

TEWKSBURY SCHOOL COMMITTEE
Notice of Regular School Committee Meeting #6
Wednesday, December 6, 2023 at 5:00 PM

Revised

Meeting Place:

Tewksbury Memorial High School, Large Group Instruction Room 1 (LGI-1)

Recognitions - Christine McGrath Performing Arts Center at 6:00 PM

320 Pleasant Street, Tewksbury, MA 01876

Recognitions - 6:00PM

1. CALL TO ORDER

2. EXECUTIVE SESSION - Non-Public Session - 5:00 PM

- Approval of October 3, 2023 Executive Session Minutes & November 15, 2023 Executive Session Minutes
- Collective Bargaining Pertaining to TTA (Teachers)

The School Committee will reconvene in open session after the Executive Session.

3. ADJOURN EXECUTIVE SESSION

4. RECONVENE REGULAR SCHOOL COMMITTEE MEETING - 6:00 PM

5. PLEDGE OF ALLEGIANCE

6. RECOGNITIONS (6:00 PM)

TPS Academics - In the Christine McGrath Performing Arts Center (TMHS Auditorium)

2023 MCAS Student Achievement Awards

2024 John & Abigail Adams Scholarship Recipients

2024 National Merit Scholarship Program: Commended Students

7. ANNOUNCEMENT*

8. STUDENT COUNCIL REPRESENTATIVE REPORT

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

9. PRESENTATIONS

None

10. CITIZENS FORUM*

11. APPROVAL OF MINUTES

- a. October 3, 2023 Special School Committee Minutes
- b. November 15, 2023 Regular Meeting Minutes

12. SUBMISSION AND PAYMENT OF BILLS

Payroll Period Ending November 22, 2023 (\$1,583,611.35)

13. SUPERINTENDENT & STAFF REPORT

14. CONSENT AGENDA*

SCHOOL COMMITTEE MEMBERS

Bridget L. Garabedian, Chair bgarabedian@tewbury.k12.ma.us ~ Kayla Biagioni-Smith, Vice-Chair kbiagioni-smith@tewbury.k12.ma.us ~ Kaitlyn M. Anderson, Clerk kmanderson@tewbury.k12.ma.us ~ Nicholas G. Parsons, Member nparsons@tewbury.k12.ma.us ~ Richard Russo, Jr., Member russo@tewbury.k12.ma.us
Superintendent of Schools - Brenda Theriault-Regan bregan@tewbury.k12.ma.us

15. SCHOOL COMMITTEE MEMBER REPORTS

Tewksbury SEPAC
Wellness Advisory Committee
Policy Sub-Committee

16. POLICY CHANGES, PROPOSALS, and ADOPTION

Informational Reading: Policies reviewed and recommended to revise

None

First Reading: Policy reviewed and recommended to revise

KBDA, Notices to Parents/Guardians; KBE, Relations with Parent Advisory Councils & Booster Organizations; KCD, Public Gifts to the School, KDB, Public's Right to Know; KDD, News Media Relations/News Releases; KE, Public Complaints

Second & Final Reading: Policy reviewed and recommended to revise

FB, Facilities Planning; HB, Negotiations Legal Status; HF, School Committee Negotiating Agents; KA, School/Community Relations Goals; KBA, School/Parent Relations Goals; LBC, Relations with Home Schools

First & Final Reading: Policy reviewed and recommended to approve with no changes

None

First & Final Reading: Policy reviewed and recommended to rescind

None

17. OLD BUSINESS

- a. TMHS Early College Opportunity Updates
- b. December 1, 2023 - Teacher Workshop Professional Development Day
- c. Student Handbook Update: Food & Nutrition Services

18. NEW BUSINESS

- a. 2024 TPS MCAS Calendar Schedule

19. NEW SCHOOL COMMITTEE MATTERS OF INTEREST

20. 2023 FUTURE SCHOOL COMMITTEE MEETING DATES

Regular Meeting: January 10th

Budget Workshop: January 24th

Public Hearing on the Budget & Regular Meeting: February 14th

21. 2023 FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES

TSEPAC Business Meeting: January 18th; Wellness Advisory Committee: December 6th;

Policy Sub-Committee: TBD

22. FUTURE AGENDA ITEMS

23. ADJOURNMENT

***ANNOUNCEMENT:** The December 6, 2023 Regular School Committee Meeting will be televised and recorded and may be viewed live on Comcast Channel 22 and 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. At this time, I would ask if anyone is recording tonight's meeting to please identify himself or herself.

***PUBLIC COMMENT:** Speakers will be allowed three (3) minutes to present their material. Large groups addressing the same topic are encouraged to consolidate their remarks and/or select a spokesperson to speak on the groups' behalf. If you require accommodations on the basis of a disability or require language interpretation assistance please notify the Superintendent's office in advance of the meeting date.

CONSENT AGENDA*

Correspondence

- a. TPS Awarded Approaches to Address Student Cell Phone Use Pilot Grant
- b. Care Solace Usage Update
- c. TPS Home & Community Services Brochure
- d. TPS Home Service Tiers
- e. 2024-2025 Kindergarten Registration

PERSONNEL ITEMS

New Hires - Samantha Benedetti, Education Support Personnel Aide, TMHS effective November 20, 2023; Nicole Spano, Education Support Personnel Aide, Heath Brook School, effective November 21, 2023; Kaitlyn Paquette, Executive Secretary to the Superintendent's Office, Tewksbury Public Schools, effective December 4, 2023; Suzanne Caliendo, Business Office Clerk/Payroll Specialist, Tewksbury Public Schools, effective December 4, 2023

Reappointments - None

Retirements - None

Transfers - None

Appendix B 2023-2024 Co-Curricular Activities

Tewksbury Memorial High School

Jim Sullivan - Peer Mentoring Intramural Director
Sanford Arbogast - Chess Club Intramural Director

Appendix B TMHS Athletics - None

Acceptance of Grants - None

Acceptance of Donations - None

Raffles - None

Executive Session

**Tewksbury School Committee
Executive Session (Non-Public Session)
Wednesday, December 6, 2023
Tewksbury Memorial High School
Guidance Office Conference Room
320 Pleasant Street, Tewksbury, Massachusetts**

A. CALL TO ORDER

B. EXECUTIVE SESSION - Non-Public Session - 5:00 PM

- Approval of October 3, 2023 & November 15, 2023 Executive Session Minutes;
- Collective Bargaining Pertaining to TTA (Teachers

The School Committee will reconvene in Open Session following the Executive Session.

C. ADJOURN & RECONVENE REGULAR SCHOOL COMMITTEE MEETING

Recognition and/or Presentations

2023 MCAS Student Achievement Awards

Exceeded Expectations In Two Subject Areas (page 1/2)

English Language Arts (ELA), Mathematics and
Science, Technology & Engineering (STE) or Biology

NAME	ASSESSMENT GRADE	SUBJECT AREA
ELEANOR BOURN	GRADE 3	ELA and MATH
AISLING SHEEHAN	GRADE 3	ELA and MATH
MASON TREMBLAY	GRADE 3	ELA and MATH
KYLA BLINN	GRADE 5	ELA and MATH
CASEY CAMPBELL	GRADE 5	ELA and STE
APOLLO LOPEZ	GRADE 5	MATH and STE
JASON MALONE	GRADE 5	MATH and STE
ROSE MCGINNIS	GRADE 5	MATH and STE
ALEXIA BETHONEY	GRADE 6	ELA and MATH
DANIEL BUCZYNSKI	GRADE 6	ELA and MATH
CHETAN MADUPU	GRADE 6	ELA and MATH
AVANI TIWARI	GRADE 6	ELA and MATH
SOPHIA CAMPBELL	GRADE 7	ELA and MATH
AVITEL GAIDUKOVA	GRADE 7	ELA and MATH
JOSEPH KANE	GRADE 7	ELA and MATH
JUSTIN PLAMONDON	GRADE 7	ELA and MATH
JOSEPH TODD	GRADE 7	ELA and MATH
CELESTE WEBB	GRADE 7	ELA and MATH
EMMA DELGADO	GRADE 8	ELA and BIOLOGY
ABIGAIL FOWLIE	GRADE 8	ELA and MATH
ERIC FRAZER	GRADE 8	ELA and MATH

*Assessment Grade reflects the grade the student was in during the Spring of 2023

Exceeded Expectations In Two Subject Areas (page 2/2)

English Language Arts (ELA), Mathematics and
Science, Technology & Engineering (STE) or Biology

