

Tewksbury School Committee
Wednesday, October 16, 2024
Regular School Committee Meeting - 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
Richard Russo, Jr., Vice-Chair
Chris Moncada, Clerk
Kaitlyn Anderson, Member
Kayla Biagioni-Smith, Member

SCHOOL ADMINISTRATORS PRESENT

Brenda Theriault-Regan, Superintendent
Nancy Milligan, Assistant Superintendent
David Libby, Business Manager

CALL TO ORDER

Ms. Garabedian called the Regular School Committee meeting to order at 5:30 p.m.

EXECUTIVE SESSION

At 5:30 p.m., Ms. Garabedian entertained a motion to convene an Executive Session, Ms. Biagioni-Smith moved, seconded by Mr. Russo, to enter into the Executive Session to discuss the October 16, 2024 Executive Session minutes; and to discuss Collective Bargaining pertaining to TTA (Teachers); ESPA (Aides); Custodians; Secretaries; TAG (Tewksbury Administrator Group); Nurses and Food Services Bargaining Units. The Committee will reconvene in open session following the Executive Session at 6:30 p.m.

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

At 6:30 p.m., Ms. Garabedian entertained a motion to adjourn the Executive Session. Ms. Biagioni-Smith moved, seconded by Ms. Anderson, to adjourn the October 16, 2024 Executive Session and reconvene in Open Session.

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

ADJOURN INTO PUBLIC SESSION

At 6:35 p.m., Ms. Garabedian reconvened the Regular October 16, 2024 School Committee meeting.

PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

Approved 11-13-2024

MOMENT OF SILENCE

Ms. Garabedian called for a Moment of Silence in recognition of Bob Reardon, the former TMHS Copy Center Manager, who unexpectedly passed away on October 9, 2024. She also called for a Moment of Silence for Janice May Lund who passed away recently; Janice was a former teacher at the Dewing and North Street Schools and retired in 1999.

ANNOUNCEMENT

Ms. Garabedian announced that the October 16, 2024 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

Rania Elouahi - TMHS Student Council Representative Report on TMHS News & Events

Club Updates:

- Several Clubs are preparing for Applefest.
- Clubs such as National Honor Society, Junior Classical League, Class Councils, DECA, International Club, Interact Club, and many others will be selling goods or putting up interactive tables at this event which will be held on Saturday, October 26th.
- Members of the Interact Club will be facilitating the November Blood Drive which will be held on Tuesday November 14th. Anyone who is 17 years old and older may donate blood as long as they meet other niche requirements.
- NHS is hosting Trunk or Treat on October 31st. All seniors, juniors, and Clubs are allowed to participate. Additionally, we will be having a Volleyball Tournament in the month of November and we are thinking about creating some sort of online wishlist to help any hurricane victims down south.
- DECA's season is upon us; dues were to be given to Mr. Sullivan last Friday. Those participating in the Meghan McCarthy Fashion Show have already been in the process of raising money.
- The Class Council of 2025 planned a successful Homecoming Dance last Thursday.
- The Student Council has planned a very successful Spirit Week and we are in the process of planning the Pep Rally, which will be held on the half-day before Thanksgiving break. We are also planning leaf raking volunteer opportunities for those who need it around town.
- French Club and Junior Classical League have already had their first meetings and offer varying fun activities to nurture linguistic proficiency.

Sports Updates:

- The Fall Sports Season is in full swing, with teams already having had their Senior Nights. Many of our sports' teams are getting ready for MVCS playoffs and state tournaments.

Miscellaneous:

- There are two travel opportunities offered this year which are Puerto Rico in February and Canada in April. Those attending these trips should've attended a meeting today after school.
- Those who signed up for the PSAT will be taking it on October 29th.
- The deadline to pay for AP Exams was yesterday and students must register for their Clubs, Sports and activities on Community Pass.
- Tewksbury Spiritwear Store is open for one week.

Ms. Garabedian entertained a motion to take a few items out of order relative to presentations: Old Business 16a) Exchange Program to Spain; New Business 17a) International Trip to Paris and Rome; and New Business 17b) A request to add School Nurses' Website to the district website. Ms. Biagioni-Smith moved to take items Old Business #16a, New Business #17a and New Business #17b out of order. Mr. Russo seconded. All Aye. Unanimous Vote. Motion carried 5-0.

PRESENTATIONS

TPS School Nurse Website Presentation

Ms. Regan introduced TPS School Nurses, Kelly Constantino and Kathy Korslund, reporting that the School Nurses have created an informational website for parents. Ms. Constantio and Ms. Korslund presented an overview of the new School Nurses' website. They are seeking School Committee approval to add the Nurses' webpage to the district website.

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

Ms. Biagioni-Smith moved to approve adding the TPS School Nurses' webpage to the district website. Mr. Russo seconded the motion. All Aye. Unanimous Vote. Motion carried 5-0.

