



Melrose School Committee

Regular Meeting

Tuesday, June 9, 2026, 7:00 PM
562 Main Street, Melrose, MA 02176
Council Chamber, First Floor, Melrose City Hall

MINUTES

1. CALL TO ORDER/PLEDGE

Attendee Name	Title	Status	Arrived
Margaret Raymond Driscoll	Member	Present	
Mayor Grigoraitis	Mayor	Present	
Matt Hartman	Vice Chair	Present	
Melissa Holleran	Member	Present	
Seamus Kelley	Chair	Present	
Sheri Leo	Member	Present	
Jen Razi-Thomas	Member	Present	
Cari Berman	Superintendent	Present	
Ken Kelley	Deputy Superintendent	Present	

With a roll call vote with seven (7) present, the meeting convened at 7:00 PM.

2. ANNOUNCEMENTS OF THE SUPERINTENDENT

Superintendent Berman reported that the Kindergarten registration process was complete, with placement letters sent to families on May 29th. Current district-wide enrollment stands at 250 students across 14 classrooms, with an average class size of 18 students. In terms of school selection, 95% of families were placed in their first-choice school, 2% in their second choice, and 3% in their third choice. Superintendent Berman noted that a waitlist and hardship process were available for families who did not receive their top preference.

1. Recognition of Retirees

Superintendent Berman extended the district's gratitude to seven retiring staff members, thanking them for their dedicated years of service to students and families. Although five honorees were unable to attend the meeting, the Superintendent shared special highlights celebrating Paraprofessional Ann McCarthy, School Nurse Robin Adams, and Administrative Assistants Melissa Aveni, Nancy Arrington, and Jacqui Bernardi. Superintendent Berman then shared career highlights for the two retiring teachers who were present, Susan Herrick and Scott Celli. The Committee also thanked the retirees and presented gifts.

3. EXECUTIVE SESSION

Chair Kelley cited the need for an Executive Session to discuss strategy with respect to collective bargaining with MEU Units A, B, and C, as an open discussion may have a detrimental effect on the negotiating position of the School Committee.

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

The Committee adjourned to Executive Session at 7:10 PM and will return to Public Session.

1. To discuss strategy with respect to collective bargaining with MEU Units A, B, and C, as an open discussion may have a detrimental effect on the negotiating position of the School Committee.

4. RETURN FROM EXECUTIVE SESSION

School Committee Chair Seamus Kelley announced that during Executive Session, the School Committee unanimously approved three collective bargaining agreements ratified by the Melrose Education Union (MEU) earlier that day: a three-year contract for Unit A, a one-year contract for Unit B, and a three-year contract for Unit C. Chair Kelley credited the successful negotiations to the voters who passed the recent override funds. He noted that these sustainable contracts invest in educators through salary increases, paid holidays, and professional development, while also establishing paid parental leave for members with at least one year of service. Additionally, the agreements introduce frameworks for staff feedback on school safety and facilities. Chair Kelley concluded by thanking School Committee members Ms. Driscoll and Ms. Razi-Thomas, Superintendent Berman, Deputy Superintendent Ken Kelley, Attorney Lindquist, and the Union leadership for their collaborative efforts.

5. PUBLIC COMMENT

No members of the public requested to speak, either in person or remotely.

6. CONSENT AGENDA

Ms. Holleran requested the removal of the DC Field Trip from the Consent Agenda which will be moved to the Announcements of the Chair. All other Consent Agenda items were approved as presented.

MOTION:	To approve the Consent Agenda
RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Margaret Raymond Driscoll
SECONDER:	Matt Hartman

AYES:	Jennifer Razi-Thomas, Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
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1. Warrants

FY26 School - [S26088](#) - \$1,056,753.47
FY26 Refunds/Officials - [S26089](#) - \$12,600.60
FY26 May High School Student Activity Wire - [S26090](#) - \$72,429.42
FY26 May MVMMS Student Activity Wire - [S26091](#) - \$18,766.50
FY26 May Meals Tax - [S26092](#) - \$36.32
FY26 June Debit Card - [S26093](#) - \$1625.00

2. MHS Quebec Field Trip

3. MVMMS 8th Grade DC Field Trip

4. Donation: Horace Mann Bike Racks

5. Surplus Memo: Weeded Library Materials

6. Surplus Memo: Pre K - 12 Curriculum Materials

7. SUBCOMMITTEES (COMMITTEE OF THE WHOLE)

1. Finance and Facilities - Margaret Driscoll/Melissa Holleran

A Monthly Budget Summary/Revolving Accounts

Deputy Superintendent Kelley presented the Year-to-Date Budget Report and Offset Projections, noting that the supplemental budget has been incorporated as the district approaches the end of the fiscal year. He reported that the Business Office recently processed approximately six payrolls within a 10-day span to accommodate June balloon payments for Unit A. Mr. Kelley concluded by thanking Business Office staff members Claudine Sweeney, Kim Candilieri, Peggy Sorrentino, and Bonnie Tanner for their hard work in processing payroll and closing out FY26 purchase orders.

