MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

September 24, 2025

MEMBERS' PRESENT:	M. Alexander, Middleton, Chair	A. Heaphy-Tenney, Topsfield, Vice Chair
	M. Ogden, Topsfield	W. Hodges, Topsfield
	J. McLean, Boxford	T. Currier, Middleton
	J. Horrigan, Boxford	E. Clements, Boxford (zoom)
	L. MacInnis, Middleton	C. Bolzan, Boxford

MEMBERS ABSENT: K. Petrone, Middleton

OTHERS PRESENT: M. Harvey, Superintendent
J. Sands, Assistant Superintendent for Finance and Operations

A. **Call to Order** – M. Alexander, Chair, called the School Committee Meeting of September 24, 2025, to Order at 7:02pm, at the High School Library.

B. Comments from the Audience – None

C. **Remarks from the Chair** - M. Alexander thanked staff and leadership for the school year getting off to a great start. M. Alexander and M. Harvey met with the Georgetown Superintendent and SC Chair; they are struggling financially and with low enrollment. It was an early discussion and listening session regarding a possible merger with Masco.

D. **SAB Report** – Ethan Silvano provided the SAB report to the Committee. Upcoming events include Homecoming on October 23rd and the Topsfield Fair. Fall sports teams are having successful seasons so far.

E. **Jeanne O'Hearn World Language Department Head Presentation** – J. O'Hearn reviewed the budget priorities for the World Language Dept. The priorities include adding the Dept .Chair back to the budget; continued or increased funding for the department specific testing and events; and add 2 sections to the department; Heritage language and Spanish I. Jeanne reviewed the duties and objectives of the Dept. Head. The focus areas are maintaining highest standards while operating without a Dept. chair for 8 months and continuing efforts to complete vertical and horizontal alignment with a focus on thematic units with common performance assessments. The successes of the Dept. include 113 students graduating with a Global Competency Diploma to date. The Dept. is also celebrating proficiency testing results, Hispanic Heritage month, and the French and Spanish exchange programs. J. O'Hearn reviewed collaboration with other departments. Wednesday PD allows time to work on curriculum alignment, common thematic units and performance assessments. More PD is needed to develop interdisciplinary units. The department hopes that adding back the Dept. Head will add back 2 sections of Spanish. She reviewed the enrollment, including the smallest classes and largest classes. Enrollment in all languages have been steady. There has been an increase in the number of families requesting translation of documents or interpreter services for meetings. The Dept. Chair meets with the Director of Teaching and Learning weekly to discuss topics such as PD, teacher evaluation and dept. goals. Dept. Chairs meet in their own PLCs every Wednesday where they mentor each other and share ideas and once a month the full Leadership Team meets to discuss district-wide events and programs. C. Bolzan asked if the enrollment data could be shared with the SC. There has been a decline in enrollment in Mandarin; however, the department is working with the Tri-Town to get more students excited about it. T. Currier added that Policy states that no fewer than 14 students should be enrolled in class. He suggested the Heritage class be offered as a club. Discussion regarding enrollment and class offerings followed. Proficiency testing is not part of the World Language Dept. Assessments are given to 8th and 12th graders. The Bi-literacy award was reviewed and discussed.

F. **<u>Turf Field Permitting Update</u>**

Ananda Bergeron and Mike Stoltzfus from Stantec updated the SC regarding the Boxford Conservation Commission meeting held last Thursday. They reviewed the work with the peer reviewer completed since the last SC meeting. Four rounds of peer review comments, which contained 80-90 comments to be addressed mostly regarding the storm water management system. A site visit was held with the Conservation Commission to view the mean annual high-water line and the delineation of the wetland. All comments from the peer reviewer have been satisfied. The Conservation Commission meeting was held September 18th, and good progress was made and the requirements of the OOC were discussed. The Conservation Commission asked us to provide specifications and samples of the field for their review and to develop Special Conditions and present them for the Conservation Commission to review. Due to procurement laws, we cannot specify a manufacturer for the turf or supply the Conservation Commission with a sample. We can develop specifications for the turf and materials to be used. Discussion followed regarding the proposed materials to be used. J. Sands asked the SC to approve change order number 5 for Stantec for the remaining items due and one more Conservation Commission meeting on October 16th in the amount of $29,400. A. Heaphy-Tenney stated that specifications for the field have been provided, and the Conservation Commission should be drafting the OOC and Special Conditions and our team has satisfied every requirement. M. Alexander added that the SC could be spending $29,400 to get a permit it may not fully use. Discussion followed regarding the phases of the project and the possibility of constructing only one field and the impact on the OOC. A motion was made by T. Currier to approve the transfer of $29,400 from the Stabilization Account for payment to the fifth Change Order. W. Hodges seconded the motion.

Rollcall Vote:

M. Alexander – no	**M. Ogden – yes**	**J. Horrigan – yes**	**E. Clements - yes**
W. Hodges – yes	**L. MacInnis – yes**	**T. Currier – yes**	**A. Heaphy-Tenney – yes**
C. Bolzan – no	**J. McLean - yes**		

MOTION: Transfer funds from the Stabilization Account
VOTE: 8-2, Motion Passed.

