

TEWKSBURY SCHOOL COMMITTEE

139 Pleasant Street, Tewksbury, MA 01876

Notice of Meeting - Public Session

DATE: Wednesday, August 14, 2024 at 2:00 PM & 5:30 PM

MEETING(s): School Committee/Administrators Workshop
Regular School Committee Meeting #2

LOCATION: Tewksbury Memorial High School - Large Group Instruction Room (LGI-1)
320 Pleasant Street, Tewksbury, MA 01876

AGENDA - Workshop - 2:00 PM

1. **Call To Order**
 2. **School Committee & Administrators Workshop**
 - a. 2023-2024 Year-End Summary & 2024-2025 Goals & School Improvement Plans
 3. **Adjourn into Regular School Committee Meeting**
-

AGENDA - Regular School Committee Meeting - 5:30 PM

1. **Call To Order**
2. **Executive Session - Non-Public Session - 5:30 p.m.**
 - Approval of July 24, 2024 Executive Session Minutes
 - Collective Bargaining Pertaining to TTA (Teachers); ESP (Aides); Custodians; Secretaries; TAG (Tewksbury Administrator Group); and Nurses, Bargaining Units

The School Committee will reconvene in open session after the Executive Session.
3. **Adjourn into Public Session - 6:30 PM**
4. **Pledge Allegiance**
5. **Announcement***
6. **Recognitions - None**
7. **Student Council Representative Report**

No summer report
8. **Presentations**
 - a. Wynn Middle School Cell Phone - Yondr Pouch Update
9. **Citizens Forum***

SCHOOL COMMITTEE MEMBERS

Bridget Garabedian, Chair bgarabedian@tewksbury.k12.ma.us ~ Richard Russo, Jr., Vice-Chair russo@tewksbury.k12.ma.us
Chris Moncada, Clerk cmoncada@tewksbury.k12.ma.us ~ Kaitlyn Anderson, Member kmanderson@tewksbury.k12.ma.us
Kayla Biagioni-Smith, Member kbiagioni-smith@tewksbury.k12.ma.us
Superintendent of Schools - Brenda Theriault-Regan bregan@tewksbury.k12.ma.us

10. Approval Of Minutes - Vote

July 24, 2024

11. Submission And Payment Of Bills - Vote

Payroll Period Ending August 1, 2024, \$1,481,826.04

12. Superintendent & Staff Report

13. Consent Agenda*

14. School Committee Member Reports

Tewksbury SEPAC

Wellness Advisory Committee

Policy Sub-Committee

15. Policy Changes, Proposals & Adoption

None

16. Old Business

a. Enrollment Update

17. New Business

a. Buses & Transportation Update

b. 2024-25 Back to School Parent/Guardian Information

18. New School Committee Matters Of Interest

19. Future School Committee Meeting Dates

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

20. Future Sub-Committee & Advisory Committee Meeting Dates

TSEPAC Business Meeting: September 19th; Wellness Advisory Committee: October 24, 2024

Policy Sub-Committee: TBD

21. Future Agenda Items

22. Adjournment

***ANNOUNCEMENT:** The August 14, 2024 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. 2024-25 PK-4 Student Handbook Update
- b. 2024 Summer School & Enrichment Update
- c. 2024-25 Staffing Update
- d. 2024-25 Professional Development & Workshops

Personnel Items

New Hires

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

Reappointments - None

Retirements - None

Appendix B 2023-2024 Co-Curricular Activities

Ryan Elementary School

Kaitlin Magsarili, Co-PLC Facilitator

Appendix B 2024-2025 TMHS Athletics - None

Acceptance of Grants - None

Acceptance of Donations - None

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

**SC/ADMIN
RETREAT
WORKSHOP**

TEWKSBURY SCHOOL COMMITTEE

139 Pleasant Street, Tewksbury, MA 01876

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Regular School Committee Meeting #2 - 5:30 PM

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320 Pleasant Street, Tewksbury, MA 01876

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3. **Adjourn into Regular School Committee Meeting**

REGULAR
SCHOOL
COMMITTEE
MEETING

Executive Session

TEWKSBURY SCHOOL COMMITTEE
Executive Session (Non-Public Session)
Wednesday, August 14, 2024
Tewksbury Memorial High School
Guidance Office Conference Room
320 Pleasant Street, Tewksbury, Massachusetts

A. CALL TO ORDER

B. EXECUTIVE SESSION - Non-Public Session - 5:30 PM

- Approval of July 24, 2024 Executive Session Minutes; and
- Collective Bargaining Pertaining to TTA (Teachers); ESP (Aides); Custodians; Secretaries; TAG (Tewksbury Administrator Group); and Nurses, Bargaining Units

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

C. ADJOURN & RECONVENE REGULAR SCHOOL COMMITTEE MEETING

Recognitions

Presentations

Tewksbury School Committee - August 14, 2024

RECOGNITIONS - None

PRESENTATION

- John Wynn Middle School - Cell Phone Yondr Pouch Update
John Weir, Principal

DEVICE-FREE SCHOOL



Wynn Middle School Philosophy on Devices

The Wynn Middle School has a device-free philosophy to support all students' mental well-being by reducing distractions and fostering focused learning environments. By minimizing phone use during school hours, we aim to maximize academic achievement and create a positive educational experience.

