



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 5, 2019 TIME: 6:00 p.m. ROOM: Conf. Room 1

PLACE: CPS Central Administration Office ADDRESS: 230 North Road

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CHAIR OPENING STATEMENT

CONSENT AGENDA

1. Approval of the minutes of the regular school committee meeting of January 22, 2019

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. Spotlight on the Schools: Parker Middle School
2. Presentation: Chelmsford SEPAC
3. Community Notification of Fundraising Activity
4. Pending/Planned RFPs: Community Education Program – Westlands School
5. Vote to authorize the Superintendent to submit to the Massachusetts School Building Authority a Statement of Interest for the Accelerated Repair Program at South Row Elementary School
6. Presentation: Superintendent's Recommended FY20 Budget
7. 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.

ADJOURNMENT

CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
January 22, 2019
Meeting Minutes

Members Present: Mr. Dennis King (Chair), Mr. Al Thomas (Vice Chair), Ms. Donna Newcomb (Secretary), Mr. John Moses and Ms. Barbara Skaar

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

Mr. King opened the meeting at 6:00 p.m. and led those in attendance in the Pledge of Allegiance. Tonight's meeting is being televised and recorded by Chelmsford Telemedia. This session is being reopened after an Executive Session was held on school security.

Consent Agenda

1. Approval of the minutes of the regular school committee meeting of January 8, 2019.

Mr. Thomas motioned to approve the minutes of the School Committee meeting of January 8, 2019. Mr. Moses seconded. Motion carries 4-0 with Ms. Skaar abstaining.

CHS Student Representative Announcements

Clare shared that semester two started today at CHS. On February 25 and 26, 2019, the CHS Theater Guild will present *Our Town*. There will be an early release day on February 6, 2019.

Kate stated that MCAS testing will be on February 5th and 6th. On February 7th there will be a meeting in the PAC at 6:30 for eighth grade parents. Congratulations to Matthew Waterman who earned a 36 composite score on his ACT, which is a huge achievement.

Good News

Byam School kicked off "Reading Rocks" enrichment which supports their winter reading challenge. At Parker three teachers have created a new program called "Parker Perks". Every other Friday a coffee hour is held from 8:30 to 9:30 a.m. This allows students in specialized programs to gain valuable communication skills. CHS has received ten Lenovo virtual reality headsets due to a grant. The new Student Help Desk started today. Students involved are either taking a course for this at CHS or were part of the "Summer Help Crew". This week the orientation for our TEA teachers will begin.

Public Comments

None.

New Business

1. Chelmsford High School Alumni Association 2019 Hall of Fame Inductees

Mr. Simonian and Terry spoke of the 29th Hall of Fame induction to be held on March 23rd at the UMASS Lowell Conference Center. In addition to nine new inductees, the "Lucy E. Simonian Golden Lion Award" will be presented to Evelyn Thoren for her extraordinary support for CHS students over the years.

2. Spotlight on the Departments: Mathematics

Dr. Matthew Beyranevand, Department Coordinator for Mathematics, put together a slide show and presentation which is included in tonight's agenda packet. Mathematics teachers and coaches assisted with the presentation. Together they shared the philosophy of the department which focuses on: conceptual understanding; joyful mathematics and growth mindset. Presenters shared details of what is happening at the high school, middle school and elementary school levels.

3. Teachers for Global Classrooms (TGC) Presentation: CHS Teacher Brian Acheson

Mr. Acheson spoke of his experience with TGC this past summer. This allowed the participants to meet with teachers from other countries and focus on global and educational issues. Prior to his experience in India, he was required to take courses which were equivalent to 8 college credits. During his three weeks in India he was able to learn about the Indian culture and education system and spent one full week at a school in India. He shared informational slides and pictures highlighting his experiences. He is looking forward to the arrival on February 4, 2019, of the TEA teachers who will be spending a month here, culminating with a presentation to the School Committee on March 5th.

4. 1:1 Technology (Chromebook) Initiative

Bill Silver, Director of ICTS, provided a review of technology projects for the Chelmsford Public Schools from the summer of 2018 to the present. Additionally, he presented an update on the findings of the 1:1 Steering Committee. This initiative will allow for a 1:1 Chromebook implementation starting with grades five and nine for the 2019/2020 school year. His thorough presentation covered: the implementation planning; the vision; equitable access; consistent and adequate funding; personnel and tech support; empowering leaders; instructional framework for curriculum; student centered learning; feedback and evaluation; engaged communities and usage protocol and policies. His slides and supporting documentation are included in tonight's agenda packet and the documentation will be available on the district website. Mr. Silver's presentation was well received by the Committee. Mr. Silver addressed questions asked by members of the Committee. No Committee action is required at this time. This initiative will be included in the FY20 Budget presented by Dr. Lang at the next School Committee meeting on February 5, 2019.

5. FY19 Budget Report: 2nd Quarter Financials

Joanna Johnson-Collins, Director of Business and Finance, provided a Year-to-Date report from MUNIS on the department's financial activity through December of 2018 for the \$59M annual operating budget. Supporting documentation is included in tonight's packet. Going page by page, she explained the details of the report to the Committee. In conclusion, the district is on solid financial ground.

6. Dyslexia Screening Legislation

Dr. Hirsch spoke of the new dyslexia screening law (Chapter 272 of the Acts of 2018). Although the state protocols are not yet determined, Chelmsford has moved ahead to ask families of incoming kindergarten students if their children have any documented neurological findings. Once DESE has a screening plan in place, Dr. Hirsch will provide an update.

7. Personnel Report: December 2018

No action required.

8. Public Input: FY20 Budget Process & Priorities

Dr. Lang will be presenting his recommended FY20 budget at the next Committee meeting on February 5, 2019. The Committee discussed the possible addition of social workers to the district's staff.

Reports

1. Liaison Reports

Ms. Newcomb reported that SEPAC held a workshop last week on parental navigation of IEPs. Mr. King and Dr. Lang attended the Council of Schools meeting. Mr. King also attended the Valley Collaborative Stakeholders meeting.

Next Tuesday the public forum on scheduling will take place at the Chelmsford Police Station. The School Committee Handbook is now available on the district website.

Adjournment

Mr. Thomas motioned to adjourn tonight's School Committee meeting at 8:40 p.m. Ms. Skaar seconded. 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 1, 2019

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 5, 2019

Parker Highlights

- *Homework Survey Results*
- *PBIS at Parker*
- *Parker PRIDE Committee Update*
- *Coming Attractions*

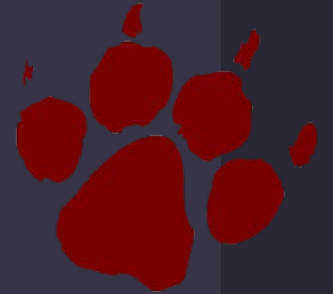
Parker Homework Survey-Update

- We conducted a student homework survey last February.
- When we were here last May, we were in the process of meeting with teachers to share results.
- Students met with teachers and presented the data.
- Each of you have the grade-level presentations that the students created when they shared the results with the teachers.

Homework Survey: Takeaways

- “Teachers should communicate more with each other so that projects are not due the same day, and tests and quizzes are not on the same day” (and not give *new* homework on nights before tests.)
- “No/reduced homework on nights where there is a school sponsored event.”
- Also, students would like to know their assignments for the week on Monday so they can plan better and manage their time.
- Teachers could try to check in with their students on how long it is actually taking to complete their assignments; we think teachers may underestimate this.

