons from the School Committee, they will be speaking as individuals and not for the Committee except when reporting a decision of the majority of the School Committee.
16. School Committee Members will practice discretion and responsible use when it comes to the intersection of committee business and Social Media.



2023-2024 School Calendar

August 2023						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2 Student Days

September 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

19 Student days

(21 days)

October 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

21 Student days

(42 days)

November 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 Student days

(60 days)

December 2023						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

16 Student days

(76 days)

January 2024						
Su	M	Tu	W	Th	F	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

20 Student days

(96 days)

February 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

16 Student days

(112 days)

March 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20 Student days

(132 days)

April 2024						
Su	M	Tu	W	Th	F	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 Student days

(149 days)

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22 Student days

(171 days)

June 2024						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

14 Student days

(180 + 5 snow days)

 First/Last Day* - All Students *Last Day
inc. 5 snow/emergency days

 Schools Closed

 Early Dismissal

 No School - Professional Development

 Early Dismissal - Teacher Workshop

 TMHS Graduation

Aug 28 - 29 Professional Development Days

Aug 30 First Day of School for Students

Dec 25 - Jan 1 December Recess

Feb 19 - 23 February Recess

Apr 15 - 19 April Recess

Jun 21 *Last Day of School (Early Dismissal)

*Inc. 5 snow/emergency days

TEWKSBURY SCHOOL COMMITTEE MEMBERS

Bridget L. Garabedian

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SC Approved 1-11-2023

Aug 28-29	Professional Development	Jan 15	No School – Martin Luther King, Jr. Day
Aug 30	All Schools Open	Feb 16	Early Dismissal – Students & Staff*
Sep 1	No School	Feb 19-23	No School – February Recess
Sep 4	No School – Labor Day	Mar 13	Teacher Workshop – Early Dismissal for Students*
Oct 9	No School – Columbus Day	Mar 29	No School – Good Friday
Oct 18	Teacher Workshop – Early Dismissal for Students*	Apr 12	Early Dismissal – Students & Staff*
Nov 7	No School – Professional Development	Apr 15-19	No School – April Recess
Nov 10	No School – Veterans Day	May 1	Teacher Workshop – Early Dismissal for Students*
Nov 22	Early Dismissal - Students & Staff*	May 24	Early Dismissal – Students & Staff*
Nov 23-24	No School – Thanksgiving Recess	May 27	No School – Memorial Day
Dec 1	Teacher Workshop – Early Dismissal for Students*	Jun 7	TMHS Graduation
Dec 22	Early Dismissal – Students & Staff*	Jun 19	No School – Juneteenth Day
Dec 25-Jan 1	No School – December Recess	Jun 21	Last Day of School – Early Dismissal Students & Staff*
Jan 2	No School – Professional Development		** (Includes 5 Snow/Emergency Days)

*** We will follow an early dismissal day schedule on:**

October 18th, November 22nd, December 1st, December 22nd, February 16th, March 13th, April 12th, May 1st, May 24th and June 21st

NO SCHOOL ANNOUNCEMENTS

Schools will be closed only in the case of severe, inclement weather.

Announcements relative to closing schools for inclement weather will be carried by TV stations,

Twitter@tpsdistrict, and through the district's telephone notification system "One Call Now."

Delayed Openings: Superintendent will notify the public by the same procedure as "no school" announcements.

Parents and students are requested not to call the Police Station, Fire Station, Bus Contractors, School Principals, or the Superintendent of Schools for "no school" information. Information will not be available from these sources.

Preschool Programs and Community Services Preschool Delay and No School Schedule

Please contact your child's school or visit their website.

www.tewksbury.k12.ma.us/dewing www.tewksbury.k12.ma.us/heath-brook

www.tewksbury.k12.ma.us/departments-programs/community-services/

All programs, activities, and employment opportunities of the Tewksbury Public Schools are offered without regard to race, creed, color, age, sex, gender identity, national origin, sexual orientation, or disability.

SCHOOL HOURS

High School	7:30 am – 1:50 pm
Middle School	7:35 am – 1:55 pm
Ryan School	8:05 am – 2:25 pm
Elementary Schools	8:45 am – 3:05 pm

EARLY DISMISSAL HOURS

High School	7:30 am – 10:40 am
Middle School	7:35 am – 10:45 am
Ryan School	8:05 am – 11:15 am
Elementary Schools	8:45 am – 11:55 am

OPEN HOUSE SCHEDULE

DEWING & HEATH BROOK

ORIENTATION

Preschool & Kindergarten

August 28 & 29

OPEN HOUSE

Grade 1

September 19

CENTER ELEM SCHOOL

Grades 2 - 4

September 12 Gr. 2

September 13 Gr. 3

September 14 Gr. 4

RYAN SCHOOL

Grades 5 & 6

September 7 Gr. 5

September 6 Gr. 6

MIDDLE SCHOOL

Grades 7 & 8

September 21 Gr. 7

September 28 Gr. 8

HIGH SCHOOL

Grades 9-12

September 27

PARENT / TEACHER CONFERENCES

DEWING & HEATH BROOK

Preschool – Grade 1

November 2

Preschool – Grade 1

April 4

CENTER ELEM SCHOOL

Grades 2 - 4

November 8

Grades 2 - 4

March 14

RYAN SCHOOL

November 14

March 5

MIDDLE SCHOOL

November 9

March 21

HIGH SCHOOL

November 16

March 27

Parents are urged to make appointments for school visits to discuss their child's progress with teachers, guidance counselors, or principals.

