Melrose School Committee

Regular Meeting

Tuesday, June 23, 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	Absent	
Cari Berman	Superintendent	Present	
Ken Kelley	Deputy Superintendent	Present	

Also in attendance: Recording Secretary, Kristen O'Connor. With a roll call vote with six (6) present, and one (1) absent, the meeting convened at 7:00 PM.

2. PUBLIC COMMENT

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

3. EXECUTIVE SESSION

MOTION:	To amend the agenda to move Executive Session after Public Comment
RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Matt Hartman
SECONDER:	Margaret Raymond Driscoll
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
ABSENT:	Jen Razi-Thomas

Chair Kelley cited the need for Executive Session to comply with 603 CMR 23.00 in protecting student privacy when discussing a contract with another Municipality and to discuss strategy with respect to collective bargaining with the Traffic Supervisors as an open discussion may have a detrimental effect on the negotiating position of the School Committee. The Committee adjourned to Executive Session at 7:02 PM and will return to Public Session.

1. To comply with 603 CMR 23.00 in protecting student privacy when discussing a contract with another Municipality.

2. To discuss strategy with respect to collective bargaining with the Traffic Supervisors as an open discussion may have a detrimental effect on the negotiating position of the School Committee.

4. RETURN FROM EXECUTIVE SESSION

Chair Kelley shared an update from the Executive Session, noting that the Committee approved both items on the agenda. Specifically, he highlighted the approval of the Traffic Supervisors' contract, which includes increased pay, a uniform stipend, and sick leave benefits similar to neighboring districts. These contract improvements were aimed at attracting more candidates and generating greater interest in becoming crossing guards.

5. ANNOUNCEMENTS OF THE SUPERINTENDENT

The Superintendent reflected on her first year, expressing gratitude for the supportive school community. She highlighted her recent visits to all the classrooms across the district and her attendance at various end-of-year celebrations, including the Roosevelt 5th-grade kickball game, the 8th-grade moving-on ceremony, and graduation. She thanked all educators, staff, students, and families for a great year and looks forward to everyone's return on August 31st for the 2026–2027 school year. The Superintendent also gave a quick update on the Winthrop playground, where the goal is to have a new playground ready for students as close to the start of the school year as possible.

1. Report: Personnel

   The Superintendent shared the Personnel Report from the packet and offered to answer any questions.

2. Report: The Bridge Update

   The Superintendent shared a memo in the packet from Lisa Lewis, who coordinates the Bridge. The memo highlighted some of the work done over the past year. She expressed thanks to Lisa Lewis and the Bridge for the support they provide.

6. CONSENT AGENDA

Ms. Leo requested the removal of the donation from the Consent Agenda and Ms. Driscoll requested the removal of the meeting minutes of May 19th. Both items 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:	Melissa Holleran
SECONDER:	Matt Hartman
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo

ABSENT:	Jen Razi-Thomas

1. Warrants

FY26 School -S26094 Revised - $1,651,659.54
FY26 Refunds/Officials - S26095 - $5,906.55

2. Regular Meeting Minutes: May 19, 2026 and June 9, 2026

3. Donation: 3D Printer

7. SUBCOMMITTEES (COMMITTEE OF THE WHOLE)

1. Finance and Facilities - Margaret Driscoll/Melissa Holleran

A Monthly Budget/Grants

Deputy Superintendent Kelley presented the monthly grants report from the packet and offered to answer any questions. Discussion included the possibility of the IDEA moving out of the Department of Education and into Health and Human Services, and the anticipation that the FY25 grants will be expended on schedule.

MOTION:	To approve the Grants Report
RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Seamus Kelley
SECONDER:	Matt Hartman
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
ABSENT:	Jen Razi-Thomas

B Report: Special Education Expense Update

Deputy Superintendent Kelley presented the special education expense report prepared by co-directors Linda Chase and Marc Kerbel.

C Vote: MPS Additional Funding Update

Deputy Superintendent Kelley presented the memo regarding two adjustments made to the categories originally approved on April 14th. These revisions account for the settlement of three collective bargaining agreements (CBAs) with the MEU, the realignment of those salary adjustments into categories for FY27, and an additional $332,180 in Chapter 70 funds appropriated to the school by the city. Because the updated categories now reflect both the new CBA salary information and the extra state funding, Mr. Kelley requested that the School Committee approve a budget increase from $53,937,000 to $54,269,180. Appreciation was also expressed to the Mayor and her administration for their support with this appropriation.

MOTION:	To accept the additional funds
RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Seamus Kelley
SECONDER:	Sheri Leo
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
ABSENT:	Jen Razi-Thomas

Superintendent Berman requested that the School Committee direct the newly accepted funds into two categories: $140,000 for secondary education and the remaining $192,180 for administrative/district-wide costs. Additionally, Ms. Berman proposed restoring the Director of Visual and Performing Arts position as a K-12 Director of Arts and Activities, which would oversee leadership, fiscal management, and curricular alignment for arts programming and other related departments. Discussion included: the concern over student performance in math and ways to address that.

MOTION:	To put $140,000 into the secondary category and $192,180 into the administration/ districtwide category.
RESULT:	**ACCEPTED**
MOVER:	Seamus Kelley
SECONDER:	Jennifer Grigoraitis
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
NAYS:	Margaret Raymond Driscoll
ABSENT:	Jen Razi-Thomas

Deputy Superintendent Kelley confirmed that the budget, with the approved funds, had now increased to that of $54,269,180. The Committee would need to approve the amounts in each category.

