

Tewksbury School Committee
Wednesday, October 11, 2023
Regular School Committee Meeting #4, 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 October 11, 2023 Regular School Committee meeting to order at 5:30 p.m.

EXECUTIVE SESSION

Ms. Garabedian entertained a motion to convene an Executive Session. Mr. Russo moved, seconded by Ms. Biagioni-Smith, to enter into the Executive Session to discuss the September 20, 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. Russo, Ms. Anderson and Ms. Garabedian. Unanimous Vote. Motion carried 4-0. Mr. Parsons arrived at 5:32 p.m.

At 5:58 p.m., Ms. Garabedian entertained a motion to adjourn the Executive Session. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to adjourn the October 11, 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 6:02 p.m., Ms. Garabedian reconvened the Regular School Committee meeting. Ms. Garabedian announced that in the Executive Session the School Committee approved the September 20, 2023 Executive Session Minutes.

PLEDGE OF ALLEGIANCE

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

ANNOUNCEMENT

Ms. Garabedian announced that the October 11, 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 had a scheduling conflict and was unable to attend tonight, however she did submit her report on the updates and events happening at TMHS.

Sports Updates:

- The fall sports season is in full swing, with several athletes qualifying for larger competitions, and countless teams having great seasons.
- Tewksbury swimmers have only a few more meets left before MVCs, however, they have been doing fantastic so far, and have only one loss so far.
- The Tewksbury Boys Varsity Soccer team, faces a loss of quite a few players due to injury, but are holding their own, with 6 wins, 5 losses, and 2 ties.
- Recently, the Girls Varsity Soccer team has been on a good streak, securing wins against Billerica, Lawrence, and Tyngsboro, along with tying with Methuen.
- Additionally, they took part in the American Cancer society's Breast Cancer Walk on the first of October, to show their support for those who've battled Breast cancer, and aid in funding research.
- Today, which is the Volleyball team's senior night, was also "Dig Pink Day," a day where all members of the Volleyball team wore pink in support of those with breast cancer. On October 2nd, they had 2 great wins over Central Catholic, and played an amazing match against Chelmsford on October 4th. Tonight, there will be a game against Haverhill, in the gym, beginning at 5.
- The Varsity Football team is currently having a great season as well, with them winning 4 games, and only losing 1, so far.
- The TMHS Powderpuff Football Game will be held on November 21, which would entail a girl's football game the day after the pep-rally.

Club Updates:

- AppleFest which is a large Craft Fair will be held at TMHS on Saturday, October 28th from 9 A.M. to 3 P.M. It will entail several clubs, including International club, Interact Club, the class councils, and small businesses setting up tables and many others selling different goods at their respective tables.
- The TMHS Theater Company will be debuting their fall show, High School Musical, on November 17th, and having their final performance on November 19th.
- The New England Robotics Derby will be held this Saturday from 8:15-12:40. Moreover, the Student Council will be selling a variety of goods, in order to donate the profits to breast cancer research.
- Student Council also planned the homecoming spirit week which was held last week, preceding the homecoming dance which was held on Friday, October 6th. The homecoming dance was run by the senior class council and there was a large attendance of more than 200 students!
- The yearly pep-rally, which will be held on November 22nd, is already being planned by the student council.
- Interact club is in the process of planning to aid in the BloodDrive which will be held on November 3rd.
- International Club will be hosting their bi-yearly Town Cleanup at Pines Cemetery, this Saturday.

Miscellaneous

- The PSATs, which should have been signed up for last June, will be held on October 24th. Additionally, the infrastructure trial will be held next Tuesday, October 17th.
- The Peer Mentor program has once again commenced. All members attended a peer-mentor training session at UMASS Lowell, last Wednesday, October 4th. The first advisory of the year will be held on October 27th.
- MCAS scores have gone public, and can be viewed by students on Aspen.
- Representatives from several colleges have also been visiting, allowing students to take the opportunity to learn more about them, and receive help. College visits can be scheduled through a student's Naviance account.

PRESENTATIONS

New Standard Based IEP Overview - Richard Pelletier, Director of Student Services

Mr. Russo moved, seconded by Mr. Parsons, to table the presentation for Mr. Pelletier to arrive. All Aye. Unanimous vote. Motion carried 5-0.