About Pilot

From April-June 2024, the Wynn Middle School piloted the Yondr pouch program to make our school a device-free educational space.



Timeline of Pilot Program

Summer 2023: Applied for and received DESE Grant



Sept '23 - April 2024: Gain feedback and present pilot to stakeholders.



April 2024: Launched Pilot



August 2024: Presentation Pilot Results to School Committee



Voices of the Wynn



"A student worked through a friendship conflict when in the past they would have texted the parent to ask to get picked up."

- Wynn School Counselor

In response to a teacher asking students what have you noticed...

"Students have not been on their phone in the bathroom like they did before. That was annoying."

- Wynn Student

"Pre Yondr I would almost once a day have to get students from the bathroom who were out for over 7 minutes because they were on phones. I have not had to do that once with Yondr."

- Wynn Teacher

"At first I hated the Idea because I was gonna be mad, but to be honest it has no effect on me because I never even used my phone during school hours anyways."

- Wynn Student

"This morning a student said, 'I don't really like the Yonder pouch, but things are much better with it.' Another student replied, 'Yeah, me too. With the pouch no one is taking pictures of me all day anymore.' When I asked the rest of the class if they thought the pouches were better, 100% agreed it's better. Bonus: They also said, cyber bullying during school hours has stopped because of the pouches."

- Wynn Teacher



Yondr Pilot Data: April 2024-June 2024



Bathroom Sign-Outs (passes/day or class)			
	Pre-Yondr Avg./Day	Post-Yondr Avg./Day	Change
8th Grade Specialist Class	8/ passes per class	2.7 /passes per class	166%
8th Grade Team	Avg. 100/ passes per day - whole team	Avg. 80/ passes per day - whole team	120%
8th Grade Specialist	7/passes per class	4/ passes per class	143%
7th Grade Class	19/ total passes per day	6/ total passes per day	168%
7th Grade Class	25-28/ total passes per day	13-16/ total passes per day	148%
8th Grade Specialist Class	5/ Avg. min out of class per trip	3/ Avg. min out of class per trip	140%
7th Grade Science	4.8 avg. min out of class per trip	4.1 avg. min per trip	115%
7th Grade Science	26 total passes per day	20 classes per day	123%
8th Grade Team	80.8 avg # of visits/day	66.9 avg # of visits/day	117.20%
8th Grade Team	5:01 Avg min out of class per trip	4:30 Avg min out of class per trip	110.31%

Yondr Results

- More Time on Learning
- Reduced time out of the classroom
- Positive academic outcomes

Staff Data

100%
Positive

Grade 8 Team Student Survey Results

30% Positive

51% Neutral

19% Negative

Guidance Office Analysis

"There has been no increase in relation to anxiety around phones being in pouches. Social conflicts around phone usage has reduced."

Nurse's Office Analysis

"This information is difficult to quantify. My number of visits have slightly increased. I contribute this to students not being able to text home to be picked up. Nurse dismissals have not increased."



2024 -2025 Wynn Device-Free Proposal



- ◆ **Continue the device-free school approach and adopt the YONDR Program beyond the two month pilot.**
 - **Data Collection:** Collect additional data relating to effects of limiting cell phone use and notification capable devices during the school day.
 - **Program Evaluation:** Continue assessing the sustainability of the Yondr Program and gather feedback from stakeholders.

Rationale:

Based on current research, as well as staff, student, and family feedback, a device-free approach in schools has a positive impact on student learning by ***increasing time on learning, directing students to identified supports in the school, and reducing ongoing distractions during the school day.***

Minutes

Payroll

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee

From: Brenda Theriault-Regan
Superintendent of Schools

Date: August 14, 2024

Re: Payroll

This Requires a Roll Call Vote

For the submission and payment of bills for August 1, 2024 see the following document. The School Committee will move the School Department Payroll be approved and certified in the amounts and categories as shown for a total amount of \$1,481,826.04. This requires a Roll Call Vote by the Committee.

