



Tewksbury School Committee - Regular Business Meeting

**MINUTES**

January 14, 2026 at 5:30 p.m.

Tewksbury Memorial High School - LGI-1  
320 Pleasant Street, Tewksbury, MA 01876

**SCHOOL COMMITTEE MEMBERS PRESENT**

Bridget Garabedian, Chair  
Kayla Biagioni-Smith, Vice-Chair  
Jamey Cutelis, Clerk - *Participating Remotely*  
Chris Moncada, Member  
Kaitlyn Anderson, Member

**SCHOOL ADMINISTRATORS PRESENT**

Brenda Theriault-Regan, Superintendent  
Dr. Nancy Milligan, Assistant Superintendent  
David Libby, Business Manager

**CALL TO ORDER**

Ms. Garabedian called the January 14, 2026 Regular School Committee Meeting to order at 5:33 p.m.

**PLEDGE OF ALLEGIANCE**

All rose for the Pledge of Allegiance.

**ANNOUNCEMENT**

Ms. Garabedian announced that this Regular School Committee meeting will be televised and recorded and may be viewed live on Comcast Channel 22, Verizon Channel 34, or YouTube.com/TewksburyTV. Under the Open Meeting Law, the public is permitted to make an audio or video recording of an open session at a public meeting. Ms. Garabedian asked if anyone in the audience was recording tonight’s meeting to please identify themselves. No one was recording the meeting.

**RECOGNITIONS**

Ms. Regan invited Athletic Director, Mr. Ron Drouin, to introduce and talk about our athletic recognitions. Due to athletic commitments, two of our athletes, Steven Oppedisano and Ben Christopher, were unable to attend this School Committee Meeting.

Steven Oppedisano was voted the Merrimack Valley Conference 2 Runner of the Year, and was named Tewksbury Cross Country Team Most Valuable Player. Steven finished top 12 at the Merrimack Valley Conference League Championship meet.

Ben Christopher was voted the Merrimack Valley Conference Offensive Player of the Year, and was named the Redman Offensive Player of the Year Ben is Tewksbury Memorial High School’s football team leading scorer with 18 touchdowns and was named Boston Globe All Scholastic

Jonathan Sullivan was voted the Merrimack Valley Conference Player of the Year, and Tewksbury Football Team Most Valuable Player. Jonathan is Tewksbury Memorial High School all time leader in interceptions and was named Boston Globe All Scholastic. Ms. Biagioni-Smith read the proclamation of recognition.

Brian Aylward was voted the Merrimack Valley Conference Coach of the Year. Coach Aylward picked up his 200th career win this season and currently sits with his 209th win. He has completed his 29th season as Tewksbury Memorial High School Football Coach and was named Boston Globe Coach of the Year. Ms. Anderson read the proclamation of recognition.

### **STUDENT REPRESENTATIVE REPORT**

Maggie Kinnon, the TMHS Student Council Representative, reported on TMHS news and events.

DECA recently took 95 students to Umass Lowell for in person event testing and is currently in the middle of the program's district competition, where over 100 students spent the day on the Umass Lowell campus to either present their written project or roleplay.

She's the First is starting the year with the Flurry for Compassion fundraiser, selling a suggested donation of \$1 snowflakes. The proceeds will go to the Tewksbury Food Pantry.

Finally in clubs, The TMHSTC Winter Show, *I Hate Shakespeare*, is January 30th and 31st at 7:00 p.m.

The winter sport season has been a tremendous success so far for TMHS athletics, with three of our teams making an appearance in their division's top ten in the power rankings. Besides the team achievements this winter there have also been individual accolades accomplished by athletes. Samatha Ryan, Red Ranger assistant captain reached the 50 point milestone this past week and both Jack Lightfoot and Sean Callahan, senior wrestling captains, surpassed 100 wins. And last but not least Tyler Bourgea, senior captain, became the TMHS hockey programs all time leading point and goal scorer.

