

Tewksbury School Committee
Wednesday, November 13, 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

SCHOOL ADMINISTRATORS EXCUSED

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, a non-public 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 School Nurses, Secretaries, and TTA (Teachers) 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 6:24 p.m., Ms. Garabedian entertained a motion to adjourn the Executive Session. Ms. Biagioni-Smith moved, seconded by Mr. Moncada, to adjourn the November 13, 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 November 13, 2024 School Committee meeting.

PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

MOMENT OF SILENCE

Ms. Garabedian called for a Moment of Silence in remembrance of David Bolster a former Custodian at the Center Elementary School. He will be sorely missed.

ANNOUNCEMENT

Ms. Garabedian announced that the November 13, 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 thanked the Tewksbury community for supporting the district. This is a fantastic community and we are lucky to have the amazing leadership in the Tewksbury Public Schools. The School Committee members along with the Superintendent Brenda Regan and Assistant Superintendent Nancy Milligan attended the Massachusetts Association of School Committees (MASC) and the Massachusetts Association of School Superintendents (MASS) Annual Joint Conference in Hyannis the past week.

RECOGNITIONS

None

STUDENT REPRESENTATIVE REPORT

Rania Elouahi - TMHS Student Council Representative Report and Highlights

Rania reported on the news and events at Tewksbury Memorial High School.

Sports Updates:

- The Fall Sport's Season is coming to an end, with several teams having already had their State Championships, play-off games and more.
- The Methuen-Tewksbury Swim and Dive Team finished their season with seven wins and two losses. Additionally, we had many state qualifiers, and countless personal bests set at the Sectional Meet which was held at Massachusetts Institute of Technology, and the State Championship meet which was held Sunday at Boston University.
- The Field Hockey Team were named MVC Champions for the first time since 2013, but unfortunately fell to Falmouth 4-0 this past Friday.
- The Girl's Soccer Team is entering the post-season with an 11-5-2 record, and will be facing the winner of Norwell vs. Swampscott soon.
- The Football Team lost to Methuen on Friday November 1st, unfortunately surrendering the title of MVC Division 2 Champions to the Rangers.
- The Tewksbury Volleyball Team fell in the playoffs to Wakefield by a margin of 25-18.
- The Boys Cross Country Team and the Golf Squad both placed ninth at the MVC Conference.

Club Updates:

- Today, the National Honor Society (NHS) hosted a school-wide Volleyball Tournament. The tournament was open to both students and teachers. Admission was one canned good per person.

- On October 31st, the National Honor Society's E-Board hosted a very successful Trunk or Treat that was enjoyed by the young trunk or treaters along with the students. We had 28 groups that decorated their cars and three winners of Best Car, Scariest Car, and Best Theme.
- The Student Council has teamed up with the Class Council to plan a Pep-Rally which will be on the half-day before Thanksgiving Break and will entail several games and activities, along with an engaging Spirit Week leading up to it.
- The Student Council has also been in the process of organizing community leaf-raking opportunities around town.
- The Interact Club hosted their first Blood Drive of the year last Friday, November 8th. Several members volunteered to give out snacks and aid to those giving blood.
- TMHS Deca will be holding the Meghan McCarthy Fashion Show in just one week on November 19th in the auditorium. Several DECA members had also planned Step-Up Day on Thursday November 7th, in which the 8th graders were able to expose themselves to TMHS and the opportunities offered within our school.
- Best Buddies held their Basketball Senior Night on October 30th at the TMHS Gym. They also hosted a successful Halloween Party on October 29th in LGI-1.
- The International Club is looking for volunteers to hand out water to runners at the Jingle Bell Race in Haverhill. They are also once again offering Engin, a global volunteer opportunity to mentor students from around the world.
- The TMHS Theater Company will present its fall musical, *Footloose*, from Thursday November 21st through Saturday November 23rd.

Ms. Biagioni-Smith commented on the Fashion Show asking Rania if she would relate to the high school to please share the flyer with the Wynn Middle School for the 8th graders participating in the play.