TEWKSBURY PUBLIC SCHOOLS
Tewksbury, Massachusetts
8/1/2024

I move the School Department Payroll be approved and certified in the amounts and categories as shown for a total amount of **\$1,481,826.04**

GRANTS

\$0.00	Early Childhood Grant
\$0.00	IEP Stipend
\$8,563.12	Title I Grant
\$0.00	Title II Grant
\$2,353.05	Title III Grant
\$14,118.30	Title IV Grant
\$30,743.35	Special Ed 240 Grant
\$26,072.46	ASOST Grant
\$0.00	Innovation Pathways Grant
\$1,050.00	SEL Grant
\$14,387.42	ESSER III Grant
\$0.00	21st Century Sped Enhancement
\$500.00	Yondr Grant
\$2,112.50	21st Century Grant

REVOLVING ACCOUNTS

\$2,195.09	Facilities
\$0.00	Parking Fees
\$0.00	Advisor Stipend
\$0.00	TMHS Athletic Intramurals
\$0.00	WYNN Athletic Intramurals
\$0.00	Advisor Stipend- Ryan
\$0.00	AP Proctoring
\$1,149.28	Recreation
\$8,112.99	Lunch Program
\$0.00	Athletic Revolving
\$1,175.00	Adult Education Program
\$6,351.89	Preschool
\$0.00	Kindergarten Revolving
\$0.00	School Rec Coverage
\$44,824.55	Circuit Breaker Account
\$0.00	Community Services Preschool Program
\$3,647.88	Alphabest

\$167,356.88 SUB TOTAL - NON LEA FUNDS

LEA FUNDS

\$363,073.47	2024-2025 School Department Account
\$951,395.69	2023-2024 School Department Account

\$1,314,469.16 SUB TOTAL - LEA FUNDS

\$1,481,826.04 TOTAL

Superintendent/ Staff Reports

Consent Agenda

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee

From: Brenda Theriault-Regan
Superintendent of Schools

Date: August 14, 2024

Re: 2024-2025 PK-4 Student Handbook: Center Elementary School, Dewing Elementary School
and Heath Brook Elementary School

This is Information Only - No Vote Required

For the consideration of the School Committee: Principal Bosworth, Principal Gerrish and Principal Harding present an update to the 2024-2025 PK-4 Student Handbook on the process for arrivals and dismissals. This requires Roll Call Vote of the School Committee. The School Committee will accept this item under the Consent Agenda.



Tewksbury Public Schools

Heath Brook Elementary, Dewing Elementary, ,
Center Elementary, Ryan Elementary, Wynn Middle
Tewksbury Memorial High School



July 31, 2024

To: Brenda Theriault-Regan, Superintendent
cc: Nancy Milligan, Asst. Superintendent

From: Terry Gerrish, HB Principal
Alexis Bosworth, Dewing Principal
Jay Harding, Center Principal

Re: Proposed Handbook Update - ARRIVALS AND DISMISSALS

In light of the changes and varied times across schools, we propose, with your approval, to edit the existing language under the above-noted heading. We believe this language captures the intent of the communication, with the understanding that each school will share specific times that are relevant for each.

CURRENT:

ARRIVALS AND DISMISSALS

School drop off/pick up procedures are conducted with the safety of students in mind. Schools will communicate appropriate pick up/drop off procedures; which may be adjusted if needed. Students should not be dropped off prior to 8:30, as staff are not available to supervise children until 8:25 a.m.

Students in all schools arriving after 8:45 a.m. are considered tardy. They must be escorted by a parent or guardian and signed in at the main office. At that time, they will be issued a tardy pass to present to the classroom teacher upon entrance.

Regular dismissal/ pick up time is 3:05. Students who are dismissed before 2:45 will require a parent/guardian to sign out their child at the office. In order to dismiss early, the student must bring a note from home stating the requested dismissal time and the authorized adult who will meet and sign out the child. Identification must be shown at the time of dismissal. No dismissals will take place through the office between 2:45 and 3:05 **Children cannot be picked up without proper sign-out.**

Children who are picked up daily will be dismissed through the school's designated area, provided a Dismissal Notification has been turned into the office.

PROPOSED

ARRIVALS AND DISMISSALS

School drop off/pick up procedures are conducted with the safety of students in mind. Schools will communicate appropriate pick up/drop off procedures; which may be adjusted if needed. See communications from Dewing, Heath Brook and Center Schools relative to specific school hours and arrival/dismissal routines for each school.

Students in all schools arriving after the school start time are considered tardy. They must be escorted by a parent or guardian and signed in at the main office. At that time, they will be issued a tardy pass to present to the classroom teacher upon entrance.

