



**Melrose School Committee**  
Regular Meeting

Tuesday, April 7, 2026, 7:00 PM  
562 Main Street, Melrose, MA 02176  
Council Chamber, First Floor, Melrose City Hall

**MINUTES**

**1. CALL TO ORDER/PLEDGE**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Margaret Raymond Driscoll	Member	Present	
Mayor Grigoraitis	Mayor	Absent	
Matt Hartman	Vice Chair	Present	
Melissa Holleran	Member	Present	
Seamus Kelley	Chair	Present	
Sheri Leo	Member	Present	
Jen Razi-Thomas	Member	Present	7:10 PM
Cari Berman	Interim Superintendent	Present	

Also in attendance: Interim Deputy Superintendent, Ken Kelley, and Recording Secretary, Kristen O'Connor. With a roll call vote with six (6) present, the meeting convened at 7:00 PM.

<b>MOTION:</b>	To amend the agenda to move Executive Session after the Announcements of the Chair
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Matt Hartman
<b>SECONDER:</b>	Melissa Holleran
<b>AYES:</b>	Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
<b>ABSENT:</b>	Jen Grigoraitis, Jen Razi-Thomas

**2. PUBLIC COMMENT**

**Lisa Covino**, a parent, addressed the Committee regarding the possible elimination of the 3:30 Ed Stations pick-up, noting the negative impact this change would have on her family. Also, Ms. Covino urged the Committee to negotiate a fair contract that values the teachers of Melrose, and expressed how happy she is with the Hoover School and their incredible staff.

**Michael Aliberte**, a parent, also spoke about the possible elimination of the 3:30 Ed Stations pick-up. Mr. Aliberte discussed how many families including his own rely on this, how they do not need the 5:30 pick-up, and also discussed the elimination of the early bird program and the

impact of that on his family as well. He asked the Committee to find an alternative option.

**Neal Dike**, a parent, spoke in favor of retaining the 3:30 pick-up time as an option at Ed Stations. He asked the Committee to consider keeping this time slot, citing it is necessary for many families, and the 5:30 alternative is not needed for everyone and is more expensive.

**3. REPORT OF THE STUDENT REPRESENTATIVES**

There were no student representatives present.

**4. ANNOUNCEMENTS OF THE SUPERINTENDENT**

1. Report: Franklin 3 Day Program Memo

Superintendent Berman spoke to a memo in the packet explaining an error in the recent Franklin 3 Day Program slide presented at the last March 24th meeting. She noted the error, said it had been rectified, and the slide updated.

2. Report: Budget Listening Session Feedback

Superintendent Berman presented a summary of the feedback received during the three recent Budget Listening Sessions. She noted that while an online feedback form was distributed to approximately 5,000 educators and families district-wide, only 31 responses were received. Despite the small sample size, the Superintendent observed that the trends aligned closely with district priorities. Discussion included how a family could still provide feedback if they missed this.

**5. CONSENT AGENDA**

Mr. Hartman requested the removal of the donation report from the Consent Agenda, and Ms. Driscoll requested that the surplus memo regarding testing kits also be removed. Both items were moved to the Announcements of the Chair. All other Consent Agenda items were approved as presented.

<b>MOTION:</b>	To approve the Consent Agenda
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Matt Hartman
<b>SECONDER:</b>	Sheri Leo
<b>AYES:</b>	Jennifer Razi-Thomas, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
<b>ABSENT:</b>	Jen Grigoraitis

1. Regular Meeting Minutes: March 24, 2026
2. MHS 2027 France Field Trip
3. Surplus Memo: Testing Kits
4. Surplus Memo: Weeded Books

5. Donation: Roosevelt School Playground

**6. SUBCOMMITTEES (COMMITTEE OF THE WHOLE)**

1. Finance and Facilities - Margaret Driscoll/Melissa Holleran

A Vote: FY27 Ed Stations Fees

Interim Deputy Superintendent Kelley presented the memo in the packet from Ed Stations Director Jen Proulx in response to recent community feedback. Mr. Kelley acknowledged the importance of the 3:30 pick-up time for many families and clarified that the program’s challenges are logistical, noting that staffing shortages have at times required Director Proulx to personally cover shifts to maintain the schedule. Rather than eliminating the 3:30 slot, Ms. Proulx worked with staff to establish new operational parameters for the upcoming year. These adjustments will address the space and classroom constraints of each building, leading to capacity limits for the 3:30 pick-up time. Mr. Kelley concluded by thanking Director Proulx for her quick work in developing a solution and reaffirmed the district’s dedication to working alongside the community. Discussion included: clarification on the five-day options, and reviewing the columns and rates in the memo.

<b>MOTION:</b>	To approve the FY27 Ed Stations fees
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Seamus Kelley
<b>SECONDER:</b>	Jennifer Razi-Thomas
<b>AYES:</b>	Jennifer Razi-Thomas, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
<b>ABSENT:</b>	Jen Grigoraitis

B Vote: FY27 Budget Categories

Interim Deputy Superintendent Kelley discussed the memo in the packet and proposed a transition to a seven budget category, as the budget categories are designed to align with the current line-item budget structure. While each school and department maintains its own individual line costs, the project codes are set to correspond with DESE standards. Mr. Kelley noted the consolidation of the middle and high schools into one secondary category. Mr. Kelley explained that because teaching and administrative staff are often shared between the two buildings, tracking them as a single secondary unit provides a more streamlined approach to budgeting. Discussion included: the difference between line items and categories, noting they are posted on the website for viewing, and the School Committee's responsibilities versus the administration's responsibilities regarding budget spending.

