

Tewksbury School Committee
Wednesday, May 31, 2023
Regular School Committee Meeting #11, 5:30 PM
Tewksbury Memorial High School - Larrabee Library
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 May 31, 2023 Regular School Committee meeting to order at 5:31 p.m.

EXECUTIVE SESSION

Ms. Garabedian entertained a motion to convene an Executive Session. Ms. Biagioni-Smith moved, seconded by Mr. Parsons, to enter into the Executive Session to discuss the May 10, 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, Ms. Anderson and Ms. Garabedian. Motion carried 4-0. Mr. Russo arrived at 5:33 p.m.

Ms. Garabedian entertained a motion to adjourn the Executive Session. Mr. Russo moved, seconded by Ms. Biagioni-Smith to adjourn the May 31, 2023 Executive Session. The Committee will reconvene in Open Session.

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

At 6:02 p.m, Ms. Garabedian welcomed everyone in attendance and reconvened the May 31, 2023 Regular School Committee meeting.

PLEDGE OF ALLEGIANCE

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

ANNOUNCEMENT

Ms. Garabedian announced that the May 31, 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

2022-2023 Outstanding Volunteers

Ms. Regan announced that tonight we will recognize the wonderful people that volunteer throughout the district. She invited the principals and district administrators forward to say a few words about the volunteers in their schools. The School Committee offered their appreciation and thanks to all of the volunteers. On behalf of the School Committee the volunteers received a gift of appreciation for all they have done throughout the year.

2023 Annual Ginsburg Family Award

Ms. Garabedian offered a thank you to all those that had submitted nominations for the 2023 Annual Ginsburg Family Award and the Krissy Polimeno Outstanding Educator Award. She reported that it is her privilege and honor to recognize the Ginsburg family tonight for their support and contributions to the Tewksbury Public Schools. On behalf of the School Committee, Ms. Regan invited Marc and Leisa Ginsburg and their family to join her at the podium to present the award. She announced that Holt & Bugbee Foundation is the recipient of the 2023 Ginsburg Family Award. Michelle Gasson and Benjamin Pierce accepted the award on behalf of the Holt & Bugbee Foundation. Ms. Anderson read and presented them with a Proclamation of Recognition.

2023 Krissy Polimeno Outstanding Educator Award

Ms. Garabedian thanked everyone for their nominations. She reported that the 2023 Krissy Polimeno Outstanding Educator Award was established in 2019 to recognize an educator who has had a significant impact on the Tewksbury Public Schools in the area of active involvement, volunteering and giving their time to the quality of the educational system, and is an advocate to the Tewksbury Public School. She added that Krissy Polimeno has been an active and dedicated member of Tewksbury and the Tewksbury Public Schools for over two decades. Ms. Regan introduced Principal Jay Harding and Assistant Principal Rob Rogers, the 2023 recipients of the Krissy Polimeno Outstanding Educator Award. Ms. Regan invited Ms. Polimeno to join her at the podium to present the award. She announced that they were nominated by staff at the Center Elementary School. Ms. Polimeno presented the awards to Principal Harding and Assistant Principal Rogers. On behalf of the School Committee Mr. Russo presented Mr. Harding with a Proclamation of Recognition and Ms. Biagioni-Smith presented Mr. Rogers with a Proclamation of Recognition.

Ms. Garabedian called for a 10 minute recess to allow guests to leave the meeting. Ms. Garabedian reconvened the meeting at 6:47 p.m.

STUDENT REPRESENTATIVE REPORT

Notes from Tewksbury Memorial High School

There was no report this evening.

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to take New Business items 18a and 18c out of order to this portion of the meeting. Motion carried 5-0.

18.a.) TMHS Travel Committee Request - February & April 2025

Ms. Mahoney asked the School Committee to approve the Tewksbury Memorial High School request to travel to Puerto Rico during the 2025 February recess and Canada during the 2025 April Recess. Mr. Russo moved, seconded by Ms. Anderson, to approve the trips to Puerto Rico in February of 2025 and Canada in April of 2025. Roll Call Vote - Voting Yes: Ms. Biagioni-Smith, Mr. Parsons, Mr. Russo, Ms. Anderson and Ms. Garabedian. Motion carried 5-0.

18.c.) 2023-2024 Student Handbooks:

- 1) John Ryan Elementary School Student Handbook**
- 2) Wynn Middle School Student Handbook**

3) Tewksbury Memorial High School Student Handbook

Ms. Regan reported that the Student Handbooks would need to be approved by the School Committee and requested that the Committee also allow the principals to make edits when needed during the school year. The Committee will be notified of any updates during the school year. The principals were present and responded to questions from the School Committee.

Mr. Parsons moved, seconded by Ms. Biagioni-Smith, to approve the 2023-2024 Student Handbooks for the John Ryan Elementary School, the John Wynn Middle School and Tewksbury Memorial High School. Motion carried. Motion carried 5-0.