TMHS 2nd quarter ends next Friday, signaling the end of half year courses. Students will come back to school on Monday, January 26, 2026 with a couple of new classes on their schedule. Quarter three also means that Senior Projects are on the horizon.

### **PRESENTATIONS**

None.

### **CITIZEN'S FORUM**

No one was present in the audience for the Citizen's Forum.

### **APPROVAL OF MINUTES**

Mr. Cutelis moved to approve the December 17, 2025 School Committee Regular Business Meeting Minutes, seconded by Ms. Biagioni-Smith. All aye. Motion carried 5-0.

### **SUBMISSION OF PAYMENT OF BILLS**

Mr. Cutelis moved, seconded by Ms. Biagioni-Smith, to approve the Payroll Period ending December 18, 2025 to be approved and certified in the amount and categories as shown, \$1,737,029.83. Roll Call Vote - Voting Aye: Mr. Moncada, Ms. Anderson, Mr. Cutelis, Ms. Biagioni-Smith, and Ms. Garabedian. All aye. Unanimous vote. Motion carried 5-0.

Mr. Cutelis moved, seconded by Ms. Biagioni-Smith, to approve the Payroll Period ending December 31, 2025 to be approved and certified in the amount and categories as shown, \$1,750,089.95. Roll Call Vote - Voting Aye: Mr. Moncada, Ms. Anderson, Mr. Cutelis, Ms. Biagioni-Smith, and Ms. Garabedian. All aye. Unanimous vote. Motion carried 5-0.

## **SUPERINTENDENT & STAFF REPORTS**

### **Superintendent's Report**

Meteorologist Kevin Wooten gave a presentation to Tewksbury's kindergarten students. Ms. Regan thanked Mr. Wooten and the PACs for this special presentation.

It is budget season, therefore Ms. Regan, Dr. Milligan and Mr. Libby have been meeting with principals and department leads to discuss staffing and school needs for the next school year, as well as with the town manager and town financial director to establish the FY27 budget.

In the consent agenda there is an update from the Valley Collaborative. Your affirmative vote in the consent agenda acknowledges receipt of these documents and reports.

Also in the consent agenda is personal information. In addition to the retirement of Ms. Regan that was announced at the last meeting, Dave Libby, Business Manager will be retiring in December of 2026, John Weir, Principal of the Wynn Middle School will retire in June of 2026 and Maria Doherty, secretary at the Ryan School will retire in December of 2028.

Our Facilities Assessment and Study continues to move forward with a team of about 50 members. The team helps to inform our consultants, JCJ of what is truly important to our town. Our next Visioning session is January 27, 2026, and there will also be a session on February 5, 2026 with students during the school day.

In your packet is a letter for Valentines for Veterans from the local VFW. Students, grades K-12) create Valentines for our veterans in hospitals.

I want to give an update on our security and communication for Tewksbury Public Schools. Starting on Tuesday, January 20th, all TPS emails sent will include instructions in the footer on how to translate content into different languages. Additionally we have also purchased an application to help onboard and off board employees. With this, there will be a change in all Google icons to standardize them. We will inform all students and staff tomorrow that this change

The Massachusetts School Building Authority has a process called Post Occupancy Application. The process includes a pre-visit planning session, an online survey, and a site visit that we will host on February 6th. From this process there will be a summary of results.

### **Assistant Superintendent's Report**

Our year ended with many great events, but one of my favorite events was the second annual TMHS and CES Art collaboration. Again this year, under the direction of Ashley Sullivan, Nicole Lapierre, and Jennifer Barbati our third grade students at CES designed monsters who were then sent to our high school students to bring to life with either ceramics or felt. A special thank you to Ms. Sullivan for this wonderful opportunity.

Upcoming events include the rescheduled TMHS Band & Chorus Winter Concert and the All-Town Band Concert on Thursday, January 15th. Also, on January 30th and 31st, TMHS Drama will host their winter show, *I Hate Shakespeare!*

Next, in your Consent there is one update to the MCAS testing calendar. The 8th grade state Civics MCAS test will be on Wednesday May 26th and Thursday, May 27th.