PRESENTATIONS

2024 Spring MCAS Update

Nancy Milligan, Assistant Superintendent presented the 2024 Spring MCAS update powerpoint for the School Committee and the community. She presented the district overview and school level performances on the 2024 Spring MCAS results. The presentation will be posted on the district website. Ms. Milligan responded to questions and comments from the School Committee members. Mr. Russo requested to see the benchmarks in the Spring. Ms. Garabedian would like the Superintendent to develop a one-pager for parents on what the district has done with the MCAS data.

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 September 25, 2024, the Special School Committee meeting minutes, seconded by Mr. Russo. All Aye. Unanimous Vote. Motion carried 5-0.

Mr. Moncada moved to approve the October 16, 2024, School Committee Regular Business meeting minutes, seconded by Mr. Russo. 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 October 24, 2024 to be approved and certified in the amount and categories as shown, \$1,718,332.33. 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 Mr. Russo, to approve the Payroll Period ending November 7, 2024 to be approved and certified in the amount and categories as shown, \$1,788,784.30. 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 on items in the Consent Agenda items:

- Veteran's Day November 11th: Thank you's to Veterans - Tewksbury Memorial High School held an assembly on November 12th to honor our veterans. Students from the Center School, Dewing School, Heath Brook School and the Ryan School sent over 1700 thank you cards to the Veterans Hospital.
- Inclement Weather Information - Ms. Regan encouraged families to read the Inclement Weather document which has information for potential weather disruptions.
- She reported on how to sign-up for the One Call Now program. The information will be in the District Newsletter and will be shared with families.
- 8th Grade letter to families and the TMHS 2024-2025 School Profile was sent out to the 8th grade students and families regarding their high school opportunities at TMHS. The mailing included the 2024-2025 TMHS School Profile as well as a video a senior at the high school created on his experiences at TMHS. This information and the video has been included in the District Newsletter.
- PSAT's were administered at the TMHS on September 29th. Students paid a fee of \$18 and we had an increase of students.
- The district developed a substitute rate for a half-day sick day. An approval vote from the School Committee of the Consent Agenda will be an approval of the new half-day sick day substitute rates.
- DESE SAYO (Survey of Academic and Youth Outcomes) Results - The survey was completed for the Dewing 21st CCLC Summer Program. The SAYO is a survey tool and the data is collected from the staff who worked in the summer programs. Ms. Regan reported that the district did not receive the 21st CCLC Grant this year. Dr. Basteri was able to use the unused grant funds from the Wynn Middle School for two eight week afterschool programming at the Heath Brook and the Dewing Schools, January 2025 through March 2025.
- DECA Fashion Show will be held on November 19th in memory of Meghan McCarthy.
- Ms. Regan thanked Ms. Garabedian for allowing her and Ms. Milligan to attend the Annual Joint Conference in Hyannis.

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

Assistant Superintendent's Report

Ms. Milligan commented that at the election on November 5th, the Commonwealth of Massachusetts voted to end the use of MCAS as the competency determination for high school graduation requirements. This will go in effect on or around December 5th. The MCAS is still required as part of the Federal and State Law under the Every Student Succeeds Act. MCAS will still be important for the districts to look at data to better understand student performance and for many scholarships and

academic programs including the Biliteracy Program in Tewksbury. She reported that in the packet, under New Business, the Committee received a copy of the MCAS testing dates. Ms. Milligan thanked the School for allowing her to attend the MASC/ MASS Annual Joint Conference in Hyannis. She gave an update from the Standard Based Report Card (SBRC) Committee. The teachers in K-4 met over the Fall to review information provided by teachers and parents about our current Standard Based Report Card. She related that the report card is a reporting mechanism for families. The teachers met to review the information they received. They will be making the grade level standards more concise and will share the information that is most beneficial for parents to understand what is happening with their student(s) in relation to the grade level standards. The report card for the Trimester 1 will reflect the changes for this year. Ms. Milligan gave an update on the November 5th full-day Professional Development day relating that 88% of responses found the day successful and productive. Ms. Milligan reported that the Tewksbury Fire Department held AED training for the TPS Food and Nutrition Services (FNS) team. She thanked Captain Kenneth Sandberg for leading the training and gave a *shout-out* to the FNS for providing pizza and salad to the staff on the PD day.

