

Tewksbury School Committee
Wednesday, September 21, 2022
Regular School Committee Meeting #3
Tewksbury Memorial High School - LG1-1
320 Pleasant Street, Tewksbury, MA 01876

SCHOOL COMMITTEE MEMBERS PRESENT

Bridget L. Garabedian, Chair
Keith M. Sullivan, Vice-Chair
Kayla Biagioni-Smith, Clerk
Nicholas G. Parsons, Member
Richard Russo, Jr., Member

SCHOOL ADMINISTRATORS PRESENT

Brenda Theriault-Regan, Superintendent
Lori McDermott, Assistant Superintendent
Dave Libby, Business Manager

CALL TO ORDER

Ms. Garabedian called the September 21, 2022 Regular School Committee meeting to order at 6:00 p.m.

EXECUTIVE SESSION

Ms. Garabedian entertained a motion to convene an Executive Session to discuss approval of the August 17, 2022 Executive Session minutes and Collective Bargaining strategies pertaining to the TTA teachers.

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to enter into the Executive Session to consider the August 17, 2022 Executive Session minutes and to discuss Collective Bargaining strategies pertaining to the TTA. The Committee will return in Open Session.

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

At 6:13 p.m., Ms. Garabedian entertained a motion to adjourn the September 21, 2022 Executive Session. Mr. Russo moved, seconded by Mr. Sullivan. The Committee will reconvene in Open Session.

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

ANNOUNCEMENT

At 6:30 p.m., Ms. Garabedian announced that the September 21, 2022 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 himself or herself. Seeing no one, Ms. Garabedian asked Town Manager Mr. Montuori to lead in the Pledge of Allegiance.

MOMENT OF SILENCE

Ms. Garabedian called for a Moment of Silence in remembrance of Barbara Silva. Barbara was a Community Services Aide in the preschool at the Heath Brook School.

Ms. Garabedian welcomed everyone back to school and recognized all those who worked during the summer to make it possible.

STUDENT REPRESENTATIVE REPORT

Notes from Tewksbury Memorial High School

Rania Elouahi presented the notes from the Tewksbury Memorial High School reporting that students may sign-up for clubs on Community Pass. The following clubs have started to meet: Math Team, International Club, Book Discussion, and Student Council. The International Club will hold their first Car Wash on Saturday, October 1st, to raise funds for Doctors Without Borders. The Theater Company held auditions for their next play, *Radium Girls*. Tickets are on sale and opening night is November 3rd. Fall sports have begun and Captains' practices have ended. Sports have gone back to normal practice schedules. She reported the following sports have begun: Volleyball, Football, Cheerleading, Cross Country, Field Hockey, Golf, Soccer, and Swim and Dive. She reported that tomorrow is the first in-person Open House since before COVID, from 6:00-8:00 p.m., all parents are welcome. There are four school trips scheduled this year to Hawaii, Europe, Canada, and Spain. Lastly, the elections will be held on September 29th.

PRESENTATIONS

DPW / School Maintenance Project

Ms. Regan announced that the town is proposing to build a facility to house both the Department of Public Works (DPW) and the Tewksbury Public Schools' Maintenance Department. In attendance tonight to make a presentation is Town Manager, Richard Montuori, Director of the DPW Brian Gilbert, our Town Engineer Kevin Hartman, Architects Weston and Sampson, Tony Wespiser, and TPS Business Manager Dave Libby and Maintenance Foreman Jon Marchand. Mr. Montuori presented a brief overview of the new proposed project. Mr. Wespier of Weston and Sampson, the design and architect team of the project, provided the School Committee with a presentation of the proposed shared facility for both the DPW and the school maintenance department. Mr. Montuori responded to questions and comments from the School Committee members.

AlphaBEST Presentation Update

Kim Jennings, Director of Regional Operations, and Area Manager, Adriane DiPasquale, gave the School Committee an update on the AlphaBEST program servicing preschool through K-12 students. They presented a powerpoint highlighting the 2022 summer activities. They will share the results of a family satisfaction survey and the impact report with the School Committee and the district. Kim and Adriane responded to questions and comments from the School Committee.