Parker PBIS Committee

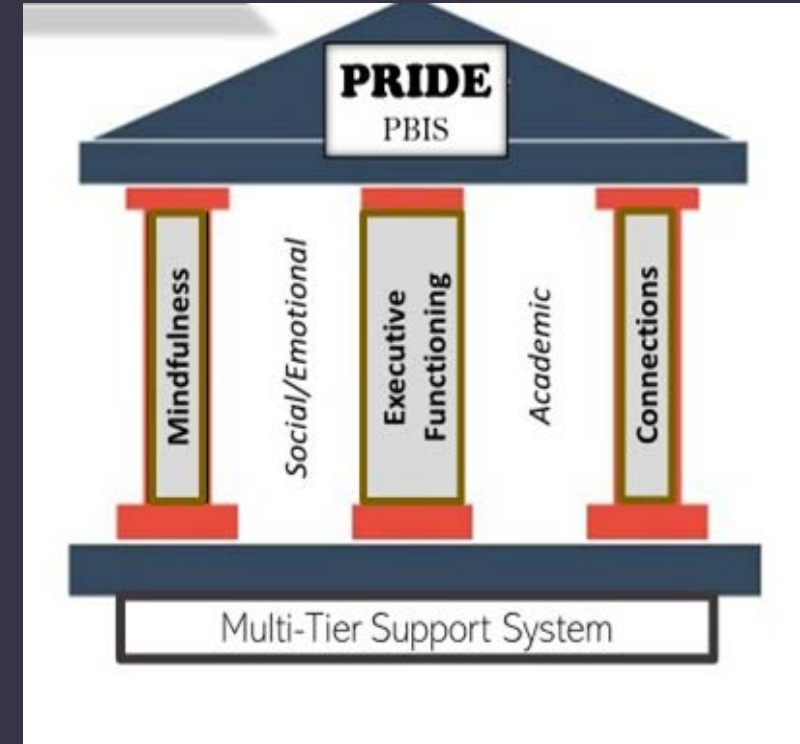


Accomplishments:

- Hallway Initiative
- Staff Professional Development
- Subcommittees

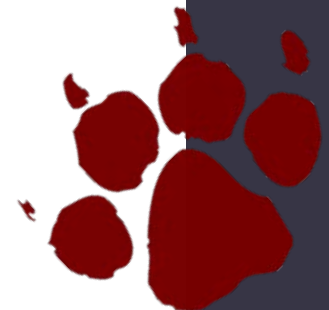
Goals:

- Merge PBIS w/ PRIDE Initiative
- Lesson Plans



Show Parker PRIDE **Perseverance - Respect - Integrity - Dedication - Empathy**

| | Hallway/Stairway | Classroom | Recess / PM Activities | Cafeteria | Bathrooms | Bus |
|--|---|--|---|--|--|---|
| <u>P</u> erseverance (Doing something despite difficulty or delay in achieving success.) | -Follow volume expectations -Walk on the right -Pay attention (heads up, eyes forward) -Keep whole body to yourself -Keep clean | -Be ready: Arrive on time and with materials -Advocate for yourself -Listen attentively & participate -Take care of materials -Raise your hand | -Keep track of your belongings -Leave setting the way it was -Choose kind words and actions -Play fairly and honestly -Use equipment/ facilities properly | -Follow volume expectations -Use good manners -Keep area clean and dispose of items properly | -Use with permission and for intended purpose -Clean up after yourself: Flush and wash your hands -Use grade-assigned bathroom -Respect privacy -Limit time out of class | -Use school appropriate language -Stay in your seat and keep the aisle clear -Listen to the bus driver -Keep area clean -Follow volume expectations |
| <u>R</u> espect (You act in a way that shows you care about their feelings and well-being.) | | | | | | |
| <u>I</u> ntegrity (Doing the right thing even when no one is watching.) | | | | | | |
| <u>D</u> edication (A very strong feeling of support or commitment to improve.) | | | | | | |
| <u>E</u> mpathy (Putting yourself in someone else's shoes" or the feeling that you understand and share another person's experiences and emotions.) | | | | | | |



Subcommittees

Building Connections

- Feel connected to school, students, & staff →
- First three days of school
- Staff snowball activity



Executive Functioning

- Scaffolding organizational skills
- Staff survey
- Reminder binder →



Mindfulness

- Strategies to be present and engaged →
- Staff survey
- Newsletter



Parker PRIDE Committee



Parker PRIDE Student Reps

- Jonah Abraham
- Abby Bailey
- Olivia Hall
- Georgia Horan
- Amelia Kelley
- Liam Martin
- Meghan Mitchell
- Joe Mitri
- **Ella Parks**
- Brett Trainor

- Ben Branco
- Greg Carmel
- Cole Garrigan
- Katie Higgins
- **Mary Keohane**
- Sam Mattsen
- Julianna Mehigan
- Delaney Mills
- Delia Scheiffen
- Vivian Stripp

Committee Update

- We attended a Student Leadership Conference in October and were challenged to find a ways to contribute to our school and/or community.
- We divided into 3 sub-committees for this year:
 - **Courtyard Committee:** Upkeep and decorating. “Winter Wonderland.”
 - **School Store:** Grand opening last week! Mobile Cart selling school supplies & some Parker items.
 - **Leadership Committee:** We are planning to go to the four elementary schools this spring to talk about student leadership with the 3rd grade students.

Committee Update *Continued*

- We met with the elementary principals last week and shared our proposal. They were very receptive and we will be visiting their schools later in May!
- Group brainstorming, team building games, encouraging them to be positive school leaders when they return in 4th grade.



PRIDE Week is February 11th-15th!

- 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 *Alice in Wonderland Jr.*
 - February 8th at 7pm
 - February 9th at 2:30pm and 7:00pm
- Parker's Got Talent!
 - March 8th at 6pm
 - ✓ Ticket information on Parker Website
 - ✓ All shows at McCarthy Auditorium



THANK YOU for inviting us to your meeting!

#parkerpride

Grade 5 Homework Survey Results

2018



The Survey

15 questions

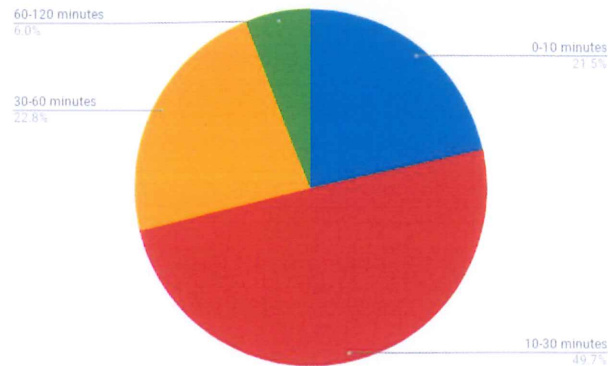
612 students responded to the survey

149 fifth grade students

Question 2. On most nights, how much time does it take you to complete your homework?

Answers:

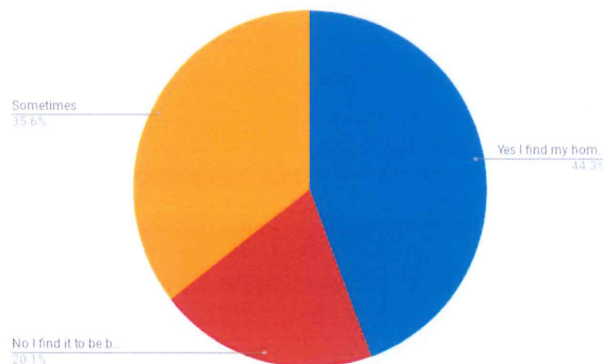
| | |
|----------------|--------------------|
| 0-10 minutes | 32 students |
| 10-30 minutes | 74 students |
| 30-60 minutes | 34 students |
| 60-120 minutes | 9 students |



Question 8. Is your homework relevant and helpful to learning class material and preparing for tests and quizzes?

