

Tewksbury School Committee
Wednesday, February 5, 2025
Regular School Committee Meeting #9 - 5:00 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

FY26 Budget Presentation

At 5:05 p.m. Mr. Libby presented the 2025-2026 Budget Presentation. The budget consists of four major parts. Three are managed by the Schools: Salaries, Operating, and Capital Outlay; the fourth, Fixed Costs, are managed and shared with the Town. He reported that the School Budget process is fluid and reflects the district's needs at that moment in time and it is expected that it will continue to change until we get to the Town Meeting. He reported that the final budget approval rests with the residents of Tewksbury that attend the Town Meeting to vote on the budget.

Mr. Libby reported that overall we have an increase to the budget of 3.36%. The Salaries represent 71% of the School Budget; Operating is 28.75% of the budget, and Capital Outlay is .42% of the budget. Our Salaries are \$41,833,641, Operating Costs are \$16,983,279, the Capital Outlay is \$250,000; adding in fixed costs and debt, the bottom line is \$78,280,488. He will continue discussions with our Building Principals and the school community. Mr. Libby responded to questions and comments from the School Committee members.

Ms. Biagioni-Smith motioned to adjourn the February 5, 2025 Public Hearing on the Budget, seconded by Mr. Russo. All Aye. Unanimous vote. Motion carried 5-0.

CALL TO ORDER

Ms. Garabedian called the Regular School Committee meeting to order at 5:50 p.m.

EXECUTIVE SESSION

At 5:50 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 January 8, 2025 Executive Session minutes and to discuss Collective Bargaining pertaining to the TTA (Teachers) Collective Bargaining Unit. The Committee will reconvene in open session following the Executive 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.

Approved 3-11-2025

At 6:23 p.m., Ms. Garabedian entertained a motion to adjourn the Executive Session. Ms. Biagioni-Smith moved, seconded by Mr. Russo, to adjourn the February 5, 2025 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 6:31 p.m., Ms. Garabedian reconvened the February 5, 2025 Regular School Committee meeting.

PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

ANNOUNCEMENT

Ms. Garabedian announced that the February 5, 2025 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

Tewksbury Lions Club - Jerry Selissen

Ms. Regan introduced Jerry Selissen, a member of the Tewksbury Lions Club. The Lions annually sponsor two Tewksbury children to attend a week-long summer diabetes camp. The School Committee recognized Mr. Selissen for his role in support of sending students to the Clara Barton Camp and/or Camp Joslin. Kelly Constantino, TPS Head Nurse, was in attendance as she assists Mr. Selissen each year to identify the children. A former student of Tewksbury, Jack Dakoto, along with a current student, Ryan Morton, attended the camp and were invited to share their experiences. On behalf of the School Committee, Ms. Biagioni-Smith read and presented Jerry Selissen with a Resolution of Recognition.

STUDENT REPRESENTATIVE REPORT

Rania Elouahi - TMHS Student Council Representative Report and Highlights

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

Regular Winter Season Sports are ending and several teams are beginning to go into post-season play.

- Varsity Track and Field Team has MVCs on Friday;
- Girls Varsity Basketball Team had a big win against Central Catholic;
- Boys Basketball Team is upholding their record of 12-3;
- Boys Ice Hockey Team is looking to improve upon their record (11-3 and 1 tie) at their game tonight against Waltham;
- The Red Rangers Girls Ice Hockey Team, will be playing in the Teacher Appreciation game today against Shrewsbury;
- The Wrestling Team will be having Senior Night at 6:00 PM tonight.

Club Updates:

- TMHS Theater Company put on a great performance of *10 Ways to Survive a Zombie Apocalypse*. They held auditions for *The Little Mermaid* on January 28th;
- GSA is selling Candy-grams for their Valentine's Day fundraiser;
- Student Council is selling Flower-grams during lunch;
- NHS held a meeting today in which everyone made Valentine's Day cards for veterans;

- DECA participants are preparing for the State Conference which will be held February 27th to March 1st;
- International Club recently held a Shoe Drive and made blankets to be donated;
- Safe Club will be hosting a Winterberry Ball this Friday, February 7th from 6:00-9:00 PM.