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

Business Manager's Report

Mr. Libby was excused from the meeting.

CONSENT AGENDA

Ms. Regan pointed out a flyer in the Consent Agenda announcing the School Committee Listening Sessions. The first session will be held on December 12th at Tewksbury Memorial High School with Bridget Garabedian and Kayla Biagioni-Smith. The Listening Sessions are an Informal opportunity for community members to meet with two School Committee members.

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, Ms. Biagioni-Smith seconded the motion. Roll Call Vote - due to the financial item. All Aye. Motion carried 5-0.

Correspondence

- a. Thank you's to Veterans
- b. Inclement Weather Information
- c. 8th Grade Letter to Families & TMHS 2024-2025 School Profile
- d. TPS Substitute Pay Rates
- e. Professional Development Day November 5, 2024
- f. DESE SAYO Results - Dewing 21st CCLC Grant Summer Program
- g. School Committee Listening Session - November 14, 2024

Personnel Items

New Hires: Alberto Abreu, 1-year only School Adjustment Counselor at the Ryan Elementary School, effective October 28, 2024; Barbara Chappie, Part-time member of the Food & Nutrition Service at the Wynn Middle School, effective November 4, 2024

Reappointments - None

Retirements - Terry Gerrish, Principal of the Heath Brook School, effective June 30, 2025

Appendix B 2024-2025 Co-Curricular Activities

TMHS

Victor Impink - Robotics Team Coach
Eileen Osborne - Freshmen Class Co-Advisor

Sean O'Leary - Freshmen Class Co-Advisor

Wynn Middle School

Cindy Ramaska - Special Education PLC Facilitator

Heath Brook School

Marie Hines - Preschool PLC Facilitator

Ryan Elementary School

Susan Drum - Special Education PLC Facilitator

Appendix B 2024-2025 TMHS Athletics - None

Acceptance of Grants - None

Acceptance of Donation - None

Raffles - TMHS DECA - Annual Meghan McCarthy Fashion Show fundraiser and raffle request, November 19, 2024.

COMMITTEE REPORTS

Tewksbury SEPAC

Ms. Anderson reported that the TSEPAC discussed the Fall-O-Ween event and began making plans for participating in the event. The TSEPAC questioned when the audit results would be available. Ms. Regan responded that she will be meeting with the auditors and the consultant we contracted with to review the draft of their findings. She would expect to have a final report within a couple of weeks. Ms. Biagioni-Smith reported that the next TSEPAC meeting will be a zoom meeting on November 21, 2024. She reported that she will be participating in the APPLE Institute (Advancing Parent and Professional Leadership in Education Cohort). The teams in the Cohort will be assessing the community's needs regarding the new IEP. The kickoff for the Cohort will be on November 21st with the SEPAC and administrators. She announced that the TSEPAC members held a Coffee Chat today at Starbucks.

Wellness Advisory Committee

Mr. Moncada reported that the Wellness Advisory Committee has not met since the end of October. The next meeting is in December.

Policy Subcommittee

Mr. Russo reported that the Policy Subcommittee is focusing on reviewing Section J - Student policies and collating information. We will be reviewing Cell Phone policies from other districts. Ms. Biagioni-Smith had shared that MASC was releasing a policy on SEPACs. That will be added to the policy review list.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

None

OLD BUSINESS

Enrollment Update

Ms. Regan reported that we have received the official October Count relating that there is a slight change in the enrollment relating that it is a fluid document. She gave a brief update on the November enrollment count.

School Committee Meeting Dates Update

Ms. Garabedian reported the School Committee is reviewing the Committee meeting dates for the 2024-2025 school year. She recommends that the Committee move the January 29, 2025 date to January 22, 2025 since the February meeting is scheduled on the 5th. The March and June meetings were not

scheduled yet. She recommends scheduling the March meeting on March 11, 2025 and the June meeting on June 10, 2025. It is noted that the March and June meetings will be held on Tuesday evenings, the same night as the Select Board meetings.

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to approve the dates as presented: January 22, 2025; March 11, 2025; and June 10, 2025. All Aye. Unanimous vote. Motion carried 5-0.

