



Chelmsford School Department School Committee

Notice of Public Meeting

Email Posting to townclerk@townofchelmsford.us Thank you.

Filed with Town Clerk:

As required by G.L. c. 30 A, §18-25

DATE: Tuesday February 4, 2020 **TIME:** 6:00 p.m. **ROOM:** Conf. Room 1

PLACE: CPS Central Administration Office **ADDRESS:** 230 North Road

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CHAIR OPENING STATEMENT

CONSENT AGENDA

1. Approval of the minutes of the regular school committee meeting of January 28, 2020

CHS STUDENT REPRESENTATIVE ANNOUNCEMENTS

GOOD NEWS

PUBLIC COMMENTS:

The School Committee will hear from members of the public on items listed under New Business on the posted agenda.

NEW BUSINESS

1. Presentation: Spotlight on the Schools – Parker Middle School
2. Chelmsford INTERFACE Activity Report: June 2019 – November 2019
3. School Committee & Superintendent Mid-Year Goal Review
4. Superintendent's Recommended FY2021 Budget
5. Approval of Conference and Field Trip Requests

REPORTS

1. Liaison Reports

ACTION/NEW ITEMS

1. Request for Reports & Updates

PUBLIC COMMENTS:

The School Committee will hear from members of the public on general matters of education interest.

EXECUTIVE SESSION:

M.G.L. Ch. 30A, Section 21(a)(2) - The Chelmsford School Committee provides public notice of its intent to convene in executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel.

ADJOURNMENT

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
January 28, 2020
Meeting Minutes**

Members Present: Mr. Dennis King (Chair), Mr. John Moses (Vice Chair), Ms. Maria Santos (Secretary), Mr. Jeffrey Doherty and Ms. Donna Newcomb.

Also present: Dr. Jay Lang (Superintendent), Dr. Linda Hirsch (Assistant Superintendent) and Ms. Johnson-Collins (Director of Business and Finance).

Call to Order

6:00 p.m.

Pledge of Allegiance

Chair Opening Statement

The Chair welcomed all and stated that the meeting will be recorded and televised by Chelmsford Telemedia.

Consent Agenda

1. Approval of the minutes of the regular school committee meeting of January 7, 2020

Mr. Moses motioned to approve the regular School Committee minutes of January 7, 2020. Ms. Newcomb seconded. Motion carries 5-0.

CHS Student Representative Announcements

Sudeep shared that semester two started today. January 30th through February 1, 2020, a children's play called *The Big Top* will be presented at the PAC. There will be a Valentine's Dance in February.

Katrina stated that there will be MCAS Bio retesting on February 5th and 6th. February 12th is a half day.

Good News

Dr. Hirsch shared that "A Taste of Chelmsford" was held last night and well attended. On February 6th, eighth graders will be coming to CHS. Mr. Doherty shared that he attended a music concert on January 9, 2020, with performances by the jazz band, acapella groups and the CHS string orchestra. "It was a great evening!" Mr. King congratulated Coach Branco of the girls' basketball team who just experienced his 200th win.

Public Comments

None.

New Business

1. Announcement: Chelmsford High School Alumni Association 2020 Hall of Fame Inductees

Mr. Simonian and Mr. McSheehy revealed this year's nine nominees and invited all to attend the celebration to be held on March 21st, at the UMASS Lowell Conference Center. The Alumni Scholarship Night will be held on May 28, 2020. A total of 128 scholarships will be awarded.

2. Presentation: Spotlight on the Departments – Mathematics Department

Dr. Matthew Beyranevand's, Department Coordinator for Mathematics, presentation and accompanying slide show, included the philosophy of the math department and then focused on three main topics. Philosophically: the math department strives for conceptual understanding of math for all students; bringing "joy" to mathematics; and to developing a "growth mindset" instead of a "fixed mindset" for all students to be successful in math. The first topic of tonight's presentation is standards-based grading in the middle schools. This grading provides benchmarks which change and grow during the academic year. This helps students, teachers and parents to have a better understanding of progress and will help pinpoint areas which need support. Secondly, he focused on how honors placement is determined for math students beginning in 7th grade. Criteria for placement in honors math classes include factors such as: MCAS scores; math league performance; grade averages for the first three terms of grade six; skills and aptitude testing and teacher input. Finally, he spoke about a proposal for changing the leveling of math classes at CHS. Dr. Beyranevand's presentation and slide show may be viewed in its entirety on Chelmsford Telemedia/YouTube.

3. Presentation: Spotlight on the Schools – Chelmsford High School

Principal of CHS, Steve Murray, shared information about: dual enrollment; Senior Capstone; PRIDE Block and level 3 classes. The Dual Enrollment program allows students to take a course at CHS while enrolled at Middlesex Community College. Students may receive credits toward high school graduation and college credits as well for each course. The benefits of this program include an easier transition to college, exposure to different types of courses, and greatly reduced cost for college credits earned. This is the second year of this program which offered 12 courses this year and will increase the offerings for the 2020-2021 school year. Mr. Murray also spoke about the Senior Capstone pilot program which take place from April 6th to May 22, 2020. Seniors may use this six-week time to pursue a career internship or a community service internship or research a topic about which they want to know more. This program will result in "Exhibition Thursday" on May 28, 2020. PRIDE block allows students to receive in-school support by getting direct help from a teacher, doing group work, practicing what they are learning and getting caught-up, if needed. One hour is set aside during the school day on Tuesdays and Thursdays in the middle of the school day. Feedback on this program will be elicited from seniors in the spring. Finally, Principal Murray spoke of changes to level 3 classes. Currently CHS has four levels: AP; Honors, H2 and level 3. The proposed change would merge H2 and level 3 classes and would meet state compliance mandates. The new level will be called "College Prep (CP)". Support for teachers to implement this change is planned for the remainder of this school year. Principal Murray's presentation and slide show, as well as School Committee members' comments and questions, may be viewed on Chelmsford Telemedia/YouTube.