<b>MOTION:</b>	To approve the FY27 Proposed School Committee Categories: Franklin PK, Elementary, Secondary, Athletics/Extra Curr., Teaching and Learning, Special Education and Administration/Districtwide
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Seamus Kelley

<b>SECONDER:</b>	Matt Hartman
<b>AYES:</b>	Jennifer Razi-Thomas, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
<b>ABSENT:</b>	Jen Grigoraitis

Superintendent Berman and Interim Deputy Superintendent Kelley provided some updates to the previously introduced budget book, presenting a [series of slides](#) to highlight new additions and emphasizing that the document will continue to evolve throughout the budget process. Interim Deputy Superintendent Kelley noted that the updated book will be available on the district website. He outlined several priorities in the current plan such as lower class sizes, restoring the team model for grades six and seven, implementing high-quality instructional materials, and expanding Tier II interventions, all while maintaining a focus on the district-wide plan and fiscal responsibility. Also, Mr. Kelley detailed a comparison between FY26 and FY27, specifically showing post-override staffing positions and DESE series data. He concluded by noting that the budget remains a flexible plan designed to account for both the known and unknown.

2. Policy and Planning - Matt Hartman/Margaret Driscoll
3. Educational Programs and Personnel - Jen Razi-Thomas/Sheri Leo

## 7. ANNOUNCEMENTS OF THE CHAIR

1. Report: Rolling Agenda

Chair Kelley spoke to adjustments made to the Rolling Agenda and the upcoming plan for policy reviews after the budget has concluded.

2. Report: Outreach

There were no outreach reports.

Chair Kelley presented the donation report that was taken from the Consent Agenda. Discussion included the stages of the project, which are under the Committee's purview.

<b>MOTION:</b>	To accept the donation report for the Roosevelt School playground
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Melissa Holleran
<b>SECONDER:</b>	Jennifer Razi-Thomas
<b>AYES:</b>	Jennifer Razi-Thomas, Seamus Kelley, Margaret Raymond Driscoll, Melissa Holleran, Sheri Leo
<b>ABSTENTION:</b>	Matt Hartman
<b>ABSENT:</b>	Jen Grigoraitis

Chair Kelley presented the surplus memo regarding student testing kits, which had been pulled from the Consent Agenda. Discussion included a clarification of the nature of the

kits.

<b>MOTION:</b>	To approve the surplus memo
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Margaret Raymond Driscoll
<b>SECONDER:</b>	Jennifer Razi-Thomas
<b>AYES:</b>	Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo, Jennifer Razi-Thomas
<b>ABSENT:</b>	Jen Grigoraitis

## 8. EXECUTIVE SESSION

Chair Kelley cited the need for Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel, Ken Kelley and to conduct strategy sessions in preparation for negotiations with non union personnel Linda Chase and Marc Kerble for the job share position of Special Education Director. The Committee adjourned to Executive Session at 7:36 PM and will return to Public Session.

<b>MOTION:</b>	To adjourn to Executive Session
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jennifer Razi-Thomas
<b>SECONDER:</b>	Matt Hartman
<b>AYES:</b>	Jennifer Razi-Thomas, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
<b>ABSENT:</b>	Jen Grigoraitis

1. To conduct strategy sessions in preparation for negotiations with nonunion personnel, Ken Kelley.
2. To conduct strategy sessions in preparation for negotiations with non union personnel Linda Chase and Marc Kerble for the job share position of Special Education Director.

## 9. RETURN FROM EXECUTIVE SESSION

The Committee returned to Public Session at 7:57 PM. Chair Kelley addressed the contract with non-union personnel, Ken Kelley. *Margaret Driscoll left 7:57 PM*

<b>MOTION:</b>	To approve the contract with non-union personnel, Ken Kelley
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Matt Hartman
<b>SECONDER:</b>	Seamus Kelley

<b>AYES:</b>	Jennifer Razi-Thomas, Seamus Kelley, Matt Hartman, Melissa Holleran, Sheri Leo
<b>ABSENT:</b>	Jen Grigoraitis

Chair Kelley addressed the contracts for non-union personnel Linda Chase and Mark Kerbel for the job share position of Special Education Director. *Margaret Driscoll returned at 7:58 PM*

<b>MOTION:</b>	To approve the contract with non-union personnel, Linda Chase and Marc Kerbel for the job share position of Special Education Director
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Sheri Leo
<b>SECONDER:</b>	Melissa Holleran
<b>AYES:</b>	Jennifer Razi-Thomas, Seamus Kelley, Matt Hartman, Melissa Holleran, Sheri Leo, Margaret Raymond Driscoll
<b>ABSENT:</b>	Jen Grigoraitis

## 10. ADJOURN

<b>MOTION:</b>	To adjourn
<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jennifer Razi-Thomas
<b>SECONDER:</b>	Melissa Holleran
<b>AYES:</b>	Jennifer Razi-Thomas, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
<b>ABSENT:</b>	Jen Grigoraitis

The meeting adjourned at 7:59 PM.