

Tewksbury School Committee
Wednesday, August 14, 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.

Ms. Garabedian recommended to take out of order, #8 Presentation of the Yondr Pouch.

Ms. Biagionni-Smith moved, seconded by Mr. Russo. All Aye. Motion carried 5-0.

PRESENTATIONS

Wynn Middle School Cell Phone - Yondr Pouch Update

Mr. Weir and Ms. Cordeiro addressed the School Committee and presented the Yondr Pouch update sharing the results of the survey from families, students and staff. Mr. Weir presented an overview and timeline of the pilot program for the Yondr Pouch. He reported that the Wynn had received a grant last year to purchase the pouches adding that there is not a grant this year. The school will be able to reuse the pouches purchased last year and may have to replace a few. Ms. Cordeiro added that the program was put into place to focus on the well being and social emotional well being of students and academic success by minimizing the use of phones in schools. They would like to put the Yondr Pouches in place again this year. They will continue assessing the program and gather additional feedback from students and staff. Mr. Weir and Ms. Cordeiro responded to questions and comments from the School Committee members. The Committee thanked them for the informative presentation.

EXECUTIVE SESSION

At 5:50 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 the July 24, 2024 Executive Session minutes; and to discuss Collective Bargaining pertaining to TTA (Teachers); ESP (Aides); Custodians; Secretaries; TAG (Tewksbury Administrator Group); and Nurses, 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, Mr. Russo, Ms. Anderson, Ms. Biagioni-Smith and Ms. Garabedian. All Aye. Unanimous Vote. Motion carried 5-0.

Approved 9-18-2024

At 6:21 p.m., Ms. Garabedian entertained a motion to adjourn the Executive Session. Mr. Russo moved, seconded by Ms. Biagioni-Smith, to adjourn the August 14, 2024 Executive Session and reconvene in open session.

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

ADJOURN INTO PUBLIC SESSION

At 6:30 p.m., Ms. Garabedian reconvened the Regular August 14, 2024 School Committee meeting. She announced that she may lose her voice tonight and if so, Mr. Russo will continue the meeting.

PLEDGE OF ALLEGIANCE

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

ANNOUNCEMENT

Ms. Garabedian announced that the August 14, 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.

Ms. Garabedian commented that prior to the meeting tonight, the School Committee met in open session with the Tewksbury Public Schools' Administrative leadership team in a comprehensive Workshop. We reflected on the achievement at the school and department levels for the 2023-24 school year and learned how the 2024-25 goals are aligned and targeted for student achievement. Ms. Garabedian reported that the School Committee shared their goals tonight and the information will be posted on the District website.

Ms. Garabedian welcomed Nancy Milligan, Assistant Superintendent of Schools, in joining the School Committee tonight.

RECOGNITIONS

None

STUDENT REPRESENTATIVE REPORT

Notes from Tewksbury Memorial High School

No summer report.

PRESENTATIONS

Moved up on the agenda.

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 moved to approve the July 24, 2024 Regular School Committee meeting minutes, seconded by Mr. Russo. Roll Call Vote - Voting Yes: Mr. Moncada, Mr. Russo, Ms. Anderson, Ms. Biagioni-Smith and Ms. Garabedian. Unanimous Vote. Motion carried 5-0.

Mr. Moncada moved to approve the minutes of July 24, 2024 for School Committee Goal Workshop, seconded by Ms. Anderson. Roll Call Vote - Voting Yes: Mr. Moncada, Mr. Russo, Ms. Anderson, Ms. Biagioni-Smith and Ms. Garabedian. Unanimous Vote. Motion carried 5-0.

Mr. Moncada moved to edit and approve the Executive Session minutes of July 24, 2024 to replace the name of the Assistant Superintendent from Ms. McDermott to Nancy Milligan, seconded by Ms. Anderson. All Aye. Unanimous Vote. Motion carried 5-0.

SUBMISSION OF PAYMENT OF BILLS

Mr. Moncada moved, seconded by Mr. Russo, to approve the Payroll Period Ending August 1, 2024, \$1,481,826.04, to be approved and certified in the amount and categories as shown. Roll Call Vote - Voting Yes: Mr. Moncada, Ms. Anderson, Mr. Russo, Ms. Biagioni-Smith and Ms. Garabedian. Unanimous Vote. Motion carried 5-0.