WEBSITE ADDRESS: <http://www.tewksbury.k12.ma.us> ~ FOLLOW US ON TWITTER @tpsdistrict

SC Approved 7-2023

New Business

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876



MEMORANDUM

To: Tewksbury School Committee
From: Brenda Theriault-Regan, Superintendent
Date: August 10, 2023
Re: 2023-2024 Back to School & Orientation Information

This is Informational Only - No Vote is Required

The 23/24 back to school & orientation information has been posted on the individual school calendars along with Playground Socials and Meet & Greet. Please see the following schedules.

SY 23-24 Back to School Orientations ~ Before the First Day of School

Please check each individual school calendar for specifics on the orientations listed below @ <https://www.tewksbury.k12.ma.us/calendar/> and by pressing the “filter calendar” button on the upper left to choose which School’s calendar you wish to display. For additional questions on these events, you may contact your child’s school. Please see the back of the [23-24 School Calendar & Legend](#) for Open House dates once school starts.



- TMHS - 9th-Grade Orientation/New Students:
 - (Tours are each day at 9:00 AM to 9:30 AM; 9:45 AM to 10:15 AM; 10:30 AM to 11:00 AM)
 - Invitations (via Google Form) will be sent for either August 21, 22, 23 and the August 24th Luncheon and Activities Fair for all Freshmen (11:00 AM to 1:00 PM)
- Wynn:
 - Drop-In Tours on the half hour: Aug. 22 (8:00 AM-10:00 AM), Aug. 23 (2:00 PM-4:00 PM)
- Ryan:
 - Tuesday, Aug. 22 from 1-3~ self-guided tours of the building for students and families
 - Wednesday, Aug. 23 from 10-Noon~ self-guided tours of the building for students and families
 - *Student Growth Rallies on the first two days of school: Aug. 30th and 31st, which are the school-wide orientation activities (we modified last year's based on student and staff feedback and shortened it to two days instead of 4)*
 - The Ryan PAC is hosting an Ice Cream Social tentatively scheduled for Monday, Sept. 18th (times TBD)
- K-4 -
 - Heath Brook
 - Monday, August 28...4:00 p.m. Kindergarten Orientation
 - Tuesday, August 28...3:30 p.m. Preschool Orientation
 - Dewing:
 - August 28-Kindergarten Orientation-[K Orientation Flyer](#)
 - August 29-PK Orientation-[PK Orientation Flyer](#)
 - September 28th-Ice Cream Social
 - Tours for new grade 1 students available by appointment
 - CES:
 - School opened for tours - Wednesday, August 23 1-2pm - Grade 2
 - School opened for tours - Thursday, August 24th 1-2pm - Grade 3
 - School opened for tours - Thursday, August 24th 2-3pm - Grade 4
 - Playground Social (PAC event)- Tentatively August 27th - 5pm
 - Ice Cream Social (PAC event) - Friday - September 15th - 5pm

We are looking forward to your return to school!



Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee

From: Brenda Theriault-Regan
Superintendent of Schools

Date: August 10, 2023

Re: Salary Adjustment Hourly Personnel

This Requires A Roll Call Vote

I am seeking your approval to increase the hourly rates for part-time employees of the Tewksbury Public Schools by 2.25% in line with salary increases granted to collective bargaining units in the district. The only exception is an adjustment for PT Special Education Secretaries to \$20/hour. This group has been with the district for quite some time and this adjustment would get their rate closer (on an hourly basis) to their full time secretarial counterparts.

The following table identifies the positions, FY23 Rate, and adjustment for FY24 Rate.

This requires a Roll Call Vote of the School Committee

Hourly Positions

<u>Position</u>	<u>FY23 Rate</u>	<u>FY24 Rate</u>
Noon Supervisors	\$ 15.00	\$ 15.34
PT SECRETARY - 1	\$ 14.21	\$ 14.53
PT SECRETARY - 2	\$ 14.64	\$ 14.97
PT SECRETARY - 3	\$ 15.86	\$ 20.00
PT TECH - School Year (NEW)	\$ 30.00	\$ 30.68
PT TECH - School Year (EXPERIENCED)	\$ 36.90	\$ 37.73
PT/Summer Maintenance	\$ 15.00	\$ 15.00
PT/Summer Maintenance (Yr 2)	\$ 15.34	\$ 15.34
PT/Summer Maintenance (Yr 3)	\$ 15.68	\$ 15.68
School Comm Secy (Trans/HR)	\$ 53.79	\$ 55.00