FY 25 Quarterly Budget Report

In the absence of Mr. Libby, Ms. Regan addressed the Committee reporting that the Committee has received the FY25 Budget documents and a Budget Transfer request that will require the Committee's approval. As a reminder, the Supplemental Budget request was made to the Town on October 1, 2024 in the amount of \$386,895.00. The needs and available resources of the district have changed and we would like to adjust our budget to reflect the changes. We are attempting to reallocate funds in the salary budget to other areas. The bottom line of the budget will not change. Ms. Regan pointed out that our concern is line 89, Transportation and line 95, Special Education. Mr. Libby will comb through all the Purchase Orders already encumbered at this point to finesse the intended expenses and will give an update in December. Ms. Regan reported that the Budget Transfer will require a Roll Call Vote. Ms. Regan responded to questions from the Committee.

Mr. Russo moved to approve a Budget Transfer to reallocate funds in the Salary Budget to other areas, 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.

NEW BUSINESS

TMHS Walking Track Update

Ms. Regan asked for a vote of the Committee to approve the Tewksbury Memorial High School Walking Track relating that it was a success but it does come with a cost for a Site Director that was not in the budget.

Mr. Russo moved, seconded by to approve the Walking Track scheduled as presented and the associated fee of \$4,000 for 1-year.

The Committee discussed the use of the school buildings and the possible need of Site Directors in all schools and creating funding for the use of schools. This is a discussion they will have with the new Town Manager. The usage will be looked at each year.

There is a motion on the floor to approve a Site Director and opening the TMHS Walking Track for the 2024-2025 school year. Mr. Russo moved, seconded by Ms. Anderson. All Aye. Unanimous vote. Motion carried 5-0. The information will be shared with the community and posted on the website.

Next Generation MCAS 2024-2025 Testing Window (Grades 3-10)

Ms. Milligan reported that the district has developed the MCAS 2024-2025 Testing Window for grade 3 through grade 10. The information is on the website. This is informational only, no vote is required.

SCHOOL COMMITTEE MATTERS OF INTEREST

The Committee members gave a *shout-out* to the Town thanking them for the opportunity for the Committee members to attend the MASC/MASS Joint Conference in Hyannis. Katie gave a *shout-out* to those that organized the Best Buddies Basketball game and she commented that she is looking forward to seeing the production of *Footloose*. Rich commented that there is a lot going on in the district with the drama productions and the athletics. Bridget reported that the Hall of Fame Induction will be held on

November 29th to induct former TMHS athletes. She reported that the Tewksbury School Facility Study Committee (TSFSC) will tour some of our schools. Kayla gave a *shout-out* to the Center Elementary School’s potluck dinner for the English Learners (EL) and their families. She reported that a number of school PACS and the TSEPAC participated in the Fall-O-Ween event.

FUTURE SCHOOL COMMITTEE MEETING DATES

Regular Business Meetings: December 11, 2024; January 8, 2025

2024 FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES

TSEPAC Business Meeting: November 21, 2024; January 16, 2025

Wellness Advisory Committee: December 11, 2024; February 12, 2025

Policy Sub-Committee: TBD

FUTURE AGENDA ITEMS

Mr. Russo commented on the Wynn Middle School level of sports and to share with the Committees in January.

ADJOURNMENT

At 8:32 p.m., Ms. Garabedian adjourned the November 13, 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: November 13, 2024
2	Executive Session Agenda: November 13, 2024
11	Minutes: October 16, 2024
12	Submission Of Payment Of Bills: October 24, 2024; November 7, 2024
13	Consent Agenda: Correspondence - Thank you’s to Veterans; Inclement Weather Information; 8th Grade Letter to Families & TMHS 2024-2025 School Profile; TPS Substitute Pay Rates; Professional Development Day November 5, 2024; DESE SAYO Results - Dewing 21st CCLC Grant Summer Program; School Committee Listening Session - November 14, 2024
16	Old Business: Enrollment Update Official October Count; November Enrollment; School Committee Meeting Dates; FY Quarterly Budget Report
17	New Business: TMHS Walking Track Update; NG MCAS 24/25 Testing Window (Gr 3-10)