NAME	ASSESSMENT GRADE	SUBJECT AREA
JAKE GIGANTE	GRADE 8	ELA and MATH
JAMES KEENAN	GRADE 8	MATH and BIOLOGY
MICHAEL PARZIALE	GRADE 8	ELA and MATH
PHENIX RIZZUTI	GRADE 8	ELA and MATH
LUCIA ALVARADO	GRADE 10	ELA and MATH
CHRISTOPHER ARBOGAST	GRADE 10	ELA and MATH
KEIRA GAFFNEY	GRADE 10	ELA and MATH
MASON GOMES	GRADE 10	ELA and MATH
DAVID LAM	GRADE 10	ELA and MATH
GREGORY MERCADO	GRADE 10	ELA and MATH
DANTE MONIZ	GRADE 10	ELA and MATH
BELEN POIRIER	GRADE 10	ELA and MATH
ROSE SOE	GRADE 10	ELA and MATH

*Assessment Grade reflects the grade the student was in during the Spring of 2023

Exceeded Expectations In Three Subject Areas

English Language Arts (ELA), Mathematics and
Science, Technology, & Engineering (STE) or Biology

NAME	ASSESSMENT GRADE	SUBJECT AREA
ISABELLA LEPORDO	GRADE 5	ELA, MATH, AND STE
JOSHUA OLSEN	GRADE 5	ELA, MATH, AND STE
JEFFREY TUCCERI	GRADE 5	ELA, MATH, AND STE
KEVIN ANDRIOLO	GRADE 8	ELA, MATH, AND BIOLOGY
ZAK HAJDUK	GRADE 8	ELA, MATH, AND BIOLOGY

*Assessment Grade reflects the grade the student was in during the Spring of 2023

2023 MCAS PERFECT SCORE OF 560 (page 3)

NAME	ASSESSMENT GRADE	SUBJECT AREA
MARK GAIDUKOV	GRADE 3	MATH
KEARA-ANN TUMBARELLO	GRADE 5	ELA
KYLEE SQUIRES	GRADE 8	ELA
JEFFREY WOLFINGER	GRADE 8	ELA
ALAN DANG	GRADE 9	BIOLOGY
BROOKE KHOURIE	GRADE 10	ELA

*Assessment Grade reflects the grade the student was in during the Spring of 2023

**2023 MCAS PERFECT SCORE OF 560
PLUS EXCEEDED EXPECTATIONS 1 AREA**

NAME	ASSESSMENT GRADE	SUBJECT AREA
ELLA GARAGLIANO	GRADE 5	Perfect Score: STE & Exceeded Expectations in Math
KYLE CHIU	GRADE 6	Perfect Score: Math & Exceeded Expectations in ELA
KEVIN DAIGLE	GRADE 8	Perfect Score: ELA & Exceeded Expectations in Math
CORDELIA ZWIREK	GRADE 8	Perfect Score: ELA & Exceeded Expectations in Math
ANYA CRANSTON	GRADE 10	Perfect Score: ELA & Exceeded Expectations in Math
RANIA ELOUAAHI	GRADE 10	Perfect Score: ELA & Exceeded Expectations in Math
WILLIAM MULLINS	GRADE 10	Perfect Score: ELA & Exceeded Expectations in Math
DYLAN TIAN	GRADE 5	Perfect Score: Math & Exceeded Expectations in STE

*Assessment Grade reflects the grade the student was in during the Spring of 2023

**2023 MCAS PERFECT SCORE OF 560
PLUS EXCEEDED EXPECTATIONS 2 AREAS**

NAME	ASSESSMENT GRADE	SUBJECT AREA
ERIN MCCUSKER	GRADE 5	Perfect Score in ELA & Exceeded Expectations in Math and STE

*Assessment Grade reflects the grade the student was in during the Spring of 2023

TMHS Class of 2024

John & Abigail Adams Scholarship Recipients

Muhammad Abdul Karim	Colby Flahive	Kimsan Nguyen
Lucas Adams	Anthony Freitas	Tea Nickerson
James Atherton	Whitney Gigante	Lauren Oppedisano
Tyler Barnes	Emma Giordano	Victor Pacheco
John Baron	Paxton Green	Drew Rennell
Rafael Bellucco	Alexander Grove	Jack Rennell
Ryan Benchater	Mackenzie Hickey	Cooper Robillard
Nathaniel Bone	Peter Impink	Mario Ruiz Perez
Heather Chase	Jeremy Insogna	Grace Russo
McKayla Conley	Owen Kinnon	Emma Ryan
Morgan Crowley	Nicolas Kitowicz	Junissa Sophon
Ryan Cura	Renuka Late	Zachary Sullivan
Nathan Cyr	Galil Levenson	Skye Bryana Tambi
Lana Dang	Dakota Malizia	Ava Trinh
Aislin Davis	Cullen Mangan	Alicia Veno
Avery Della Piana	Jason Morris	Connor Walazek
Haleigh Doiron	Ashwin Narayanan	Jared Woodman

TMHS Class of 2024

Commended Students in the 2024 National Merit Scholarship Program

Lana Dang
Anthony Freitas
Alexander Grove
Renuka Late

Minutes

Payroll

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts

Date 11/22/2023

I move the School Department Payroll for the period ending
to be approved and certified in the amounts and categories as shown for
a total amount of **\$1,583,611.35**

GRANTS

\$27,460.80	2023-2024 Special Ed 240 Grant
\$7,007.02	2023-2024 Title I Grant
\$1,254.96	2022-2023 Title II Grant
	2022-2023 Title III Grant
	2022-2023 Title IV Grant
	2021-2022 Early Childhood Grant
	2023-2024 ASOST Grant
\$525.00	2022-2023 Innovation Pathways Grant
\$6,252.05	2023-2024 21st Century Grant
	2022-2023 21st Century Sped Enhancement
\$25,197.99	2022-2023 ESSER III Grant

REVOLVING ACCOUNTS

\$8,083.18	2023-2024 Community Services Preschool Program
\$1,750.00	2023-2024 Adult Education Program
\$40,526.52	2023-2024 Lunch Program
\$1,995.51	2023-2024 Facilities
\$3,340.06	2023-2024 Recreation
\$703.00	2023-2024 Parking Fees
\$6,351.89	2023-2024 Preschool
\$2,398.96	2023-2024 Alphabest
	2023-2024 TMHS Athletic Intramurals
\$1,880.00	2023-2024 Athletic Revolving

\$134,726.94 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$1,448,884.41	2023-2024 School Department Account
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\$1,448,884.41 SUB TOTAL - LEA FUNDS

\$1,583,611.35 TOTAL

Superintendent/ Staff /School Committee Reports

Consent Agenda



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE BOSTON, MA 02133
(617) 725-4000

MAURA T. HEALEY
GOVERNOR

KIMBERLEY DRISCOLL
LIEUTENANT GOVERNOR

November 22, 2023

Dear Superintendent Brenda Regan,

Congratulations! We are pleased to notify you that Tewksbury has been awarded an Approaches to Address Student Cellphone Use Pilot Grant (FC 729) grant of \$15,000.

We want to thank you for your commitment to implementing policies, programs and practices to address negative impacts on student's academic, social-emotional and mental wellbeing. Through this funding and your continued support, we hope to expand access to great educational opportunities in the Commonwealth.

Please feel free to contact Kristen McKinnon, Assistant Director of the Office of Student and Family Support, at kristen.a.mckinnon@mass.gov if you have any questions.

Sincerely,

Handwritten signature of Maura T. Healey in blue ink.

GOVERNOR MAURA T. HEALEY

Handwritten signature of Kimberley Driscoll in blue ink.