Answers:

| | |
|-----------|--------------------|
| Yes | 66 students |
| No | 30 students |
| Sometimes | 53 students |

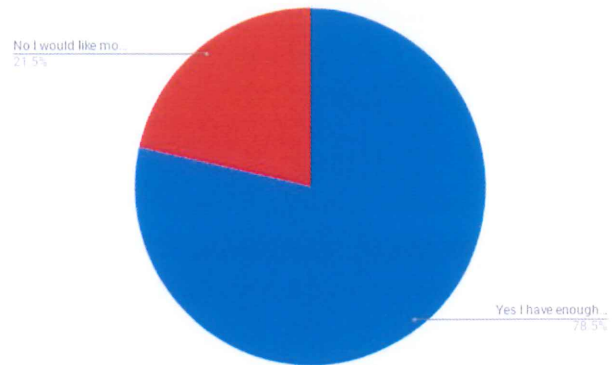


Question 9: My teacher provides me with relevant materials and study guides in a timely manner to do my homework and study for tests.

Answers:

Yes I have enough time **117 students**

No I would like more time **32 students**



Question 10: How do you feel about homework on Monday -Thursdays?

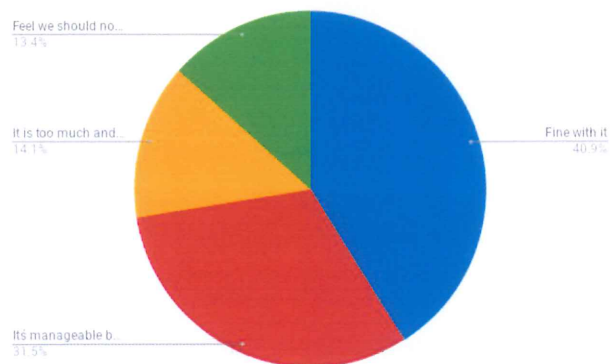
Answers:

Fine with it **61 students**

It's manageable but I don't like it **47**

It is too much and/or too stressful **21**

Feel we should not have any homework Monday-Thursdays **20**



Question 11: How do you feel about homework Friday-Sunday?

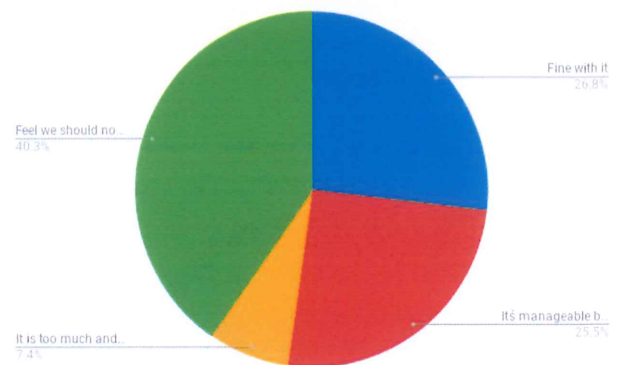
Answers:

Fine with it **40 students**

It's manageable but I don't like it **38 students**

Too much and/or too stressful **11 students**

Strongly feel we should not have homework Friday-Sunday **60 students**



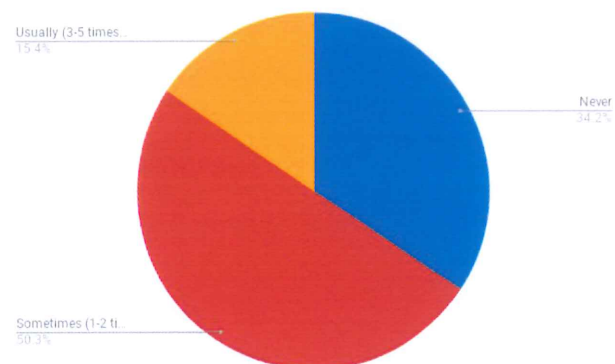
Question 12: I need help with my homework

Answers:

Never **51 students**

Sometimes (1-2 times a week) **75**

Usually (3-5) times a week **23**



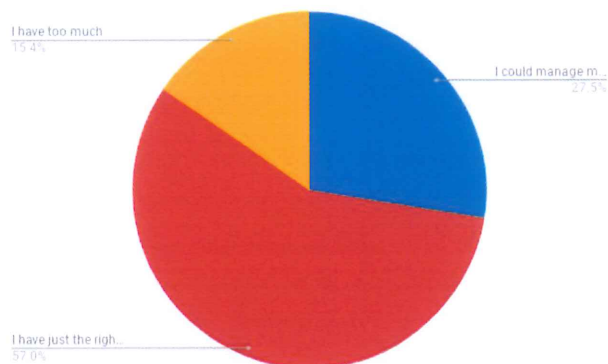
Question 13: Rate how much time you spend on most nights for ELA

Answers:

I could manage more homework if assigned **41 students**

I have just the right amount **85**

I have too much **23**



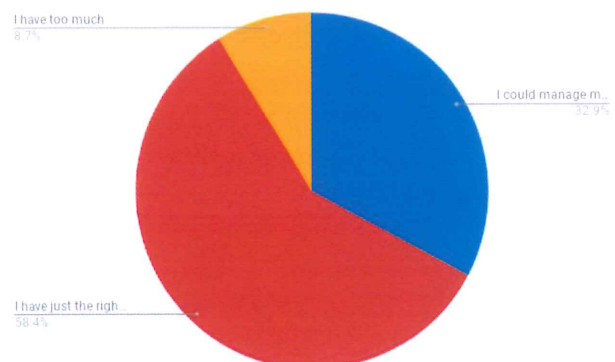
Question 13: Rate how much time you spend on most nights for Math

Answers:

I could manage more homework if assigned **49 students**

I have just the right amount **87 students**

I have too much **13 students**



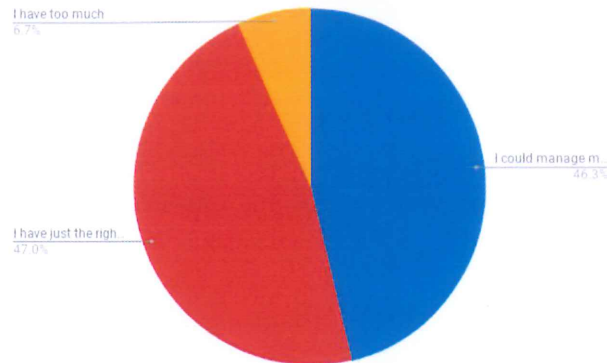
Question 13: Rate how much time you spend on most nights for Science

Answers:

I could manage more homework if assigned **69 students**

I have just the right amount **70**

I have too much **10**



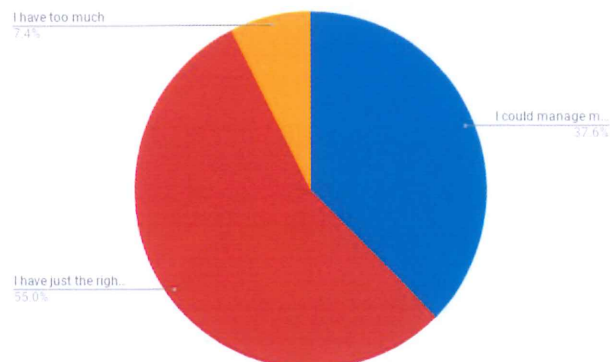
Question 13: Rate how much time you spend on most nights for Social Studies

Answers:

I could manage more homework if assigned **56 students**

I have just the right amount **82**

I have too much **11**



Question 14: What could teachers do to improve the homework process?

Answers: Teachers should communicate with each other and not give homework on nights before tests.

If you want to make the students do as best as they can in class, the teacher should take as much time as possible to make sure the student understands the topic.

Give the same amount of homework each night please.