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 to please state their name, address, and the specific agenda item that they would like to speak on this evening. Seeing no one, Ms. Garabedian moved on to the approval of the minutes.

APPROVAL OF MINUTES

Ms. Anderson moved to approve the September 20, 2023 School Committee 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 Mr. Russo, to approve the payroll period ending September 28, 2023, to be approved and certified in the amount and categories as shown, \$1,581,829.51. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Anderson, Ms. Biagioni-Smith, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

SUPERINTENDENT & STAFF REPORTS

Superintendent's Report

Ms. Regan pointed out informative items on the Consent Agenda: How the PACs used the funding from last year as well as the 23/24 PAC events and fundraisers submitted from the Dewing, Center Elementary, Ryan Elementary, Wynn Middle, Tewksbury Memorial High schools; Care Solace usage referral reports; Principal Long's correspondence on attendance at athletic events and school sponsored events at Doucette Field; a donation from the Corning Foundation in the amount of \$10,000 to support the STEM program at Tewksbury Public Schools; and Tewksbury Memorial High School is the recipient of the Innovation Career Pathways Grant in the amount of \$50,000. Ms. Regan thanked the Committee members for allowing Ms. McDermott and herself to attend the NEASC Conference in Newport.

Assistant Superintendent's Report

Ms. McDermott reminded families that next Wednesday, October 18th is a half-day of school for students and a half-day Teacher Workshop for teachers. She pointed out that teachers will be participating in different workshops including Student Based Report Cards and grading, DIBELS training and Vision of a Learner. Ms. McDermott reported that there will be a parent presentation on the Standard Based Reports Cards to be held on October 26th at the Center Elementary School.

Ms. McDermott responded to questions and comments from the School Committee members.

Business Manager's Report

Mr. Libby presented a brief transportation update reporting that as of the first week in October we consolidated a couple routes to reduce the fleet from 24-23 in order to help with the driver situation. Last week routes ran more comfortably. He reported we had five out of ten van drivers out causing the vehicles to run behind schedule. This week we had a new driver on board who drove yesterday and today, and the van drivers are back. Mr. Libby gave a facilities update reporting that we have begun to rent out the Center Elementary School gymnasium, last night was the first time and things went pretty well. We are still looking at traffic patterns in the school; we may have to change the traffic flow during weekends for the gym use. Mr. Libby gave an update on the Heath Brook School reporting that another pipe broke and pipes are leaking underground. The district is looking into other heating options. It is going to take longer than planned to get the rooms up and running. The Committee asked if there were funding options for the Heath Brook. Mr. Libby responded that the Town has given us some funding and that we could consider putting in a Warrant Article for the Town Meeting.

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 Ms. Biagioni-Smith, to approve the Consent Agenda as presented. All Aye. Unanimous vote. Motion carried 5-0.

Correspondence

- a. 2022-23 End of Year PAC Recap: How funds are used
- b. 2023-24 PAC Fundraising Event Calendars
- c. Care Solace News
- d. Attendance at Sporting and School Sponsored Events at Doucette Field
- e. Corning Foundation Donation & Pictures
- f. Office of the Governor: TMHS awarded Innovation Career Pathways Grant of \$50,000

PERSONNEL ITEMS

New Hires - Mark Champoux, Building Custodian, Tewksbury Memorial High School, effective October 10, 2023; Christopher Mahanna, part-time (.5) Physical Education/Health & Wellness Teacher (part-time (.5) ESP Aide, Tewksbury Memorial High School, effective August 28, 2023; Andrea Merlino, Principal Support Staff, Heath Brook School, effective September 18, 2023; Diane Gear, Title 1 Reading Teacher, Center Elementary School, effective November 6, 2023; Ashley Levine-Bogosian, Education Support Personnel Aide, Heath Brook School, effective October 12, 2023

Reappointments - None

Retirements - Richard Stronach, Building Custodian, Dewing School, effective October 6, 2026; Maria Cutelis, Executive Secretary, Tewksbury Public Schools, effective December 2, 2023

