

Tewksbury School Committee - Special School Committee Meeting

MINUTES

January 28, 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 - *Virtual*
Chris Moncada, Member
Kaitlyn Anderson, Member

CALL TO ORDER

Ms. Garabedian called the January 28, 2026 Special School Committee Meeting to order at 5:53 p.m.

PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

OLD BUSINESS

Ms. Garabedian summarized the New Superintendent Search timeline and what has already occurred. There was a survey shared to all stakeholders and two listening sessions held; one with union leadership and one open to the public. The Committee also met with the district leadership team to get feedback from principals and administrators and also separately met with the TTA Union Leadership. The Committee has collected the data and organized it, and the information was turned into a draft presented at this meeting of the leadership profile that the School Committee will be looking for in the next Superintendent.

The profile has four standards and each was discussed by Committee members.

- Standard 1: Instructional Leadership
- Standard 2: Management and Operations
- Standard 3: Family and Community Engagement
- Standard 4 : Professional Culture

Ms. Garabedian stated the four options they would be choosing from for the search.

- Conduct full search using an outside agency or firm
- Hire someone as interim Superintendent, or temporary
- Post internally and directly appoint a candidate
- Post externally

The School Committee discussed the different options and each member stated their preference. Ms. Biagioni-Smith motioned to allow the chair to move forward with counsel to post the position internally, seconded by Ms. Anderson. All aye. Motion carried 5-0.

Ms. Garabedian stated that the posting will need to have a salary range on it and she would propose that range is \$195,000-\$205,000. Ms. Biagioni-Smith motioned to proceed with the proposed salary range of \$195,000-\$205,000 on the internal job posting, seconded by Mr. Moncada. All aye. Motion carried 5-0.

Ms. Garabedian suggested a timeline of posting the job by February 6, 2026 with it open through February 20, 2026. During the week of February 23, 2026, they could screen the applicants and working groups could meet in the first or second week of March. Public interviews with the School Committee would happen at a Special School Committee Meeting.

At 6:49 p.m. Mr. Moncada motioned to adjourn the January 28, 2026 Special School Committee meeting, seconded by Ms. Biagioni-Smith. All aye. Motion carried 5-0.

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

AGENDA ITEM #	DOCUMENTS
1	School Committee Meeting Agenda: January 28, 2026
4	Old Business: <ul style="list-style-type: none"> a. Tewksbury Superintendent Leadership Profile (Draft) b. Stakeholder Survey Data

APPROVED 2/9/2026