

Tewksbury School Committee
Wednesday, September 20, 2023
Regular School Committee Meeting #3, 5:30 PM
Tewksbury Memorial High School
Large Group Instruction Room #1
320 Pleasant Street, Tewksbury, MA 01876

SCHOOL COMMITTEE MEMBERS PRESENT

Bridget Garabedian, Chair
Kayla Biagioni-Smith, Vice-Chair
Kaitlyn Anderson, Clerk
Nicholas 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 September 20, 2023 Regular School Committee meeting to order at 5:30 p.m.

EXECUTIVE SESSION

Ms. Garabedian entertained a motion to convene an Executive Session. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to enter into the Executive Session to discuss the August 16, 2023 Executive Session minutes; and to discuss Collective Bargaining pertaining to the TTA (teachers).

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

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

At 5:55 p.m., Ms. Garabedian entertained a motion to adjourn the Executive Session. Ms. Biagioni-Smith moved, seconded by Ms. Anderson, to adjourn the September 20, 2023 Executive Session and reconvene in Open Session.

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

RECOVERED REGULAR SCHOOL COMMITTEE MEETING

At 6:05 p.m., Ms. Garabedian reconvened the Regular School Committee meeting.

PLEDGE OF ALLEGIANCE

Ms. Garabedian asked all to rise for the Pledge of Allegiance.

ANNOUNCEMENT

Ms. Garabedian announced that the September 20, 2023 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 themselves. No one was recording the meeting.

RECOGNITIONS

None

STUDENT REPRESENTATIVE REPORT

Notes from Tewksbury Memorial High School

Rania Elouahi presented the updates and events at Tewksbury Memorial High School.

Sports Updates:

- Fall sports are officially in full swing. Captains' practices and pre-season training has ended and normal practices have been going on since the beginning of the school year.
- The Fall Sports offered at TMHS include Football, Soccer, Swim & Dive, Cheerleading, Field Hockey, Volleyball, Cross Country, and Golf.
- The Varsity Football team has gone 3 and 0, winning their last two games against Danvers and Haverhill.
- The Varsity Volleyball team was off to a rocky start, but is making a come-back, as they won their last game against Dracut, and are playing Lowell tonight.
- The Tewksbury/Methuen Swim & Dive team has won two games against Haverhill and Dracut and tied one against Chelmsford so far. Additionally, they have a meet tomorrow in Lawrence against Central Catholic.
- The Varsity Boys Soccer team is undefeated.
- The Girls and Boys Cross Country teams are holding their own as well and have a meet tonight.

Club Updates:

- The International Club has had two meetings so far and are having a car wash to raise money for Doctors Without Borders this Saturday.
- The Debate Club, a new club led by Mr. Mulloy, has also commenced.
- Student Council, Interact Club, Book Club, and Anime Club have also had their first meetings.

PRESENTATIONS

None

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 to please state their name, address, and the specific agenda item that they would like to speak on this evening. David Chou, 238 North Billerica Road, Tewksbury, requested to speak on the Tewksbury Public Schools' breakfast and lunch menu. Mr. Chou provided a handout to the School Committee members on nutritional facts and statistics. Ms. Garabedian thanked Mr. Chou for his comments.

APPROVAL OF MINUTES

Ms. Anderson moved to approve the August 16, 2023 School Committee/Administrator Workshop meeting minutes, seconded by Ms. Biagioni-Smith. All Aye. Unanimous vote. Motion carried 5-0.