CITIZEN'S FORUM

Ms. Garabedian asked if there was anyone in the audience that wanted 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. Not seeing anyone, she moved on to approval of the minutes.

APPROVAL OF MINUTES

Ms. Biagioni-Smith moved to approve the July 20, 2022 Regular meeting minutes, seconded by Mr. Russo. All Aye. Unanimous Vote. Motion carried 5-0.

Ms. Biagioni-Smith moved to approve the August 17, 2022 School Committee/Administrator Workshop minutes, seconded by Mr. Russo. All Aye. Unanimous Vote. Motion carried 5-0.

Ms. Biagioni-Smith moved to approve the August 17, 2022 Regular meeting minutes, Mr. Sullivan seconded. All Aye. Unanimous Vote. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the payroll period ending, August 18, 2022, to be approved and certified in the amount and categories as shown, \$1,337,023.88. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the payroll period ending, September 1, 2022, to be approved and certified in the amount and categories as shown, \$1,485,063.49. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the payroll period ending, September 15 2022, to be approved and certified in the amount and categories as shown, \$1,465,934.50. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

SUPERINTENDENT & STAFF REPORTS

Superintendent's Report

Ms. Regan acknowledged Jane Trembly, her Mentor/Coach, pointing out that she was in the audience tonight. Ms. Regan reported that the first two Professional Development days were a great success relating that all TPS staff attended the first day. She added that all teaching positions have been filled in the district. Ms. Regan offered thanks to the PACs letting them know their support is much appreciated. She reminded parents and guardians to review the district newsletter for helpful information including inclement weather procedures and upcoming flu clinics. She added that the Ryan School celebrated Pinwheels of Peace today.

Assistant Superintendent Report

Ms. McDermott presented an update on the Professional Development offered on the first two days of school for staff relating that Cale Birk worked at each school with our building principals and PLC leaders. The ELA pilot is in full swing. We are getting feedback and are currently reviewing an evaluation rubric. She reported that the 2-day mentoring and induction for new teachers was successful, thanking all the teachers and administrator mentors. This year the district brought back the TPS bus tour for new staff. Three high school students volunteered to be the tour guides doing a fantastic job! Ms. McDermott reported that some 100 teachers contributed to 125 summer hours on curriculum work over the summer. She expanded on the PD days relating that in response to feedback from staff we will bring in more content specific professional development and additional staff to support teachers. We are focusing on building a team collaborative environment. Ms. McDermott reported that teachers are piloting the new ELA material in their classroom adding that we will meet and have joined pilot meetings. The materials are in the schools for parents and guardians to review.

Business Manager's Report

Mr. Libby presented a transportation update relating that it was a typical start relating that we had to tweak some of the times. He reported that Dr. Osborne took the reins this year. He stated that instructions for the new bus tracking app are included in the district newsletter this week. Parents will be able to set notifications for when the buses leave and track the progress. Mr. Libby reported that the district has hired a Move Manager to assist in the move to the Center Elementary School and we will message out to staff as details become available. He presented an outline of the move relating that the Central Office will move at the end of November or beginning of December; the library will move in mid-December; and over the December break staff will be moving. Mr. Libby addressed questions regarding transportation and the pick-up and drop-off times. He reported that he is utilizing a software program that can estimate the drive times of the buses and he has already reached out to schools to monitor the bus drop-off times. There is still more planning to be done on the use of bus monitors; we will reach out to the PACs to see if they might volunteer as monitors. Ms. Regan reported that the district will message parents as we get closer to opening of the new school.

CONSENT AGENDA

Ms. Garabedian asked if any member had questions and/or comments on any item on the Consent Agenda. Seeing none, Ms. Garabedian asked for a motion to approve the Consent Agenda. Ms. Garabedian pointed out the upcoming Applefest Fair at TMHS.

Mr. Parsons moved, seconded by Mr. Sullivan, to approve the Consent Agenda as presented. All Aye. Unanimous Vote. Motion carried 5-0.