4. Approved 2020/21 School Calendar

Dr. Lang included the previously approved school calendar with a second page providing details on religious and cultural holidays, professional development days and school start and dismissal times. This will be posted on the district website.

5. Proposed FY21 Budget Calendar/Timeline

Dr. Lang included this information in a memorandum in tonight's agenda packet.

Mr. Moses motioned to approve the Superintendent's proposed 2021 budget calendar/timeline as presented on the dates listed. Ms. Newcomb seconded. Motion carries 5-0.

6. FY20 Budget Report: 2nd Quarter Financials

Ms. Johnson-Collins included a detailed memorandum and budget update in tonight's packet. She provided clarifying information for The Committee on variances and responded to questions. No action is required tonight.

7. Recommended FY20 Budget Transfers

Mr. Moses motioned for the Committee to vote to approve the FY20 local operating budget transfer as presented. Ms. Newcomb seconded. A roll call vote was taken. Motion carries 5-0.

8. Literacy Update

A memorandum from Kelly Rogers, Literacy, ELL, and Title 1 Department Coordinator, is included in tonight's agenda packet with updates on assessments used to screen for Dyslexia. Dr. Hirsch shared additional information with committee members. DIBELS screening has been ongoing. RAN (rapid automatized naming test) was added this year to augment DIBELS, Fountas & Pinnell Benchmark Assessment, and iReady. Reading specialists support 16% of identified kindergarten and grade 1 students, four to five times a week, in small groups. The district is exploring new options for its reading/phonics program. Updated Dyslexia guidelines are expected from DESE.

9. Curriculum, Instruction & Assessment Guide

Dr. Hirsch has included in tonight's packet a document, two organizational charts and detailed information on the curriculum coordinators. Contact information is included. This will be made into a binder for each of The Committee members.

10. Personnel Report: December 2019

No action required.

11. Approval of Conference and Field Trip Requests

Mr. Moses motioned to approve the conference and field trip requests as presented. Ms. Newcomb seconded. Motion carries 5-0.

Reports

1. Liaison Reports

Mr. Doherty attended the CHIPS PTO. They received almost 500 pair of socks for their sock drive. They also sponsored a successful holiday luncheon for their staff. The CHIPS program has had an enrichment music program and are having dental professionals come in this week to encourage dental hygiene. Ms. Santos shared that McCarthy has their "Rock and Roll Bingo" fundraiser on March 27, 2020, at the ELKS. They will be holding their science fair on February 5th and previously held an excellent STEM Fair. This evening, Harrington School is holding their "Heritage Festival". At the Wellness meeting Ms. Santos attended they shared that are conducting a "youth at risk" behavior survey for middle and high school students through a grant from Lowell General Hospital. South Row's after school enrichment program has received positive feedback. They plan to present information on their program with the other elementary schools. Chairman King echoed praise for "The Taste of Chelmsford". He also reminded The Committee about their study committee assignments.

Action/New Items

1. Request for Reports & Updates

Mr. King will be sending out updated information on goals to discuss at upcoming meetings.

Public Comments

None.

Adjournment

Mr. Moses motioned to adjourn to executive session and not return to regular session for the purpose of convening an executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel. Ms. Newcomb seconded. A roll call vote was taken. Motion carries 5-0.

Tonight's meeting may be viewed in its entirety on Chelmsford Telemedia You Tube.

Respectfully submitted by Sharon Giglio

CHELMSFORD PUBLIC SCHOOLS

Jay Lang, Ed.D., Superintendent

Memorandum

To: Members of the School Committee
From: Jay Lang, Ed.D., Superintendent of Schools
Date: February 4, 2020
Re: Spotlight on the Schools: Parker Middle School

Attached please find a PowerPoint presentation provided by Parker Principal Jeff Parks in advance of the meeting presentation. I look forward to hearing the presentation and discussing the good work that is occurring at Parker Middle School with the members of the school committee.

Parker Middle School

School Committee Presentation

February 4, 2020

Parker Highlights

- *Parker PBIS & PD*
 - *Shared Leadership – Staff & Students*
- *Parker “Homeroom Ambassadors”*
 - *New this year!*
- *Parker PRIDE Committee Update*

Parker PBIS – Staff Leadership

- Building Connections
 - Feel connected to school, students, & staff
 - First three days of school-Focus on creating strong classroom culture
 - Staff snowball activity
- Executive Functioning
 - Scaffolding organizational skills
 - Parker Planner
 - Focused PD – March 3rd
- Mindfulness
 - Strategies to be present and engaged
 - Staff survey
 - Newsletter

Building Connections – *Student Ambassador Program*

- Building Connections staff members created a program aimed at supporting civics and student involvement.
- Focus areas:
 - Provide leadership opportunities for students and have more students involved in day to day operations.
 - Help foster strong connections between students and staff.
 - Create opportunities for community service and involvement.
- Student Ambassadors were required to run a campaign including speeches and promotional materials.