TMHS International Trip Proposal

Ms. Regan invited TMHS teachers Bailey Mahoney, Celeste Pellegrino, and Nicole LaPierre up to the podium. Dr. Mahoney, Ms. Pellegrino and Ms. LaPierre addressed the Committee and presented a proposal for an International Trip for TMHS students to go to Paris, France and Rome, Italy during the 2026 February recess. They are seeking School Committee approval of the International trip to Paris and Rome.

Ms. Pellegrino, Dr. Mahoney and Ms. LaPierre responded to questions and comments from the School Committee. At the Committee's request the information will be shared with 8th grade students as they will be entering high school in the 2025-2026 school year.

Ms. Biagioni-Smith moved to approve the 2026 International trip to Rome, Italy and Paris, France during the February break, seconded by Mr. Russo. Roll Call Vote - Voting Yes: Mr. Moncada, Ms. Anderson, Mr. Russo, Ms. Biagioni-Smith and Ms. Garabedian. All Aye. Unanimous Vote. Motion carried 5-0.

TMHS Exchange Program Update

Ms. Regan invited Dr. Mahoney to stay at the podium for the next order of Business. Ms. Mulligan reminded the Committee that last Spring, Dr. Mahoney had requested to explore an Exchange Program to Spain in February of the 2025-2026 school year. At that time, the Committee had questions regarding CORIs and the cost of the trip; Dr. Mahoney is present tonight as a follow-up. Dr. Mahoney gave a brief presentation in response to the proposed Exchange Program.

She reported that during the 2025-26 school year we would have students over from Spain for two weeks in the Fall and in return TMHS students would go to Spain during the 2026 February break. She reported that families in Spain would be amenable to submitting a CORI. The estimated cost depends on the itinerary we choose. We would limit the trip to students that have taken at least level 3 of Spanish. Dr. Mahoney seeks the approval of the School Committee. Dr. Mahoney responded to questions and comments from the Committee members.

Ms. Biagioni-Smith moved to approve the 10-day TMHS Exchange Program in Spain in February, 2026. Ms. Anderson seconded the motion. Roll Call Vote - Voting Yes: Mr. Moncada, Ms. Anderson, Mr. Russo, Ms. Biagioni-Smith and Ms. Garabedian. 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. No one was present to speak.

APPROVAL OF MINUTES

Mr. Moncada noted that the September 25, 2024 meeting minutes were not included in the Committee packet. Mr. Russo motioned to table item 10b; September 25, 2024 Special Meeting meetings, seconded by Ms. Biagioni-Smith. All Aye. Unanimous Vote. Motion carried 5-0. The September 25th minutes will be on the next agenda.

Mr. Moncada moved to approve the September 18, 2024, School Committee Regular Business meeting minutes, seconded by Ms. Biagioni-Smith.

Mr. Russo commented that the minutes reflect a vote the Committee took on the Consent Agenda relative to the donation to the Wynn Drama Program. The minutes reflect that the donation was not approved. Ms. Garabedian made a Point of Order reporting that in consultation with our Town Council and conversation with our School Council, our minutes should reflect what actually transpired in our meeting. Ms. Garabedian stated that she will not make a motion to change our meeting minutes.

Ms. Garabedian announced that we have a motion and a second to approve the September 18, 2024 Regular Business Meeting minutes as written. All Aye. Unanimous Vote. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Mr. Moncada moved, seconded by Ms. Anderson, to approve the Payroll Period Ending September 26, 2024 to be approved and certified in the amount and categories as shown, \$1,539,832.50. Roll Call Vote - Voting Yes: Mr. Moncada, Ms. Anderson, Mr. Russo, Ms. Biagioni-Smith and Ms. Garabedian. All Aye. Unanimous Vote. Motion carried 5-0.

Mr. Moncada moved, seconded by Ms. Anderson, to approve the Payroll Period October 10, 2024 to be approved and certified in the amount and categories as shown, \$1,774,645.30. Roll Call Vote - Voting Yes: Mr. Moncada, Ms. Anderson, Mr. Russo, Ms. Biagioni-Smith and Ms. Garabedian. All Aye. Unanimous Vote. Motion carried 5-0.