Students who are dismissed earlier than the end of the school day will require a parent/guardian to sign out their child at the office. In order to dismiss early, the student must bring a note from home or provide information on Pickup Patrol stating the requested dismissal time and the authorized adult who will meet and sign out the child. Identification must be shown at the time of dismissal. **Children cannot be picked up without proper sign-out.** No dismissals will take place through the office during the last 20 minutes of the school day. Staff is preparing school-wide mobilization for dismissal.

Children who are picked up at regular time daily will be dismissed through the school's designated area, provided a Dismissal Notification has been turned into the office.

*The Tewksbury Public Schools Community believes that our educational program will reflect our collective Vision of a Learner:
The 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.*

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee

From: Brenda Theriault-Regan
Superintendent of Schools

Date: August 14, 2024

Re: 2024 Summer School & Enrichment

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

Please see the following chart of the 2024 Summer School and Enrichment programs held during the summer. The School Committee will accept this item under the Consent Agenda.

2024 Summer School & Enrichment

Summer 2024 (This information will be updated as programs and details become available)

Summer Programs	Current Grade	Facility	Enrollment	Lead Person	# of Rooms Needed	Identified - Eligible Students	Cost	Transportation Provided	Sponsored/Non-sponsored School District Activities	Time Frame	Days	Dates	Weeks
TPS Summer School Programs													
Special Education ESY	PK DLC	CES	37	SPED ADMIN	4	per IEP	NONE	Yes	sponsored	8:00 - 11:30	Mon-Thu	7/8/24 - 8/8/24	5 weeks
Special Education ESY	DLC K - 4	CES	32	SPED ADMIN	4	per IEP	NONE	Yes	sponsored	8:00 - 11:30	Mon-Thu	7/8/24 - 8/8/24	5 weeks
Special Education ESY	PK - 4 ACA	CES	49	SPED ADMIN	5	per IEP	NONE	Yes	sponsored	8:00 - 11:30	Tues-Thu	7/9/24 - 8/1/24	4 weeks
Special Education ESY	SPIRE Services K-4	CES	27	SPED ADMIN	3	per IEP	NONE	Yes	sponsored	8:00 - 11:30	Tues-Thu	7/9/24 - 8/1/24	4 weeks
Special Education ESY	BRIDGE (SEL) K - 3	CES	15	SPED ADMIN	2	per IEP	NONE	Yes	sponsored	8:00 - 11:30	Mon-Thu	7/8/24 - 8/1/24	4 weeks
Special Education ESY	5 - 12 ACA	TMHS	34	SPED ADMIN	2	per IEP	NONE	Yes	sponsored	8:00 - 11:30	Tues-Thu	7/9/24 - 8/1/24	4 weeks
Special Education ESY	DLC 5 - 8	TMHS	10	SPED ADMIN	1	per IEP	NONE	Yes	sponsored	8:00 - 12:30	Mon-Thu	7/8/24 - 8/8/24	5 weeks
Special Education ESY	BRIDGE (SEL) Gr. 4 - 8	CES	14	SPED ADMIN	1	per IEP	NONE	Yes	sponsored	8:00 - 12:30	Mon-Thu	7/8/24 - 8/1/24	4 weeks
Special Education ESY	Progression /LEAP	TMHS	15	SPED ADMIN	2	per IEP	NONE	Yes	sponsored	8:00 - 12:30	Mon-Thu	7/8/24 - 8/8/24	5 weeks
Special Education ESY	Services Only	CES	6	SPED ADMIN	1	per IEP	NONE	Yes	sponsored	8:00 - 12:30	Mon-Thu	7/8/24 - 8/8/24	5 weeks
21st Century Learning (K-1) Dewing Students	K-1	CES	56	TG/AB/CB Pam Shirkoff	5	per invite	NONE	No	sponsored	8:00-4:00	Mon-Thu	7/1/24 - 8/8/24	6 weeks
Penguin Pride (K-1) Heath Brook Students	K-1	CES	48	TG/AB/CB Pam Shirkoff	5	per invite	NONE	No	sponsored	8:00-4:00	Mon-Thu	7/1/24 - 8/8/24	6 weeks
WYNN & TMHS Academic & Credit Recovery	7-12	TMHS	35	CB/Shellie Ryan	4	per invite	NONE	No	sponsored	7:30 - 2:30	Mon-Fri	7/8/24 - 8/2/24	3 weeks, plus a "bonus" week for make ups
Title I Summer Reading Intervention Program	2-8	CES	25-30	Felicia Cenanovic	3	per invite	NONE	no	sponsored	9:00-11:00	Mon-Thu	7/22/24 - 8/1/24	2 weeks
ELE Summer Service 2-5	2-5	CES	20	Karen Hodgson	1	per invite	NONE	Yes, prerequisites	Sponsored	8:00 - 11:30	Mon-Thu	7/8/24 - 7/19/24	2 weeks
ELE Summer Service 6-12	6-12	CES	20	Karen Hodgson	1	per invite	NONE	Yes, pre-requisites	Sponsored	8:00 - 11:30	Mon-Thu	7/8 - 7/19	2 weeks