Miscellaneous Updates:

- Students who signed up for the Puerto Rico trip will be departing next Sunday, February 16th;
- There are a variety of Career Committee Exploration speakers that many students are signing up to see in guidance. This is going on through the month of March;
- Term 2 Report Cards were posted today.

PRESENTATIONS

TMHS 2025-2026 Program of Studies

Principal Andy Long presented the proposed TMHS 2025-2026 Program of Studies and the Change Memo. Ms. Regan recommended that the high school enhance communication with families of the Wynn Middle School 8th graders to help them to better understand the Program of Studies. Mr. Long responded to questions and comments from the School Committee members. He commented that TMHS administrators, a couple of teachers and students will be going to the Wynn Middle School tomorrow to promote the Program of Studies and course offerings. They will follow that with an email to families and do a presentation. The Program of Studies will be posted on the website and shared with the TMHS and Wynn Middle School students.

Ms. Biagioni-Smith moved, seconded by Mr. Russo, to take New Business, item 18a out-of-order. All Aye. Unanimous vote. Motion carried 5-0.

Mr. Russo moved to approve the TMHS 2025-2026 Program of Studies as presented by Principal Long. Ms. Biagioni-Smith seconded the motion. 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 moved to approve the January 8, 2025, School Committee Regular Business Meeting Minutes, seconded by Mr. Russo. Unanimous Vote. Motion carried 5-0.

Mr. Moncada moved to approve the January 22, 2025, Budget Workshop Minutes, seconded by Mr. Russo. Ms. Anderson voted to abstain as she was not in attendance. Vote: Yes - 4 ; Abstained - 1. Motion carried 4-0-1.

SUBMISSION OF PAYMENT OF BILLS

Mr. Moncada moved, seconded by Ms. Biagioni-Smith, to approve the Payroll Period ending January 16, 2025 to be approved and certified in the amount and categories as shown, \$1,638,080.37. 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. Biagioni-Smith, to approve the Payroll Period ending January 30, 2025 to be approved and certified in the amount and categories as shown, \$1,667,855.90. 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 today marks the 100th day of school, with schools celebrating by collecting and counting 100 items or dressing up as 100 year olds. The New England Association of Schools and Colleges (NEASC) notified TMHS that they are postponing the Decennial Accreditation Cycle to begin in the Fall of 2026. The nomination process for the annual Ginsburg Family Award and the annual Krissy Polimeno Outstanding Educator Award has officially begun. Applications will be available in the District Newsletter and the deadline for nominations is April 11th. In observance of National School Counseling Week, February 3rd-7th, we sent a proclamation to all TPS School Counselors. Students from kindergarten to grade 6 crafted over 1,000 valentines for veterans. Tewksbury VFW member, Jimmy Williams, delivered boxes of the valentines to the Bedford VA Hospital. Ms. Regan reported that in the School Committee's packet and on the Consent Agenda are the Valley Collaborative's reports. A vote of the Committee is an acknowledgement of receipt that the Valley Collaborative's Newsletter, Quarterly Reports, Treasurer's Report and the 2026 Budget were shared with the School Committee. Today we received the license to approve our Nurses Aide Training Provider Program. With this approval we can move forward with the partnership of our course and our Clinical Internship with Sunny Acres Nursing Home and Rehabilitation Center. Last week, the high school hosted the first *Credit for Life Personal Finance Fair* for our junior class. The Tewksbury Credit Union fully funded the event and there were over 40 community volunteers from local businesses. Ms. Regan reminded everyone that inclement weather is due upon us tomorrow. She will be watching the weather closely and she will make the call early in the morning. Ms. Regan responded to questions and comments from the School Committee members.