SUPERINTENDENT & STAFF REPORTS

Superintendent's Report

Ms. Regan reported that the new school year started off great and overall the new hours are going well. She reported on the Consent Agenda items:

- She thanked the Taxpayers for attending the elections at the Special Town Meeting and supporting the Tewksbury Public Schools and students.
- The Seal of Biliteracy letter will be in the newsletter on Friday.
- TPS is celebrating Farm to School Month during October and National School Lunch Week October 14th through October 17th. She gave a shout-out to Deb Mugford and the Food & Nutrition Services staff.
- The Town of Tewksbury is hosting Fall-O-Ween on Sunday, October 21st from 1-4PM; the PACs will be participating in the event.
- Halloween is on October 31st; this is a half-day of school for K-4 students only.
- The Massachusetts Partnership for Youth (MPY) provides training for educators and administrators to increase health and safety of students. MPY holds an annual Poster and Public Service Announcement Contest. The application and more information will be included in the District Newsletter; students are encouraged to enter the contests.
- On the Consent agenda is a thank you letter submitted by Jerry Selisson, a member of the Tewksbury Lion's Club. Annually, the Tewksbury's Lions Club sponsors two children each year with diabetes to attend an overnight camp at Camp Joselyn. A TPS student sent the thank you to the Lions Club for the opportunity to attend the camp last summer.
- On the Consent agenda is a request from the Class of 2027 to change the date of their Calendar Raffle. Originally, they submitted a request to hold the Calendar Raffle in November; they have revised the date for January 2025.
- Ms. Regan thanked the Committee for allowing her the time off last week to attend her daughter's wedding, extending her gratitude to the district administrators for holding down the fort in her absence.

Ms. Regan responded to questions and comments from the School Committee members. Ms. Garabedian would like to invite representatives from the Lion's Club to a meeting in the spring to speak on the summer camp program for students with juvenile diabetes.

Assistant Superintendent's Report

Ms. Milligan reported on Consent Agenda items:

- Ms. Milligan pointed out a donation on the Consent agenda and thanked the Rubera family for the donation of six SEL courses for our staff at the Wynn Middle School.
- On Old Business is the 2024 Summer Reading participation rates. She gave a brief overview of the Summer Reading results.
- October 11th was the first half-day Professional Development Day, Multi-part Series. The PD sessions were all run by our staff. The next session will be held in January. November 5th is a full-day Professional Development Day. There is no school for students on November 5th.
- She highlighted the Advanced Placement and Dual Enrollment courses at Tewksbury Memorial High School reporting that Dual Enrollment courses increased from three to thirteen courses offered through Southern New Hampshire University. TMHS implemented two new Project Lead the Way courses this year, which will enhance our Pathways Program. She reminded students to register for the AP Exams.
- She reported on the upcoming events at the high school:
 - Applefest will be held on October 26th
 - TMHS Theater Company's performance of the play *Footloose* will be held November 21st-23rd.

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

Business Manager's Report

Mr. Libby reported that he has been crunching numbers to update new contract rates, salary tables and implementing contracts for bargaining units. He completed the End of Year Financial Report today reporting that the district provides all of our expenses to the state in this report. The Committee thanked Mr. Libby for all his work. 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. Mr. Russo moved to approve the Consent Agenda as presented with the edit to move the Class of 2027's Calendar Raffle from November to January. Ms. Biagioni-Smith seconded the motion. All Aye. Motion carried 5-0.

Correspondence

- a. October is MA Farm to School Month
- b. National School Lunch Week October 14th - October 18th
- c. MA Partnerships for Youth: 2024-25 Poster & Public Service Announcement Project
- d. Thank you Note to the Lions Club

Personnel Items

New Hires: Jennifer Tidd, Education Support Personnel Aide at the Dewing School, effective September 18, 2024; Stephanie Alimonti, 1-year only (24/25) .5 Title 1 Interventionist at the Dewing School, effective September 30, 2024; Kathleen Brown, 1-year only (24/25) Title 1 Interventionist at the Ryan School, effective October 7, 2024; Dylan Malho, School Custodian at the Center School, effective September 25, 2024; Christopher Deleon, School Custodian at Tewksbury Memorial High School, effective September 25, 2024; Rauny Herrera, School Custodian, Tewksbury Memorial High School, effective October 15, 2024

Reappointments - None

Retirements - None

Appendix B 2024-2025 Co-Curricular Activities

Heath Brook School

PLC Facilitator positions:

Kristen Cahill - Unified Arts (shared Dewing & Heath Brook)

Brenda Meuse - .5 Special Education

Appendix B 2024-2025 TMHS Athletics - None

Acceptance of Grants - None

Acceptance of Donation - Donation of six SEL courses to staff at the Wynn Middle School from Heidi Rubera, valued in the amount of \$750.

Raffles - TMHS Class of 2027 request for a November Calendar Raffle to support the Junior Class and Senior Class activities, November 1, 2024-November 30, 2024.

COMMITTEE REPORTS

Tewksbury SEPAC

Ms. Biagioni-Smith reported that the SEPAC will meet tomorrow. The SEPAC will participate in the Town of Tewksbury's Fall-O-Ween event. They had their Parent Support Group meeting and related that she and Katie Anderson will give an update at the next meeting.