Ms. Anderson moved to approve the August 16, 2023 Regular Meeting minutes, seconded by Ms. Biagioni-Smith. All Aye. Unanimous vote. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Ms. Anderson moved, seconded by Ms. Biagioni-Smith, to approve the payroll period ending August 17, 2023, to be approved and certified in the amount and categories as shown, \$1,418,237.82. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Biagioni-Smith, Ms. Anderson and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

Ms. Anderson moved, seconded by Mr. Russo, to approve the payroll period ending August 31, 2023, to be approved and certified in the amount and categories as shown, \$1,292,613.57. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Biagioni-Smith, Ms. Anderson and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

Ms. Anderson moved, seconded by Mr. Russo, to approve the payroll period ending September 14, 2023, to be approved and certified in the amount and categories as shown, \$1,560,427.71. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Biagioni-Smith, Ms. Anderson and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

SUPERINTENDENT & STAFF REPORTS

Superintendent's Report

Ms. Regan presented a brief update reporting that the District and School Goals, the Vision of a Learner, the District Strategy, and Theory of Action are published on the district website. August 28th was the opening day for all staff adding that the Superintendent's Welcome Back message was presented virtually and the principals had two hours with their staff. On August 30th students arrived back; she reported that the highlights of the first weeks of school are up on our new TPS Facebook page. The Annual VFW Patriot's Pen and the Voice of Democracy essay competition applications will be shared with students. Lastly, Ms. Regan reminded the community to refrain from walking around on school property during school hours for the safety and security of students.

Assistant Superintendent's Report

Ms. McDermott reported that the opening day Professional Development was successful. The two-day Teacher Induction Program went very well adding that the Mentor Program is important for the new teachers. The new teacher's bus tour of Tewksbury was a highlight. The district had over 75 teachers who contributed 100 *plus* hours on the summer curriculum work. Dibbles Interactive Screening is taking place; it is administered three times a year. Last year it was K-4, this year we are taking it through grade 8. The new EL Education, ELA program, is in use. The district continues to move with the roll-out for Standard Based Report Cards (SBRC). We will offer a parent informational night on October 26th at 6:30 PM at Tewksbury Memorial High School. You may also reach out to Ms. McDermott if you have questions. Additional SBRC training will be offered to teachers during the October 18th Professional Development day. Ms. McDermott pointed out that the 23/24 Register Periods are in the Consent Agenda. DESE released the 2023 MCAS results yesterday; the overall impact across the state is better. We will provide a presentation on how Tewksbury did at the November School Committee meeting along with the Accountability results. She reported that the Town-wide PAC will be meeting on October 16, 2023; we will discuss 23/24 PAC fundraisers and events. The information will also be on the October 11th School Committee meeting.

Ms. McDermott responded to questions and comments from the School Committee members. Ms. Regan reported that parents will find a lot of the updated information in the District Newsletter going out Friday.

Business Manager's Report

Mr. Libby gave a transportation update, reporting on the driver shortage and the steps the district and the bus company are taking to address the issues. Mr. Libby responded to questions and comments from the School Committee. Ms. Biagioni-Smith requested if the busing issue for the 24/25 school year could be looked at earlier in the summer and to roll it out differently; Mr. Russo asked how Tewksbury Transit, Inc. (TTI) will address drivers calling out sick; and Ms. Garabedian would like to see more communication with families. Mr. Libby asked families to remind children to stay in their seats while on the bus. We do need additional bus monitors to assist on the buses. The district will put messages on the TPS Facebook page. Ms. Garabedian recognized everyone who was involved with the work at the Heath Brook School.

CONSENT AGENDA

Ms. Garabedian asked if any member had questions and/or comments on any item on the Consent Agenda. Seeing none, she asked for a motion to approve the Consent Agenda as presented. Mr. Russo moved, seconded by Mr. Parsons, to approve the Consent Agenda as presented. All Aye. Unanimous Vote. Motion carried 5-0.