LT. GOVERNOR KIMBERLEY DRISCOLL

Care Solace Report

August – November 2023

Cases

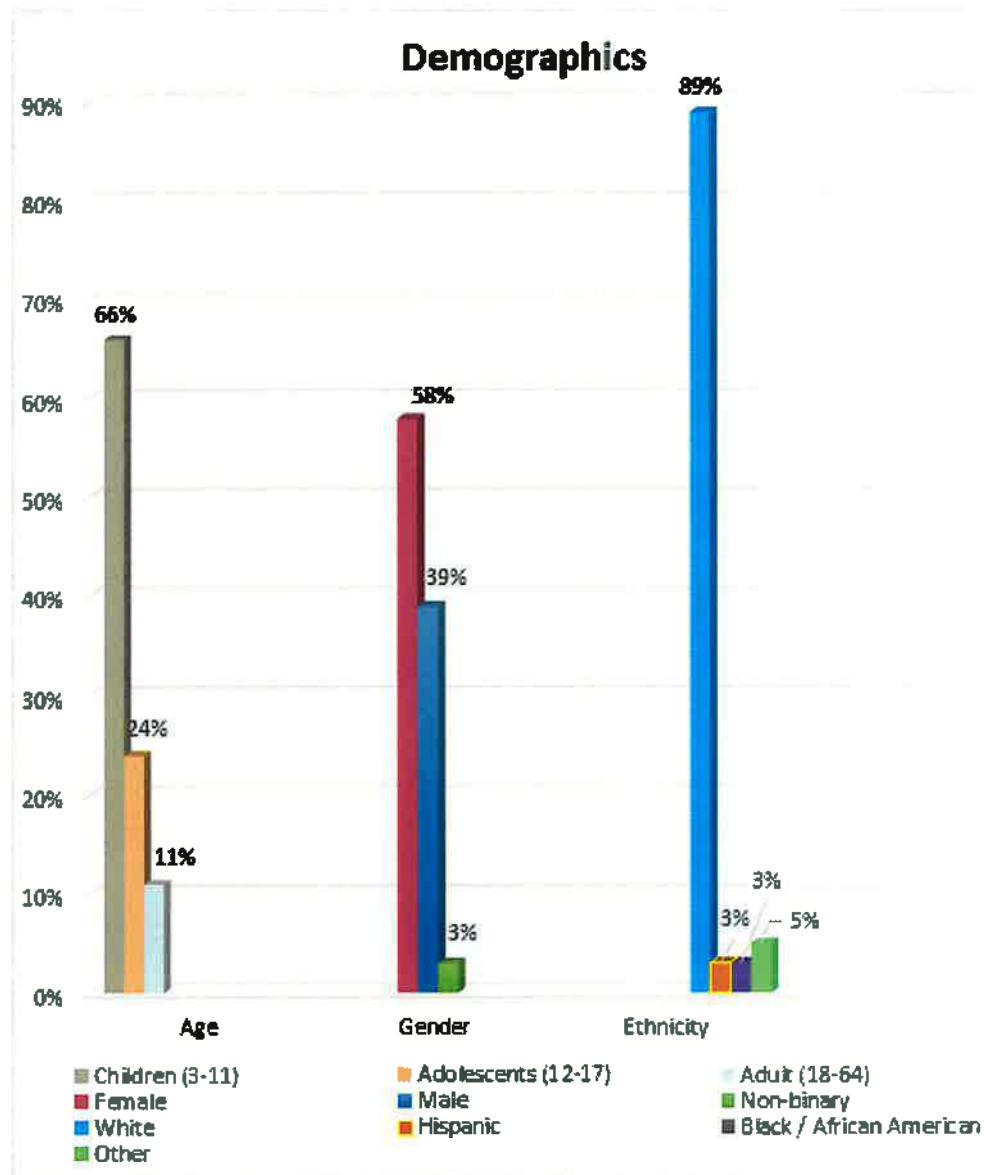
Warm Handoffs: September =3, October =9, November =9 Total=20

Family-initiated cases: August = 1, September = 2, October = 1, November = 1 Total=5

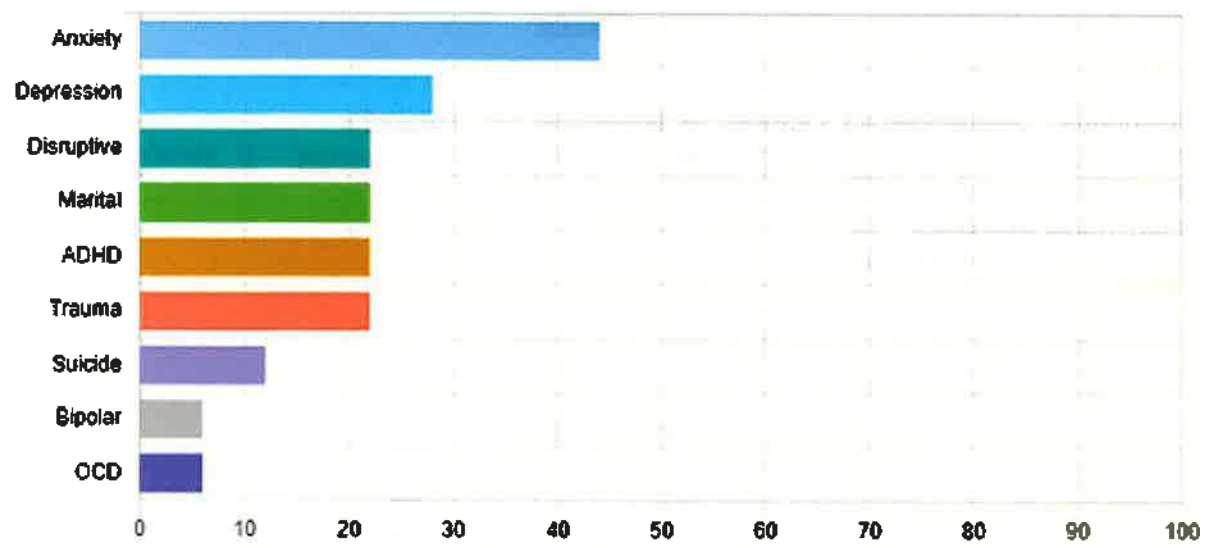
Total appointments to date = 17

Total anonymous searches = 18

Total Cases = 25



Mental Health



Anxiety= 45%
Depression = 29%
Disruptive = 24%
Marital = 24%
ADHD = 24%
Trauma = 24%
Suicide = 12%
Bipolar = 6%
OCD = 6%

ABA Services in the Community

Key Autism Services offers in-home ABA and center-based service in the Lowell area.

- (888) 329-4535
- info@keyautismservices.com

Creative Behavioral Solutions offers assessment, consultation and ABA programming in Chelmsford.

- (978) 710-6837
- info@creativebehavioralsolutions.com

Northeast Arc offers direct ABA services, family and recreational services in Danvers, MA.

- (978) 762-8307
- info@ne-arc.com

New England ABA offers home and community-based ABA therapy and consultation.

- (866) 926-4345
- info@ne-aba.com

Autism Learning Partners offers assessments, parent training, social skills, speech and OT services.

- (855) 296-3276
- autismlearningpartners.com

Community Supports

Department of Developmental Services

Laurie El-Boustany,
DDS Children's Coordinator

- Oversees all DDS eligible children up to age 22 years old or until an adult/transition eligibility is determined.

www.mass.gov/dds
[DDS Eligibility Application](#)



Insurance for Autism and Behavioral Health Services

Amy K Weinstock, Director
- Provides support to families seeking insurance-based services
<https://massairc.org/>



Tewksbury
Public Schools

Home & Community Services



We rise to great heights by a winding staircase of small steps.
- Francis Bacon

TPS Home Services

Purpose

Home Services provide support for the generalization of skills related to:

- Behavior/Self-Management
- Communication
- Activities of Daily Living
- Functional Living Skills
- Community Integration

Home Service Eligibility

The student must have a recommendation based on an FBA and/or Home Assessment completed by a BCBA, or other appropriate staff.

When found eligible for home services, the team may review the following options:

- Direct service in the home
- Direct consultation and/or training for parent/guardian(s)

“I wouldn’t change **you** for the **world**, but I would change the **world** for you.”



TPS Home Assessment Domains

Behavior/Self-Management Domain

- Internalizing behaviors
- Externalizing behaviors

Communication Domain

- Expressive language
- Receptive language
- Communication at home and in the community

Activities of Daily Living Domain

- Self care such as dressing and hygiene
- Home care such as cleaning up and completing chores

Functional Living Skills Domain

- Typical activities and routines that are essential for independence

Community Domain

- Community Access
- Community Integration
- Safety Skills

TPS Home Service Options

Direct ABA Service in the Home

Direct services are provided by trained ABA providers in the home or community in order to support individuals in improvement with independence in the areas of behavior, communication, self-help skills, and community integration.

Parent/Caregiver

Consultation/Training

Services offered to parents/families to empower parents with strategies and interventions identified to support the needs of their child in the home and/or community setting.



For more information, please contact:

Kyle Glassberg, Home Service Coordinator
kbenson@tewksbury.k12.ma.us

Dr. Shayna Shriver, Home Service Consultant
sshriver@tewksbury.k12.ma.us

Candace Tharrett, Assistant Director of Student Services
ctharrett@tewksbury.k12.ma.us

Tewksbury Public Schools
Home Service Tiers

Tier 1 Services – Parent Workshop Series

Parent Workshop Topics may include: *Child Development, Behavior Management, Social/Emotional Needs, Executive Functioning, Increasing Independence in the Home and Community, ABA services*

- Workshops conducted in a group format four times each school year, Dates TBD
- Access to webinars, articles, and resources related to the above topics will be made available to parents

Tier 2 Services – Parent Consult from School Team

Purpose

Tier 2 home services provide families with an opportunity to collaborate with school professionals on reported concerns in the home or community setting. Consults are conducted in order to provide the parent with behavioral intervention tools and strategies to decrease maladaptive behaviors and increase adaptive behaviors.