Grade 6 Homework Survey Results

By the PRIDE Committee



The Survey

15 questions

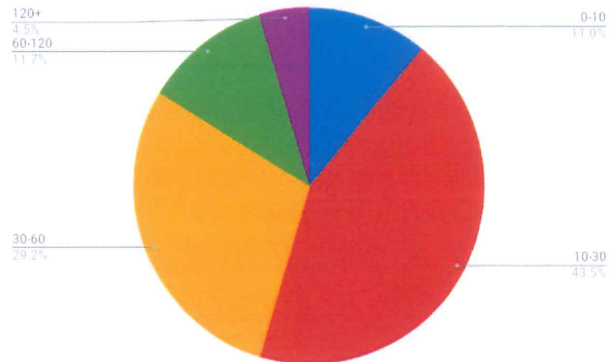
612 students responded to the survey

154 sixth grade students

Question 2. On most nights, how much time does it take you to complete your homework?

Answers:

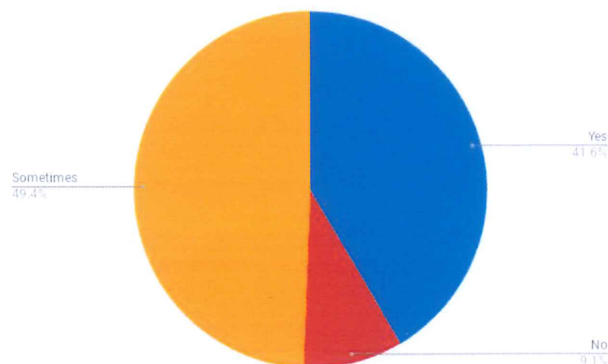
| | |
|----------------|--------------------|
| 0-10 minutes | 17 students |
| 10-30 minutes | 67 |
| 30-60 minutes | 45 |
| 60-120 minutes | 18 |
| 120 mins + | 7 |



Question 8. Is your homework relevant and helpful to learning class material and preparing for tests and quizzes?

Answers:

| | |
|-----------|--------------------|
| Yes | 64 students |
| No | 14 |
| Sometimes | 76 |

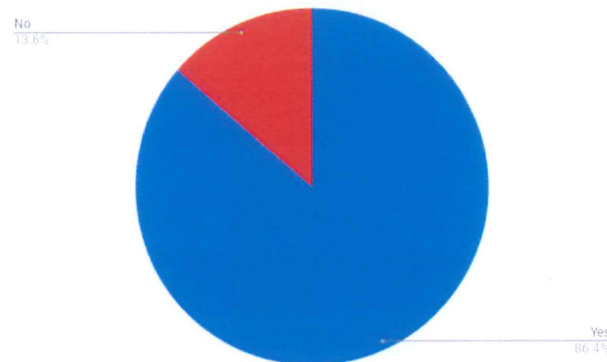


Question 9: My teacher provides me with relevant materials and study guides in a timely manner to do my homework and study for tests.

Answers:

Yes **133 students**

No **21**



Question 10: How do you feel about homework on Monday -Thursdays?

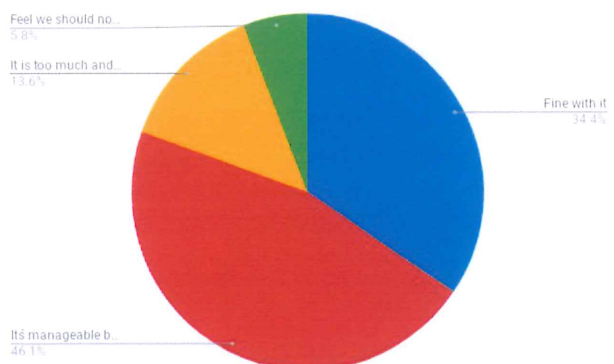
Answers:

Fine with it **53 students**

It's manageable but I don't like it **71**

It is too much and/or too stressful **21**

Feel we should not have any homework Monday-Thursdays **9**



Question 11: How do you feel about homework Friday-Sunday?

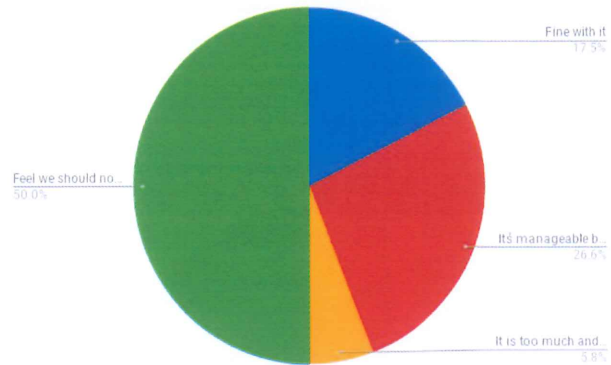
Answers:

Fine with it **27 students**

Manageable but don't like it **41**

Too much and/or too stressful **9**

Strongly feel we should not have homework Friday-Sunday **77**



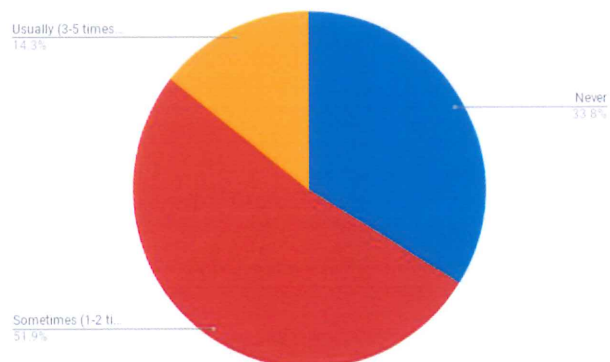
Question 12: I need help with my homework

Answers:

Never **52 students**

Sometimes (1-2 times a week) **80**

Usually (3-5) times a week **22**



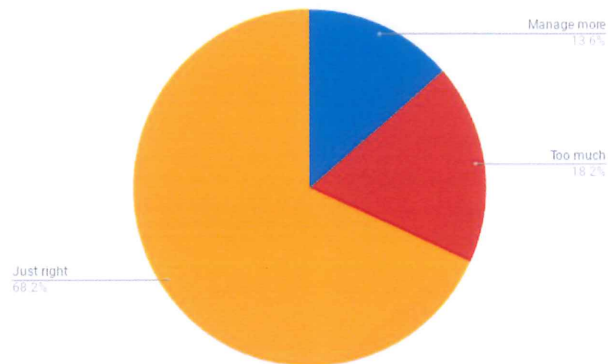
Question 13: Rate how much time you spend on most nights for ELA

Answers:

I could manage more homework if assigned **21 students**

I have just the right amount **105**

I have too much **28**



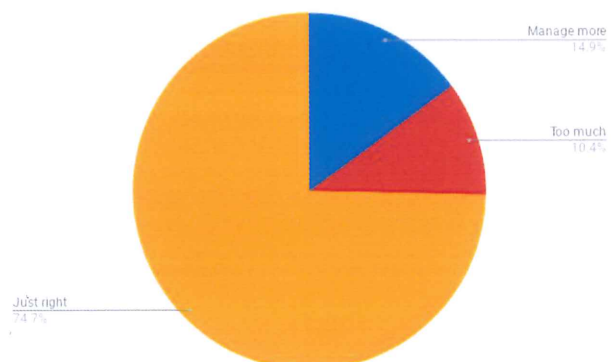
Question 13: Rate how much time you spend on most nights for Math

Answers:

I could manage more homework if assigned **23 students**

I have just the right amount **115**

I have too much **16**



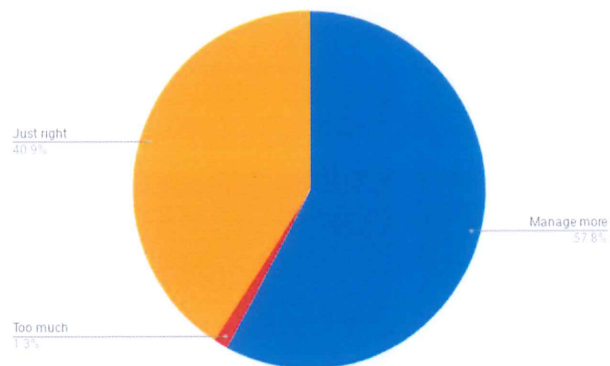
Question 13: Rate how much time you spend on most nights for Science