### **Business Manager's Report**

Mr. Libby reiterated that the district is heavily involved in the FY27 budget process and went through some items that they are focused on. He believes they will be in good shape for the meeting on January 28, 2026.

Recently Mr. Libby visited the new DPW facility that our maintenance crew has moved into. This is a large upgrade for our maintenance department with a workshop and offices, as well as a garage for vehicle storage.

### **CORRESPONDENCE & INFORMATIONAL TOPICS**

All correspondence items were covered previously in the meeting.

### **CONSENT AGENDA**

Ms. Biagioni-Smith motioned to approve the Consent Agenda as presented, seconded by Ms. Anderson. Roll Call Vote - Voting Aye: Mr. Cutelis, Mr. Moncada, Ms. Anderson, Ms. Biagioni-Smith, and Ms. Garabedian. All aye. Unanimous vote. Motion carried 5-0.

### **COMMITTEE REPORTS**

Tewksbury SEPAC: They will have an update at the next School Committee Meeting after the upcoming SEPAC meeting.

Wellness Advisory Committee: The next meeting is in February.

Tewksbury School Facility Study Committee (TSFSC): Ms. Regan covered this in her report. The next meeting is February 12, 2026.

Policy Sub-Committee: The next meeting is Tuesday, January 20, 2026. Our last meeting in December was cancelled.

### **Policy Subcommittee**

#### **First Reading: Reviewed and/or Revised**

- GCA - Professional Staff Positions
- GCCAB - Teacher Requests for a Leave of Absence to Accept an Administrative Position
- GCCAE - Staff Conference Attendance
- GCEC - Appendix B Positions Recruiting/Posting of Vacancies
- GCK - Professional Staff Assignments and Transfers
- JJE-E - Request for Fundraising

#### **Second and Final Reading - Recommended to Revise and/or Adopt** - Requires a vote

- JRD - Student Photographs
- GBEC - Gifts to and Solicitations by Staff
- KBE - Relations with Parent Advisory Council and Booster Organizations

Mr. Moncada motioned to adopt Policy JRD, GBEC and KBE, seconded by Ms. Anderson. All aye. Motion carried 5-0

### **OLD BUSINESS**

Ms. Regan and Dr. Milligan reviewed the progress of the District Strategic Plan. They began by going over the 2025-2026 District Goals and Multi Year Plan. Each goal (listed below) has key objectives associated with them. Aligned to each objective are actionable steps. Ms. Regan and Dr. Milligan presented a slide

show that showed the progress on the actionable steps along with percentages of where in the process of meeting the goals they are.

Goal #1 - Data Driven Decision- Making

Goal #2 - Strengthening Instructional Support for Improved Student Learning

Goal #3 - Improved School Facilities

Goal #4 - Improved Communications

The School Committee Members commented on the Goal Progress tracking and asked questions of administration that were satisfactorily answered.

The School Committee Members also went over the progress of their goals. Ms. Anderson stated that they may need to look at their Listening Sessions as they are not well attended. Ms. Garabedian stated that when it comes to Policy, they are progressing well. For Communication, Ms. Biagioni-Smith would like to see more collaboration with students.

### **NEW BUSINESS**

The first draft of the 2026-2027 calendar was shared. It was previously shared with principals, TTA Union Leads and at a Joint Labor Management Meeting for feedback. Because there are some things that are under review, specifically the first day of school, we are asking that this be informational only and possibly brought for vote in February. If there is a potential of any changes to the start of school, parents will be surveyed first.

Mr. Libby went over a budget transfer request in order to level accounts. Ms. Biagioni-Smith motioned to approve the Budget Transfer Request as presented, seconded by Ms. Anderson. Roll Call Vote - Voting Aye: Mr. Cutelis, Mr. Moncada, Ms. Anderson, Ms. Biagioni-Smith, and Ms. Garabedian. All aye. Unanimous vote. Motion carried 5-0.