Summer 2024 (This information will be updated as programs and details become available)

Summer Programs	Current Grade	Facility	Enrollment	Lead Person	# of Rooms Needed	Identified - Eligible Students	Cost	Transportation Provided	Sponsored/Non-sponsored School District Activities	Time Frame	Days	Dates	Weeks
School Preparedness Opportunities													
Freshman Orientation	9	TMHS	TBD; all students to be invited with a request to RSVP	Andy Long Michelle Dick Sean O'Leary		all freshman	NONE	NONE	School-Sponsored	Rolling morning time slots will be available.	Mon, Tues, Wed.	8/21, 8/22, & 8/23 *Students will receive a Google Form to sign up for 1 of the days as available	
Childcare													
AlphaBest K-8 (Day Camp & Enrichment)	K-8	CES	Up to 120			all K-8	VARIES	No	Non-sponsored	Full-Day 7:00-6:00pm; 1/2-Day avail.	1-5 days/week	7/1 - 8/18	
At-Home Summer Academics and Varied Enrichment													
TPS Summer Reading	K-12	N/A	ALL	Felicia Cenanovic		all	NONE	—	School-Sponsored	https://docs.google.com/presentation/d/1TZVc5JN2UUKmg15BeVPWakAQmKdFinj1Pr_P6niRssE/edit?usp=sharing	all	All Summer	
Tewksbury Public Library	K-12	TPL	n/a	TPL		all	NONE	—	Non-sponsored	https://www.tewksburypl.org/	Mon-Fri	N/A	
Town of Tewksbury Recreation Resources	PK-12	varies	n/a	Town Rec Dept.		all	Varies	—	Non-sponsored	https://tewksbury-ma.gov/870/Recreation-Resources	varies	varies	

Summer 2024 (This information will be updated as programs and details become available)

Summer Programs	Current Grade	Facility	Enrollment	Lead Person	# of Rooms Needed	Identified - Eligible Students	Cost	Transportation Provided	Sponsored/Non-sponsored School District Activities	Time Frame	Days	Dates	Weeks
College for Kids & Teens at Middlesex Community College	ages 8-14	n/a	n/a	MCC					Non-sponsored	College for Kids & Teens at Middlesex Community College Macaroni KID Acton-Concord-Bedford-Lexington			
Varied Booster Club Enrichment Opportunities	varies	varies	n/a	See Link		varies	VARIES	--	Non-sponsored	These are not TPS sponsored activities. Please see flyer for details and availability: https://sites.google.com/tewksbury.k12.ma.us/student-family			
UMass Lowell Engineering Program	10-11	UML / TMHS		Mary Jo Kelleher		all	NONE	YES - Partial	IP Grant Funded	Please contact mikelleher@tewksbury.k12.ma.us for more information			
Khan Academy Summer Camp	3-12	online	n/a			all	NONE	--	Non-sponsored	https://keeplearning.khanacademy.org/summer-schedule	all	varies	
Macaroni Kids Summer Activity Guide (Varied Sites & Activities)	PK-12	varies	n/a			all	VARIES	--	Non-sponsored	Visit TPS Student & Family Webpage	N/A	N/A	

* The 2024 TPS Summer School Programming is contingent on staffing; details subject to change.

** TMHS Credit Recovery Summer School = No cost for Tewksbury students

*** DESE Summer Acceleration Academies (***Pending Grant Funding Approval)

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee
From: Brenda Theriault-Regan
Superintendent of Schools
Date: August 14, 2024
Re: 2024-25 School Year Staffing Updates

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

Please see the following 2024-2025 staffing updates. The School Committee will accept this item under the Consent Agenda.