Building Connections – *Student Ambassador Program*

- Each homeroom participated in their own election choosing their homeroom representative.
- We have 32 homerooms at Parker (8 in each grade) and most homerooms had several candidates.



Grade 8

Keya Upadhyay

Bella Pirani

Kate Harrison

Adam Foti

Pedro Silva

Amelia Normington

Brenna Jubinville

Kaevon Clements

Grade 7

Gabrielle Quinn

Katherine Morin

Julianna Lanzillo

Jenna Chiasson

Drew Distasi

MaryAnn Tomaino

Alex Kajko

Madison Lynch

Grade 6

Abby LaRoche

Ava Boucher

Ava Sak

Brianna Cairns

Michael Dupont

Ann Solakhian

Gavin Lambert

Papa Paintsil

Grade 5

Eilis Dowd

Sara Bannerman

Ryan Munson

Maya Barry

Tyler Martens

Kavin Kabilan

Charlie Kelley

Ellie Mulungi

Parker Student Ambassadors

New for the 2019-2020 School Year!

PRIDE Committee Update

- We participated in a Student Leadership Workshop on January 31st at Bridgewater State University. Students were challenged to find a ways to contribute to our school and/or community.

Our Committee is divided into 3 Subgroups:

- **Courtyard Committee:** Upkeep and decorating. “Winter Wonderland.”
- **School Store:** Grand opening last week! Mobile Cart selling school supplies & some Parker items.
- **Leadership Committee:** Last year we visited every 3rd grade classroom in the district and facilitated “leadership training” for the students.

PRIDE Committee Update

- This year, we used “Google Hangout” to check in with the 4th graders at South Row to see how they were doing as the leaders of their school.
 - We will be scheduling the same check-in with Byam, Center, and Harrington.
- Speaking of Harrington: We have invited their new Student Council over to Parker to work with our PRIDE Reps.
 - We are creating a training workshop for them modeled after our experience at BSU.

Parker PRIDE Student Reps

- Ben Branco
- Greg Carmel
- Cole Garrigan
- Katie Higgins
- Mary Keohane
- Sam Mattsen
- Julianna Mehigan
- Delaney Mills
- Delia Scheiffen
- **Vivian Stripp**
- Magnus Boczar
- Zach Foley
- Joey Giachetto
- Nathan Hart
- Jess Jerusal
- Abigail LoPresti
- Jill Martin
- Andrew Murray
- Norah Nolan
- Tom Nolan
- Sadie Parks
- Ashlee Perry



PRIDE Week is February 10th-14th!

- Each day is dedicated to a different theme: *perseverance, respect, integrity, dedication, empathy.*
- 7th & 8th Grade Reps visit 5th & 6th grade classes daily to discuss each core value.
- Themed slide show & music in café all week.
- We end the week with 2 “PRIDE Rally’s” on Friday: 5/6 and 7/8.
- Student vs. student games, staff vs. student games, music, etc.



Coming Attractions...

- Parker Drama Presents *Seussical (the Musical) Jr.*
- February 7th at 7pm
- February 8th at 2:30pm and 7:00pm
 - ✓ Shows at McCarthy Auditorium
- Parker's Got Talent! "PGT"
- March 6th at 6pm
 - ✓ Show at the PAC
- 3rd Annual Science & Innovation Fair
 - March 12th at 6pm
 - Special guest judges needed!



THANK YOU for inviting us to your meeting!

#parkerpride

CHELMSFORD PUBLIC SCHOOLS

Jay Lang, Ed.D., Superintendent

Memorandum

To: Members of the School Committee

From: Jay Lang, Ed.D., Superintendent of Schools

Date: February 4, 2020

Re: INTERFACE Referral Service Report: June 2019 – November 2019

Attached please find a report provided by Ms. Sue Rosa, Manager of Healthcare Services, with the Town of Chelmsford Board of Health, related to usage of the INTERFACE services contracted between the Town of Chelmsford, Board of Health and Chelmsford School Department. The INTERFACE service contract has been provided by the Town for the past eight (8) years and is split funded between the three entities. The data suggests the primary usage is for those dealing with depression and anxiety which we are all very aware are services in high demand in the area. The Board of Health is working with the schools and other community partners to bring education and programs into the schools as well as the community to raise awareness of this problem and to help with prevention strategies.



Chelmsford William James INTERFACE Activity Report June 1, 2019-November 30, 2019

Number of Cases

Total Since Service Began on 7/1/11: 791

Reporting Period	Total	Children (0-17)	Adults (18+)
July, 2011-Dec. 2011	23	15	8
Jan. 2012 – June 2012	35	31	4
July 2012-January 2013	39	34	5
February 2013-June 2013	56	48	8
July 1 st - 2013- December 31 st , 2013	29	24	5
Jan. 1 st -2014- June 30, 2014	65	55	10
July 1, 2014- December 31, 2014	48	37	11
Jan. 1 st , 2015- June 30 th , 2015	67	59	8
July 1, 2015-December 31, 2015	39	35	4
January 1, 2016- July 1, 2016	42	35	7
July 1, 2016-December 31, 2016	35	28	7
January 1, 2017- June 30, 2017	37*	32	5
July 1, 2017-December 31, 2017	37*	26	11
January 1, 2018-June 30, 2018	60*	50	10
July 1, 2018-November 30, 2018 (Please note this reporting period is one month shorter than typical due to adjusting reporting timeframes)	46*	31	15
December 1, 2018-May 31, 2019	57*	50	7
June 1, 2019-November 30, 2019	79	53	26

*One was a student in Chelmsford, residing in another town.