Answers:

I could manage more homework if assigned **89 students**

I have just the right amount **63**

I have too much **2**



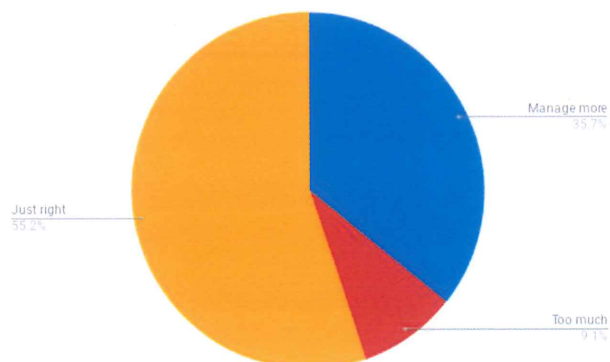
Question 13: Rate how much time you spend on most nights for Social Studies

Answers:

I could manage more homework if assigned **55 students**

I have just the right amount **85**

I have too much **14**



Question 14: What could teachers do to improve the homework process?

Answers: Majorities:

- Give the same amount of homework each night
- Reduce homework load on nights with school sponsored events
- Do not give homework before tests or quizzes.
- Teachers should communicate with each other better and every day.
- No homework on weekends.

Comments from students for teachers

These are the most frequently stated comments that students want the teacher to apply.

- That homework is stressful, especially with ixl and projects that are due the next day.
- The homework can be stressful when the teachers give homework the day after review.

Grade 7 Homework Survey Results



Amelia

The Survey

15 questions

612 students responded to the survey

165 seventh grade students

Amelia

Question 2: On most nights, how much time does it take you to complete your homework?

Answers:

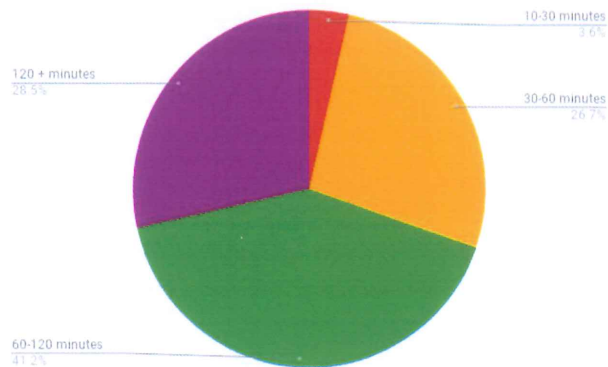
0-10 minutes **0 students**

10-30 minutes **6**

30-60 minutes **44**

60-120 minutes **68**

120+ **47**



Amelia

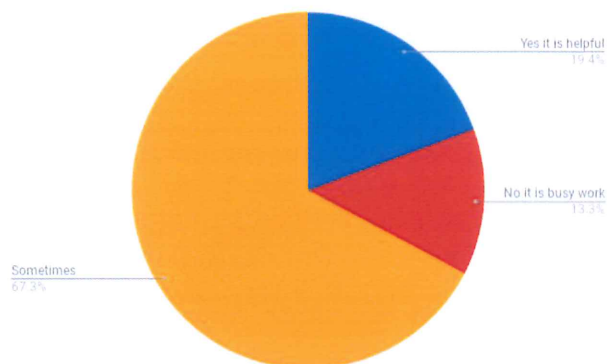
Question 8. Is your homework relevant and helpful to learning class material and preparing for tests and quizzes?

Answers:

Yes It is helpful **32 students**

No It is busy work **22**

Sometimes **111**



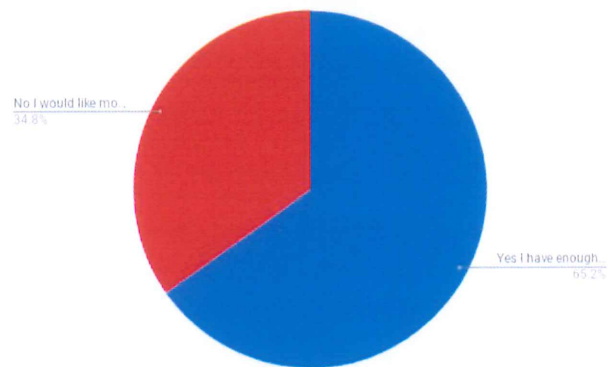
Abby

Question 9: My teacher provides me with relevant materials and study guides in a timely manner to do my homework and study for tests.

Answers:

Yes I have enough time **101 students**

No I would like more time **54**



Abby

Question 10: How do you feel about homework on Monday -Thursdays?

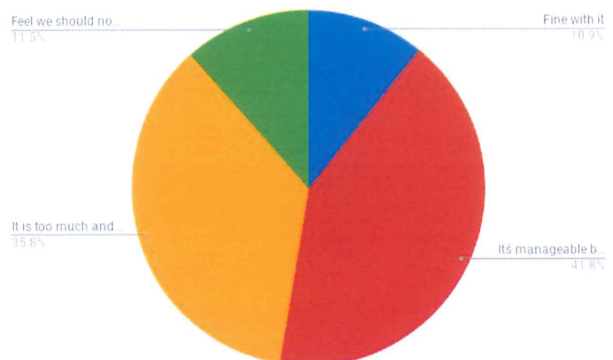
Answers:

Fine with it **18 students**

It's manageable but I don't like it **69**

It is too much and/or too stressful **59**

Feel we should not have any homework Monday-Thursdays **19**



Abby

Question 11: How do you feel about homework Friday-Sunday?

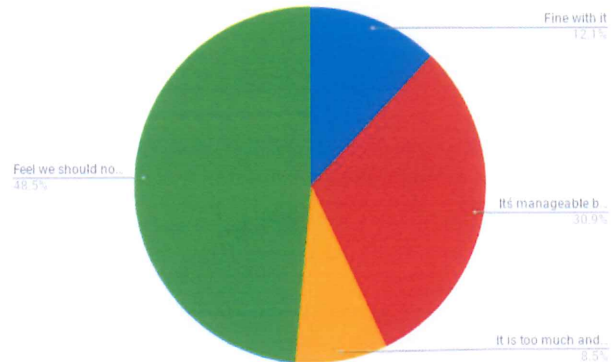
Answers:

Fine with it **20 students**

Manageable but don't like it **51**

Too much and/or too stressful **14**

Strongly feel we should not have homework Friday-Sunday **80**



olivia

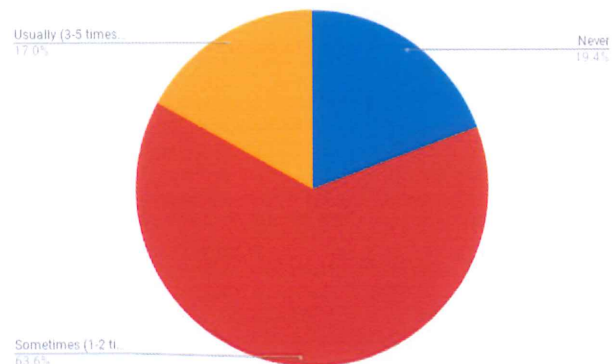
Question 12: I need help with my homework

Answers:

Never **32 students**

Sometimes (1-2 times a week) **105**

Usually (3-5) times a week **28**



olivia

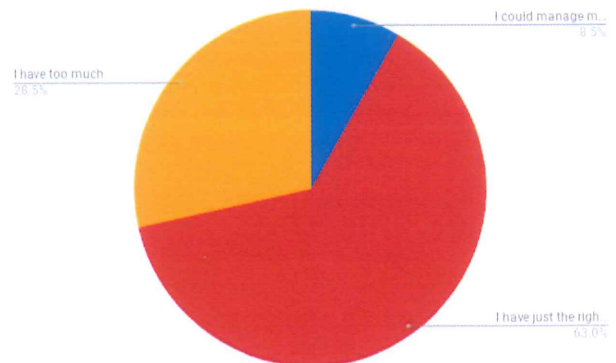
Question 13: Rate how much time you spend on most nights for ELA