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to authorize the principals to make changes to the Student Handbooks when needed during the school year and to inform the School Committee of such edits. Motion carried 5-0.

Mr. Parsons moved, seconded by Mr. Russo, to authorize the elementary principals to make updates as needed during the school year to the PK-4 Elementary Student Handbook. Motion carried 5-0.

The School Committee approved the revisions 2023-2024 PK-4 Elementary Student Handbook with a motion from Mr. Russo, seconded by Mr. Parsons. Motion carried 5-0.

PRESENTATIONS

Tiered Focus Monitoring

Mr. Pelletier gave a presentation on the Tiered Focus Monitoring cycle and review process conducted by the MA Department of Elementary & Secondary Education. He pointed out the target standards and criteria used to support full compliance reporting that there were no findings for Tewksbury. Karen Baker O'Brien reported that part of the review process included Civil Rights policies and protocols included in the student handbooks relating that the district had only one finding. She reported on the next steps the district will take stating that the district prioritizes mental health and that every building has support staff and resources for families. Mr. Pelletier and Ms. Baker O'Brien responded to questions 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, she moved on to the approval of the minutes.

APPROVAL OF MINUTES

Ms. Anderson moved to approve the May 10, 2023 Regular Meeting minutes, seconded by Ms. Biagioni-Smith. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Ms. Anderson moved, seconded by Mr. Russo, to approve the payroll period ending May 11, 2023, to be approved and certified in the amount and categories as shown, \$1,497,523.17. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Biagioni-Smith, Ms. Anderson and Ms. Garabedian. Motion carried 5-0.

Ms. Anderson moved, seconded by Mr. Russo, to approve the payroll period ending May 25, 2023, to be approved and certified in the amount and categories as shown, \$1,512,885.67. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Biagioni-Smith, Ms. Anderson and Ms. Garabedian. Motion carried 5-0.

SUPERINTENDENT & STAFF REPORTS

Superintendent's Report

Ms. Regan pointed out items on the Consent Agenda including the reappointments for the 2023-2024 school year staff and pictures of events happening around the schools. She gave a *Bravo!* to the TMHS Theatre Company for the performance of *Beauty and the Beast* and winning eight awards of the 19 TAMY's for which they were nominated. She reported that tomorrow is Senior Awards and Scholarship Night and next week is Senior Week. Summer School is in full planning; we just found out that the district is eligible to apply for the DESE acceleration grant. She will soon be sharing summer activities offered throughout the Merrimack Valley along with activities offered by AlphaBEST. Ms. Regan offered a big thank you to Brian Aylward, Ron Drouin and the Best Buddies for hosting the Special Education Olympic event. The district is entering the hiring season for the 23/24 school year; employment opportunities can be found on SchoolSpring. The community has summer job opportunities for kids; if needed, you can apply for a Work Permit at the TPS District Office. Ms. Regan reminded parents/guardians to send children to school appropriately prepared for the different weather conditions.

Assistant Superintendent's Report

Ms. McDermott reported that the district had a smooth roll-out implementing the Frontline Absence Management System relating that we are having a higher rate of success filling vacancies with substitutes. The Standard-Based Report Card Committee will have their final meeting tomorrow; there will be a lot of work to continue with during the summer. She will present an update at the June School Committee meeting. The English Language Arts (ELA) curriculum material is arriving in the schools; we are cataloging the materials so we can distribute it to teachers. Over the summer, we will be offering professional development opportunities; 46 teachers have already signed up. She gave a *Shout-out!* to grades 3-8 for completing the MCAS assessments adding that the Biology test for 9th graders will be held next week. She pointed out that the Summer Reading program information is on the Consent Agenda and may be found on the district website.

Business Manager's Report

Mr. Libby gave a transportation update reporting that it has been a rough year with an unprecedented driver shortage and updated the Committee on the plan for the end of the year. He reported that the bus company is conducting hiring and training fairs over the summer in preparation for the next school year. The district is looking at minor adjustments to the school start and end times; he will give a detailed plan at the July School Committee meeting. Bus routes for the 23/24 school year will be available for parents in August.

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. Mr. Russo moved, seconded by Mr. Parsons, to approve the Consent Agenda as presented. Motion carried 5-0.

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Russo reported that the next Elementary School Building Committee meeting is scheduled on June 22nd.

Tewksbury SEPAC

Mr. Parsons announced that the Tewksbury SEPAC held their annual election reporting on the results of the election. The SEPAC is looking to get mainstream education students involved in their community programming. They would like to explore the idea with the schools, AlphaBEST and Best Buddies.