Data Trends

Please note that we have a new format for reporting, we hope you find it a more helpful way to conceptualize the data we share. You will notice that the number of referrals received for this reporting period is the highest it has ever been at 79. We know that the average cost per referral is \$225.00, which means which that your community (with 79 referrals this reporting period) received a value of \$17,775 of INTERFACE services.

As was true the last reporting period, the service continues to be utilized more for youth; however the number of adults utilizing the service was at the highest rate to date. Most callers continued to hear about the service through the schools, though a significant number noted hearing about the service from their Primary Care Provider. Additionally, several callers also reported they heard about the service from a Board of Health event, the Community Advocate and Town Hall.

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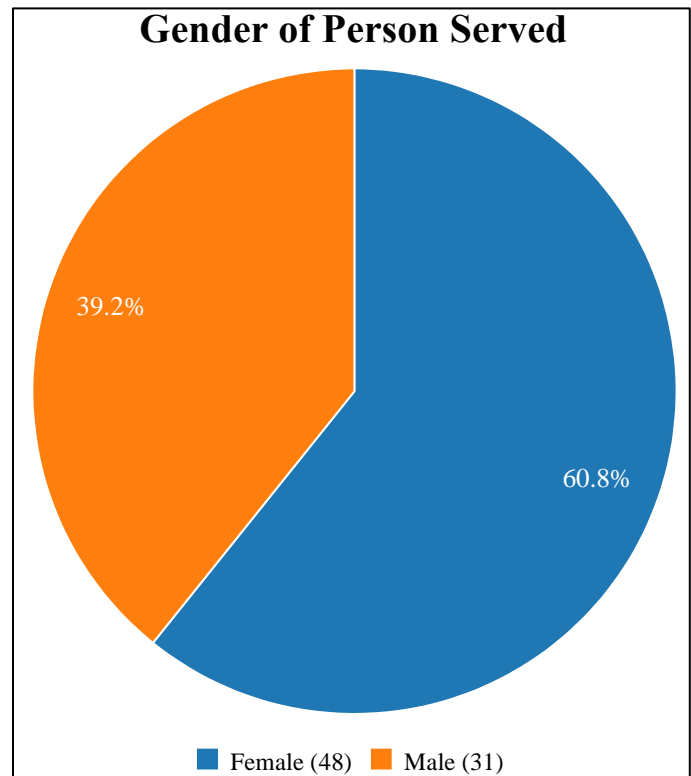
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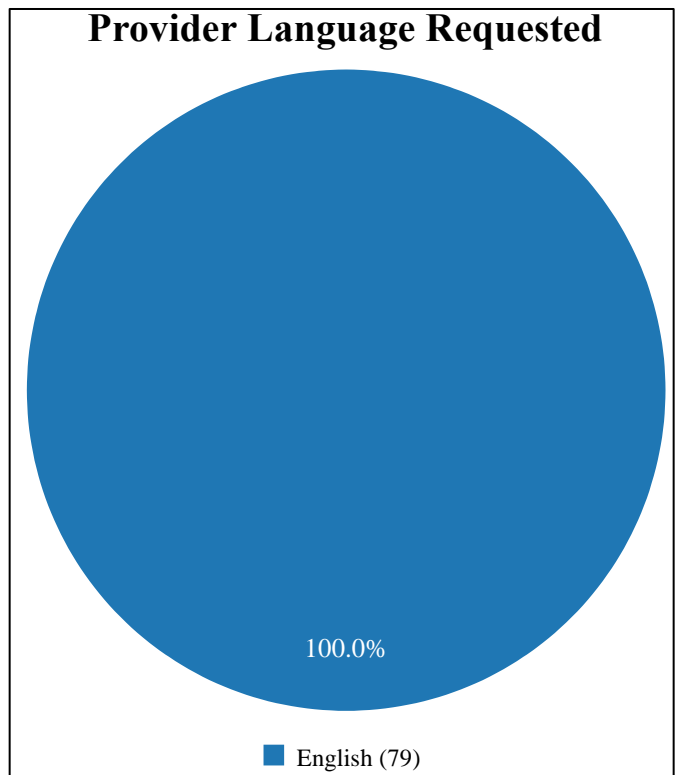
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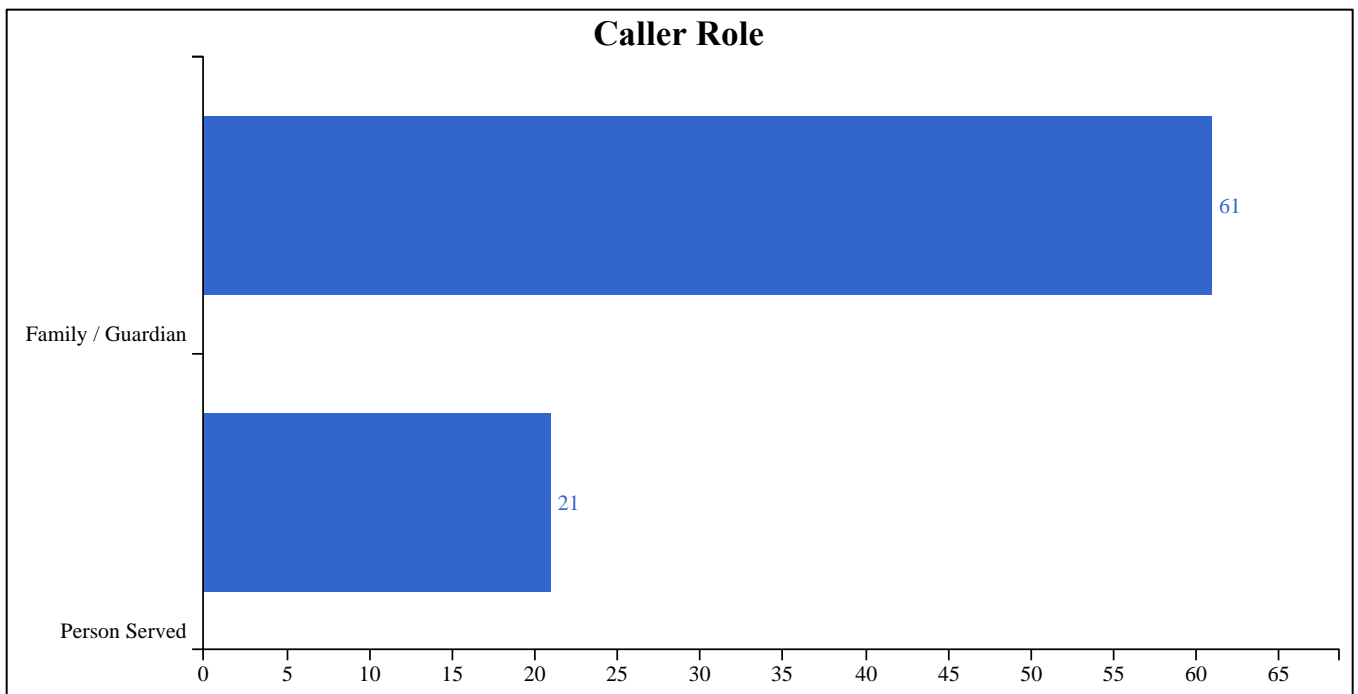
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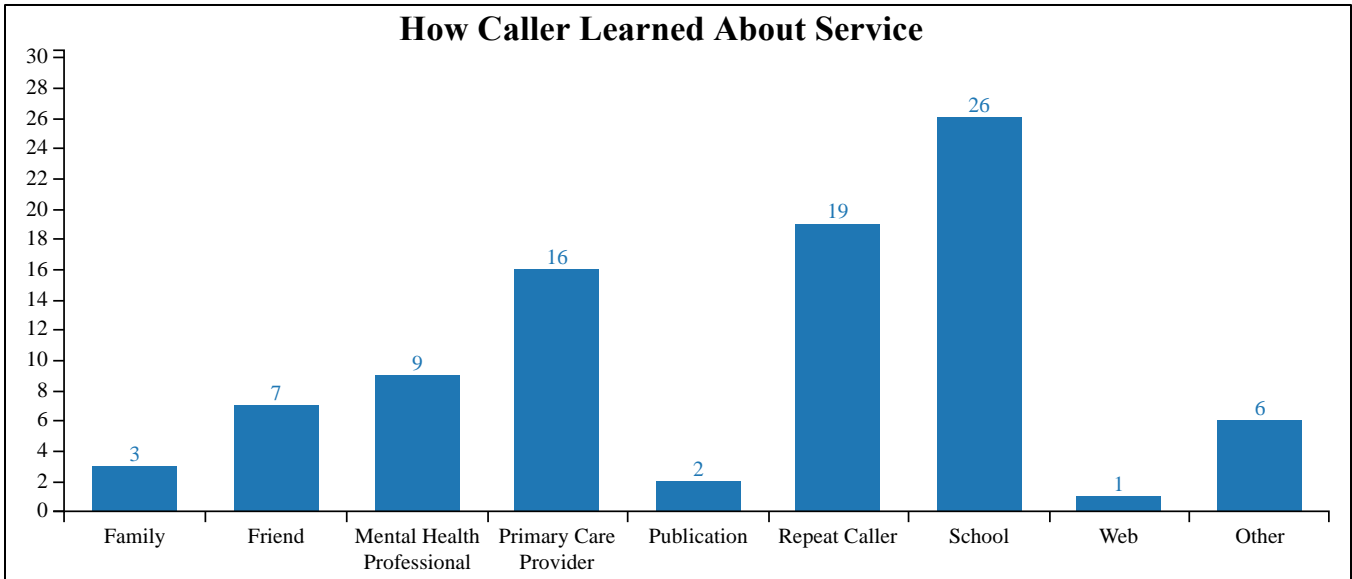
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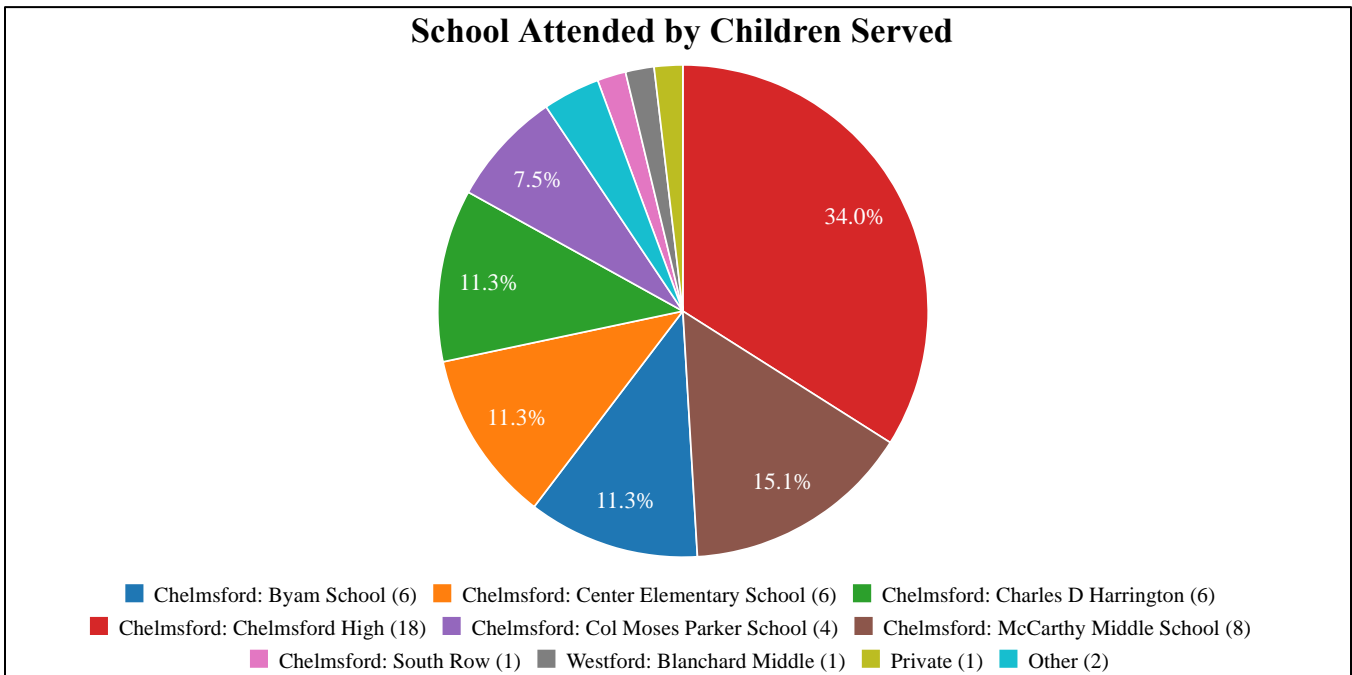