Correspondence

- a. 2023-2024 Registration Periods
- b. TMHS Pathway to Criminal Justice Course
- c. *Back to School Update* - Message from Commissioner Riley, MA Dept of Elementary & Secondary Ed
- d. Heath Brook PAC 2023-2024 Fundraising Event Calendar

PERSONNEL ITEMS

New Hires - Stefani Cunningham, Education Support Personnel Aide, Heath Brook School, effective 9/5/2023; Nicole Calvino, 1-yr long-term substitute, Ryan Elementary School, 8/28/2023 through 6/21/2024 or the last day of school; Lauren VanGorder, Moderate Special Needs Teacher, Wynn Middle School, effective 8/28/2023; Daniel Teixeira, Education Support Personnel Aide, Wynn Middle School, effective 8/28/2023

Appendix B 2023-2024 Co-Curricular Activities

Heath Brook School

PLC Facilitator Preschool - Kara Murray

Center Elementary School

PLC Facilitators

Grade 2 - Teresa Enos

Grade 3 - Loren Carlino

Grade 4 - Ben Clasby

District

Mentor Leaders

Kathryn Carleton (Leader position #1)

Karen Hodgson & Kathleen Henry (Leader position #2)

Appendix B TMHS Athletics

Boys Head Cross Country Coach - Tyler Wilson

Freshman Assistant Football Coach - Derek Graffeo

Girls JV Field Hockey Coach - Devin Frechette

Transfers - None

Retirements - None

Reappointments - None

Acceptance of Grants - None

Acceptance of Donations - None

Raffles - Ryan School PAC Calendar Raffle, January 2024 through March 2024; Wynn School PAC request to hold raffles at the Food Truck Festival, May 15, 2024; TMHS PAC raffle requests: Parking Raffle and a Calendar Raffle, August 2023 through June 2024

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Russo reported that the Elementary School Building Committee has decided to take the steps to disband with the caveat that if an issue arises with open items on the punch list or with the remaining budget that they will reconvene.

Tewksbury SEPAC

Mr. Parsons reported that the Tewksbury SEPAC will hold their first Business Meeting tomorrow, September 21st. He gave a *Shout-out* to Ms. Biagioni-Smith and Peg Ricardo for assisting in redacting a Public Records Request for the district.

Wellness Advisory Committee

Mr. Russo reported that the Wellness Advisory Committee met on September 6, 2023 relating that there was a full membership at the meeting. The Committee discussed the goals they would like to accomplish this school year. They are finalizing the Wellness Advisory Committee policy and will submit it to the Policy Sub-Committee. Ms. Biagioni-Smith added that they are still looking for a parent (of a student) to join the Committee.

Policy Sub-Committee

Ms. Garabedian reported that the next Policy Sub-Committee meeting is scheduled on September 21, 2023.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

Informational Reading: Policies reviewed and recommended to revise

Ms. Anderson reported that policies, FA Facilities Development Goals; HA, Negotiations Goals, are presented on the Informational Reading reporting that the Policy Sub-Committee have reviewed the policies and made a recommendation to revise the policies.

First Reading: Policy reviewed and recommended to revise

Ms. Anderson reported that policy ECE, Tewksbury Memorial High School Student Parking, is presented on First Reading, reporting that the Policy Sub-Committee has reviewed the policy and made a recommendation to revise the policy.

Second & Final Reading: Policy reviewed and recommended to revise

Ms. Anderson reported that policies IJNDD, Policy on Social Media and Online/Digital Communications and JIC, Student Discipline, are presented on second and final reading. The Policy Sub-Committee has reviewed the policy and made a recommendation to revise the policies.

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the updated title and revisions as presented to policy IJNDD, Policy on Social Media and Online/Digital Communications. All Aye. Unanimous Vote. Motion carried 5-0.

Mr. Russo moved to approve the revisions to policy JIC, Student Discipline as presented, seconded by Mr. Parsons. All Aye. Unanimous motion. Motion carried 5-0.

First & Final Reading: Policy reviewed and recommended to approve with no changes

Ms. Anderson reported that policies FCB Retirement of Facilities; FF Naming New Facilities; FFA Memorials; LA, Education Agency Relations Goals; LB, Relations with Other Schools and School Districts, have been reviewed by the Policy Sub-Committee and are recommended to adopt, with no changes, on First and Final Reading.

Ms. Garabedian entertained a motion to approve to adopt the above mentioned policies all together on a First and Final Reading. Mr. Russo moved, seconded by Mr. Parsons, to adopt policies FCB, FF, FFA, LA, and LB with no changes. All Aye. Unanimous vote. Motion carried 5-0.

