

MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

November 19, 2025

MEMBERS' PRESENT: M. Alexander, Middleton, Chair A. Heaphy-Tenney, Topsfield, Vice Chair
T. Currier, Middleton J. McLean, Boxford
K. Petrone, Middleton C. Bolzan, Boxford
J. Horrigan, Boxford W. Hodges, Topsfield
L. MacInnis, Middleton

MEMBERS ABSENT: M. Ogden, Topsfield

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 November 19, 2025, to Order at 7:05pm, at the High School Library.

B. **Executive Session** - A motion was made by C. Bolzan to enter into Executive Session for the purpose of discussing strategy relative to pending litigation. The Chair has determined that having this discussion in open session may have a detrimental effect on the District's litigation position (Executive Purpose #3). The School Committee will return to Open Session at approximately 7:45pm. The motion was seconded by T. Currier and unanimously approved by Rollcall Vote:

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

Open Session resumed at 7:43pm.

C. **Comments from the Audience** – None

D. **Remarks from the Chair** – M. Alexander wished everyone a Happy Thanksgiving and reminded the Committee that this is a busy Agenda tonight.

E. **Social Studies Department Head Presentation** – Renee Young presented the Social Studies Department Insights. The budget priorities are maintaining the current staffing levels and maintaining funding for educational experiences such as field trips and guest speakers. The important areas for focus are documenting curriculum for elective courses and continuing to develop common assessments that incorporate elements of the Portrait of a Learner Competencies. Core classes for grades 7-12 have been documented. The goal is to have these completed by the end of this school year.

The bright spots are the 8th grade field trips to Washington, DC and Boston. The 8th grade civic scores were higher than the state average in every category. This is the first year the civics test is mandated at the 8th grade level. The AP Exams were taken by 156 students.

The exams include European History, Human Geography, US Government, US History and Psych. 127 students scored a three or better and 10 students scored a five.

The recently added time for teachers to meet with their co-teachers for lesson development has been helpful. It would be beneficial if co-teaching schedules were designed to allow for weekly collaboration. Department Led/Faculty Led Wednesday Early Release Time enables us to work on curriculum alignment, assessment calibration, and to think holistically about our department. Formal and consistent PLC time for the department to meet specifically around student data and assessment would be beneficial. If budget cuts are going to happen that will directly impact our department, Department Heads are the best source to consult about where money can be saved without drastically altering the programming. The goal is to maintain current staffing.

Program and enrollment trends for middle school and high school were reviewed. The Honors classes are smaller, and the College Prep classes tend to be bigger in size.

Enrollment across all course offerings has remained consistent since 2020. Courses with lower enrollment trends for more than one year have been phased out. There could be a better balance between class sizes; specifically honors sections have lower class sizes than college prep. Moving forward, every effort should be made to flip this scenario so students in college prep level classes can be better supported. This could be accomplished by running less honors classes, which have larger class sizes and would allow for more college prep classes, making the class sizes smaller with more support.

Intentional and transparent communication is important. The committee should be encouraged to continue prioritizing structures that support proactive, inclusive communication so that decisions are well understood and the voices of all stakeholders are heard.

- F. School Counseling Department Presentation** – Julie DeMatteis presented the School Counseling Department presentation. She provided an overview of the department, which is comprised of Counselors, Nurses and Teachers in both the Middle School and High School. Additional staff includes the HS Registrar, HS Admin Assistant and College Visit Coordinator and two Paraprofessionals. Both the Academic Success Center and the Student Support Center are each staffed with one teacher. The budget priorities are adding a HS nurse and School Adjustment Counselor back to the FY27 budget and support the addition of E-Collect PowerSchool feature. This is a parental portal to update emergency contact information and other information in real time rather than using paper documents. The department is focused on providing equitable services to all students with fewer resources and staff. The needs of the students are prioritized over the needs of the department. Working to be more proactive than reactive. The Children's Room partnership has been a great success as has the collaboration with CTI with Whitter Tech. The department will continue to provide developmentally appropriate curriculum to all students, in all grades, with the ability to reflect and adapt, as needed. Collaboration is essential for our programming across all departments. SAC led district wide SEL PD; Trauma informed classroom and SEL library for Faculty would be valuable. Increased partnerships with outside agencies would also be beneficial.