Transfers - None

Appendix B 2023-2024 Co-Curricular Activities

Wynn Middle School

Natasha MacFarlane - Math Team Advisor

Emily Noel - Math Team Advisor

Appendix B TMHS Athletics - None

Acceptance of Grants - None

Acceptance of Donations - Corning Foundation donation of \$10,000 for the STEM program at Tewksbury Public Schools

Raffles - None

COMMITTEE REPORTS

Tewksbury SEPAC

Mr. Parsons reported that he and Ms. Biagioni-Smith, along with Eileen Osborne, Candace Tharrett and Officer Ryser, met with the Tewksbury SEPAC for an update on transportation. Officer Ryser responded to transportation concerns and the role of the School Resource Officer (SRO) in schools. Ms. Biagioni-Smith reported that good ideas were generated on the issue of transportation and van communication as well as future planning sessions with the SEPAC. Mr. Parsons shared some guidance from the SEPAC regarding school-wide events, encouraging schools to do a “no-sensory time” prior to events in order for students that are over-stimulated to have a quiet time prior to school-wide events. Ms. Garabedian suggested giving the SEPAC time at the next Town-wide PAC meeting to provide feedback on the “no-sensory time”.

Wellness Advisory Committee

Mr. Russo reported that the Wellness Advisory Committee met last week, Mr. Chou presented to the Committee and he spent time with Ms. Mugford to share his ideas and thoughts. In line with the use of the Center School gym for outside recreational sports, the topic of the walking track at the high school came up and when it might be available again. The Committee has completed revisions to the Wellness policy and shared the draft with the Policy Sub-committee for review. He reported that the Wynn Middle School is taking an initiative with screen-time management. DESE is looking into student screen-time as well and for ways to help manage screen-time. Ms. Biagioni-Smith commented that the Wellness Committee is looking at a “no screen-day” for students in the spring to promote wellness. The Wellness Committee is also seeking a K-4 parent representative to serve on the Committee.

Policy Sub-Committee

Ms. Anderson reported that the next Policy Sub-Committee meeting is scheduled on October 13, 2023. The Committee will focus on the homework policy. They are seeking input from parents and students.

At this time, Ms. Garabedian asked for a motion to take the IEP presentation to this portion of the meeting. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to move ahead with the IEP improvement presentation. All Aye. Unanimous vote. Motion carried 5-0.

PRESENTATIONS

New Standard Based IEP Overview - Richard Pelletier, Director of Student Services

Mr. Pelletier, Director of Student Services, addressed the School Committee members presenting an overview of the new Standard-Based IEP. He reported that the new IEP has been released and will be fully implemented in 2024. He reported the state initiated the decision to update the IEP process and to make it more inclusive. The goal is to better address unique student needs through a greater understanding of the underlying concepts and mechanics of successful Team meetings and IEP development. This has been a year-long process with many stakeholders. There are continued ongoing training sessions for our staff and training opportunities will be offered to families as well.

Mr. Pelletier responded to questions and comments from the School Committee members.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

Ms. Anderson reported that the Policy Sub-Committee has reviewed the policies and are making the following recommendations.

Informational Reading: Policies reviewed and recommended to revise

FB, Facilities Planning; HB, Negotiations Legal Status; HF, School Committee Negotiating Agents; KA, School/Community Relations Goals; KBA, School/Parent Relations Goals; LBC, Relations with Home School. No action required by the School Committee members.

First Reading: Policy reviewed and recommended to revise

FA Facilities Development Goals; HA, Negotiations Goals. No action required by the School Committee members.

Second & Final Reading: Policy reviewed and recommended to revise

ECE, Tewksbury Memorial High School Student Parking.

Ms. Biagioni-Smith moved, seconded by Mr. Parsons, to approve and adopt the recommended revisions to policy ECE, Tewksbury Memorial High School Student Parking policy. All Aye. Unanimous vote. Motion carried 5-0.

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

KBBA, Non-Custodial Parents' Rights; LDA, Student Teaching and Internships.

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve and adopt policies KBBA, Non-Custodial Parents' Rights and LDA, Student Teaching and Internships as presented with no revisions. All Aye. Unanimous vote. Motion carried 5-0.