First & Final Reading: Policy reviewed and recommended to rescind

Ms. Anderson reported that policies FI, Dedications; LBC-E, Relations with Home Schools' Application for Home Instruction; LBC-R, Relations with Home Schools, have been reviewed by the Policy Sub-Committee and are recommended to be rescinded.

Ms. Garabedian entertained a motion to rescind the above mentioned policies all together on a First and Final Reading. Mr. Russo moved, seconded by Mr. Parsons, to rescind policies FI, LBC-E, and LBC-R on a First and Final Reading. All Aye. Unanimous vote. Motion carried 5-0.

OLD BUSINESS

2023 Summer Programming Participation

Ms. McDermott presented the Summer Programming participation numbers reporting it was well attended this year.

NEW BUSINESS

2023-2024 TMHS DECA Field Overnight & Out-of-State Field Trip Requests (requires vote)

Ms. Regan reported that James Sullivan, DECA Adviser, is seeking approval of the DECA out-of-state and overnight field trips for the 23-24 school year. Ms. Regan responded to questions and comments from the School Committee members. The Committee will be provided with updates once the actual costs have been determined.

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to approve the DECA team travel requests for the 23/24 school year: Overnight travel to Boston, MA, March 7th-9th, 2024; Out-of State travel to Austin, TX, November 16th-17th, 2023; and Out-of-State travel to Anaheim, CA, April 26th-May 1, 2024.

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

Enrollment as of September 15, 2023

Ms. Regan presented an enrollment update for September 15, 2023, reporting that enrollment has increased compared to the 2022 October Count. She will continue to update the Committee on enrollment changes. Ms. Regan responded to questions and comments from the Committee. Ms. Regan will report on the 2023 October Count at the next School Committee meeting.

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Russo announced that MASC contacted him and he has been appointed to the Baseball MIAA Sub-Committee. He will keep the School Committee informed of any updates. Ms. Biagioni-Smith reported that this past Sunday was the Public Safety Night at Tewksbury Memorial High School, Safe Halloween will be held at TMHS on October 29th from 1:00-3:00 PM and tomorrow is World Peace Day. Ms. Baigioni-Smith commented on the upcoming theater productions: the Wynn Middle School will perform *Frozen* and the high school Theater Company will perform *High School Musical*. Ms. Garabedian reported that October 3rd is the Special Town Meeting, 7:00 PM at TMHS.

FUTURE SCHOOL COMMITTEE MEETING DATES

October 3rd, Special Town Meeting; 2023 Regular SC Meetings: October 11th, November 15th, December 6th

FUTURE FUTURE SUB-COMMITTEE & ADVISORY MEETING DATES

Elementary School Building Committee: TBD; *TSEPAC Business Meeting*: September 21st
Wellness Advisory Committee: September 6th; *Policy Sub-Committee (10 AM)*: August 18th

FUTURE AGENDA ITEMS

Discussion to move forward on the transfer of the North Street School (November);
New IEP forms (October)

ADJOURNMENT

At 7:35 p.m., Ms. Garabedian adjourned the September 20, 2023 Regular School Committee meeting with a motion from Mr. Russo, seconded by Mr. Parsons. 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: September 20,2023
2	Executive Session Agenda: September 20, 2023
11	Minutes: August 16, 2023 (2 Mtgs) - 1) SC/Administrator Workshop, 2) Regular Meeting
12	Submission Of Payment Of Bills: 8/17/2023; 8/31/2023; 9/14/2023,
14	Consent Agenda: Correspondence; Personnel Items; Raffles
16	Policy: FA, HA, ECE, IJNDD, JIC, FCB, FF, FFA, LA, LB, FI, LBC-E, LCR-R
17	Old Business: 2023 Summer Programming Participation
18	New Business: 2023-24 TMHS DECA Overnight and Out-of-Town Field Trip Requests; 9/15/2023 Enrollment