Ms. Garabedian reviewed the new superintendent search timeline, noting that it starts with a letter to go out the following day to the community. Next week on January 21st, Ms. Garabedian will meet with the DLT, then meet with union and non union leads and end the day with an open meeting or listening session with the community.

After the budget workshop on January 28th we will have a regular business meeting.

### **SCHOOL COMMITTEE MATTERS OF INTEREST**

Mr. Moncada chaperoned a 4th grade field trip to the Lowell Mills. He thanked the PAC for putting it together.

Ms. Anderson gave a shout out to Mr. Sullivan and the DECA Team. There is a lot of work that goes into running that program and a lot of real-life skills that the students gain.

Ms. Garabedian is attending the Advocacy and Equity Institute Washington DC in two weeks with the National School Board Association.

### **FUTURE SCHOOL COMMITTEE MEETING DATES**

January 28, 2026 Budget Workshop Meeting

February 9, 2026 Budget Public Hearing and Regular School Committee Meeting

**2024 FUTURE SUB-COMMITTEE & ADVISORY COMMITTEE MEETING DATES**

TSEPAC Business Meeting: January 15, 2026  
Wellness Advisory Committee: February 4, 2026  
Policy Sub-Committee: January 20, 2026  
Tewksbury School Facility Study Committee: January 27, 2026

**FUTURE AGENDA ITEMS**

None.

**EXECUTIVE SESSION**

At 7:10 p.m. Ms. Garabedian entertained a motion to convene an Executive Session. Ms. Biagioni moved, seconded by Ms. Anderson, to enter into the Executive Session to discuss Executive Session minutes and Collective Bargaining pertaining to the TTA (Teachers) Collective Bargaining Unit. The Committee will not reconvene in open session following the Executive Session. They will vote to adjourn Executive Session at which time they will adjourn both Executive Session and Regular School Committee Meeting.  
Roll Call Vote - Voting Aye: Mr. Cutelis, Mr. Moncada, Ms. Anderson, Ms. Biagioni-Smith, and Ms. Garabedian. All aye. Unanimous vote. Motion carried 5-0.

Respectfully Submitted,  
Suzanne Caliendo, Recording Secretary  
List of documents and exhibits used (GL c.30A, sect 22(a)):

<b>AGENDA ITEM #</b>	<b>DOCUMENTS</b>
1	School Committee Meeting Agenda: January 14, 2026
8	Minutes: December 17, 2025 Regular Business Meeting
9	Submission of Payment of Bills: December 18, 2026 and December 31, 2026
11	Correspondence & Informational Topics: a. Letter from the Tewksbury VFW
12	Consent Agenda: a. Personnel Update b. MCAS Schedule c. Valley Collaborative Communication
14	Policy: a. GCA - Professional Staff Positions b. GCCAB - Teacher Requests for a Leave of Absence to Accept an Administrative Position c. GCCAE - Staff Conference Attendance d. GCEC - Appendix B Positions Recruiting/Posting of Vacancies e. GCK - Professional Staff Assignments and Transfers f. JJE-E - Request for Fundraising

	<ul style="list-style-type: none"> <li>g. JRD - Student Photographs</li> <li>h. GBEB - Gifts to and Solicitations by Staff</li> <li>i. KBE - Relations with Parent Advisory Council and Booster Organizations</li> </ul>
15	Old Business: <ul style="list-style-type: none"> <li>a. District Goals Mid-Year Check In</li> <li>b. School Committee Goals</li> </ul>
16	New Business: <ul style="list-style-type: none"> <li>a. 2026-2027 School Calendar Draft</li> <li>b. Budget Transfer Request</li> <li>c. New Superintendent Search Timeline</li> </ul>
21	Executive Session: <ul style="list-style-type: none"> <li>a. January 14, 2026 Agenda</li> <li>b. December 17, 2025 Minutes</li> </ul>

**APPROVED 2/9/2026**