Eligibility:

- Student currently receives IEP services OR has been referred to the Student Support Team
- Parent reports home-based concerns in the areas of behavior/self-management, communication, activities of daily living, functional life skills, and/or community access
- Behaviors are also observed/noted in the school setting; and are impacting current educational progress

Parent Consultation and Home Data Review:

1. Intake Interview/Packet with a school team member
2. Development of Parent/child objective(s)
3. Data collection/Progress monitoring
4. Follow up consult(s) with school team member

Tier 3 – Home Assessment

Purpose

The purpose is to provide information regarding the process of the implementation of a home assessment. Home assessments are conducted in order to determine if additional supports are required in the home or community setting.

Home Assessment Process

A home assessment is the process of gathering information regarding a student's daily functioning within the home environment. The process is divided into two sections.

Indirect Portion

1. *Interview:* A structured interview is conducted with the parent/caregiver(s) to obtain information regarding the student's behavior in the home setting. This information is used to identify specific behaviors and patterns to be observed through the direct observation and data collection portions of the assessment.

Direct Portion:

1. *Observation(s):* Two to three observations are conducted in the home or community setting. Observations are completed in a subtle manner so that the student can be observed naturally.

Tewksbury Public Schools
Home Service Tiers

2. *Tewksbury Advanced Screening Tool (TAST)*: The Tewksbury Advanced Screening Tool (TAST) is an objective screening tool created by members of the Tewksbury Behavior Department. The tool was assembled based on three research and evidence-based assessments: The Assessment of Functional Living Skills (AFLS), the Vineland Adaptive Behavior Scales-Third Edition, and the ACE Core Skills & Skills Assessment (Autism Curriculum Encyclopedia). The TAST is made up of five sections: Behavior/Self-Management, Communication, Activities of Daily Living, Functional Living Skills, and Community skills. Each section contains sub-components that are directly observed or assessed. Skills that cannot be directly assessed are indirectly rated from the parent/caregiver interview.

In conjunction, these three measures help determine eligibility for home services, including which level of service may be required for the student in the home/community environment.

Tewksbury Public Schools 2024-2025 Kindergarten Registration

Kindergarten! ... here I come!



**REGISTRATION APPOINTMENTS WILL BE HELD VIA ZOOM
FROM JANUARY 16TH THROUGH APRIL 26, 2024**

Registration appointments can be scheduled through the following link:
<https://calendly.com/studentfamilysupport>

Prior to the scheduled appointment time, online registration will need to be filled out here:
[URL for 2024-2025 registration forms being finalized]

We will make every attempt to answer all questions either in our presentation or on our website below. Feel free to ask additional questions during your registration appointment.

All registration appointments are held virtually (via Zoom) unless alternate arrangements are made with the Office of Student and Family Support. At the time of your appointment, you will also receive a Kindergarten screening date and time.

Be sure to read the confirmation email you will receive after you make your appointment. There is important information and a link to the online registration paperwork in the email.

Questions? Email Elise at eedson@tewksbury.k12.ma.us or 978-640-7800 x 5001

To check which school your child will attend (DEWING or HEATH BROOK), based on your address, go to <https://rb.gy/pipyxb> or view this information on our website.

Additional information, as well as our kindergarten informational video, are available on our website at: <https://sites.google.com/tewksbury.k12.ma.us/student-family/home>

Heath Brook School
165 Shawshen St.
Terry Gerrish, Principal
(978) 640-7865



Loella F. Dewing School
1469 Andover St.
Alexis Bosworth, Principal
(978) 640-7858

TPS District Strategy

The Tewksbury Public Schools Community believes that our educational program will reflect our collective Vision of a Learner. Our consistent observable growth among our students and staff will be evident in the achievement of academic, social, and emotional success in school and far beyond.

ABOUT THE DEWING AND HEATH BROOK SCHOOLS

The Loella F. Dewing School is located at 1469 Andover St. and includes Tewksbury's Integrated Preschool Program in addition to grades Preschool through Grade 1. The Tewksbury Public Schools community believes that our educational program will encompass current, research-based teaching, learning, and assessment approaches that promote consistent growth.

The Heath Brook School is located at 165 Shawsheen St. and is a neighborhood school with a strong tradition and a commitment to excellence in education. The Heath Brook School offers a full range of educational support programs to students in grades Preschool through Grade 1. The Heath Brook School, which opened in 1957, is one of four lower elementary schools in the town of Tewksbury.

The school hours for the Dewing and Heath Brook Schools are 8:45 a.m.-3:05 p.m.

- Early Dismissal is at 11:55 p.m.
- Bus routes are released the week before school starts. They are posted in the local paper and on the TPS website.

Kindergarten Immunization Requirements*

Please submit this information (**Immunizations** and **current physical**) with your registration. The **registration online link** is sent to you in an email after you make your appointment.

DTaP	5 doses
Polio	4 doses
Hepatitis B	3 doses
MMR	2 doses
Varicella	2 doses
Other	Vision Screening with Stereopsis*
Other	Lead Test with Results*
Other	Physical within 6 months of entry



***If your child's health records do not include all of this information please ask your doctor to add it to the report as it is required to start Kindergarten.**

It is helpful to have all the required documents, in jpg or pdf format, and ready to be uploaded when you **start the online registration process**. A list of required documents is emailed to you after you make an appointment.



Thank you Cards to Veterans! All hand-made by students at the John Ryan School, Center School, Dewing School, and Heath Brook School.



Mrs. White comes in and works a 50 minute block with every classroom (Grades 2,3,4) creating fun and exciting activities involving hands-on science.

This was Gr 2 motion





Policy

12-6-2023 - First Reading: Recommendation to revise policy.

11-15-2023 - Informational Reading: Recommendation to revise policy.

KBDA - NOTICES TO PARENTS/GUARDIANS

The Tewksbury School Committee encourages communication between the home and school. **Written and electronic** notices are ~~one~~ **some** of the many ways in which home/school communication ~~is~~ **are** fostered.

The building principals may provide students with notices and other materials for them to deliver to their parent/guardians about school related programs.

The Tewksbury School Committee intends that each principal authorize only school-related matters and those non-school-related matters (e.g. surveys, questionnaires, requests for information) which the principal, in consultation with the Superintendent, considers to be in the students' best interest.

Materials distributed by students for non-school-related interests will not contain advertising beneficial to any particular group or business. The principals will approve the distribution of all materials after consultation with the superintendent.

When opinions differ on the appropriateness of a particular piece of material to be sent home with students, the decision of the Superintendent is final.

~~For further clarification of the distribution of materials, please see the school handbook.~~

SOURCE: Tewksbury

Reviewed and Adopted January 14, 2015

Revised:

12-6-2023 - First Reading: Recommendation to revise policy.

11-15-2023 - Informational Reading: Recommendation to revise policy.

File: KBE - RELATIONS WITH PARENT ADVISORY COUNCILS AND BOOSTER ORGANIZATIONS

The Tewksbury School Committee, administration, and staff, in order to foster relationships with parent/guardians that encourage the home and school to work together to establish and achieve common educational goals for students, will:

1. Consult with and encourage parent/guardians to share in ~~school~~ the planning, and in setting objectives and evaluating programs.
2. Help parent/guardians understand the educational process and their role in promoting it.
3. Assist parent/guardian in understanding the operations of their child's school.
4. Provide opportunities for parent/guardians to be informed of their child's progress and the criteria used to measure such progress.

To accomplish the above and to enhance communications between parent/guardians and school officials, the Tewksbury School Committee encourages and supports formal parent organizations, including parent advisory council and booster organizations, at each school building. These procedures will be observed:

1. Organizations will be officially recognized upon request by the building principal **who will file a copy of the organizational papers with the Superintendent.**
2. If more than one organization with the same purpose makes the request, a vote, open to all parent/guardians of children enrolled, will designate the organization to be recognized.
3. All parent organizations shall obtain 501C3 status and file appropriate paperwork with state authorities and make proof of such status available to school district administration.
4. All parent organizations need to recognize that spending on student activities must comply with federal law relating to equity among student genders.

Adoption date: January 1996

Reviewed and Adopted January 14, 2015

Revised: November 14, 2018

Revised:

LEGAL REFS: Title IX, Education Amendments of 1972

CROSS REFS: [ACA](#) - Nondiscrimination on the Basis of Sex

12-6-2023 - First Reading: Recommendation to revise policy and adopt MASC policy

11-15-2023 - Informational Reading: Recommendation to revise policy and adopt MASC policy.

File: KCD - PUBLIC GIFTS TO THE SCHOOLS

In accordance with state law, all grants and gifts to the District shall be reviewed and accepted by the School committee before expenditure or use. In the case of gifts from industry, business, or special interest groups, no extensive advertising or promotion may be involved in any donation to the schools.

Gifts will automatically become the property of the school district. Any gift of cash, regardless of donor intent, will be accepted by vote of the School Committee, kept separate from the general fund, and expended at the discretion of the Committee, as provided by law.

The Committee directs the Superintendent to assure that an appropriate expression of thanks is given all donors.