The trends we are seeing are:

- an increase in number of drop-ins to be triaged
- crises and immediate needs of students

- Increase in demand for Early Decision and Early Action college applications
- Address the master schedule changes and balancing of core classes with the demand of elective classes at both the HS and MS
- consistent demand for 504 plans

The class numbers from 2022-2026 were reviewed for adjustment counseling; 504 plans; field trips and applying Early Decision/Early Action. The weekly and monthly meeting schedule for the department was reviewed.

G. First Reading Policy GBEC

T. Currier reviewed the changes regarding the acceptance of gifts to the School Committee; the policy was inconsistent. The changes fixed the discrepancies with the District 2018 Student Support Organization Guidelines. T. Currier made a motion to accept the First Reading of Policy GBEC; seconded by W. Hodges and unanimously approved.

MOTION – Approve First Reading of Policy GBEC
VOTE - 9-0, Motion Passed

H. **Retreat Planning** – Discussion regarding the date to meet with Town Officials for further budget discussions took place. December 10, 2025, 6:00pm-9:00pm at the HS Library.

I. **School Nurse Staffing** – M. Alexander reviewed the current nursing staffing and the difficulty finding someone to fill the vacant position. The goal is to get two people in each office every day. There are not a lot of nurses to fill the vacant position. The posting remains active for a FTE nurse's assistant.

J. **Superintendent Report** – Our educators recently completed the first round of Faculty-Led Workshops, and the participant response has been very positive. These professional learning opportunities empower faculty to learn directly from their colleagues, strengthening collaboration and reinforcing the expertise within our own community. These workshops reflected a wide range of professional interests and needs, including Technology Integration Tools, Self-Care, AI, Sheltered English Immersion, English Book Club, CPR/AED, and Para educator E-Learning. We are excited to share that the next round of professional learning workshops will resume on January 14, 2026, with several outside partners joining in as well. High School Musical will be performed December 4, 5, and 6. The Middle School food drive is taking place from November 10-26th. The winning M Block will win the Canley Cup. The Youth Risk Behavior Survey was administered today. The next MS coffee will be held November 21 and December 19 and the HS coffee will be held December 12. School cancellation procedures were reviewed.

K. **Superintendent's Search Update** – A. Heaphy-Tenney advised the School Committee that the Community Advisory Committee letter of interest had closed, and the committee will be finalized. The application process for the Superintendent is ongoing with eight or nine applications received to date. The application closes at the end of November.

L. Sub-Committee Reports

- a. Community Relations – The Holiday Luncheon will be held Dec. 12th from noon-1:15pm. Sponsors are still being obtained. The next meeting is Dec. 8th and the next scheduled dialogues are Jan. 21st and Feb. 25th at 6:00pm
- b. DCI/Budget – Next meeting is Friday at 10:00am with a presentation regarding the softball/track feasibility study.
- c. VOCAL – no update.
- d. Policy – no meeting scheduled.
- e. Liaison – Erica’s replacement for Boxford has received one candidate, interviews will be next week. Topsfield has asked that the budget be provided a week earlier to give them time to review it prior to voting on it.
- f. Negotiations – no update.

M. Consent Agenda

- a. **Approval of November 5, 2025, Meeting Minutes.**
- b. **Warrants in the amount of \$2,080,213.90.**
- c. **Accept Theatre Booster Donation.**

W. Hodges made a motion to approve the Consent Agenda as presented, seconded by T. Currier and unanimously approved.

MOTION: Approve Consent Agenda

VOTE: 9-0, Motion Passed

C. Bolzan made a motion to adjourn the meeting at 9:20 PM, seconded by K. Petrone and unanimously approved.

MOTION: Adjourn Meeting

VOTE: 9-0, Motion Carried.

Submitted By: _____
Lynn Viselli, Recording Secretary

Approved: _____
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. Social Studies Department Head Presentation
- 3. School Counseling Department Presentation
- 4. First Reading Policy GBEBC.
- 5. Consent Agenda