Correspondence

None

PERSONNEL ITEMS

New Hires: Adriana Croteau, ESP Aide at the Trahan School, effective August 29, 2022; Angela Angell, ESP Aide, North Street School, effective August 29, 2022; Cynthia Brangiforte, Guidance Counselor, Tewksbury Memorial High School, effective August 31, 2022; Magaly Daigneault, ESP Aide, North Street School, effective August 29, 2022; Allyson Kazanjian, ESP Aide at the Dewing School, effective August 29, 2022; Patrick McAndrews, Special Education Teacher at Tewksbury Memorial High School, effective September 8, 2022 through the last day of the 22/23 school year; Tatum Pecci, part-time preschool ESP Aide at Tewksbury Memorial High School, effective August 29, 2022; Susanne Trudeau, 1-school year, COVID School Support Staff at Tewksbury Memorial High School, effective August 29, 2022 through the last day of the 22/23 school year; Lauren VanGorder, ESP Aide at Tewksbury Memorial High School, effective August 29, 2022; Joann Healey, Science Teacher at the Wynn Middle School, effective August 29, 2022; Beverly DeFlumeri, Reading Specialist at the Heath Brook School, effective August 29, 2022; Stephen Ciincotta, Moderate Special Needs Teacher at the Ryan Elementary School, effective August 29, 2022; April Fiorentino, Moderate Special Needs Teacher at the Ryan Elementary School, effective August 29, 2022; Meredith Kendrick, Moderate Special Needs Teacher at the Ryan Elementary School, effective August 29, 2022; Alexandra Bejtlich, 1-school year only, long-term substitute Grade 3 Teacher at the North Street School, effective August 29, 2022 through the last day of the 22/23 school year; Ryan Enos, Music Teacher at the Ryan Elementary School, effective August 29, 2022

Transfers

None

Retirements

None

Appendix B TMHS Athletics

None

Appendix B Co-Curricular Activities

Wynn Middle School

Kellyn Welch - 8A Team Leader

TMHS Co-Curricular Activities

Fundraisers/Raffles

Heath Brook / Trahan School PAC Fall 2022 Event / Fundraising Calendar; Ryan PAC 2022-2023 Event / Fundraiser Calendar; TMHS PAC Fundraising events, August 2022-May 2023, Parking Spot Raffle, Applefest Craft Fair, Trivia Night, and Calendar Raffle.

COMMITTEE REPORTS

Elementary School Building Committee

Mr. Sullivan thanked Mr. Libby for scheduling the Move Manager. He stated that the new school is looking wonderful. The project is working towards completion.

Tewksbury SEPAC

Mr. Parsons reported that the SEPAC Board met last week to discuss goals and future agenda items. Ms. Biagioni-Smith added that the SEPAC is planning to promote the SEPAC more adding that families may reach out to them on Facebook.

Wellness Advisory Committee

Mr. Russo reported that the first Wellness Advisory Committee meeting is scheduled on October 5, 2022.

Policy Sub-Committee

Mr. Sullivan reported that the Policy Sub-Committee members have been busy relating that the next meeting is scheduled on September 27, 2022 at 3:30 p.m.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

Policies Reviewed and Adopted with No Changes

Mr. Sullivan reported that the following policies have been reviewed and recommended that the School Committee vote to approve the following policies with no changes. The date voted on will be reflected on the policy. BEDA - Notification Of School Committee Meetings; BEDB - Agenda Format; BEDD - Rules Of Order; BEDDD - Delegations Of School Personnel; BEDF - Voting Method; BEDG - Minutes; BEDGB - Releasing Of Executive Session Minutes; BEE - Special Procedures For Conducting Hearings; BG - School Committee Policy Development; BGB - Policy Adoption; BGC-R - Process For Policy Review; BGD - School Committee Review Of Procedures; BGE - Policy Dissemination; BGF - Suspension Of Policies; BHC - School Committee-Staff Communications; BHE - Use Of Electronic Messaging By School Committee Members; BIA - New School Committee Member Orientation; BIBA - School Committee Conferences, Conventions, And Workshops; BID - School Committee Member Compensation And Expenses; BK - School Committee Memberships. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to adopt the above mentioned policies with no changes. All Aye. Unanimous vote. Motion carried 5-0.

Policies for Consideration for Revision on Informational Reading:

Mr. Sullivan reported that policy: BGC - Policy Revision and Review, is presented on the Informational reading. Barring no changes from input, it will be on the next School Committee meeting agenda for a First reading and then will go to a Second and Final reading at the following meeting. No vote is required at this time.