Answers:

I could manage more homework if assigned **14 students**

I have just the right amount **104**

I have too much **47**



olivia

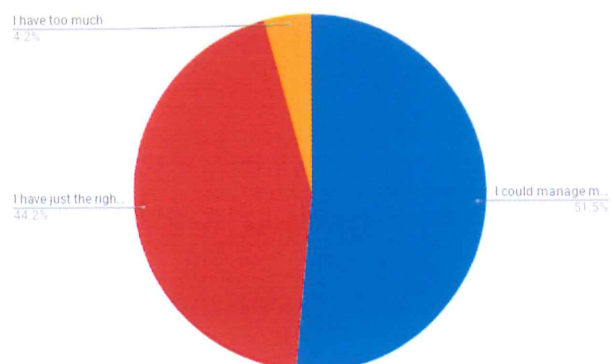
Question 13: Rate how much time you spend on most nights for Math

Answers:

I could manage more homework if assigned **7 students**

I have just the right amount **73**

I have too much **84**



Megan

Question 13: Rate how much time you spend on most nights for Science

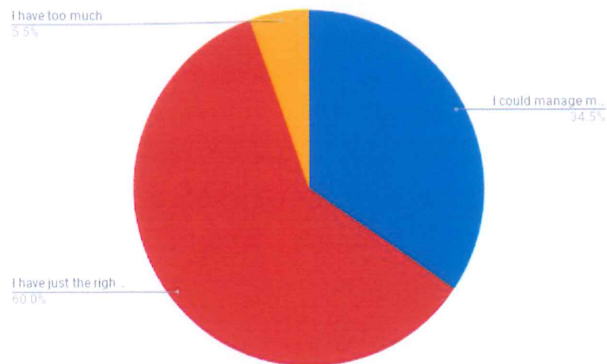
Answers:

I could manage more homework if assigned **57 students**

I have just the right amount **99**

I have too much **9**

Megan



Question 13: Rate how much time you spend on most nights for Social Studies

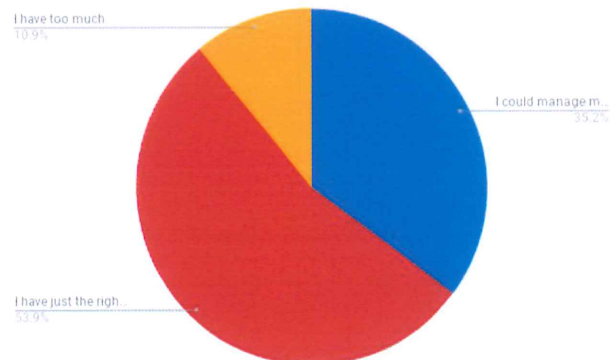
Answers:

I could manage more homework if assigned **58 students**

I have just the right amount **89**

I have too much **18**

Megan



Question 14: What could teachers do to improve the homework process?

Answers:

Teachers should communicate more with each other so that projects are not due the same day, and tests and quizzes are not on the same day.

Also, students would like to know their assignments for the week on Monday so they can plan better and manage their time.

Students think there should be less homework on nights of school-sponsored events.

Teachers could try to check in with their students on how long it is actually taking to complete their assignments; we think teachers may underestimate this.

Question 15: Comments from students for teachers

- Stressful- Teachers sometimes give too much homework in one night.
- Irrelevant- Lots of students mentioned that some of the homework assigned is not relevant to what they are learning in class. Work like this also takes us away from studying and doing the work that has to be done.
- Communication- Teachers should communicate to each other so they do not have a test on the same day or too much homework in each subject.

Grade 8 Homework Survey Results



The Survey

15 questions

612 students responded to the survey

143 eighth grade students responded

******(not all of the survey questions are included in this presentation)

Question 2: On most nights, how much time does it take you to complete your homework?

Answers:

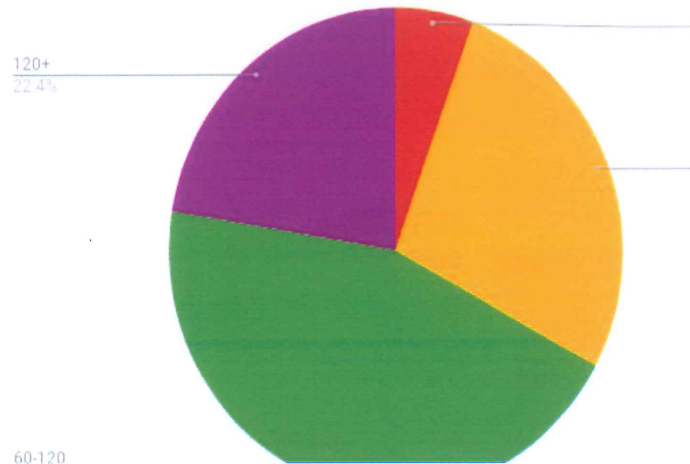
0-10 minutes 0 students

10-30 minutes 8 students

30-60 minutes 39 students

60-120 minutes 64 students

120+ minutes 32 students



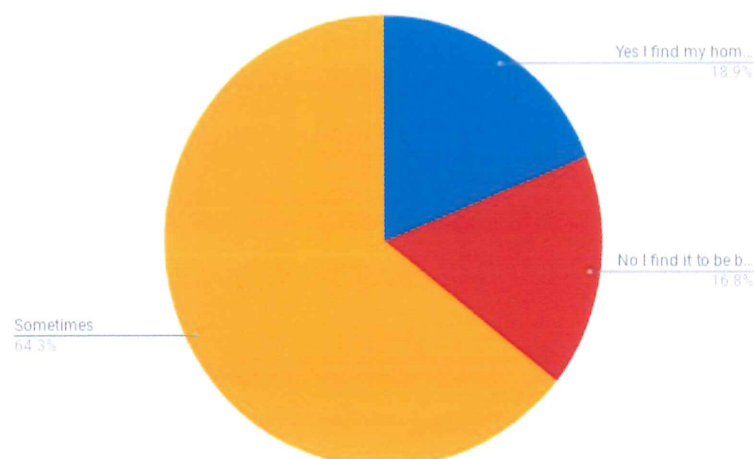
Question 8: Is your homework relevant and helpful to learning class material and preparing for tests and quizzes?

Answers:

Yes 27 students

No 24 students

Sometimes 92 students

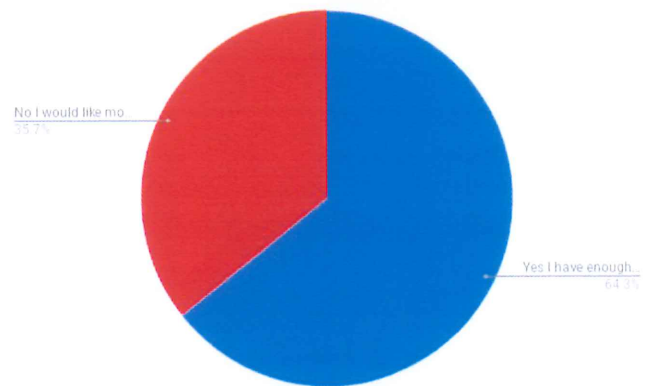


Question 9: My teacher provides me with relevant materials and study guides in a timely manner to do my homework and study for tests.

Answers:

Yes I have enough time 92 students

No I would like more time 51 students



Question 10: How do you feel about homework on Monday -Thursdays?