First & Final Reading: Policy reviewed and recommended to rescind

KBBA-E, Notice to the Custodial Parent that the Non-Custodial Parent has Requested Student Records

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to rescind policy exhibit KBBA-E as recommended. All Aye. Unanimous vote. Motion carried 5-0.

OLD BUSINESS

2023 Summer Reading Program Participation

Ms. McDermott reported that the Summer Reading participation was similar to last year. The Freshman win the prize with 95% participation in ninth grade. She mentioned the, one book-one school, and if students had questions about how the book was chosen for them.

Ms. McDermott responded to questions and comments from the School Committee members. There was a discussion on the one book-one school. Ms. McDermott will reach out to principals and see if there is any data on students liking or disliking to read the book chosen.

2023 Unofficial October 1st Enrollment Count

Ms. Regan presented the unofficial October 1st count reporting that the enrollment is up about seven from last year's report. This has been reported to DESE and the Official report will be out at the end of month.

Ms. Regan responded to questions and comments from the School Committee members. There was discussion on declining enrollment at the high school and increasing enrollment at the kindergarten level.

Ms. Regan reported that we are working on marketing the high school and will keep an eye on enrollment at the Center School.

NEW BUSINESS

MCAS Updates & 2023-24 MCAS & ACCESS Testing Schedule

Ms. McDermott reported the School Committee has received the 23/24 MCAS & ACCESS testing schedule. The district will be reviewing the state MCAS schedule and we will prepare Tewksbury's testing schedule and we will keep parents updated. She is taking a closer look at our MCAS data and will present the Spring 2023 MCAS results at the November School Committee meeting.

FY 25 Budget Timeline Process

Mr. Libby presented and reviewed the FY 25 Budget Timeline Process for the School Committee. He reported that the timeline is driven by the fact that we need to present a preliminary budget to the Town by the second Friday in January.

FY 24 Budget Transfer & FY 24 Quarterly Budget Report

Mr. Libby presented the FY 24 quarterly budget report for the School Committee's information and review. He is seeking the School Committee's approval of a budget transfer for FY 24 as needs and available resources have changed. He has already talked with the Town and received their approval. Mr. Libby reported that there is no change to the budget's bottom line and presented the major categories that have driven the changes: Enrollment increase of \$367,072.00; Funding Opportunities decrease of \$237,228.00; and Personnel/Accounting decrease of \$129,844.00.

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to approve a budget transfer as stated by Mr. Libby due to an Enrollment increase of \$267,072; Funding Opportunities decrease of \$237,288; and Personnel/Accounting decrease of \$129,844.

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

SCHOOL COMMITTEE MATTERS OF INTEREST

None

FUTURE SCHOOL COMMITTEE MEETING DATES

Regular Meetings: November 15th, December 6th; January 10th

Budget Workshop: January 24th - Budget presentation 4:00PM

FUTURE FUTURE SUB-COMMITTEE & ADVISORY MEETING DATES

TSEPAC Business Meeting: October 19, 2023; Wellness Advisory Committee: December 6, 2023; Policy

Sub-Committee: October 13, 2023

FUTURE AGENDA ITEMS

Discussion to move forward on the transfer of the North Street School (November); MCAS presentation.

In response to a question from Ms. Biagioni-Smith, Mr. Libby presented a brief update on the Ryan School roof.

ADJOURNMENT

At 7:33 p.m., Ms. Garabedian adjourned the October 11, 2023 Regular School Committee meeting with a motion from Mr. Russo, seconded by Ms. Biagioni-Smith. 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: October 11, 2023
2	Executive Session Agenda: October 11, 2023
11	Minutes: September 20, 2023
12	Submission Of Payment Of Bills: 9/28/2023
14	Consent Agenda: Correspondence; Personnel Items; Corning Donation
16	Policy: FA, HA, ECE, KBBA, LDA, KBBA-E
17	Old Business: 2023 Summer Programming Participation; 2023 Unofficial October 1st Enrollment
18	New Business: MCAS Updates & 2023-24 MCAS & ACCESS Testing Schedule; FY 25 Budget Timeline Process; FY 24 Budget Transfer; FY 24 Quarterly Budget Report