MOTION:	To approve the recommended amounts in categories : Franklin ECC, Elementary, Secondary, Athletics/EC, Teaching and Learning, and Special Education
RESULT:	**ACCEPTED**
MOVER:	Matt Hartman
SECONDER:	Seamus Kelley
AYES:	Jennifer Grigoraitis, Seamus Kelley, Matt Hartman, Melissa Holleran, Sheri Leo
NAYS:	Margaret Raymond Driscoll

ABSENT:	Jen Razi-Thomas

MOTION:	To approve the Admin/Districtwide recommended amount
RESULT:	**ACCEPTED**
MOVER:	Seamus Kelley
SECONDER:	Melissa Holleran
AYES:	Jennifer Grigoraitis, Seamus Kelley, Matt Hartman, Melissa Holleran, Sheri Leo
ABSTENTION:	Margaret Raymond Driscoll
ABSENT:	Jen Razi-Thomas

2. Educational Programs and Personnel - Jen Razi-Thomas/Sheri Leo

Vice Chair for Educational Programs and Personnel, Sheri Leo noted two agenda changes: the Site Council report was listed in error (the MVMMS School Improvement Plan update will be rescheduled at a future meeting), and the vote on the PD plan was replaced by a review of end-of-year assessments, curriculum updates, and the PD plan.

Superintendent Berman introduced Melanie Acevedo, Executive Director of Academics and Accountability and Speech and Language Pathologist Michelle Theodore. Ms. Acevedo and Ms. Theodore are also part of the PD Committee and shared information on curriculum development, end of year assessments and professional development.

A Report: Summer Programming - Remedial & Enrichment

Ms. Acevedo reviewed the summer update memo, explaining that the first half (sent to families June 15) encouraged the completion of summer assignments. The second half detailed summer program locations, placing Pre-K through 5th grade at the Lincoln School and rising 6th through 12th grades at the middle school.

B Report: End of Year Curriculum Wrap Up

Ms. Acevedo consolidated the EOY Data Review, FY27 PD Plan, and FY26 Curriculum Review memos into a slide presentation. Key highlights from her overview included: strong elementary growth in ELA and Math, and secondary IXL data that, despite some skewing, offered some context moving forward. She reviewed newly adopted programs (such as UFLI, Reveal Math, *myPerspectives*, and Vista Higher Learning). She also shared that PD survey participation tripled to 173 responses, which helped with the creation of four foundational PD pillars, an implementation timeline, and next steps. Discussion included: IXL testing, MCAS, and scheduling/timing for future testing.

3. Policy and Planning - Matt Hartman/Margaret Driscoll

Vice Chair Hartman discussed the four policies presented tonight for their second read and potential first vote.

A Review: K Policies - **Policy KA**: School/Community Relations Goals, **Policy KBA:** School/Parent Relations Goals, **Policy KCB:** Community Involvement in Decision Making, and **Policy KDB**: Public's Right to Know.

Vice Chair Hartman presented Policy KA: School Community Relations Goals. Discussion included: the difference between the MASC version and the district's version and whether to adopt the MASC version or keep the MPS version.

MOTION:	To approve the Melrose Public Schools' Policy KA as is.
RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sheri Leo
SECONDER:	Melissa Holleran
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
ABSENT:	Jen Razi-Thomas

Vice Chair Hartman presented Policy KBA: School/Parent Relations Goals. Mr. Hartman highlighted a difference between the MPS version and the MASC version where it said student conduct in the second paragraph. Discussion included: using the word guardian or caregiver in the title, and defining what the MASC version means by consulting on matters of student conduct. With these questions, the Committee decided to hold on this policy to allow the administration to review and will bring it back at a later date.

The next policy presented was Policy KCB: Community Involvement in Decision Making. Mr. Hartman noted that the MASC no longer holds this policy in their handbook, therefore he had taken the one from the Arlington handbook to show the difference between theirs and the Melrose version. Discussion included retiring the policy in line with MASC.

MOTION:	To retire Policy KCB from Melrose in line with MASC's retirement of the policy
RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Jennifer Grigoraitis
SECONDER:	Margaret Raymond Driscoll
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
ABSENT:	Jen Razi-Thomas

Vice Chair Hartman presented Policy KDB: Public's Right to Know. He noted that the policy was last reviewed in 2013 and required updates to reflect major state public records law changes made around 2018–2019. Attorney Lindquist updated the language to ensure alignment with current Public Records and Open Meeting Laws. Otherwise, the MASC policy closely aligns with the current Melrose version.

MOTION:	To approve the Melrose Public Schools' Policy KDB

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sheri Leo
SECONDER:	Melissa Holleran
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo

8. ANNOUNCEMENTS OF THE CHAIR

The donation memo was pulled from the Consent Agenda. Ms. Leo requested to pull this to allow a moment to acknowledge the Bel Qaid family and their donation.

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

The May 19th meeting minutes were removed from the Consent Agenda. Upon request from Ms. Driscoll, the minutes were amended to say "current three-year strategic plan" under the strategic plan section and to add the word "process" to summer strategic planning.

MOTION:	To approve the May 19th meeting minutes with the amendments
RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Melissa Holleran
SECONDER:	Matt Hartman
AYES:	Jennifer Grigoraitis, Seamus Kelley, Margaret Raymond Driscoll, Matt Hartman, Melissa Holleran, Sheri Leo
ABSENT:	Jen Razi-Thomas

1. Report: Superintendent's Evaluation

   Chair Kelley reported that the Superintendent had submitted her self-assessment. He asked all Committee members to submit their evaluations to him by **July 15th** so he could assemble a composite review that reflects the viewpoints of the full Committee to be shared at the July meeting.

2. Report: Rolling Agenda

   Chair Kelley presented the Rolling Agenda, noting that meeting dates in September and

October may need to be adjusted to align with holiday schedules affecting the City Council meetings.

3. Report: Outreach

There were no outreach reports.

9. ADJOURN

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

The meeting adjourned at 8:44 PM.