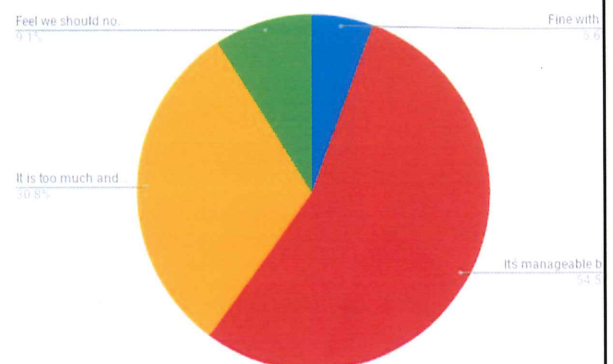
Answers:

Fine with it 8 students

It's manageable but I don't like it 78 students

It is too much and/or too stressful 44 students

Feel we should not have any homework Monday-Thursdays 13 students



Question 11: How do you feel about homework Friday-Sunday?

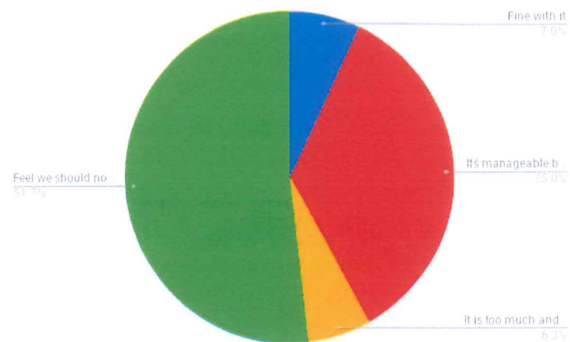
Answers:

Fine with it 10 students

Manageable but don't like it 50 students

Too much and/or too stressful 9 students

Strongly feel we should not have homework Friday-Sunday 74 students



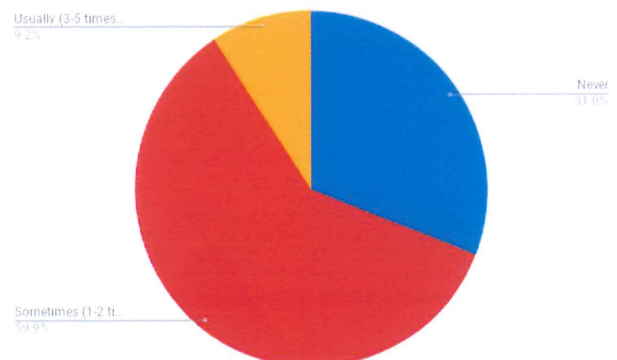
Question 12: I need help with my homework

Answers:

Never 44 students

Sometimes (1-2 times a week) 85 students

Usually (3-5) times a week 13 students



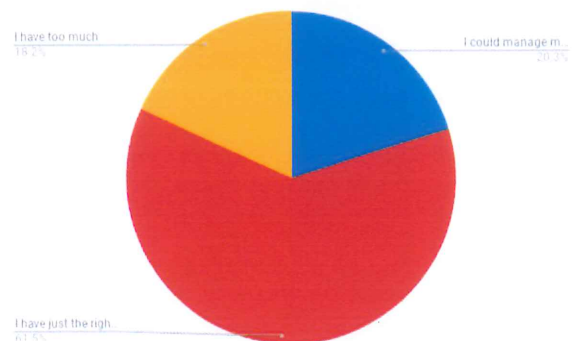
Question 13: Rate how much time you spend on most nights for ELA

Answers:

I could manage more homework if assigned 29 students

I have just the right amount 88 students

I have too much 26 students



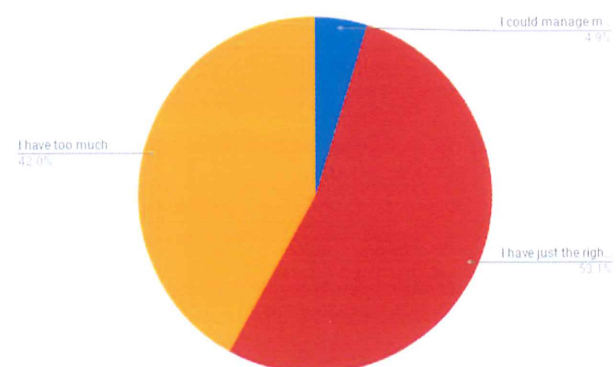
Question 13: Rate how much time you spend on most nights for Math

Answers:

I could manage more homework if assigned 7 students

I have just the right amount 76 students

I have too much 60 students



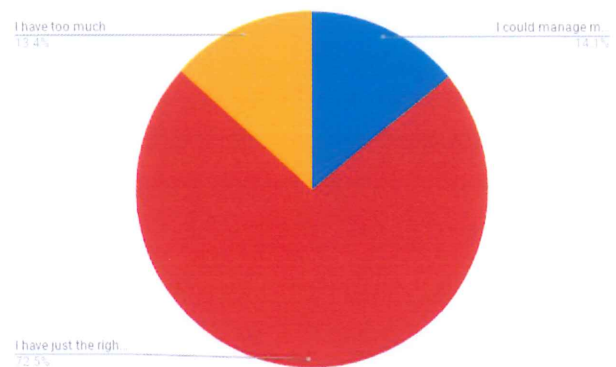
Question 13: Rate how much time you spend on most nights for Science

Answers:

I could manage more homework if assigned 20 students

I have just the right amount 103 students

I have too much 19 students



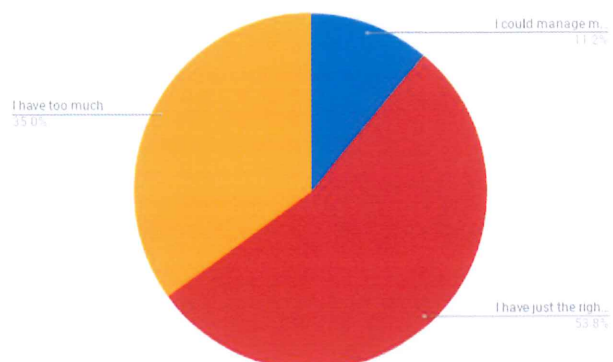
Question 13: Rate how much time you spend on most nights for Social Studies

Answers:

I could manage more homework if assigned 16 students

I have just the right amount 77 students

I have too much 50 students



Question 14: What could teachers do to improve the homework process?

Answers:

- Teachers should communicate with each other
- No/reduced homework on nights where there is a school sponsored event.
- No new homework on weekends
- Assigning homework Monday for the week

Question 15: Student Comments

Answers:

- 6.5 hours of school, after school clubs, sports, and homework cause a lot of stress and loss of sleep
- Homework should be reinforcing what is learned in class, not a new topic or something that was not taught
- Teachers need to communicate so they don't give a lot of homework on the same day
- Many students feel that homework on weekends interferes with family activities

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 3, 2019
Re: Presentation: Chelmsford SEPAC

Attached please find a PowerPoint presentation provided by Ms. Alison Barnes, Chair of Chelmsford SEPAC, in advance of the meeting presentation. I look forward to hearing the presentation and discussing the work of our special education parent advisory council.

Chelmsford Special Education Parent Advisory Council

Presentation for the School Committee - February 2019



We are more alike than different.

Chelmsford SEPAC
Responsibilities & Duties
2018-19 Budget Review
Goals & Accomplishments

Concerns and Recommendations
Needs Assessment Survey
Concerns & Recommendations

2019-20 Goals
2019-20 Proposed Budget

Resources & Upcoming Events





CSEPAC Responsibilities & Duties

Bylaws updated and approved by parent vote November 2018

Our mission is to effectively communicate the understanding, respect, and support for all children with special education needs in our community.



