

**Tewksbury School Committee**  
Wednesday, November 15, 2023  
Regular School Committee Meeting #5, 5:00 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 November 15, 2023 Regular School Committee meeting to order at 5:00 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 October 11, 2023 Executive Session minutes & the October 18, 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: Mr. Parsons, Ms. Anderson, Ms. Biagioni-Smith, Mr. Russo and Ms. Garabedian.  
Unanimous Vote. Motion carried 5-0.

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 November 15, 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 October 11, 2023 & October 18, 2023 Executive Session Minutes.

**PLEDGE OF ALLEGIANCE**

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

### **ANNOUNCEMENT**

Ms. Garabedian announced that the November 15, 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**

Ms. Regan introduced Allison Luppi for recognition, inviting Mr. Drouin to the podium.

#### **Allison Luppi - MIAA Girls Volleyball Coach of the Year**

Mr. Drouin gave an overview of the accomplishments that Alli Luppi had these past two years as the Coach of the TMHS Girls Volleyball Team. Mr. Parsons read and presented Coach Luppi with a Proclamation of Recognition.

Ms. Regan related the Calming Corners are provided by a donation from the daughters of Rosamond Dorrance, a former Heath Brook Principal. Ms. Regan invited Liz and Erin Dorrance, Principal Gerrish, and Heath Brook teachers to the podium.

#### **Heath Brook Calming Corners for Kindergarten & Grade 1**

Liz and Erin Dorrance commented on their mother's legacy and her passion for teaching. They helped the staff organize and implement the Calming Corners for the kindergarten and grade 1 classrooms at the Heath Brook School. Ms. Anderson read and presented the Dorrance sisters with a Proclamation of Recognition.

Ms. Garabedian asked for a motion to move, New Business, #18.a. Dorrance Family Donation for Calming Corners at the Heath Brook School. Ms. Biagioni-Smith moved, seconded by Mr. Russo. All Aye. Unanimous vote. Motion carried 5-0.

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to accept a donation from the Dorrance family, for up to \$4,000, for Calming Corners for the kindergarten and grade 1 classrooms at the Heath Brook School. Roll Call Vote - Voting Yes: Mr. Parsons, Ms. Anderson, Ms. Biagioni-Smith, Mr. Russo and Ms. Garabedian. Unanimous Vote. Motion carried 5-0.

Ms. Regan introduced James Sullivan for his work with the DECA Fashion Show and his impact on the students.

#### **James Sullivan - DECA Contributions to the Meghan McCarthy Charity**

The School Committee recognized Jim Sullivan for his work and dedication to DECA's Meghan McCarthy Fashion Show. Mr. Long gave an overview of the work Mr. Sullivan does as advisor to the DECA Club and his involvement with the Fashion Show. Lee McCarthy commented stating that Mr. Sullivan was Meghan's unsung hero. She reported that over \$50,000 was raised last night at the Fashion Show. The Meghan McCarthy Foundation reached the over 1 million dollar mark with the donation from the Fashion Show. Mr. Sullivan invited Cullen Mangan & Kiera Frechette, coordinators of the Fashion Show, to join him at the podium. Mr. Russo read and presented Mr. Sullivan with a Proclamation of Recognition.

Ms. Garabedian motioned to take a short recess in order for people to exit the meeting. Mr. Russo moved, seconded by Ms. Biagioni-Smith, to take a short recess. All aye. Unanimous vote. Motion carried 5-0.

At 6:37 p.m., Ms. Garabedian reconvened the School Committee meeting.

## **STUDENT REPRESENTATIVE REPORT**

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

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

#### **Sports Updates:**

- The fall sports season is coming to a close with MVCS, along with sectional and state games, already having passed for several teams.
- The winter sports informational meeting was held on Monday, November 6th, and sign ups have been officially opened.
- The football team recently beat Burlington to move on to the final 4 semi-finals against Duxbury, which will be held November 18th, at Xaverian Brothers High School in Westwood, MA.
- Yesterday, Tewksbury hosted volleyball semifinals against Hudson and Ipswich with Ipswich coming out on top.