SOURCE: MASC Updated 2022

REVISED & ADOPTED:

LEGAL REF.: M.G.L. 44:53A; 71:37A

CROSS REFS.: DD, Grants, Proposals, and Special Projects
GBEBD, Online Fundraising and Solicitation - Crowdfunding

File: KCD - PUBLIC GIFTS TO THE SCHOOLS

~~The Tewksbury School Committee appreciates the offering of gifts that will enhance the educational opportunities offered to our students.~~

~~The Superintendent will have authority to accept gifts and offers of equipment for the schools in the name of the Tewksbury School Committee when the gift is of educational value. In the case of gifts from industry, business, or special interest groups, no extensive advertising or promotion may be involved in any donation to the schools.~~

~~Gifts will automatically become the property of the school system. Any gift of cash, whether or not intended by the donor for a specific purpose, will be accepted by vote of the Tewksbury School Committee, handled as a separate account and expended at the discretion of the Tewksbury School Committee, as provided by law.~~

~~Such gift property shall be put to use in whatever manner the Superintendent determines is in the best interest of the Tewksbury Public Schools and fosters the express intent of~~

~~the Tewksbury School Committee to establish parity in the educational equipment and assets among the individual Tewksbury Public Schools.~~

Procedure

- ~~1. Any person or entity who proposes to make a gift to the Tewksbury Public Schools must direct a written offer to the Superintendent of Schools.~~
- ~~2. The Superintendent shall present the written offer to the Tewksbury School Committee for its review.~~
- ~~3. The Tewksbury School Committee will vote to accept or reject the gift on behalf of the Tewksbury Public Schools.~~
- ~~4. To qualify for acceptance a gift must enhance a current program of the Tewksbury Public Schools.~~

~~The Tewksbury School Committee directs the Superintendent to assure that an appropriate expression of thanks is given all donors.~~

LEGAL REFS: M.G.L. [71:37A](#)

12-6-2023 - Informational Reading: Recommendation to revise policy and adopt MASC policy.

11-15-2023 - Informational Reading: Recommendation to revise policy and adopt MASC policy.

File: KDB - PUBLIC'S RIGHT TO KNOW

The School Committee is a public servant, and its meetings and records will be a matter of public information except as such meetings and records pertain to individual personnel and other classified legally confidential matters.

The School Committee supports the right of the people to know about the programs and services of their schools and will make every effort to disseminate information. All requests for information will be acted on fairly, completely and expeditiously.

All commonly available public record documents of the School District shall be posted on the district's website. The length of time such records shall remain posted on the district website shall be in accordance with the Municipal Record Retention Manual. In addition, the official minutes of the Committee, its written policies and regulations, and its financial records will be open for inspection at the office of the Superintendent by any citizen desiring to examine them during hours when the office is open. No records pertaining to individual students or staff members will be released for inspection by the public or any unauthorized persons by the Superintendent or other persons responsible for the custody of confidential files. The exception to this will be information about an individual employee (or student) that has been authorized in writing for release by the employee (or student, or student's parent/guardian).

Each building administrator is authorized to use all means available to keep parents/guardians and others in the particular school's community informed about the school's program and activities.

SOURCE: MASC Updated 2022

Adoption date: January 1996

Reviewed and Adopted January 14, 2015

Revised: June 13, 2018

LEGAL REFS.: M.G.L. 4:7; 66:10; 30A:18-25

CROSS REFS.: BEDG, Minutes
GBJ, Personnel Records
JRA, Student Records

NOTE: The cross references are to related categories in this manual.

~~Each building administrator is authorized by the Tewksbury School Committee to use all means available to keep parent/guardians and others in the particular school's community informed about the school's program and activities.~~

~~The Tewksbury School Committee will provide, upon request, minutes of its meetings and records except as such meetings and records pertain to individual personnel and other classified matters.~~

~~The Tewksbury School Committee supports the right of the people to know about the programs and services offered within the Tewksbury Public Schools. All requests for information will be acted on fairly, completely and expeditiously.~~

~~All commonly available public record documents of the Tewksbury Public Schools shall be posted on the district's website. The length of time such records shall remain posted on the district website shall be in accordance with the Municipal Record Retention Manual. In addition,~~

~~The official minutes of the Committee, its written policies and regulations, and its financial records will be open for inspection at the Office of the Superintendent and/or Business Manager by any citizen desiring to examine them during hours when the office is open.~~

~~No records pertaining to individual students or staff members will be released for inspection by the public or any unauthorized persons by the Superintendent or other persons responsible for the custody of confidential files. The exception to this will be information about an individual employee (or student) that has been authorized in writing for release by the employee (or student, or student's parent/guardian).~~

~~Adoption date: January 1996~~

~~Reviewed and Adopted January 14, 2015~~

~~Revised: June 13, 2018~~

~~LEGAL REFS.: M.G.L. 4:7; 66:10; 30A:18-25;~~

~~<http://www.malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter39/Section23B>~~

~~CROSS REFS.: BEDG, Minutes~~

~~GBJ, Personnel Records~~

~~JRA, Student Records~~

12-6-2023 - InformationalReading: Policy reviewed and recommended to revise policy with edit suggestions from MASC.

11-15-2023 InformationalReading: Policy reviewed and recommended to revise policy with edit suggestions from MASC.

File: KDD - NEWS MEDIA RELATIONS/NEWS RELEASES

The Tewksbury School Committee and administration will make every effort to assist the press and other communications media to obtain complete and adequate coverage of the **successes**, challenges, programs, planning, and activities of the school ~~system~~ **district**. Every possible effort should be made to obtain coverage of school activities that will create and maintain a dignified and professionally responsible image for the school ~~system~~ **district**.

All representatives of the media will be given equal access to information about the schools. General releases of interest to the entire community will be made available to all the media simultaneously. There will be no exclusive releases except as media representatives request information on particular programs, plans or problems.

Procedure

In order that school ~~system~~ **district** publicity is given wide coverage and is coordinated into a common effort and purpose, the following procedures will be followed in giving official information to the news media:

The Tewksbury School Committee Chair will be the official spokesman for the Committee, **except as this duty is delegated to the Superintendent.**

News releases that are of a ~~system~~ **district**-wide or a sensitive nature or pertain to established School Committee policy are the responsibility of the Superintendent.

News releases that are of concern to only one school, or to an organization of one school, are the responsibility of the Principal of that particular school or his/her designee. All statements made to the press by other staff members of the particular school must be cleared with the Principal.

While it is impossible to know how news releases will be treated by the press, every possible effort should be made to obtain coverage of school activities that will create and maintain a dignified and professionally responsible image for the school district.

Adoption date: January 1996

Reviewed and Adopted: January 14, 2015

Revised: June 13, 2018

Reviewed and Revised:SOURCE: MASC Updated 2022

12-6-2023 - First Reading: Policy reviewed and recommended to revise policy with edits suggested by MASC.

11-15-2023 Informational Reading: Policy reviewed and recommended to revise policy with edits suggested by MASC.

**File: KE - PUBLIC COMPLAINTS: INSTRUCTION, LEARNING MATERIALS
AND DISCIPLINE**

Although no member of the community will be denied the right to bring their complaints to the Tewksbury School Committee, they will be referred through the proper administrative channels for solution before investigation or action by the Tewksbury School Committee. Exceptions will be made when the complaints concern Tewksbury School Committee actions or Tewksbury School Committee operations only.

The Committee believes that complaints are best handled and resolved as close to their origin as possible, and that the professional staff should be given every opportunity to consider the issues and attempt to resolve the problem prior to involvement by the Committee. Therefore, the proper channeling of complaints should be referred to the Tewksbury Public Schools' Chain of Communication.

Matters referred to the Superintendent and/or the Tewksbury School Committee must be in writing and should be specific in terms of the action desired.

The Tewksbury School Committee expects the professional staff to receive complaints courteously and to make a proper reply to the complainant.

REVISED: February 11, 2015

Revised: June 13, 2018

LEGAL REFS.: MG.L. 76:5

603 CMR 26.00

Reviewed and Revised:

12-6-2023 Second & Final Reading: Policy reviewed and recommended to revise policy.

11-15-2023 First Reading: Policy reviewed and recommended to revise policy.

10-11-2023 Informational Reading: Recommendation to revise policy with edits suggested by Legal Counsel.