Wellness Advisory Committee

Mr. Russo reported that the next Wellness Advisory Committee meeting will be held on June 7th. As a follow-up to the Wellness Committee looking to expand, he would like to help prepare the list of recommendations for the June meeting. He offered Ms. Regan to have a discussion on the topic.

Policy Sub-Committee

Ms. Anderson reported that the Policy Sub-Committee met on May 30, 2023. The Committee worked through some key policies and will work on the homework and parking policies over the summer.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

None

OLD BUSINESS

Superintendent Evaluation Timeline

Ms. Garabedian reported that the Committee received the Superintendent's evaluation timeline and asked if the Committee members had a conflict with any of the dates. The Committee had no issues with the timeline as presented.

NEW BUSINESS

TMHS Travel Committee Request: February & April 2025

This agenda item was moved up on the agenda.

2023-2024 TMHS Athletic Out-of-State Travel Request

Ms. Regan reported that annually, Mr. Drouin submits an Out-of-State travel request for athletic teams to travel out-of-state in the event the teams qualify for the playoffs.

At the recommendation of the Superintendent, Mr. Russo moved, seconded by Ms. Biagioni-Smith, to approve the TMHS Athletics Out-of-State Travel for the 2023-2024 school year as presented. Motion carried 5-0.

2023-2024 Student Handbooks

John Ryan Elementary Student Handbook

Wynn Middle School Student Handbook

TMHS Student Handbook

This agenda item was moved up on the agenda.

In-District Transportation Contract

Mr. Libby presented the bid process reporting on the results from the current bid for transportation. The district only received one bid (Tewksbury Transit), effective July 1, 2023 through June 30, 2026; the contract is subject to funding and our needs. Mr. Libby responded to questions from the School Committee members.

Out-of-District Transportation Contracts

Mr. Libby reported that Chelmsford, Billerica and Tewksbury are sharing the cost of Out-of-District Transportation reporting that Chelmsford conducted the bids for the three communities. Tewksbury Transit is the only bidder; we have a three year commitment, effective July 1, 2023 through June 30, 2026 with an option for years four and five. Mr. Libby responded to questions from the School Committee members.

Mr. Russo moved to approve both the In-District and Out-of-District Transportation contracts as presented. Ms. Biagioni-Smith seconded the motion. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Russo, Ms. Anderson, Ms. Biagioni-Smith and Ms. Garabedian. Motion carried 5-0.

SCHOOL COMMITTEE MATTERS OF INTEREST

Ms. Biagioni-Smith is looking forward to seeing the Senior Projects presentation on Friday. She reported the Special Education Vendor Exhibit will be held on Wednesday, June 7th as well as the Multicultural event which will be held at the Wynn Middle School. Mr. Russo mentioned that next week is Senior Week, Flag Day, final

exams and graduation. Mr. Parson commented he will not be able to attend graduation and offered the students congratulations. Ms. Anderson reported that DEIAC has a Pride Day celebration on Friday. She gave a *Shout-out!* to the staff members that took turns in the dunk tank at the Dewing School this past week. Ms. Garabedian is looking forward to the upcoming events as well. She asked if any member would be interested in attending the MASC Institute on July 14th and 15th and to let Ms. Johnson know if they will attend.

FUTURE SCHOOL COMMITTEE MEETING DATES

June 14, 2023 Regular Meeting; July 19, 2023; August 16, 2023 at 2:00 followed by Regular School Committee meeting.

Ms. Garabedian proposed that the School Committee reach out to Dorothy Presser, Field Director with MASC, to schedule another workshop to set School Committee goals.

FUTURE FUTURE SUB-COMMITTEE & ADVISORY MEETING DATES

Elementary School Building Committee: June 22; *TSEPAC Business Meeting:* June 15, 2023
Wellness Advisory Committee: June 7, 2023 & October 4, 2023; *Policy Sub-Committee:* June 23, 2023

FUTURE AGENDA ITEMS

None

ADJOURNMENT

At 8:22 p.m., Ms. Garabedian adjourned the May 31, 2023 Regular School Committee meeting with a motion from Mr. Russo, seconded by Parsons. 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: Regular Meeting
2	Executive Session Agenda
7	Recognitions: Outstanding Volunteers; Ginsburg Family Award; Krissy Polimeno Outstanding Educator Award
11	Minutes: May 10, 2023
12	Submission Of Payment Of Bills: May 11, 2023 & May 25, 2023
14	Consent Agenda: Correspondence; Personnel Items; Reappointments
17	Old Business: 2023 Superintendent Evaluation Timeline
18	New Business: TMHS Travel Request February 2025 & April 2024; TMHS Out of State Travel Request; 23-24 Student Handbooks: Ryan School, Wynn Middle School & TMHS; 23-24 Register Periods; 23-24 Valley BOD Representative Appointment; In-District Transportation Contract; Out-of-District Transportation Contract

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Regular SC Meeting
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