G. **<u>Summer Projects Update</u>**

J. Sands provided the SC with an update of the work completed by the Operations Team over the summer. He thanked his staff for their hard work over the summer, which is the busiest time of year for the Operations Team. The Operations Team closes out one school year and prepares for the next while many one-time special projects are completed. Finance, Accounting and HR completed the FY25 year-end financial closing process, which is a 3-month process; executed contract documents and organized the Kick-Off meeting for Softball and Track & Field feasibility study; and executed contract documents and organized a Kick-Off Meeting for the HVAC Electrification study. Facilities & Grounds completed deep summer cleaning program of all District facilities, installed a new grease trap and walk-in refrigerator and freezer in the kitchen area; and conducted building and fire inspections with Town Officials as required. Repairs to the MS roof membrane and roof drains were completed with funds favorable from the janitorial contract. On-going Athletic Field Maintenance Program was completed, and the fields are in the best shape they have been in in the past 15 years. IT performed preventative maintenance during the 10-week summer, which included hands on and preventative maintenance, updates to all client facing devices and classroom AV equipment among many other tasks. J. Sands provided photographs of the heat pump work done, freezer and refrigerator walk-ins (purchased with rebate funds from National Grid), mixing valves, ADA sidewalks and ramps at Door 29 and photos of the athletic fields. Repairs to the track jump areas were completed. .Discussion followed regarding vacant positions.

H. <u>Sub-Committee Assignment Changes</u>

M. Alexander reviewed the addition of a Superintendent Search Sub-Committee. the sub-committee will be comprised of A. Heaphy-Tenney, M. Ogden, C. Bolzan, L. MacInnis and E. Clements. C. Bolzan has been removed from her additional sub-committees to be a member of this sub-committee. The sub-committee will recommend a search process to the full SC. T. Currier added that a number of people are interested in this sub-committee and there may be a quorum of the SC at every meeting. It was discussed that SC members can attend but not contribute to the meeting if it is not posted a full SC meeting. C. Bolzan reviewed the process of hiring a Superintendent including the option of hiring an Interim Superintendent. The SC needs to move forward ASAP. The search committee will consist of representatives from the Tri-Town, teachers, and parents. A motion was made by M. Ogden to approve the Sub-Committee Assignments as presented. J. McLean seconded the motion.

Rollcall Vote:

M. Alexander – yes M. Ogden – yes J. Horrigan – yes E. Clements - yes
W. Hodges – yes L. MacInnis – yes T. Currier – no A. Heaphy-Tenney – yes
C. Bolzan – yes J. McLean - yes

MOTION: Approve Sub-Committee Assignments
VOTE: 9-1, Motion passed.

I. <u>Memorandum of Agreement with MTA regarding Educator Evaluation</u>

M. Harvey informed the SC that the MOA with the MTA regarding the educator evaluation will be in effect next week for this school year. It follows the 2024 DESE rubric and provides updated forms. T. Currier made a motion to accept the MOA with MTA regarding Educator Evaluations. W. Hodges seconded the motion.

Rollcall Vote:
M. Alexander – yes M. Ogden – yes J. Horrigan – yes E. Clements - yes
W. Hodges – yes L. MacInnis – yes T. Currier – yes A. Heaphy-Tenney – yes
C. Bolzan – yes J. McLean - yes

MOTION: Approve MOA.
VOTE: 10-0, Motion passed.

J. <u>Superintendent's Report</u>
M. Harvey informed the SC that "Well Creativity Workshop", a new workshop series is being piloted this fall for MS and HS in conjunction with Photo Voice program. Tri-Town Council is hosting speaker Jon Mattleman to present "The Silent Lives of Teens & Tweens" on October 9th at 7:00pm. There will be an open gym at Masco Field House during the event. MEF and PAC are looking for volunteers. The Turf Up update was provided earlier in the meeting. The next MS coffee is September 26th at 8:30am.

K. <u>Sub-Committee Reports</u>
<u>Community Relations</u> – A community dialogue session was held this evening. The HS nurse attended and is concerned with the nursing resources this year. Evan Silvano, the SAB also attended and stated that school spirit seems to be lacking.
<u>DCI/Budget</u> – meeting Friday to set the goals.
<u>VOCAL</u> – goals were approved and setting up next meeting.
<u>Policy</u> - meeting Friday at 10:00am via zoom.
<u>Liaison</u> – M. Alexander sent out invitations to the Middleton Reps for a November meeting. M. McLean met with Boxford FC and SB reps for a pre-budget conversation. A listening session in Topsfield is scheduled for Saturday. SEPAC met at 9:00am this morning.
<u>Negotiations</u> – no update.

L. <u>Consent Agenda</u>
a. Approval of September 10, 2025, Meeting Minutes.
b. Warrants in the amount of $1,916,814.11.
c. Accept Spanish Exchange Field Trip MEF Grants.
d. Approve Overnight Field Trip to Quebec.
A motion was made by W. Hodges to approve the Consent Agenda as presented, T. Currier seconded the motion.
Rollcall Vote:
M. Alexander – yes M. Ogden – yes J. Horrigan – yes E. Clements - yes
W. Hodges – yes L. MacInnis – yes T. Currier – yes A. Heaphy-Tenney – yes
C. Bolzan – yes J. McLean - yes

MOTION: Approve Consent Agenda
VOTE: 10-0, Motion Passed

The Meeting was adjourned at 9:20 pm on a Motion by W. Hodges, seconded by C. Bolzan:

Rollcall Vote:

M. Alexander – yes M. Ogden – yes J. Horrigan – yes E. Clements - yes
W. Hodges – yes L. MacInnis – yes T. Currier – yes A. Heaphy-Tenney – yes
C. Bolzan – yes J. McLean - yes

MOTION: Adjourn meeting
VOTE: 10-0, Motion Carried.

Submitted By: ______________________________ Approved: _________________
Lynn Viselli, Recording Secretary Date

Per the Massachusetts Open Meeting Law, the list of documents that were either distributed to the Masconomet School Committee before the meeting in the packet or at the meeting.

1. Agenda
2. World Language Presentation
3. Summer Projects Update
4. Sub-Committee Assignment Changes
5. MOA with MTA Educator Evaluations
6. Consent Agenda