2024-25 New Staff Data & Current Staff Changes

Administration	Position	Location	
Nancy Milligan	Assistant Superintendent	District Office	New hire
Kara Murray	Interim Ass't Dir Student Services & Special Ed	District Office	Transfer
Custodians			
Mark Champoux	Building Custodian	Ryan Elementary School	Transfer
Ryan Cunningham	Building Custodian	Center Elementary School	Transfer (shift change)
Education Support Personnel			
Valerie Ashe	ESP Kindergarten Aide	Dewing Elementary School	Transfer
Jonathan Cabrera	ESP Aide	Ryan Elementary School	New hire
Deborah Guttadauro	K-1 DLC Aide	Heath Brook School	Transfer
Andrea Merlino	ESP Aide	Heath Brook School	New hire
Food & Nutrition Services			
Elizabeth Bairos	Food & Nutrition Services	Center Elementary School	Transfer
Jennifer Iannuzzi	Food & Nutrition Services	TMHS	New hire
Julie Naughton	Food & Nutrition Services Kitchen Manager	Heath Brook School	Transfer
Cathy Dell'Orfano	Food & Nutrition Services	Center Elementary School	Transfer
Yu Savage	Food & Nutrition Services	TMHS	New hire
Secretaries			
Kimberly Bruderman	10-mo Secretary	Center Elementary School	New hire
Maria Doherty	12-mo Secretary	Ryan Elementary School	Transfer
Specialist			
Nora Durgin	School Psychologist	Districtwide	New hire
Paige Garson	Speech, Language Pathologist	Districtwide	New hire
Alisa Zuka	Speech, Language Pathologist	Districtwide	New hire
Teachers			
Nick Amato	Literacy Teacher	Ryan Elementary School	Transfer
Lisa Costa	K-1 DLC Teacher	Heath Brook School	Transfer
Todd Cutrona	Grade 5 Math & Science	Ryan Elementary School	Reassigned
Melissa Engelken	Grade 2 Teacher	Center Elementary School	Transfer
Julia Hammers	Math Teacher	Wynn Middle School	Reassigned
Kaitlin Magsarili	Grade 6 ELA Teacher	Ryan Elementary School	Transfer
Alexandra Manna	Moderate Special Needs Teacher	Wynn Middle School	New hire
Erin Murphy	Online & Independent Learning Teacher	TMHS	Transfer
Laura Rainsford	Grade 2 Teacher	Center Elementary School	New hire
Jessica Smith	Grade 4 Teacher	Center Elementary School	New hire
Ashley Spatola	Grade 2 Teacher	Center Elementary School	Transfer
Sarah Turgeon	Grade 3 Teacher	Center Elementary School	Transfer
Meagan Welch	PK DLC Teacher	Heath Brook School	Transfer
Steven Simon	1-yr Long-term Sub Grade 7 Math Teacher	Wynn Middle School	1-Yr Sub



Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee

From: Brenda Theriault-Regan
Superintendent of Schools

Date: August 14, 2024

Re: TPS Professional Development

This is Information Only - No Vote Required

The following is the Tewksbury Public Schools' 24-25 Professional Development and Workshop schedule for August 26th and August 27th. The School Committee will accept this item under the Consent Agenda.

24-25 PD & WS SCHEDULE

	MONDAY	TUESDAY	FRIDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	THURSDAY	ADDITIONAL CONSIDERATIONS	
	9/29/2024	10/1/2024	10/11/2024	11/5/2024	1/29/2025	3/13/2025	3/14/2025	4/17/2025		
	FULL DAY 6HR	1/2 DAY TRAINING 3HR	1/2 DAY 3HR	FULL DAY 6HR	1/2 DAY 3HR	1/2 DAY 3HR	FULL DAY 6HR	1/2 DAY 3HR	Faculty Meeting Min's	
TMHS	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
WYNN	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
RYAN	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Inclusive Practices/Data Driven Decision Making/MTSS/UDL Gr. 3-6 EL PD (PM)	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
CES	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Gr K-2 EL PD (AM) Inclusive Practices/Data Driven Decision Making/MTSS/UDL Gr. 3-6 EL PD (PM)	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
DEWING PK-1	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	PK TBD Gr K-2 EL PD (AM) Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
HEATH BROOK PK-1	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	PK TBD Gr K-2 EL PD (AM) Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
MSNT	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Same as Gen. Ed. Above	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
Sub-Separate DLC	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Same as Gen. Ed. Above	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
Case Managers	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	