SUPERINTENDENT & STAFF REPORTS

Superintendent's Report

Ms. Regan apologized and related that Assistant Superintendent Nancy Milligan will be reporting for her as she has lost her voice. Reporting on behalf of Ms. Regan, Ms. Milligan related that we have spent the past two days in a retreat with the District Leadership Team (DLT) evaluating and revising our Action Plans for the District Goals and we presented the Strategic Plan. The information will be shared with the staff at the beginning of the school year. She pointed out items on the Consent Agenda reporting that the PK-4 principals updated the student handbook relative to pick up and drop off times. There is a staffing update for the 2024-25 school year relating that we still have a few openings including for an Assistant Principal at the high school as Michelle Dick has accepted a position in Cape Cod. She gave an update on the School Resource Officers reporting that she will be meeting with Chief Columbus on Friday to update the SRO Memorandum of Understanding (MOU); afterwards they will announce the new SROs. Officer Waffles will accompany Officer Ryser at the high school this year. She presented an update on the Special Education Department's third party evaluation and review. We contacted Ribas to conduct the review which will kick-off tomorrow with interviews of the Central Office administration. At the beginning of the school year, the principals, department heads, staff, students and parents/guardians will be interviewed; she will keep the Committee updated. Ms. Regan responded to a question from Ms. Biagioni-Smith reporting that the start and stop time for kindergarten and grade 1 has not changed. Ms. Milligan responded to questions and comments from the School Committee members on behalf of Ms. Regan.

Assistant Superintendent's Report

Ms. Milligan reported that in total 448 students participated in our Summer Service Learning and Enrichment programming with an additional 120 students in AlphaBEST. The Summer Service Learning and Enrichment programs included the Special Education Extended School Year programming, the 21st Century Learning, Wynn & TMHS Credit Recovery, Title 1 Summer Reading, the ELE Summer Services and the Freshmen Orientation. Tewksbury Public Schools provided transportation for both van and bus services and Food and Nutrition Services provided meals for the summer programming. She reported that 10 new teachers participated in the Mentoring Program prior to the start of school. She pointed out the 2024-25 Professional Development calendar on the Consent Agenda and reported on the PD offerings on the first two days of school, August 26th & August 27th. The Superintendent will livestream the Welcome Back and opening remarks for all staff on Monday.

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

Business Manager's Report

Mr. Libby gave an update on our maintenance and construction projects happening around the district this summer. He reported the Wynn Middle School HVAC renovation will be tested at the end of the week and should be up and running next week. At the Heath Brook School, work has been completed due to the flooding last year and work in the five greenhouse classrooms is underway. In the kitchen area they installed new equipment and a walk-in freezer. At the Dewing, they received a new walk-in freeze and other kitchen work has been completed. He reported that the gym floors across the district have been stripped and refinished. Mr. Libby thanked Jon Marchand and the crew for all the work they completed over the summer. 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. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to approve the Consent Agenda as presented. All Aye. Motion carried 5-0.

Correspondence

- a. 2024-25 PK-4 Student Handbook Update
- b. 2024 Summer School & Enrichment Update
- c. 2024-25 Staffing Update
- d. 2024-25 Professional Development & Workshops

Personnel Items

New Hires

Jonathan Cabrera, Education Support Personnel Aide at the Ryan Elementary School, effective August 26, 2024; Andrea Merlino, Education Support Personnel Aide at the Heath Brook School, effective August 26, 2024; Alexandra Manna, Grade 7 Moderate Special Needs Teacher at the Wynn Middle School, effective August 26, 2024; Steve Simon, 1-year long-term Substitute Grade 7 Math Teacher at the Wynn Middle School, effective August 26, 2024

Reappointments - None

Retirements - None

Appendix B 2024-2025 Co-Curricular Activities

Ryan Elementary School

Kaitlin Magsarili, Co-PLC Facilitator

Appendix B 2024-2025 TMHS Athletics - None

Acceptance of Grants - None

Acceptance of Donations - None

Raffles - TMHS PAC VIP Student Parking Raffle Fundraiser, August 5-19, 2024

COMMITTEE REPORTS

Tewksbury SEPAC

Ms. Biagioni-Smith reported that they haven't met over the summer; the first TSEPAC meeting will be held on September 19th.