Assistant Superintendent's Report

Ms. Milligan pointed out items on the Consent Agenda relating that there are two grants from Project Lead The Way. The first grant is in the amount of \$10,000 for Tewksbury Memorial High and a second grant in the amount of \$10,000 for the Wynn Middle School. She thanked Dr. Basteri for securing the grants. The TMHS Robotics Team was awarded a grant in the amount of \$1,000 from MathWorks and they received a donation from Holt & Bugbee in the amount of \$5,000. The Tewksbury-Wilmington Elks' Bingo Charity Committee donated \$1,000 to the Wynn Drama Program. The grants and donations will need to be accepted by a vote of the School Committee. She reported the Committee received an update from our AI Frameworks. We have set a timeline of activities to address the creation of a Tewksbury Public Schools' AI Framework. The STEM Director, Coaches and Ms. Milligan drafted a process for developing the AI Framework. Key Milestones have been created to help staff and the community understand how to create guidance and procedures. We are scheduling Focus Meetings for parents and guardians, community members, staff, and students. The parent and guardian session is scheduled for Monday, February 10th at 6:00 p.m. Staff and student dates are being vetted and will be shared shortly. Currently we have over 20 parents and guardians or community members signed up to attend. In March, the district will be asking for volunteers from staff and community members to sit on a Steering Committee to provide guidance and revisions to the TPS Acceptable Use Procedures based on feedback from collaborative groups. A Professional Development session is planned for all staff members on March 14th to introduce AI implementation and the plan to our district educators. The goal is to have a presentation to the School Committee in June from the conversations and recommendations involving all stakeholder groups about the guardrails of acceptable AI use in the district. Community members may visit the district website for registration information. Ms. Regan added that a flyer and schedule will be in the District Newsletter this week. Ms. Milligan reported that Report Cards and Special Education Progress Reports have been posted in ASPEN; parents and guardians are able to check-in on the ASPEN Parent Portal. Late last week, DESE released the District and School Report Cards. The District and School Report Cards provide information on how the district and schools are performing in various areas. She gave a recap on *Beyond the Books*, a parent's guide to EL Education, reporting that the district hosted four events with over 50 people in

attendance. The slide deck will be posted on the district website. Read Across America Week is observed March 2nd through March 6th. Ms. Milligan gave an update on the Competency Determination and graduation requirements. With recent changes to the high school Competency Determination (CD) law eliminated the use of MCAS as our CD requirement effective December 5th. Students that have not earned their Competency Determination must earn their CD that follows a process as described in the new law. We are making a recommendation for the Policy Subcommittee to review Policy IKF, Graduation Requirements, and to remove the MCAS requirement until the Department of Elementary and Secondary Education (DESE) has more guidance for the district. The district is looking into how we will make the Competency Determine for the graduating Class of 2025. In response to a question from Mr. Moncada, Ms. Regan will reach out to the high school to see how parking is going since there are no longer assigned parking spots. Ms. Milligan responded to questions and comments from the School Committee members.

Business Manager's Report

Mr. Libby reported that the Heath Brook project is wrapping up; the final walk-through was scheduled for tomorrow. We are looking at occupancy during the February Recess. Mr. Libby reported that we are looking to upgrade or replace our wireless access points under our E-Rate program. We can take advantage of that through Verizon and then they pay about 50% of our internet connection bill through E-Rate. This could be a meeting Warrant in May or October Warrant depending on when we get the quotes in from the vendors. The funding is very specific and could be used for connectivity and related hardware infrastructure only. It is a matching grant and the district has to come up with the other half of the funding. Mr. Libby responded to questions and comments from the School Committee members.

Correspondence & Informational Topics

Superintendent Regan and Assistant Superintendent Milligan presented the following topics in their reports.

- 2024-25 PK-12 Student Handbooks Update
- 2024-25 Register Periods - Grades 5-12 & Kindergarten Revisions

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 Roll Call vote due to the grants and donations on Consent. Ms. Garabedian raised a Point of Order and listed the grants and donations. Robotics received a grant from MathWorks for \$1,000 and a donation from Holt & Bugbee for \$5,000; Wynn Middle School Drama Program received a donation from the Tewksbury Elks for \$1,000.

Mr. Russo motioned to approve the Consent Agenda as presented, seconded 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.