24-25 PD & WS SCHEDULE

	MONDAY	TUESDAY	FRIDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	THURSDAY	ADDITIONAL CONSIDERATIONS	
	8/26/24	8/27/24	10/11/2024	11/5/2024	1/29/2025	3/13/2025	3/14/2025	4/17/2025		
	FULL DAY 6HR	1/2 DAY TRAINING 3HR	1/2 DAY 3HR	FULL DAY 6HR	1/2 DAY 3HR	1/2 DAY 3HR	FULL DAY 6HR	1/2 DAY 3HR	Faculty Meeting Min's	
Sp.Ed. Related Service ONLY	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
Counselors (GUID, SAC, SW's)	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
ESL	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
Nurses	TBD: Opening Day 1 & Day 2 Agenda		Multi-Part Series SESSION #1	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #2	Multi-Part Series SESSION #3	Inclusive Practices/Data Driven Decision Making/MTSS/UDL	Multi-Part Series SESSION #4	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
TPS Aides	TBD: Opening Day 1 & Day 2 Agenda		TBD	TBD	TBD	TBD	TBD	TBD	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
HR Precision (fka Delta-T)	2-Day Training (TBD)		TBD	TBD	TBD	TBD	TBD	TBD	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
Secretaries	See Opening Day 1 & Day 2 Agenda See Day 1 only		TBD	TBD	TBD	TBD	TBD	TBD	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
Admin. Team	See Opening Day 1 & Day 2 Agenda		TBD	TBD	TBD	TBD	TBD	TBD	Vision of a Learner OI PLC 2.0 CPI & De-Escalation Improved Communications Improved Literacy Differentiation	
Note: Additional job-embedded, online learning, PLC's, school related projects & other PD opportunities will be scheduled throughout the school year.										
For Who	Title	Register	Due	Contact Info	Link					
All DESE Lic. Staff	Foundations for Inclusive Practice Self-Directed Sp.Ed. PD	see link	ongoing throughout school year	DESE	http://moodle.madese.edu/course/index.php?categoryid=9					

24-25 PD & WS SCHEDULE

	MONDAY	TUESDAY	FRIDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	THURSDAY		
	8/26/2024	8/27/2024	10/11/2024	10/22/2024	1/23/2025	3/13/2025	3/14/2025	4/17/2025	ADDITIONAL CONSIDERATIONS	
	FULL DAY 6HR	1/2 DAY TRAINING 3HR	1/2 DAY 3HR	FULL DAY 6HR	1/2 DAY 3HR	1/2 DAY 3HR	FULL DAY 6HR	1/2 DAY 3HR	Faculty Meeting Min's	
All DESE Lic. Staff	SEI PD through TPS		see link	ongoing throughout school year (due by May 1)	Your Principal	https://docs.google.com/document/d/1Svql6P4IK12QrhlsK1v4arytlBeeSc8U6zeWEz12ICs/e68f7usp#sharing				

Tewksbury Public Schools

Tewksbury, Massachusetts 01876

Judi McInnes

Principal

(978) 640-7880 ext. 7300

William Hart

Assistant Principal

(978) 640-7880 ext. 7302

John F. Ryan Elementary School

135 Pleasant Street

Tewksbury, MA 01876

Fax (978) 640-7888

To: Brenda Theriault-Regan

From: Judi McInnes, Ryan School Principal

Re: Appendix B Positions- UPDATED

Date: August 7, 2024

John F. Ryan School Appendix B Positions 2024-2025

I recommend the following people for **Team Leader** positions:

Christine Cremin

Rachel Cohen

Robert Shirkoff

Pamela Shirkoff

Kathleen Anderson

Gretchen Martel

Jennifer Mrozowski

I recommend the following people for **PLC Facilitator** positions:

Susan Walsh

Sandra Ferrara

Jamie Bruno

Andrea MacMullin & **Katlin Magsarili**

Lauren Tierney

Mathematics

Science

Specialists

English/Language Arts

Social Studies

TEWKSBURY PUBLIC SCHOOLS
Request for Fundraising

File: JJE-E

Date: 8/5/24

1. Name of Organization TMHS PAC
2. Describe in detail the method of the fundraising activity. (Attach additional information necessary.)
See Attached sheet
TMHS Student Parking Raffle
3. School location and facilities desired (cafetorium, cafeteria, classroom, gymnasium).
Please send Use of Facilities Form to: **TMHS -Nancy O'Hare**, nohare@teWKsbury.k12.ma.us;
K-8 -Eileen Osborne, eosborne@teWKsbury.k12.ma.us
4. Purpose of anticipated funds (To be approved by the building principal.)
To fund senior scholarships + All Night Long
festivities
5. Proposed dates of fund raising activity: From Aug 5 To Aug. 19, 2024
6. Describe student involvement in the fund raising activity. (Please note: Venmo is not an acceptable method of payment.) _____
7. Type of identifying credential to be used during Fund Raising Activity. Raffle
8. Is there a contract or agreement to be signed? Yes _____ No X
9. Name of responsible individual (PRINT) CHRISTINE PAQUETTE Signature TMHS PAC
Phone [REDACTED] Email TMHSPAC@GMAIL.COM

(To be completed by the School Principal)
Date 8/5/24

1. Your request for permission to raise funds is Approved Disapproved (Circle)
2. Reason for disapproval _____
3. You are authorized to begin the activity on Aug. 5
4. You are to submit a written narrative describing the amount of money raised and the funds not later than thirty (30) days after the ending date as shown above.
5. Comments by the principal: _____
- ☒ I have reviewed this fundraiser request and its associated details and verified that it complies with policy JJE
Student Fundraising Activities (Check box)
6. Copy sent to the Office of the Superintendent of Schools. Yes No (Circle)

Principal's Signature _____

Date 8/5/24

TMHS
PAC Student Parking Raffle 2024-25

Students entering Junior or Senior year who have their license or will have it this school year qualify for entering. Opened now through August 19.