Wellness Advisory Committee

Ms. Anderson reported that the next Wellness Advisory Committee meeting is scheduled on October 24, 2024.

Policy Subcommittee

Mr. Russo reported that the next Policy Subcommittee meeting will be held on September 23, 2024.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

None

OLD BUSINESS

Enrollment Update

Ms. Milligan presented the August enrollment update for the School Committee and community.

NEW BUSINESS

Buses & Transportation Update

Mr. Libby presented a sample bus matrix to show how we will deploy bus transportation and resources this year. He reported we have developed a tiered system relating that buses for Tewksbury Memorial High School (TMHS) and the Wynn Middle School will be running at the same time (Tier 1). Center and Ryan Schools are running at the same time (Tier 2) and the Dewing and Heath Brook are running at the same time (Tier 3). The bus barn will identify a number on each bus. Buses 1-15, in order, will be the first dismissal buses and 16-30 will be the second order of dismissal. The second matrix is vans with three Tiers; Tier 1 is TMHS; Tier 2 is Center and Ryan Schools; and Dewing, Heath Brook and Preschool is Tier 3. He reported that we still need to meet with drivers. They will pick their routes at the end of the week and we will get their feedback. Mr. Libby will post routes at the end of the week. Families with students in vans should hear about the pick-up and drop-off schedules next week from the transportation company. He reported that his contact information and Eileen Osbornes contact information is on the website if anyone has any questions or concerns. Mr. Libby responded to questions and comments from the School Committee members.

2024-2025 Back to School Parent/Guardian Information

Ms. Milligan stated that at the request of the School Committee Chair she presented the back to school schedule of events for students and parents. The Committee thanked Ms. Milligan for the information.

SCHOOL COMMITTEE MATTERS OF INTEREST

Ms. Anderson reported that we have been working on negotiations with all the Collective Bargaining Units over the summer and have made great progress. Mr. Russo reminded students to complete their summer reading. Ms. Biagioni-Smith requested to receive feedback from students regarding the "One Book-One Topic" summer reading assignment. She also would like to see the district streamline the fundraising process. Ms. Garabedian requested to have the PAC fundraiser events for the 1st semester on the next School Committee agenda. She thanked the administrators for having the staff reach out to the Committee to extend an invitation to visit the different summer programs. She appreciated the invitation and attended several of the programs including the Credit Recovery Program and the 21st Century Program. She thanked Dr. Basteri for finding the grants to support the summer programming. She reported that the Town is finalizing the members for the Tewksbury School Facility Study Committee; she and Mr. Russo are the School Committee representatives on the Committee. Lastly, the next Negotiation Subcommittee meeting, with the teachers and aides, will be held on September 5th.

FUTURE SCHOOL COMMITTEE MEETING DATES

September 18th; October 1st-Special Town Mtg; October 16th; November 13, 2024; December 11, 2024

2024 FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES

TSEPAC Business Meeting: September 19th; Wellness Advisory Committee: October 24th

Policy Sub-Committee: September 2024

FUTURE AGENDA ITEMS

None

ADJOURNMENT

At 7:28 p.m., Ms. Garabedian adjourned the August 14, 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/Administrator Workshop Agenda: August 14, 2024
2	2023-2024 Year-End Summar & 2024-2025 Goals & School Improve Plans Presentation
1	School Committee Meeting Agenda: August 14, 2024
2	Executive Session Agenda: August 14, 2024
10	July 24, 2024 Minutes
11	Submission Of Payment Of Bills: August 1, 2024
13	Consent Agenda: Correspondence - PK-4 Student Handbook; Summer School & Enrichment chart; Staffing updates; Professional Development & Workshops; Personnel Items; TMHS PAC Raffle
16	Old Business: Enrollment August 2024
17	New Business: Buses & Transportation update; 2024-25 Back to School Parent/Guardian Information