* More than one person may initiate request



* May have learned about service from many sources



Presenting Issue	Number Reporting
Abuse and Neglect	3
ADD/ADHD	8
Anger Management	3
Anxiety	36
Autism Spectrum Disorders	2
Behavioral Issues	7
Bipolar Disorder	2
Chronic & Disabling Conditions	1
Depression	26
Divorce	2
Eating Disorders	1
Family-Related Issues	12
Grief & Loss	2
Intellectual/Developmental Disabilities	1
Oppositional Defiant Disorder	1
Parent Coaching	5
Social Issues	6
Stress	5
Substance Use Disorder and Addiction	5
Suicidal Ideation	4
Testing and Assessment	1
Trauma	4


*May report more than one

Mission Statement

In order to support the mission of the Chelmsford Public Schools to cultivate inspired, creative and well-rounded lifelong learners who possess the integrity and self-direction necessary to be contributing community members, the school committee proposes the following goals for the 2018-19 school year.

District Wide Goals

The following school committee goals for the 2019-20 school year are intended to support and reinforce the district wide and superintendent's goals outlined in the strategic plan.

School Committee's Goals and Actions Steps	RESULTS/ACTIONS TAKEN 2019-20
<p> Supporting Academic Achievement</p> <p>By June 2020, the school committee will support the district plan to provide multiple access points to learning to ensure that every student achieves to his/her full potential by evaluating alternative learning opportunities for students, as measured by the offerings in the program of studies at the middle and high school levels.</p> <p>ACTION STEPS:</p> <ol style="list-style-type: none"> 1. Continue collaborative agreements with local colleges in an effort to increase academic pathways and career readiness programs for our high school students by establishing and building upon programs with local institutions; 2. Establish and foster further collaborations with local businesses to help create internship or enrichment opportunities for students; 3. Establish collaborations with local community, civic or governmental agencies to encourage students to be informed and active in their community; 4. Continue investigating and evaluating options to provide additional administrative or supervisory student support services at all levels including, but not limited to, adding assistant principals at the elementary level; 5. Monitor the development and funding sources for the one-on-one computer initiative in the district. 	<p>Work that has taken place so far</p> <p>Increased course offerings for dual enrollment; September 2019 Report on Dual enrollment program during CHS presentation; 1/28 Report on Senior Capstone experience; 11/19, 1/28 Report on Social Studies Department/Civics education; 1/4 Report on World Language Department/Exchange programs; 12/3 Approval of exchange programs; 1/7 New resource officer at MS began; September 2019 Report on Social Worker at Parker: 1/7 Classroom technology updated; August (60 touch panels installed) Chromebooks deployed to staff and students; 8/21-8/22 Grants applied for and approved for updates to firewall, bandwidth and security Security upgrades to Parker and McCarthy completed; Aug - Sept Approved purchase of additional chromebooks for staff; 11/19</p> <p>Anticipated future work</p> <p>Professional development on blended learning for staff in spring Deployment of next wave of chromebooks; Summer 2020 Staffing needs discussed as part of budget discussions</p>