Wellness Advisory Committee

Mr. Moncada reported that the Wellness Advisory Committee met today. They continue to work on their goals and how they can participate in school and community events. Mr. Russo inquired if the TPS School Nurses' webpage might be an opportunity for the Wellness Committee to support what the nurses are doing with their Healthy Happening Resources page.

Policy Subcommittee

Mr. Russo reported that the Policy Subcommittee continues to update the policy manual. At the next Subcommittee meeting they will focus on Section J - Student Policies and will continue moving forward with policies on their last agenda. Ms. Regan reported that we are also looking at a cell phone policy which will be separate from the Student Handbook.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

None

OLD BUSINESS

TMHS Exchange Program Update

Moved up on the agenda and approved.

2024 Summer Reading & Program Participation

Moved up on the agenda.

Enrollment Update: Unofficial October 1st Count

Ms. Regan reported that the Committee has been provided with the updated Unofficial October 1st account; we had omitted the TMHS preschool and that has been added. This is informational only, no vote is required.

NEW BUSINESS

TMHS International Trip Proposal

Moved up on the agenda and approved.

Request to add a TPS School Nurses' Website to the District Website

Moved up on the agenda and approved.

FY 26 Budget Timeline Process

Mr. Libby commented that the Budget Timeline is information for the Committee and the Superintendent. Although school has just begun, we are already in the FY 26 Budget Process. He reported that he has conversed with the Town Manager regarding the FY26 Budget and since Mr. Montuori will soon be leaving Tewksbury, Mr. Libby will give him the budget numbers earlier than normal so that he may be able to work with his predecessor. The district must provide the preliminary budget to the Town by January 10th. Mr. Libby will begin meeting with principals and department heads and will continue to review and make adjustments to the budget as needed until it is presented at the May Town Meeting. Mr. Libby responded to questions and comments from the School Committee members.

Non-Union Salaried Increase

Ms. Regan reported that the district is requesting a 3.5% salary increase to all of the Non-Union salaried employees adding that it is in-line with the Tewksbury Teachers Association and Education Support Personnel Aides salary increases. She reported that Mr. Libby put together the memo on the financial impact and he would be able to respond to any questions the Committee may have. There was no discussion from the Committee members.

Mr. Russo moved to approve the Non-Union employees' salary increase of 3.5% for the fiscal year 2025, seconded by Ms. Biagioni-Smith.

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

SCHOOL COMMITTEE MATTERS OF INTEREST

Ms. Biagioni-Smith reported that she is looking forward to attending the Center Elementary School Cultural Potluck tomorrow night from 5:30-7:00 p.m. She will attend the TSEPAC meeting. Mr. Moncada is looking forward to watching the Girls Varsity Soccer game tomorrow and the Football game on Friday. He is also looking forward to attending the MASC/MASS Conference in November with the Committee members.

AMENDMENT TO THE SEPTEMBER 18, 2024 MEETING MINUTES

Ms. Garabedian requested that the minutes in this meeting reflect the amendment to a vote that we took in our September 18, 2024 meeting. Ms. Anderson was not able to join us for that meeting but with consultation from our Town Council and other officials for guidance with consideration to the interpretation provided by the Town Council, she would like the minutes to reflect that with four members present we had a quorum. We voted on an item taken out of the Consent Agenda to consider accepting a donation to the Wynn Drama Program for \$660.00. The vote being 2 Yay and 2 Abstentions, resulting in a 2-0-2 vote. We maintained the quorum; therefore the vote passed and therefore the donation is accepted. I have informally notified the donor. Ms. Garabedian asked Ms. Regan to do a follow-up. She asked Mr. Libby to make the funds available to Mr. DiPrima for the Drama Program.

FUTURE SCHOOL COMMITTEE MEETING DATES

November 13, 2024; December 11, 2024

2024 FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES

TSEPAC Business Meeting October 17th; Wellness Advisory Committee December 11th;
Policy Sub-Committee: October 31st

FUTURE AGENDA ITEMS

ADJOURNMENT

At 8:07 p.m., Ms. Garabedian adjourned the October 16, 2024 Regular School Committee meeting with a motion from Mr. Russo, seconded 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 16, 2024
2	Executive Session Agenda: October 16, 2024
11	Minutes: September 18, 2024
12	Submission Of Payment Of Bills: September 26, 2024; October 10, 2024
13	Consent Agenda: Correspondence - October is MA Farm to School Month; National School Lunch Week; MA Partnerships for Youth: 2024-25 Poster & Public Service Announcement Project; Thank you Note to the Lions Club; Personnel Items; Donation of SEL courses; Class of 2027 Calendar Raffle
16	Old Business: TMHS Exchange Program; 2024 Summer Reading & Program; Enrollment Update; Unofficial October Count
17	New Business: TMHS International Trip; TPS School Nurses' Website; FY 26 Budget Timeline; Non-Union Salaried Increase