Policies for Consideration for Revision on First Reading:

Mr. Sullivan reported that policies: IMG, Animals In Schools; IJOA, Field Trips; JJH, Student Travel; JJH-R, Student Travel Regulations; DD, Funding Proposals & Applications; DIE, Audits; EFC, Free & Reduced Price Food Services; BBA, School Committee Powers and Duties, are presented on the First reading. No vote is required at this time. These policies will be on the next School Committee meeting agenda for Second and Final reading.

Ms. Biagioni-Smith commented that in policy IMG, Animals in School, animals had a strike-through replacing with dogs however it was not replaced throughout the policy. The policy was tabled for further review from the Policy Sub-Committee at their next meeting on September 27th.

Policies Recommended for Revisions on Second & Final Reading:

Mr. Sullivan reported that policies: DA, Fiscal Management Goals; DB, Annual Budget; DBC, Budget Planning & Schedules; DBJ, Budget Transfer Authority; DEC, Federal Funds Supplement Not Supplant Policy; JKAA, Physical Restraint of Students, are presented on the Second and Final reading. At the recommendation of Mr. Sullivan, Mr. Russo moved, seconded by Kayla Biagioni-Smith, to approve the revisions on the above mentioned policies on Second and Final reading. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

Policy for Consideration to Rescind on First & Final Reading:

Mr. Sullivan reported that policy: BEDB-E, Order Of Business At Regular Business Meeting, is presented on first and final reading to rescind. At the recommendation of Mr. Sullivan, Ms. Biagioni-Smith moved, seconded by Mr. Russo, to rescind the above mentioned policy on First and Final reading. Roll Call Vote - Voting Yes: Mr. Parsons, Mr. Sullivan, Ms. Biagioni-Smith, Mr. Russo, and Ms. Garabedian. Unanimous vote. Motion carried 5-0.

OLD BUSINESS

2022 Summer Reading Participation

Ms. McDermott presented the 2022 Summer Reading Participation report. At a suggestion from Ms. Biagioni-Smith, Ms. McDermott will reach out to the PACs next year to assist in promoting the program for the new kindergarten students.

NEW BUSINESS

September 16, 2022 Enrollment

Ms. Regan presented an enrollment update as of September 16, 2022. She will present the unofficial October count enrollment at the next meeting. Ms. Regan responded to questions and comments from the School Committee.

SCHOOL COMMITTEE MATTERS OF INTEREST

Mr. Parsons presented an update from the Tewksbury Diversity, Equity, and Inclusion Advisory Committee relating they are communicating their goals and they are working on the next steps of their survey. He reported that October is LGBTQ History Month and the next TDEIA meeting is scheduled on September 26th. Mr. Sullivan welcomed all the students back to school, he offered best wishes to athletes, and welcomed the Class of 2026 to TMHS. He invited the community to stop by the Fall Harvest Festival on October 1st & 2nd.

FUTURE SCHOOL COMMITTEE & FUTURE SUB-COMMITTEE & ADVISORY MEETING DATES

October 3, 2022 (Special Town Mtg-School Committee will attend); October 12, 2022
Tewksbury School Committee: Elementary School Building Committee: October 13, 2022
Tewksbury SEPAC Business Meeting: October 20, 2022
Tewksbury SEPAC School Safety Sub-committee: TBD
Wellness Advisory Committee: October 5, 2022
Policy Sub-Committee: September 27, 2022

FUTURE AGENDA ITEMS

ADJOURNMENT

At 8:22 p.m., Ms. Garabedian adjourned the September 21, 2022 Regular School Committee meeting with a motion from Mr. Sullivan, 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: Regular Meeting
2	Executive Session Agenda
9	DPW/School Maintenance Project Presentation: AlphaBEST Presentation
11	Minutes: 7/20/2022; 8/17/2022
12	Submission Of Payment Of Bills: 8/18/2022; 9/1/2022; 9/15/2022
14	Consent Agenda.; Personnel Items; Fundraisers
16	Policy Review
17	Old Business: 2022 Summer Reading Participation
18	New Business: 9/16/2022 Enrollment