Please check out our new PAC website. We will update accordingly throughout the school year. All information for our PAC sponsored events, fundraisers and meetings can be found here.
<https://tmhspac.wixsite.com/site1>

VIP PARKING PASS RAFFLE!!!

The Annual TMHS PAC VIP ASSIGNED Parking Raffle is now open to any **TMHS Junior or Senior student** that has or will be getting their driver's license this **2024-2025** school year. Money raised from this fundraiser goes towards senior scholarships & ANL festivities.

Policy

Old Business



Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

To: Tewksbury School Committee

From: Brenda Theriault-Regan
Superintendent of Schools

Date: August 14, 2024

Re: August Enrollment Update

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

Please see the following active and expected enrollment as of August 8, 2024. This is informational only, no vote is required.

SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	TOTALS
CENTER				300	241	264										805
DEWING	51	52	139													242
	69	124	142													
HEATH BROOK	35	38	112													185
	51	110	116													
RYAN							257	245								502
WYNN MIDDLE									251	274						525
HIGH SCHOOL (HS)											146	168	186	173	9	682
PreSchool @ HS	2															2
	13															
TOTALS	86	90	251	300	241	264	257	245	251	274	146	168	186	173	9	2941
FY25 EXPECTED	133	234	258	307	246	267	259	251	261	277	150	172	190	175	9	3189
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	

New Business

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876

MEMORANDUM

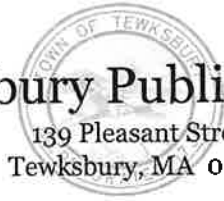
To: Tewksbury School Committee
From: Brenda Theriault-Regan
Superintendent of Schools
Date: August 14, 2024
Re: Buses & Transportation Update

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

Please see the following 2024-2025 school year bus and transportation updates. This is informational only, no vote is required.

Tewksbury Public Schools

139 Pleasant Street
Tewksbury, MA 01876



MEMORANDUM

To: Tewksbury School Committee

From: Brenda Theriault-Regan
Superintendent of Schools

Date: August 14, 2024

Re: 24-25 Back to School Parent/Guardian Information

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

The Tewksbury Public Schools has compiled a list of important dates and information for the upcoming 2024-2025 school year; please see the following document, *24-25 Back to School Parent/Guardian Information*.

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



Nancy M. Milligan, M.Ed.
Assistant Superintendent (978) 640-7800
nmilligan@tewksbury.k12.ma.us

The Tewksbury Public Schools has compiled a list of important dates and information for the upcoming **2024-2025** school year; please see below. We look forward to your return to school!

If you have any specific school-related questions or concerns, please contact your child's school directly.

TPS Website & Calendar: For calendars, registration information, or department-specific information, please see the [Tewksbury Public Schools Website](#) and the [TPS 24-25 Calendar & Report Card Periods](#)

Transition Planning: For a schedule of orientations, school tour opportunities, open house dates, and other welcome back events, please see the [PK - Grade 12 Transition Events Schedule](#)

Bus Transportation: Students are encouraged to take the bus, available free to all students. The TPS Bus Schedule will be posted [here](#) by August 23rd.

Parent Drop-off and Pick-up Procedures: Information and traffic pattern details will be communicated from the school principal to their respective families by August 16th.

In-District Vans: Families will be contacted by their child's van driver by Friday, August 23rd.

Out-of-District Vans: Families will be notified by their child's van driver within 2-3 days of their child's first day of school.

PK-8 Classroom Assignments will be posted to [Aspen](#) during the week of August 12th - 16th

TMHS Schedules will be posted to [Aspen](#) during the week of August 12th - 16th

Back to School Forms: We are pleased to inform you that on August 20th, we will be sending the required start-of-the school-year documents to all parents and guardians via email. These documents will include:

- Accident/Illness Form
- Parent/Guardian Consent to Administer OTC Medication
- Allergy Survey (if applicable)
- Student Handbook Sign Off (includes photo consent)
- Technology Acceptable Use Policy
- Medicaid Parent Authorization Form
- Information on Free/Reduced Meals Program (**Note: this page provides information on how you can complete the application for free/reduced meals**)

School Meals: While we're happy to offer free meals, free and reduced lunch applications benefit district funding and can reduce student fees for clubs and athletics. **We encourage ALL families to [complete this form](#)**, unless you've already received a direct certification letter informing you that your child(ren) will receive free or reduced-priced meals.

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.