LEGAL COUNSEL EDITS IN PURPLE

TPS: FB - FACILITIES PLANNING

~~School Building Committee~~

~~The town meeting will approve a school building committee for specific building projects. These committees act as the administrative authority for the projects, subject to approval of various actions by the School Committee and town.~~

~~The school building committee has the following responsibilities:~~

- ~~1. To study and make recommendations to the town with respect to school building needs.~~
- ~~2. To review thoroughly with the Superintendent and the School Committee the educational requirements in relation to school buildings.~~
- ~~3. To review previous studies and initiate needed studies with or without consultative assistance.~~
- ~~4. To employ the services of architects and cost estimators and such other professional assistance as it may deem necessary.~~

Staff Planning

~~Arrangements will be made by the Superintendent, working through Principals, for the school staff to contribute in the planning of new school buildings. Teachers will be given the opportunity to submit suggestions for possible inclusion in the educational specifications.~~

The Superintendent of Schools will, on a continuous basis, inform the School Committee as to building requirements. The Superintendent may report the need for either new facilities or renovations of facilities, and the School Committee may authorize studies pursuant to regarding the same. These studies should involve as many constituent community groups as possible. On the basis of the findings, the School Committee may seek authorization for either new school constructions, renovation of existing facilities, or other alternatives.

If the decision is reached to initiate new school construction, or major rehabilitation projects, the ~~Mayor~~ Select Board shall create a School Building Committee to oversee the project to its conclusion. The Select Board shall appoint at least one member of the School Committee, or its designee, to serve on the School Building Committee. The School Building Committee acts as the administrative authority for the project, subject to approval of various actions by the School Committee and/or City Town officials. To best use local resources, the School Building Committee shall, whenever possible, partner with the Massachusetts School Building Authority and comply with applicable legislation, regulations, guidelines and policies.

The School Building Committee has the following responsibilities:

1. To review thoroughly with the Superintendent and the School Committee the educational requirements in relation to school buildings.

12-6-2023 Second & Final Reading: Policy reviewed and recommended to revise policy.

11-15-2023 First Reading: Policy reviewed and recommended to revise policy.

10-11-2023 Informational Reading: Recommendation to revise policy with edits suggested by Legal Counsel.

LEGAL COUNSEL EDITS IN PURPLE

2. To review previous studies and initiate needed studies with or without consultative assistance.
3. To employ the services of architects and cost estimators and such other professional assistance as it may deem necessary.¶

In developing and managing any school construction project, the Superintendent should consult with a variety of constituencies within ~~facets of~~ the educational community, as well as ~~and~~ other interested parties and agencies in the community, for suggestions for possible inclusion in the educational specifications.

{Adoption date}

Revised: January 18, 1996

Reviewed and Adopted on September 25, 2013

Revised & Adopted:

LEGAL REFS.: M.G.L. 71:37C and D; 71:68; 71:70

Massachusetts Board of Education Regulations Governing the School Building Assistance Act, Chapter 645 of the Acts of 1948 as amended, FY 79 and Board of Education 603 CNM, 38:00 and 603 CNM 26:07

12-6-2023 Second & Final Reading:

11-15-2023 First Reading recommended to revise policy.

10-11-2023 Informational Reading: Recommendation to revise policy with input from Legal Counsel.

File: HB - NEGOTIATIONS LEGAL STATUS

All negotiations between the School Committee and recognized employee groups are conducted subject to Massachusetts General Laws. The legal status of negotiations is defined in part by Section ~~2~~ 1 of that chapter, as follows:

~~"Employees shall have the right of self-organization and the right to form, join, or assist any employee organization for the purpose of bargaining collectively through representatives of their own choosing on questions of wages, hours, and other terms and conditions of employment, and to engage in lawful, concerted activities for the purpose of collective bargaining or other mutual aid or protection, free from interference, restraint, or coercion. An employee shall have the right to refrain from any or all of such activities, except to the extent of making such payment of service fees to an exclusive representative as provided in section twelve."~~

"In the case of school employees, the municipal employer shall be represented by the School Committee or its designated representative or representatives."

Basic to all employer/employee negotiations is the concept of "bargaining in good faith." It is the legal responsibility of both the School Committee and employee organizations to bargain in good faith as they conduct negotiations. However, such obligation does not compel either party to agree to a proposal or make a concession.

Reviewed and Adopted December 11, 2013

Revised: February 14, 2018

Revised & Adopted:

LEGAL REF.: M.G.L. [150E:1](#) et seq.

12-6-2023 Second & Final Reading: Recommendation to revise policy.

11-15-2023 First Reading: Recommendation to revise policy.

10-11-2023 Informational Reading: Recommendation to revise and adopt MASC policy with input from Legal Counsel.

File: HF - SCHOOL COMMITTEE NEGOTIATING AGENTS

~~The School Committee is responsible for negotiations with recognized employee bargaining units. However, because of the expertise and time required for negotiations, the School Committee may hire a negotiator to bargain in good faith with recognized bargaining units to help assure that mutually satisfactory agreements on wages, hours, and other terms and conditions of employment will be developed.~~

~~The School Committee will appoint the negotiator and the fee or salary for his/her services will be established in accordance with the law at the time of appointment.~~

~~The duties of the negotiator will be as follows:~~

- ~~1. To negotiate in good faith with recognized bargaining units to arrive at a mutually satisfactory agreement on wages, hours, and working conditions of employees represented by the units.~~
 - ~~a. The negotiator may recommend members of the administration to serve on the negotiation team. They will not be members of any unit that negotiates with the School Committee, and their participation in negotiations must be recommended by the Superintendent and approved by the School Committee.~~
 - ~~b. He/She will direct accumulation of necessary data needed for negotiations, such as comparative information.~~
 - ~~c. He/She will follow guidelines set forth by the School Committee as to acceptable agreements and will report on the progress of negotiations.~~
 - ~~d. He/She will make recommendations to the School Committee as to acceptable agreements.~~
- ~~2. The negotiator will interpret the signed negotiated contracts to administrators and may be called upon to offer advice on various aspects of contract administration during the terms of the contracts with employee organizations.~~

The School Committee is responsible for negotiations with recognized employee bargaining units. However, because of the expertise and time required for negotiations, the Committee may hire a negotiator to bargain in good faith with recognized bargaining units to help assure that mutually satisfactory agreements on wages, hours, and other terms and conditions of employment will be developed.

The School Committee will appoint the negotiator and the fee or salary for their services will be established in accordance with the law at the time of appointment.

12-6-2023 Second & Final Reading: Recommendation to revise policy.

11-15-2023 First Reading: Recommendation to revise policy.

10-11-2023 Informational Reading: Recommendation to revise and adopt MASC policy with input from Legal Counsel.

The duties of the negotiator will be as follows:

1. To negotiate in good faith with recognized bargaining units to arrive at a mutually satisfactory agreement on wages, hours, working conditions of employees, and all other mandated subjects of bargaining, represented by the units.
 - a. The negotiator may recommend members of the administration to serve on the negotiation team. They will not be members of any unit that negotiates with the Committee, and their participation in negotiations must be recommended by the Superintendent and approved by the Committee.
 - b. They will direct accumulation of necessary data needed for negotiations, such as comparative information.
 - c. They will follow guidelines set forth by the Committee as to acceptable agreements and will regularly report on the progress of negotiations in a properly posted executive session.
 - d. They will make recommendations to the Committee as to acceptable agreements.
2. The negotiator will interpret the signed negotiated contracts to administrators and may be called upon to offer advice on various aspects of contract administration during the terms of the contracts with employee organizations.

LEGAL REF.: M.G.L. [71:37E](#)

Reviewed and Adopted December 11, 2013

Revised: February 14, 2018

Revised & Adopted:

SOURCE: MASC - Updated 2022

12-6-2023 Second & Final Reading: Recommended to revise policy.

11-15-2023 First Reading: Recommended to revise policy.

10-11-2023 Informational Reading: Recommendation to revise and adopt MASC policy.

File: KA - SCHOOL/COMMUNITY RELATIONS GOALS

~~The Tewksbury School Committee believes that the Tewksbury Public Schools is an integral part of the community it serves:~~

~~The Tewksbury Public Schools, in order to maintain productive relationships with the Tewksbury community, is committed to:~~

The School Committee believes that the District is an integral part of the community and that community support is necessary for the District's operation and achievement of excellence. The School Committee and District staff members recognize that community support is based on a mutual exchange, a dynamic process in which the District contributes to the community's success and, in turn, benefits from the community's resources.

In order to maintain productive relationships with the community, the District is committed to sustaining:

- Effective, accurate, and meaningful communications that facilitate dialogue, encourage involvement in ~~Tewksbury Public School~~ District programs, and create community advocacy for its public schools.
- Volunteer programs that provide mutually enriching experiences for our students, staff, and community volunteers.
- ~~Provide R~~ecognition programs that publicly honor the contributions of our students, employees, and community partners and express pride in our individual and collective accomplishments.
- ~~Support C~~ommunity service efforts which enable the ~~Tewksbury Public Schools'~~ District's staff and students to express their commitment to the community.
- Community support is necessary for the Tewksbury Public Schools to ensure the success of its students.

Adoption date: January 1996

SOURCE: MASC Policy

Reviewed and Adopted January 14, 2015

REVISED:

SOURCE: MASC – Updated 2022

12-6-2023 Second & Final Reading: Recommendation to revise and adopt MASC policy.