School Committee's Goals and Actions Steps

RESULTS/ACTIONS TAKEN 2019-20

Creating a positive, pro-social learning environment

By June 2020, the school committee in collaboration with the superintendent, assistant superintendent, director of student support services and other stakeholders, will create a prioritized list of programming that may be implemented to promote the socio-emotional well-being of all students and that assists in cultivating positive, safe learning environments for students and staff as measured by budget prioritization for the 2018-20 school years.

ACTION STEPS:

1. Evaluate the effectiveness of adding social workers to schools along with potential funding sources to maintain and/or increase their role;
2. Continue to support funding for a therapeutic classroom at the elementary level for students with severe behavioral needs;
3. Investigate the need for and potential funding sources to add programming to identify and support students with language-based learning disabilities;
4. Establish educational programs for staff and parents to inform them of district, state and national policies related to supporting students of all backgrounds with social-emotional needs;
5. Increase awareness of diversity in our schools and establish programs in the social-emotional curriculum and in staff development curriculum to increase and support diversity.
6. Increase public awareness of the district's PRIDE program;
7. Educate all stakeholders on the proper procedures for addressing issues, including but not limited to, an understanding of who to report issues to and the subsequent levels of response.

Work that has taken place so far

Report on social worker at Parker; 1/7
Introduction of community service coordinator for the town; 10/15
South Row presentation; 11/15
Presentation on Reading/ELL/Title I; 10/15
Updates on DESE regulations and requirements for dyslexia screening; 11/19, 1/28
Update on professional development for staff; 9/13
Discussion on recess policies and procedures; 12/3
Discussion on standards based report cards; 11/19
Report on World Language Department/Exchange programs; 12/3
Approval of exchange programs; 1/7
Discussion of additions to world language program; 12/3
Presentations by South Row 11/5 and Byam; 1/7
Approval of updated Parent and Teacher Handbook; 8/20
Agreement and approval of changes to Staff Handbook; negotiated

Anticipated future work

Presentation by Special Education coordinator including information about Reading programs and paraprofessional PD offering
Presentation from other schools including social emotional programming and Pride programs.
Report of ELL council
Continued discussion about recess procedures vs. policy
Information about workshops on standards based report cards for parents
Discussion of programming changes/needs during budget presentation

School Committee's Goals and Actions Steps

RESULTS/ACTIONS TAKEN 2019-20

Maintaining aligned financial and facilities resources

By June 2020, the school committee will work with the superintendent, school personnel and town officials, to develop an aligned, sustainable financial foundation that supports the needs of the district including current and future budget requirements and facility needs and will clearly communicate these with all stakeholders in the district as measured by budget documents, the completion of a 10 year capital improvement plan, and submission of new building projects to the Massachusetts School Building Authority (MSBA).

ACTION STEPS:

1. Review the facilities report from Dore and Whittier to assess progress in addressing the recommendations and to guide future prioritization of capital needs in our current facilities, as well as continuing to pursue new facility options to meet projected future needs within the confines of the town's financial realities;
2. Establish a uniform policy for the establishment, maintenance, monitoring, and accounting of athletic and activity accounts, student group accounts, and/or other accounts established to raise and maintain funds outside of the normal school budget and clearly delineate how these funds are expended;
3. Encourage input from stakeholders (parents, staff, administrators, etc.) regarding budget priorities at the building and district level.
4. Investigate the need for grade or building level realignments to best make use of current facilities and/or in connection with enrollment projections and future building projects;
5. Investigate alternative building plans based upon feedback from the MSBA.

Work that has taken place so far

Created a prioritized list of capital projects for FY 21; 11/5

Approved December 2019

CHS Plateau field study committee proposed; 12/3

South Row roof project update; 11/5

Report on audit of McCarthy and Parker activity account audits; 11/5

Update on activity account balances with quarterly financial reports

Presentation of school improvement plans; 1/7

CHS presentation including proposal to eliminate level 3 classes; 1/28

Enrollment projections presentation; 11/15

Received notification of High School project; 1/7

Anticipated future work

Review of Dore and Whittier recommendations

Budget hearings with stakeholders

Outreach to town meeting reps

Availability of budget book to pre-town meeting

Set up a meeting with MSBA to discuss building project

Consider alternative plans depending on feedback from MSBA

Discussion of facility needs during budget presentations

School Committee's Professional Practice Goals

Mission Statement

The following school committee goals for the 2019-20 school year are intended to improve the operations and communications among and between the members of the school committee and Chelmsford community.

