

TEWKSBURY SCHOOL COMMITTEE  
Notice of Meeting #8  
Wednesday, January 31, 2024 at 4:30 PM  
Tewksbury Memorial High School, Large Group Instruction Room 1 (LGI-1)  
320 Pleasant Street, Tewksbury, MA 01876

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**SCHOOL COMMITTEE MEMBERS PRESENT**

Bridget L. Garabedian, Chair  
Kayla Biagioni-Smith, Vice-Chair  
Kaitlyn Anderson, Clerk  
Nicholas G. 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 January 31, 2024 Regular School Committee meeting to order at 4:31 p.m. Members present: Ms. Garabedian, Mr. Russo, and Ms. Biagioni-Smith; Mr. Parsons arrived at 4:35 p.m.; Ms. Anderson arrived at 5:15 p.m.

**PRESENTATION**

**FY25 Tewksbury Public Schools Budget Presentation - David Libby, Business Manager**

Mr. Libby opened the FY25 Budget presentation reporting that this is the first budget presentation and there will be two more before the budget is presented at the Town Meeting. The budget decisions we make in the district are reflective of the District Strategy and District Goals. The budget consists of four major parts: three are managed by the schools; Salaries, Operating, and Capital Outlay; the fourth, Fixed Costs, is managed and shared with the Town. He reported that the school budget is a fluid process and it is expected that it will continue to change until we get to Town Meeting. The actual approval of funds will take place at the Town Meeting in May as voted on by the community.

Mr. Libby reported that the district is presently looking at the overall increase to the budget of 3.17%. Salaries represent 70.5% of the school budget; Operating is 28.1% of the budget, and Capital Outlay is 1.5% of the budget. Our Salaries are \$39,766,126, Operating Costs are \$15,826,63, the Capital Outlay is \$789,603.

Mr. Libby reported on where our funding comes from and challenges the district is facing in formulating the budget. He reviewed the Capital Projects, Food Services, Grants and Revolving Accounts, and the Circuit Breaker Reimbursement program.

Mr. Libby reported that the next step is to continue discussions with the Building Principals, Department Heads, Elected and Town Officials, parents, teachers, students, and community members to refine and react to ever changing needs. He reported that the budget presentation and a more detailed look at the numbers can be found on the district website under the Business Office tab.

Mr. Libby responded to questions and comments from the School Committee members. The Committee thanked Mr. Libby for the budget presentation.

Approved 2-14-2024

**EXECUTIVE SESSION**

At 5:27 p.m., 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 Collective Bargaining pertaining to TTA (Teachers) and ESP (Aides) Bargaining Units. The School Committee will not reconvene in open session after the Executive Session.

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

**ADJOURN**

At 6:00 p.m., Ms. Garabedian entertained a motion to adjourn the January 31, 2024 Executive Session and the Regular School Committee meeting. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to adjourn the January 31, 2024 Executive Session and Regular School Committee meeting.

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

<b>AGENDA ITEM #</b>	<b>DOCUMENTS</b>
1	School Committee Meeting Agenda: 1-31-2024
2	FY25 Budget Presentation
3	Executive Session Agenda: 1-31-2024