#### **Club Updates:**

- 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 Interact Club led this year's first blood drive, where 28 students and adults donated blood. Members of the Interact Club facilitated the process and spent the day giving food, water, and aid to those who donated blood.
- The Environmental Club has been hard at work as well. They have routinely been collecting the recycling from each room around the building in coordination with the custodial staff. Additionally, they are planning to partake in the Tewksbury Winter Tree Walk.
- DECA had their annual fashion show yesterday, November 14th, where we raised a total of \$50,000. This money will be donated towards the Meghan McCarthy Research Fund, in order to raise money for cancer research.
- Yesterday the Student Council went on a trip to North Andover High for the Bi-yearly Leadership Conference known as NEMASC. The Student Council, along with several other schools, participated in workshops and life-skill related activities and had a great time.
- The Student Council has also been very busy as they have been planning the Pep Rally which will entail several games. Students can sign up through their Class Councils on November 22nd, the half-day before vacation.
- We are also planning Spirit Week for next week. Monday is Decades Day, Tuesday is Character Day, and on the day of the pep rally, each class will wear the colors corresponding to the Girl's Powderpuff shirt colors.
- In regards to this, the TMHS Powderpuff Football Game will be held on November 21st, which would entail a girl's football game the day before the pep-rally.
- GSA is in the process of planning different school culture events to promote LGBTQ visibility and inclusion.
- The Class of 2025's Class Council is also in the midst of planning a Dine-out Week, along with a Movie Night in December. The movie will mainly be targeted towards a younger audience. The specifics of it are still undecided.
- The French Club is getting into full swing and are promoting the trip to Quebec, which will be held in April of 2025.

Miscellaneous news:

- Step-Up Day was held during D and E Blocks today. Step-Up Day involved the eighth grade students coming to the high school and touring the school. Tours were given by members of the Student Council, who directed them around the building and into LGI-1 to explore the multitude of clubs and sporting opportunities offered here at TMHS. Members of the band also took part in Step-Up Day, as they played music upon the arrival of the middle schoolers.
- The second Advisory of the year will be held tomorrow, in which peer mentors will report to their respective Freshman Advisory classes. The last Peer Mentor training was held on November 8th.
- Parent & Teacher Conferences will be held tomorrow, November 16th, from 8-10 p.m.

**PRESENTATIONS**

**2023 Spring MCAS Update - Lori McDermott, Assistant Superintendent**

Ms. McDermott announced that MCAS accountability is back. This is the first time since the pandemic that we are able to dig deep into the MCAS results. She presented the 2023 Spring MCAS update. The district is showing accountability progress towards recovery. The district's overall Classification is, Not Requiring Assistance. She discussed student growth and achievement and Ms. McDermott presented the takeaways from the data and what's next.

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

**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 October 11, 2023 Regular School Committee meeting minutes, seconded by Ms. Biagioni-Smith. All Aye. Unanimous vote. Motion carried 5-0.

Ms. Anderson moved to approve the October 18, 2023 Special 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 October 12, 2023, to be approved and certified in the amount and categories as shown, \$1,582,380.41. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Anderson, Ms. Biagioni-Smith, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

Ms. Anderson moved, seconded by Mr. Russo, to approve the payroll period ending October 26, 2023, to be approved and certified in the amount and categories as shown, \$1,592,721.47. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Anderson, Ms. Biagioni-Smith, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

Ms. Anderson moved, seconded by Mr. Russo, to approve the payroll period ending November 9, 2023, to be approved and certified in the amount and categories as shown, \$1,724,163.72. 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 thanked the Committee for allowing her and Ms. McDermott to attend the annual MASC/MASS Conference last week along with the School Committee members. Last week, students in grades K-6 made thank you cards to honor our Veterans. Jimmy Williams delivered the hundreds of cards to the VA in Bedford. We distributed the annual 8th grade letter to students and parents highlighting the offerings at TMHS. Today was the 8th grade Step-Up Day at the high school. Ms. Regan pointed out a memo in the agenda packet about a recent state update regarding mandated health screenings at schools. She notified the Committee that the Student Handbooks will be updated to reflect the changes. She reported that students in grades 5-12 will receive Term 1 report cards on November 22nd. Ms. Regan announced that the walking-track at TMHS will be open beginning on November 27th through March 31st, from 4PM-7PM, on Mondays, Wednesdays and Thursdays, when school is in session. We will post this information in the District Newsletter and on the district website.