11-15-2023 First Reading: Recommendation to revise and adopt MASC policy.

10-11-2023 Informational Reading: Recommendation to revise and adopt MASC policy.

File: KBA - SCHOOL AND PARENT/GUARDIAN RELATIONS GOALS

~~The Tewksbury School Committee believes in fostering relationships with parent/guardians which encourage cooperation between the home and school.~~

~~While parent/guardians are individually responsible for their children, the Tewksbury Public Schools provides direct and indirect services for students during the time when they are within the supervision of school personnel. The Tewksbury Public Schools also provides a full range of services on a fee basis through our extended day program. Consistent with these shared responsibilities and as appropriate to the maturity of the student, members of the school staff will consult with parent/guardians regarding~~

- ~~—student progress and achievement;~~
- ~~—methods to enhance student development;~~
- ~~—and matters related to meeting each student's needs.~~

~~The Tewksbury School Committee encourages and expects parental involvement in the schools. Regular communication with the school principal and staff, the parent/teacher organizations, the school volunteer program, and other opportunities for participation are open to all parent/guardians.~~

It is the general goal of the District to foster relationships with parents/guardians, which encourage cooperation between the home and school in establishing and achieving common educational goals for students.

While parents/guardians are individually responsible for their children, the District provides direct services of education and indirect services of childcare for students during the time when they are within the supervision of school personnel. Consistent with these shared responsibilities and as appropriate to the maturity of the student, members of the school staff will consult with parents/guardians regarding student progress and achievement, methods to enhance student development, and matters of student conduct.

Additionally, involvement of parents/guardians in the schools is encouraged through regular communication with the school Principal and staff, the parent/teacher organizations, the school volunteer program, and other opportunities for participation in school activities and District programs.

Adoption date: January 1996

SOURCE: MASC Policy

Reviewed and Adopted January 14, 2015

REVISED:

SOURCE: MASC – Updated 2022

12-6-2023 Second & Final Reading: Recommendation to revise and adopt MASC policy with input from legal counsel.

11-15-2023 First Reading: Recommendation to revise and adopt MASC policy with input from legal counsel.

10-11-2023 Informational Reading: Recommendation to revise and adopt MASC policy with input from legal counsel.

File: LBC - RELATIONS WITH ~~HOME SCHOOLS~~ NONPUBLIC SCHOOLS

~~It is the policy of the Tewksbury Public Schools to provide each child with equal educational opportunities:~~

~~Several procedures that must be followed prior to the Superintendent approving a home study plan:~~

- ~~1. All of the requirements recommended by the Massachusetts Department of Education must be met.~~
- ~~2. Parent or guardian must provide information indicating his/ her preparedness to teach.~~
- ~~3. Approval of the program must be obtained in advance prior to the removal of the children from school and to the commencement of the home schooling program.~~
- ~~4. Parent or guardian must be provided, by the Superintendent or the School Committee with an opportunity to explain this proposed plan and present witnesses on their behalf.~~
- ~~5. Parent/guardians must demonstrate that the home school proposal fulfills the requirements of M.G.L. [71A:1](#), in that the instruction will equal in thoroughness and efficiency and in the progress made therein of that in the school district.~~
- ~~6. Parent or guardian must provide a curriculum outline indicating the length of the proposed home school year, a list of subjects to be taught and the hours of instruction in each subject.~~
- ~~7. The Superintendent or School Committee must have access to the textbooks, workbooks and other instructional aids to be used by the children and to the lesson plans and teaching manuals to be used by the parent/guardians. The Superintendent or School Committee will not use this access to dictate the manner in which the subjects will be taught.~~
- ~~8. Periodic standardized testing of the children will be required in order to ensure educational progress and attainment of minimum standards. Other means of evaluating the progress of the children may be substituted for the formal testing process.~~
- ~~9. If the student is to continue in the program for more than one school year, the study plan must be approved annually.~~
- ~~10. All requirements of the Department of Public Health regarding immunization have been completed.~~

~~Parent/guardians have the right to a hearing before the school authorities to allow them an opportunity to explain their plan and answer questions about it. They may be represented by counsel and will be provided reasonable notice of the time and place of such a hearing.~~

~~If a plan is approved, there will be a periodic evaluation and monitoring of the child's progress under guidelines and standards set by the School Committee to assess whether adequate educational progress has been made.~~

Adoption date: January 1996

Revised & Adopted:

~~LEGAL REFS.: M.G.L. 71:1; 71:2; 71:3; 71:4; 76:1; 76:2; 76:3; 119
603 Code Mass. Regulations Section 27.01 (1980)
S.J.C. Care and Protection of Charles, 399 Mass. 324 (1987)~~

File: LBC - RELATIONS WITH NONPUBLIC SCHOOLS

In accordance with state law, the School Committee will approve a private school when it is satisfied that the school equals that of the municipality's public schools in thoroughness, efficiency, and progress made.

All of the following steps are required for approval of a private school:

1. The school submits a letter of application to the Superintendent of Schools.
2. The school completes all items on the "Checklist for Approval of a Private School" and submits required documentation.
3. The Superintendent or designee reviews the submitted materials.
4. The Superintendent or designee visits the school.
5. The school makes a presentation to the School Committee.
6. The Superintendent makes a recommendation to the School Committee.
7. The School Committee takes formal action on the recommendation.
8. The school is notified of the School Committee's decision.

The School Committee will act reasonably and in good faith to carry out its statutory approval function.

If substantial changes are made in the private school's program, the school must seek renewed approval.

The School Committee recognizes that many worthwhile contributions are made to this community by parochial and other private schools. Therefore, it will cooperate with these schools in matters of mutual benefit when law does not expressly prohibit this cooperation.

SOURCE: MASC - Updated 2022

LEGAL REFS.: M.G.L. 40:4E; 71:48 and 71D; 71B:4; 74:4-7A; 76:1

Old Business



Tewksbury Public Schools

MEMORANDUM

To: School Committee Members

From: Brenda Theriault-Regan
Superintendent of Schools

Date: December 1, 2023

Re: Early College Opportunity Updates

This is Information Only - No Vote Required

Please see the following TMHS Early College Opportunity updates: AP Exam Registration update, Dual Enrollment Courses, and Innovation Pathways Engineering. This is informational only.

Early College Opportunity Updates

AP Exam Registration update

2022-2023 - All students were required to participate in AP exams

256 students with a total of **437 exams**

2023-2024 - Enrollment in AP courses no longer requires participation in the coinciding

288 registered* students with a total of **458 exam**

*(*registered refers to students who registered on the AP classroom)*

*For the 2023 2024 school year, there **32 more students** electing to take AP courses with an increase of **21 more exams ordered** in comparison to last academic year. It is important to note, we are no longer requiring AP students to participate in the spring AP exam.*

AP Course	# of students enrolled in the AP Course	# of students participating in the AP Exam
AP Biology	21	19
AP Calculus AB	24	24
AP Chemistry	13	13
AP Comp, Science Principles*	19	13
AP English Language*	43	43
AP English Literature*	34	30
AP French Language	8	8
AP Gov't & Politics	38	34
AP Latin	3	3
AP Microeconomics	104	100
AP Physics C: Mechanics	10	10
AP Psychology	83	82
AP Spanish Language	12	12
AP Statistics	19	19
AP US History*	20	20
AP World History*	28	28

**indicates that the exam is be administered in a digital format*

Dual Enrollment Courses

DE Course	# of students enrolled	Sponsoring College
Accounting	13	Southern New Hampshire University
Anatomy & Phys	62	Southern New Hampshire University
Calculus	4	Middlesex Community College
International Relations	13	Southern New Hampshire University
Intro to Drawing	5	Southern New Hampshire University
Senior English	19	Middlesex Community College
US History	53	Southern New Hampshire University

**It is important to remember whether or not the student pays for the college for a college transcript, participating students enrolled in a DE course will receive the highest GPA weighting.*

Innovation Pathways Engineering

Program requirements:

- Participation in Engineering 1 course
- Participation in Advance Topics in Engineering or Robotics
- Participation in 2 Early College Courses (Dual Enrollment or Advance Placement)
- 100 hour capstone experience, which can be achieved through the senior project
- Participation in MyCap (My Career and Academic Plan) activities: TMHS Guidance Department assists students in achieving MyCap requirements through the use of Naviance for annual classroom visits, as well as individual course selection visits between counselors and students reviewing their academic plan.

Seniors = **12 students** who have met the academic program requirements & MyCap requirements. Students interested in receiving the designation at graduation Will need to complete the 100 hour Capstone requirement during the designated Senior Project time.

- Other than the number of hours, DESE has no parameters on the structure of the IP Engineering Capstone project.