Consent Agenda

Valley Collaborative: Newsletter Winter 2025; FY 2nd Quarter Financial Reports; FY26 Budget Summary

Personnel Items

New Hires: Alfredo Diaz, Building Custodian at Tewksbury Memorial High School, effective January 15, 2025

Reappointments - None

Retirements - Lisa Desrochers, Grade 3 Teacher at the Center Elementary School, last day recorded as June 30, 2028; Mary Groux, Grade 3 Teacher at the Center Elementary School, last day recorded as June 30, 2025; Christine Bourgeois, Educational Support Personnel Aide, last day recorded as May 2, 2025; Robin Foran, Food and Nutrition Services at Tewksbury Memorial High School, last day recorded as June 30, 2025; Mariellen Nastasi, School Psychologist at the Heath Brook School, effective June 30 2026 (last day).

Appendix B 2024-2025 Co-Curricular Activities - None

Appendix B 2024-2025 TMHS Athletics

Kirsten Dick - Girls Varsity Softball Coach

Acceptance of Grants - TMHS Awarded Project Lead The Way Grant; Wynn Middle School Awarded Project Lead The Way Grant; TMHS Robotics Team Acceptance of MathWorks Grant in the amount of \$1,000.

Acceptance of Donation - Donation of \$5,000 from Holt & Bugbee to the TMHS Robotics Club; Donation of \$1,000 to the Wynn Middle School Drama Club, from the Tewksbury-Wilmington Elks Lodge #2070, Bingo Charity Committee.

Raffles - TMHS PAC Annual Student Parking Raffle, July 2025-August 2025.

COMMITTEE REPORTS

Tewksbury SEPAC

Ms. Biagioni-Smith reported that the next SEPAC meeting will be held on February 13, 2025.

Wellness Advisory Committee

Mr. Moncada reported that the next Wellness Advisory Committee meeting is scheduled on February 12, 2025.

Policy Subcommittee

Ms. Garabedian reported that the Policy Subcommittee met recently and has made policy recommendations.

Tewksbury School Facility Study Committee (TSFSC)

Mr. Russo reported that the Tewksbury School Facility Study Committee is looking at options and have laid out several different options in terms of space and use of our schools. The Committee is assessing the pros and cons of each of the options. We are working through Ms. Regan and Mr. Curran, Town Manager, to put out a Warrant Article to embody a Feasibility Study that the Committee, and through the Select Board, will recommend to the residents of the community. Ms. Regan reported that a Feasibility Study looks through the suggestions and options presented.

POLICY CHANGES, PROPOSALS, AND ADOPTIONS

Recommendation to Approve Policy on the First & Final Reading

JLCC - Communicable Diseases

Mr. Russo moved, seconded by Ms. Biagioni-Smith, to approve policy JLCC, Communicable Diseases, on a first and final reading with no changes. All Aye. Unanimous vote. Motion carried 5-0.

**Information Reading of Policies - Recommendation to Revise Policies -
JLCA, Physical Examinations of Students**

Mr. Russo reported policy JLCA, Physical Examinations of Students, is presented on the Informational Reading. It is noted that Kelly Constantino, Head Nurse, has reviewed the policies and met with the Policy Subcommittee providing them with recommended revisions.

Recommendation to Revise Policies on First Reading: JICC - Student Conduct on School Buses; EEAEC - Student Conduct on School Buses

Mr. Russo reported that policies JICC and EEAEC are presented on the First Reading. Ms. Anderson requested to make a revision in the policy changing the word “others” to “all”. The recommendation is to update language in the policy. Ms. Garabedian pointed out that JICC and EEAEC are the same written policy stored in two different sections of the Policy Manual.

OLD BUSINESS

2025-2026 School Calendar Draft

Ms. Regan presented the 2025-26 School Calendar draft reporting this has been reviewed and seeks a vote to approve. Ms. Regan responded to questions and comments from the School Committee members.

Mr. Russo moved to approve the 2025-2026 School Calendar as presented, seconded by Ms. Biagioni-Smith. Roll Call Vote - All Aye. Unanimous vote. Motion carried 5-0.

Superintendent and District Mid-Year Goals

Ms. Regan reported that the Superintendent and District goals are reflective of the District Strategic Plan, Theory of Action, and Vision of a Learner (VoL). She added that the Vision of a Learner is our priority; the other goals feed into that. She presented a summary of the major highlights of the mid-year progress on the five goals towards student learning.