Communication Strategy

By June 2020, the school committee will meet to discuss ways to improve communication with all stakeholders as it pertains to achievements in the district, decisions made during school committee meetings, and responses to issues and concerns. Said strategy may include, but is not limited to, holding public forums on specific topics several times during the year, establishing a social media presence, and increasing the functionality of the district website.

Committee Involvement in Strategic Plan Development

By January 2020 the school committee will participate in discussions, focus groups, public forums, workshops, etc. with all stakeholders to help to develop a district wide strategic plan to help guide the work of the committee, administration, faculty and staff for the 2021 academic year and beyond. Successful completion of this goal will be evidenced by the finalization and approval of this Strategic Plan in time to incorporate some of the recommendations into the 2020-21 budget.

Committee Engagement with State Level Organizations

By June 2020 the school committee will endeavor to become more engaged with lobbying efforts at the local and state level including but not limited to discussions with MSBA related to building projects in district and programs to provide funding to increase building security infrastructure, working with state representatives and MASC to develop additional sources of revenues for the district such as increasing reimbursements for school choice students and the inclusion of transportation costs in the determination of circuit breaker funding as evidenced by the inclusion of these initiatives in future MSBA projects, MASC platforms and/or state legislative efforts.

RESULTS/ACTIONS TAKEN

Work that has taken place so far

New communication media director started; Sept. 2019
Report of new communication media director work to date; 1/7
Increased social media presence on Facebook, Twitter, Instagram; ongoing
PTO contacts on school pages update; 11/15
Public forums on strategic plan; 10/22, 12/10
Follow up discussions by committee; 11/5, 1/28
Parent survey results presented and discussed; 12/10
All 5 members attended the MASC conference
MASC resolutions considered and voted upon; 10/15
Vote to split resolution 2 presented and approved at conference
Roger Hatch presentation on School Funding initiative; 12/3
Funding for Special Education transportation approved

Anticipated future work

Discussion on updating or changing web site
Report on teacher survey on strategic plan
Report on student survey for strategic plan
Linking strategic plan to new DESE reporting requirements
Set up a meeting with MSBA to discuss building project
Meet with state reps/ invite to a meeting to discuss Chelmsford schools
Draft a bill regarding increased funding for school choice
Discussion on needs/changes needed to improve communications during budget presentation

Approval of Conference and Field Trip Requests

1.) Chelmsford High School

Theatre Guild

METG Finals

March 26 – 28, 2020

Boston, MA

FIELD TRIP APPLICATION FORM
CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824
Phone (978) 251-5100

Teacher Sub(s) Needed:

YES NO

Full-Day Sub(s)

Half Day Sub(s)
needed for: AM / PM

FRIDAY ONLY

DZ
KM

Please fill out application form completely. Please print. * Apply for only one trip per form.

Sent 1-30 to
Del for S.C.

School Requesting Permission: CHS PARKER McCARTHY

BYAM CENTER HARRINGTON SOUTH ROW

Day(s) of Week for Trip: MON TUE WED THR FRI SAT SUN

Trip Date: 3/26/20 If Overnight Trip, Return Date: 3/28/20

OVERNIGHT @
REVERE HOTEL

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor:

Cell Phone: 978-500-0069

Grade, Group, Class(es) or Course(es):

Total Number of Students: 59 Number of Male 18 Number of Female 41

Number of Students Assigned Per Chaperone: 10

Total Number of Chaperones: 5 Number of Male 1 Number of Female 4

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): LAUREN COHEN + TBD

Cell Phone #: 978-500-0069

Faculty/Chaperone with Epi-Pen Designation (Name): LAUREN COHEN

If applicable

Is a Nurse Needed? Yes No

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by: Chelly -

1/29/2020

Signature of School Nurse

Date

Event/Purpose of the Trip:

METS Finals / if we make it all / next level

Curriculum Standard Addressed by Trip (Reason for the Trip)

14 Plays Theatre Guild

Destination: John Hancock Hall ()
Facility _____ Facility Telephone _____
Berkely St Boston City _____ State MA
Facility Street Address _____

Estimated Leave Time: 2:00 a.m. / (p.m.) Estimated Return Time: 9:00 a.m. / (p.m.)
Thursday SATURDAY

No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed: _____

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

(Changes in plans must be reported to the Principal's Office before the day of the trip.)

Bus Pick-Up Location (be specific) GYM

Equipment Space Needed (such as music instruments): Yes _____ NO ✓

Equipment:

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans: Student pay some / Theater bulk price

TRIP COST/FUNDING

Price per Bus: \$ 700 Total Cost of Bus Transportation \$ 700 apply
Total Price of event \$ 225 per person 5,000
Additional Costs Hotel \$ _____
Total Cost of Trip \$ _____

School/Org. to pay for: _____ \$ 225 03000
Student paying \$ _____ per person for: _____ \$ 225

Please list any other circumstances that may affect the trip:

Submitted by: _____
Signature of Trip Sponsor _____ Date 1-30/20

Approved by: _____
Signature of Dept. Head/Coordinator _____ Date 1/30/2020
Signature of Building Principal _____ Date _____

If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone

TG will pay for bus, 1 dinner, 1 breakfast, chaperone
student pay for other meals, hotel room
& ticket prices