MOTION:	To approve the Year to Date Budget Report and Offset Projections
RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Seamus Kelley
SECONDER:	Jennifer Razi-Thomas
AYES:	Jennifer Razi-Thomas, Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo

B Report: Food Service Audit Closeout

Deputy Superintendent Kelley shared that Melrose participated in a two-part Department of Elementary and Secondary Education (DESE) food service audit this year, covering both administrative operations and procurement. He noted that undergoing both audits simultaneously required significant effort from the Business Office and Food Service Director Christian Molle. Following onsite visits, DESE representatives reported that the

district's food service program is in very good shape, with compliance metrics falling well within acceptable bounds. Mr. Kelley noted that minor procedural findings were already being addressed through corrective actions implemented by Mr. Molle, and he expressed gratitude to the DESE partners for a smooth process. Discussion included: the difference between the administrative side and procurement.

2. Policy and Planning - Matt Hartman/Margaret Driscoll
 3. Educational Programs and Personnel - Jen Razi-Thomas/Sheri Leo
- B Vote: MHS Program of Studies

Secondary Principal Jason Merrill presented a continuation of the Melrose High School Program of Studies, noting that there were no major structural changes to the program. He highlighted minor updates, including revised course descriptions, new English department electives, a name change for U.S. History I and II, and the addition of AP Business and guitar classes. Discussion included: a review of the past year's cell phone policy alongside anticipated updates due to shifting state guidelines; the need to refresh specific links within the handbook document; internship options and scheduling solutions for those who are also enrolled in AP or music courses. Additionally, the group covered ways to integrate student voice into course planning and explored strategies for preparing students for various post-graduation pathways.

MOTION:	To approve the MHS Program of Studies for 2026-2027 School Year
RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Seamus Kelley
SECONDER:	Melissa Holleran
AYES:	Jennifer Razi-Thomas, Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo

- A Vote: Secondary Code of Conduct and Handbook

Principal Merrill and Assistant Principal Sewyck presented updates to the Secondary Code of Conduct and Handbook, reworking policies to ensure effectiveness for grades 6–12. Changes included adding extended summer learning as a possible recourse for chronically absent middle school students, and updating the cell phone policy to require confiscation and parent pickup to comply with the new "bell-to-bell" state law. Additionally, the range of consequences was adjusted to be more age-appropriate for 6th through 12th graders, and consistent language was added regarding class skipping and first-block tardiness across the middle and high schools. Discussion included: how AI is being reviewed and used by students.

MOTION:	To approve the Secondary Code of Conduct and Handbook
RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Melissa Holleran
SECONDER:	Matt Hartman

AYES:	Jennifer Razi-Thomas, Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
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8. ANNOUNCEMENTS OF THE CHAIR

1. Report: Rolling Agenda

Chair Kelley announced that the Superintendent's evaluation documents are expected to be included in the next packet, ahead of the July meeting.

2. Report: Outreach

Ms. Holleran shared highlights from the recent 7th and 8th-grade orchestra performance, noting that it was an enjoyable event where they had the opportunity to ask questions, and hear firsthand what the students love about playing music.

Ms. Razi-Thomas shared updates on the successful eighth-grade Civics Day focused on Melrose's government. She thanked the organizers for putting together such a well-run and important event.

Finally, Mayor Grigoraitis shared an update from Representative Lipper-Garabedian regarding the state's upcoming Fair Share Amendment supplemental budget, which is currently awaiting the Governor's signature. While the broad legislation impacts the entire Commonwealth, it includes \$225,000 in specific earmarks for Melrose Public Schools. These funds will cover improvements to visual and performing arts spaces (\$90,000), Hoover School APR renovations (\$75,000), a new Horace Mann APR sound system (\$40,000), and a traffic study around the Lincoln School (\$20,000). The Mayor thanked the state delegation for their strong advocacy, and commended Deputy Superintendent Kelley, Superintendent Berman, and her own team for collaborating to secure these vital resources outside of the local school budget.

Chair Kelley introduced the D.C. field trip which was pulled from the Consent Agenda. The committee's discussion focused primarily on whether the middle school had previously hosted trips of this kind for a large group of students.

MOTION:	To approve the DC Field Trip
RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Margaret Raymond Driscoll
SECONDER:	Jennifer Grigoraitis
AYES:	Jennifer Razi-Thomas, Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Sheri Leo
ABSTAIN:	Melissa Holleran

9. ADJOURN

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