- Data Driven Decisions
- Strengthening our Instructional Supports
- Implementation of the TPS Vision of a Learner (VoL)
- Improve Literacy for All
- Improved Communication

Ms. Regan responded to questions and comments from the School Committee. The Committee realizes that it is evident that the Superintendent’s job is not an easy job. The Committee applauds her accomplishments and for the informative summary. Ms. Regan has improved communication across the district and there is consistency in communication throughout the schools. Ms. Regan uses the goals to guide her decision making. The work done throughout the district is all based on these goals. Ms. Garabedian hopes that we work through the budget challenges we are facing. She added that academically the district is moving in the right direction. On behalf of the School Committee members, Ms. Garabedian thanked Ms. Regan and Ms. Milligan for the work they have accomplished so far this year.

School Committee Mid-Year Goal Review

Ms. Garabedian and the School Committee members presented the Committee’s Mid-Year Goal progress and the continued Action Steps towards the End-of-Year review. The Committee made significant progress on meeting all the goals.

Duty to Govern Established Policies and Oversee, Evaluate, and Monitor the Execution of Policies

School Committee Goal #2 and Action Steps Committee Support of District-Wide Efforts to Increase and Improve Communication

School Committee Goal #3 and Action Steps Committee Commitment to Fiscal Responsibility

School Committee Goal #4 and Action Steps Committee Commitment to Building Knowledge, Capacity, and Effectiveness to build professional practice

Ms. Biagioni-Smith raised a Point of Order regarding voting to change the April meeting schedule. Ms. Garabedian will bring this up under School Committee Matters of Interest.

Ms. Garabedian asked if there was any further discussion on the goals, seeing none she asked if the Committee was in agreement with the presentation of the End-Of-Year goals; if so, we will do the same this year.

NEW BUSINESS

TMHS 2025-2026 Program of Studies

Moved up on the agenda.

AI Framework Plan

Ms. Milligan reported on the AI Framework during the Assistant Superintendent's report.

SCHOOL COMMITTEE MATTERS OF INTEREST

Ms. Regan is proposing to reschedule the April 9, 2025 School Committee meeting to April 16, 2025. This is due to a scheduling conflict as she and Ms. Milligan will be attending a Title 1 Conference on April 10th however they would have to travel on April 9th. The School Committee members were in agreement to change the date to April 16th.

FUTURE SCHOOL COMMITTEE MEETING DATES

Public Budget Hearing & Regular Business Meeting: March 11, 2025; April 16th Regular Business Meeting

FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES

TSEPAC Business Meeting: February 13th

Wellness Advisory Committee: February 12th

Policy Sub-Committee: TBD

Tewksbury School Facility Study Committee: February 12th and February 26th

FUTURE AGENDA ITEMS

Recognition of TMHS Athletes - March 11th

ADJOURNMENT

At 8:27 p.m., Ms. Garabedian moved to adjourn the February 5, 2025 School Committee meeting with a motion from Ms. Anderson, 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 #	DOCUMENTS
1	School Committee Meeting Agenda: February 5, 2025

2	Executive Session Agenda: February 5, 2025
8	Presentation: TPS Special Education Audit
10	Minutes: January 8, 2025; January 22, 2025
11	Submission of Payment of Bills: January 16, 2025; January 30, 2025
13	Correspondence & Informational Topics: TMHS - New England Assoc. of Schools & Colleges (NEASC); Ginsburg Family Award Nomination Form; Krissy Polimeno Outstanding Educator Award Nomination Form; National School Counseling Week February 3-7, 2025
14	Consent Agenda: Personnel Items; Appendix B appointments; Grants; Donations; Raffle
16	Policy: JLCA, JICC, EEAEC
17	Old Business: 2025-2026 School Calendar & Calendar Legend Update; Superintendent and District Mid-Year Goals; School Committee Mid-Year Goals
18	New Business: TMHS 2025-2026 Program of Studies; AI Framework Plan