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

### **Assistant Superintendent's Report**

Ms. McDermott pointed out a couple of items on the Consent Agenda reporting that the district received an update from Commissioner Riley on chronic absenteeism. She commented that this is an area of focus across the state and we cannot emphasize enough how important it is to have students in school. The Massachusetts Partnership for Youth (MPY) announced the 23-24 Poster and Public Service Announcement (PSA); the theme is Respect, give it, get it. This is open to all elementary, middle, and high school students. The deadline for the Poster submissions is January 26, 2024 and the deadline for the PSA submissions is April 26, 2024. She reminded all that this is American Education Week recognizing all school employees. Ms. McDermott presented an update on the Standard-Based Report Card (SBRC) relating that we held a parent presentation on the SBRC relating that 40 families attended. Parents may contact Ms. McDermott if they have any questions after the report cards go home. The SBRC Steering Committee is up and running and teachers are working on a benchmark document for the SBRC. She reported that we offered professional development to teachers on October 18th around Standard-Based Report Cards and will offer it again at the December 1st Professional Development Day. The first Standard-Based Report Card will go out to students on December 15th via Aspen as a digital attachment.

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

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

Mr. Libby presented an update on projects reporting on the HVAC projects at both the Wynn and Ryan Schools. We started the bid process, it went out to the public on November 1st and we opened the electrical contractors sub-bid today. He presented an update on the Heath Brook School reporting that we are getting quotes on the project for the five classrooms. We had site visits from three engineering firms; we received one price bid and are waiting on two others. Mr. Libby gave a brief transportation update reporting that things have been quiet from the driver's perspective. There are drivers for 23 buses; one driver recently passed the test; more are in training to take the test in a month or so; there is one spare driver available; and two in the

office licensed to drive. He reported that the Walking Track at TMHS is opening on the Monday after Thanksgiving.

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

### **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. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the Consent Agenda as presented. All Aye. Unanimous vote. Motion carried 5-0. Mr. Russo noted that Office Ryser is also a member of the Committee asking to add him to the Wellness Advisory Committee membership list.

### **Correspondence**

- a. Thank you's to Veterans
- b. 8th Grade Letter To Students and Parent(s)/Guardian(s)
- c. 2023-24 Poster & Public Service Announcement(PSA) Projects
- d. Update on Chronic Absenteeism (DESE Commissioner Jeffrey Riley)
- e. 2023-24 Wellness Advisory Committee Representatives Update
- f. October 18, 2023 Teacher Workshop

### **PERSONNEL ITEMS**

**New Hires** - Britton Lane, Principal Support Staff at the Wynn Middle School, effective October 25, 2023; Kristen Couillard, Moderate Special Needs Teacher at the Wynn Middle School, effective November 27, 2023; Danielle Greenhalgh, District-wide BCBA, effective November 27, 2023.

**Reappointments** - None

**Retirements** - None

**Transfers** - None

### **Appendix B 2023-2024 Co-Curricular Activities**

Mentor Stipends 2023-2024

**Appendix B TMHS Athletics** - None

**Acceptance of Grants** - None

**Acceptance of Donations** - None

**Raffles** - None

### **COMMITTEE REPORTS**

#### **Tewksbury SEPAC**

Ms. Bagioni-Smith reported that the SEPAC meeting was held on October 19th. They discussed family engagement, sibling support and conversations on transitions. In January, they will hold an Administration Meet and Greet. They have also scheduled Parent Support Zoom meetings. Information may be found on their website and Facebook. The next meeting has been rescheduled to November 30th.

### **Wellness Advisory Committee**

Mr. Russo reported that the next Wellness Advisory Meeting will be held on December 6th; they will focus on developing goals for the Committee.

### **Policy Sub-Committee**

Ms. Anderson nothing new to report.

### **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**

KBDA, Notices to Parents/Guardians; KBE, Relations with Parent Advisory Councils & Booster Organizations; KCD, Public Gifts to the School, KDB, Public's Right to Know; KDD, News Media Relations/News Releases; KE, Public Complaints. No questions or comments from the Committee.

#### **First Reading: Policy 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 questions or comments from the Committee.

#### **Second & Final Reading: Policy reviewed and recommended to revise**

FA, Facilities Development Goals; HA, Negotiations Goals

Ms. Anderson moved, seconded by Mr. Russo to approve FA and HA on second and final reading. All Aye.  
Unanimous vote. Motion carried 5-0.

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

KCB, Community Involvement in Decision Making

Ms. Biagioni-Smith moved, seconded by Ms. Anderson, to approve KCB on second and final reading with no changes. All Aye. Unanimous vote. Motion carried 5-0.