Status of Rising students

Juniors= **18 students**, 2 of which have already completed course requirements

Sophomore= **7 students**

MEMORANDUM

To: Tewksbury School Committee
From: Brenda Theriault-Regan
Superintendent of Schools
Date: December 1, 2023
Re: TPS Professional Development

This is Information Only - No Vote Required

The following is the Tewksbury Public Schools' Professional Development schedule held on December 1, 2023. This is informational only.

**Professional Development Schedule
Friday, December 1, 2023**

PK

Time	Topic	Location	Participants
11:20 p.m. - 11:45 p.m.	Lunch	On Your Own	Preschool staff - bring laptop Your Voice Matters Survey
11:45 a.m. - 2:45.	Frog Street Virtual PD	HB Room 2 Dewing-C2	

K-4

Time	Topic	Location	Participants
11:55 p.m. - 12:20 p.m.	Lunch	On Your Own	Classroom Teachers, Art, Music, PE, ESL bring laptop Your Voice Matters Survey
12:25 p.m. - 3:15 p.m.	Standards Based Grading	Building Based Click for Specific locations	

**K-4 Digital Literacy & STEAM: Coding/Robots
K-4 Reading Teachers: Lexia Training
Library: VoL**

Grades 5-6

Time	Topic	Location	Participants
11:15 a.m. - 11:40 a.m.	Lunch	On Your Own	All Grade 5-6* Bring laptop Your Voice Matters Survey
11:45 a.m. - 2:35 p.m.	Vision of a Learner	Building Based Ryan Cafeteria	

Grades 7-8

Time	Topic	Location	Participants
10:45 a.m.-11:10 p.m.	Lunch	On Your Own	All Grade 7-8* Bring laptop Your Voice Matters Survey
11:10 a.m. - 2:10 p.m.	Vision of a Learner	Library	

Grades 9-12

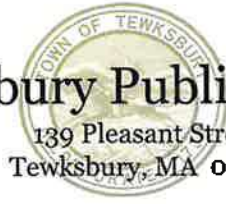
Time	Topic	Location	Participants
10:40 a.m. - 11:05 a.m.	Lunch	On Your Own	All Grade 9-12 Staff* Bring laptop Your Voice Matters Survey
11:10 a.m. - 2:00 p.m.	Vision of a Learner	Building Based	

***Case Managers, Psychologists, Adjustment Counselors, Guidance, MSNTs, DLCs,
Related Service Providers (OT, PT, SLP, BCBA) - New IEP**

Nurses - DM Management/Ipad Procedure

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876



MEMORANDUM

To: Tewksbury School Committee

From: Brenda Theriault-Regan
Superintendent of Schools

Date: December 1, 2023

Re: Food & Nutrition Services Update for our Student Handbooks

This is Information Only - No Vote Required

Please see the following Food & Nutrition Services update. The Student Handbooks were updated to reflect the changes. This is informational only.

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

To: Tewksbury School Committee
From: Brenda Theriault-Regan
Superintendent of Schools
Date: November 16, 2023
Re: Food & Nutrition Services Update for Student Handbooks

Draft with mark-ups

Our Food & Nutrition Services are happy to provide **free** healthy school **breakfast and** lunch meals that meet state and federal guidelines **at all schools for all students**. ~~Students will pay for meals at the regular rate approved by the Tewksbury School Committee and for their meal status (regular, reduced price, or free) each day.~~ **We are still encouraging our households to fill out a Free/Reduced Meal application because the benefits do not stop at just free school meals.** Free and reduced lunch applications are available on the school [website](#) or you may obtain a hard copy through your school office. Other school fees may be free and reduced for those who qualify. While complete breakfast and lunch meals are free, students would have to pay for double meals and/or a la carte menu items; charging will not be permitted. Payment options are through [paypams.com](#) account which is available 24/7, cash or check made out to Tewksbury Food & Nutrition Services. Note: monies paid into the paypams account will carry over year to year. **Refund requests must be submitted to Food & Nutrition Services in writing.** Outstanding debt owed must be paid as this is with the Town of Tewksbury and may impact payment in other areas. For a complete outline of the charging policy including refunds, please see [TPS Food and Nutrition Services](#). This will be confirmed by Food Service

Update for K - 12 Student Handbooks

Our Food & Nutrition Services are happy to provide free healthy school breakfast and lunch meals that meet state and federal guidelines at all schools for all students. We are still encouraging our households to fill out a Free/Reduced Meal application because the benefits do not stop at just free school meals. Free and reduced lunch applications are available on the school [website](#) or you may obtain a hard copy through your school office. Other school fees may be free and reduced for those who qualify. While complete breakfast and lunch meals are free, students would have to pay for double meals and/or a la carte menu items; charging will not be permitted. Payment options are through [paypams.com](#) account which is available 24/7, cash or check made out to Tewksbury Food & Nutrition Services. Note: monies paid into the paypams account will carry over year to year. Refund requests must be submitted to Food & Nutrition Services in writing.

New Business



Tewksbury Public Schools

MEMORANDUM

To: School Committee Members

From: Lori McDermott
Assistant Superintendent of Schools

Date: December 1, 2023

Re: 2024 TPS MCAS Calendar Schedule

This is an informational item only. No vote is required.

The following chart indicates the TPS MCAS Calendar testing schedule for Spring 2024.
This is an informational item only.

Brenda Theriault-Regan, C.A.G.S.
Superintendent (978) 640-7800
bregan@tewksbury.k12.ma.us



Lori L. McDermott, M. Ed.
Assistant Superintendent (978) 640-7800
lmcdermott@tewksbury.k12.ma.us

To: Parents, Guardians, and Students of TPS
From: Lori McDermott, Assistant Superintendent
Re: Next Generation (NG) MCAS 2023-2024 Testing Window (Grades 3-10)
Date: December 5, 2023

The Massachusetts Department of Elementary and Secondary Education (DESE) is planning to administer the Next Generation Massachusetts Comprehensive Assessment System (NG MCAS) test for all students in grades 3-10 this Spring. As a convenience to our TPS community, we have created the table below to clarify which test and which testing mode our students will participate in with the current information we have available through DESE. We have also identified the planned testing weeks at each grade level with some helpful links (see below). Please note, the specific details in this testing memo may be subject to change if required or necessary.

Grades	ELA Literacy & Reading Comprehension	Math	(S.T.E.) Science, Technology, & Engineering Grades 5 & 8 Only	Assessment Dates <i>The dates listed below reflect the planned testing schedule per grade level and test. TPS reserves the right to alter this schedule if needed, and within the MA DESE testing approved window.</i>
3+4	Grades 3+4 Computer-Based NG MCAS	Grades 3+4 Computer-Based NG MCAS	N/A	ELA MCAS: 4/1- 4/5 MATH MCAS: 5/13 - 5/17
5+6	Grade 5+6 Computer-Based NG MCAS	Grades 5+6 Computer-Based NG MCAS	Grade 5 Only Computer-Based NG MCAS	ELA MCAS: 4/9 & 4/10 S.T.E. MCAS: 5/14 & 5/15 MATH MCAS: 5/8 & 5/9
7+8	Grades 7+8 Computer-Based NG MCAS	Grades 7+8 Computer-Based NG MCAS	Grade 8 Only Computer-Based NG MCAS	ELA MCAS: 4/9 & 4/10 S.T.E. MCAS: 5/14 & 5/15 MATH MCAS: 5/8 & 5/9
9 *	N/A	N/A	Computer-Based NG MCAS *CD for Graduation	* S.T.E. BIOLOGY MCAS: 6/4 & 6/5
10 *	Computer-Based NG MCAS *CD for graduation	Computer-Based NG MCAS *CD for Graduation	N/A	* ELA MCAS: 3/26 & 3/27 * MATH MCAS: 5/21/ & 5/22
11+12 **	** If applicable See Link Below	** If applicable See Link Below	N/A	** If applicable See Link Below

Notes: Please see the District Events Calendar at <https://www.tewksbury.k12.ma.us/calendar/>

- The full MA DESE testing schedule can be found at: <http://www.doe.mass.edu/mcas/cal.html>
- To support your child at home and prepare further for the NG MCAS testing, click on the links below:
 - Sample released NG MCAS questions: <http://www.doe.mass.edu/mcas/release.html>
 - For more information on [Sample NG Practice Tests, Tutorials, Test-Taking Tools, and Reference Sheets](#)
- * **Passing the Gr. 9 & 10 NG MCAS** tests are still required Competency Determinations (CD) for graduation.
- ** Class of 2023 & 2024: See [DESE CD Website](#) for more information regarding CD Requirements for graduation and Adams/Koplik scholarship eligibility.

TPS District Strategy

The Tewksbury Public Schools Community believes that our educational program will reflect our collective Vision of a Learner. Our consistent observable growth among our students and staff will be evident in the achievement of academic, social, and emotional success in school and far beyond.