#### **First & Final Reading: Policy reviewed and recommended to rescind**

None

### **OLD BUSINESS**

#### **Enrollment Updates: Official October 1st Enrollment Count & November 1, 2023 Enrollment**

Ms. Regan stated that the enrollment update is an information item only. The official October count enrollment is 3,025 students. She announced there are 17 new students as of November 1st.

#### **Discussion to move forward on the transfer of the North Street School**

Ms. Garabedian opened the discussion of the transfer of the North Street School. Ms. Regan reported that the high school is using the North Street School for high school overflow and the Cheer Program. Mr. Libby reported on the condition of the building stating that it is not good to let a building sit unused. He reported that there are leaks in the roof, some of the pipes leaked when the heat was turned on, it is in need of plumbing work, and there is other general maintenance to be done. Ms. Regan does not see the need for use of the North Street School from the district's viewpoint.

Mr. Libby and Ms. Regan responded to questions from the School Committee members.

Ms. Garabedian suggested to revisit the transfer of the North Street School. We should make a plan to bring this to the Town Meeting and to work with Mr. Montuori to look at the details. She would like to understand better how much funding is going into the building. She would vote in the affirmative not to keep the building if it is costly to the district for the limited use. Ms. Anderson inquired about the land use at the North Street School. Ms. Regan responded that it would have to go back to the Reuse Committee to answer.

Ms. Garabedian would propose a motion for a formal vote in February. Mr. Russo commented to look at the dates in order to have this on the Town Meeting Warrant. If necessary, the Committee would revisit the topic in January. Ms. Regan will talk to the Town Manager about putting a *place-holder* on the Warrant for the Town Meeting. Mr. Libby added that we would need to find a space for the Cheer Program to practice.

### **NEW BUSINESS**

#### **Dorrance Family Donation of \$4,000 (up-to) for Calming Corners at the Heath Brook School**

Moved up on the agenda.

#### **November 7, 2023 Teacher Professional Development Day**

Ms. McDermott commented that the Committee members received the November 7th Professional Development information in the agenda packet. She pointed out the PD workshops to take place on November 7th.

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

Mr. Parsons presented a brief overview of the MASC/MASS conference. The School Committee members were thankful for the opportunity to attend the conference. Mr. Russo offered good luck to the Football team. Ms. Anderson reported on the Trunk or Treat event and offered her appreciation for the 8th Grade Step-up Day. She added that she will be attending the *High School Musical* play at the high school. Ms. Biagioni-Smith reported that she had the opportunity to attend the Unified Basketball game a couple weeks ago at the Ryan School, relating that it was a fun night. She also was able to attend the Dewing's Preschool Playground Ribbon-Cutting event. She commended the Wynn and TMHS staff which took students on the trip to Boston to see *Frozen*. Ms. Garabedian commented that the MASC/MASS conference was on a higher level this year and there were great take-aways. She thanked Mr. Russo for representing the Committee as a Delegate for the Annual Business meeting.

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

Regular Meetings: December 6th; January 10th

Budget Workshop: January 24th

Public Hearing on the Budget & Regular Meeting: February 14th

### **2023 FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES**

TSEPAC Business Meeting: November 16th reschedule to November 30, 2023; Wellness Advisory Committee: December 6th; Policy Sub-Committee: TBD

### **FUTURE AGENDA ITEMS**

### **ADJOURNMENT**

At 8:29 p.m., Ms. Garabedian adjourned the November 15, 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)):

<b>AGENDA ITEM #</b>	<b>DOCUMENT</b>
1	School Committee Meeting Agenda: November 15, 2023
2	Executive Session Agenda: November 15, 2023
7	Recognitions: Alli Luppi, MIAA Girls Volleyball Coach of the Year; Heath Brook Calming Corners; James Sullivan, DECA, Meghan McCarthy Charity
11	Minutes: October 11, 2023; October 18, 2023
12	Submission Of Payment Of Bills: 10/12/2023; 10/26/2023; 11/9/2023
14	Consent Agenda: Correspondence; Personnel Items
16	Policy: KBDA, KBE, KCD, KDB, KDD, KE, FB, HB, HF, KA, KBA, LBC, FA,HA, KCB
17	Old Business: 2023 Official October Count; November 1, 2023 Enrollment; Discussion to move forward on the transfer of the North Street School
18	New Business: Dorrance Family Donation for Calming Corners at Heath Brook; November 7, 2023 Professional Development