Advise the school committee on education and safety for students with special needs



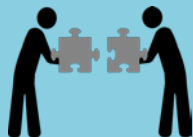
Participate in planning, development, and evaluation of special education programs



Collaborate with CPS to inform parents of their rights regarding special education



Disseminate information about programs and services in the school system



Help direct parents to advocacy, support services, and parent education



Inform parents about special education legislation



CSE PAC 2018-19 Budget Review

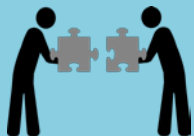
Total Budget, line item “PAC” under Special Education **\$750**

MassPAC Plus Membership
-\$450

An IEP for My Child Workshop
-\$150

Additional funds coordinated with Byam School Association **\$46**

Refreshments for workshops
-\$24.86



Remaining Budget

\$221.14



CSEPAC 2018-19 Goals & Accomplishments

Goals as listed in 2017-18 Presentation

✓ **Provide SEPAC community outreach at Open House**

✓ **Host True Colors Workshop**

Attend A.P.P.L.E. Institute

✓ **Complete Special Education Needs Assessment Survey**

Apply for ALEC Grant

✓ **Continue building a collaborative relationship with administration and school committee**

✓ **Establish SEPAC guidelines for open dialogue between parents and collaborative dialogue with CPS**

✓ **Continue building a collaborative relationship with PTO and BSA groups**



CSEPAC 2018-19 Goals & Accomplishments

Community Supports

CHIPS packets include CSEPAC Handouts, coordinated by Mary Ellen Forty, CHIPS teacher

Coordinated staffing at the **cupcake booth** for a BSA event

Zen Den - a sensory friendly play space for use during school wide events, provided this service at Center School PTO's Trunk or Treat and BSA Sweetheart Dance

Hosted an **activity table** at the Harrington PTO's Heritage Festival and Chelmsford Farmer's Market

Attending Council of Chelmsford Schools meetings to share information

Coordinated with the CHS Exploring Early Childhood program to provide **free babysitting** for families during CSEPAC events

Continued collaborative relationship with the **Chelmsford Special Education Parent Support Group**, a separate organization that shares parent concerns at CSEPAC meetings



CSEPAC 2018-19 Goals & Accomplishments

Workshops

True Colors

September, Personality system to improve productivity and reduce conflicts
Parents, CSEPAC Board Members, School Committee, and CPS Administration
attended

Basic Rights in Special Education

November, 12 participants, cost included in MassPAC membership
District is required to provide this workshop for parents annually

An IEP for My Child

January, 12 participants, cost reduced by half with MassPAC membership

Executive Functioning - April 4, 2019, informational presentation of techniques to use at home

504 Plans - Spring 2019, informational presentation by FCSN

Anxiety - June 2019



CSEPPAC 2018-19 Goals & Accomplishments

Parent Support and Guest Speakers

Parent Support

6-7pm, co-chairs arrive early to provide time and space for parents to connect privately and confidentially before meetings begin

Guest Speakers

School Resource Officers: School Safety and Emergency Preparedness

LifeLinks Inc: Family Support Services

Chelmsford Board of Health: Project Interface

Health & Guidance Counselors: Mental Health Supports at School



Needs Assessment Survey

Survey tool and list sourcing

The Needs Assessment Survey Sub-Committee worked with the Director of ICTS on the following:

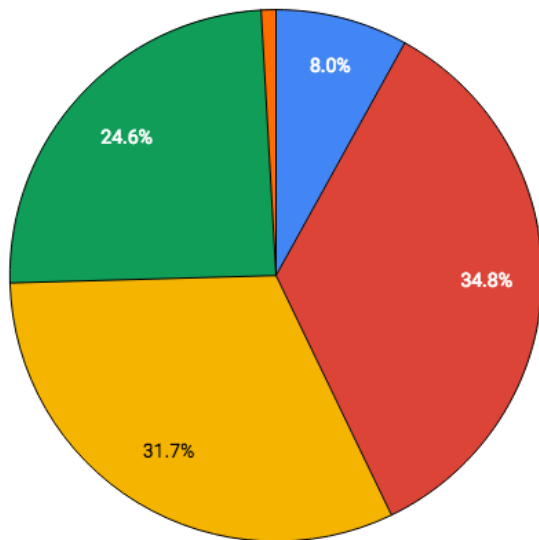
- Determining which software tool we could use to ensure anonymity as we knew more families would be likely to participate openly if they could be anonymous.
- Ensuring that the survey would be sent to any family within the district that had a child on an active IEP or 504 Plan regardless of whether they were in-district or placed out-of-district.
- **The survey was sent to 1,104 contacts and 227 contacts completed the survey.**



Demographics

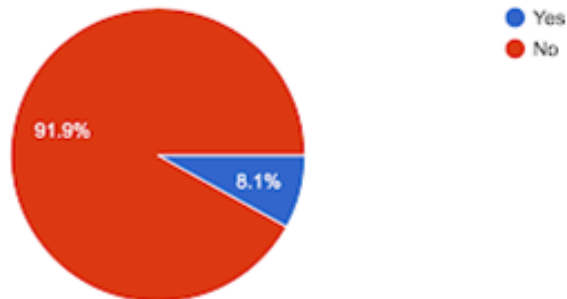
Percentage of School

● Preschool ● Elementary ● Middle School ● High School ● 18-22



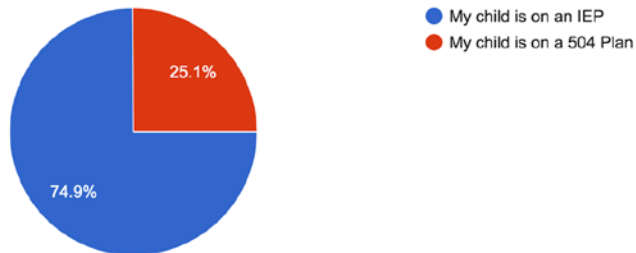
Have you already taken this survey for another child?

223 responses



Is your child on an IEP or a 504 Plan?

223 responses



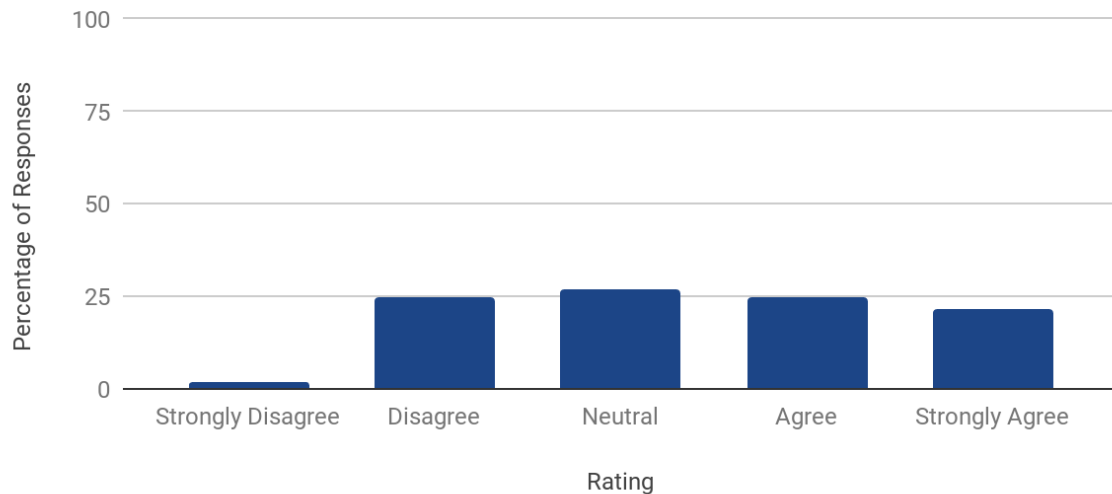


Needs Assessment Survey

Highlights of responses for families with students with 504 Plans

My child's 504 plan's accommodations are being used as written.

56 Responses



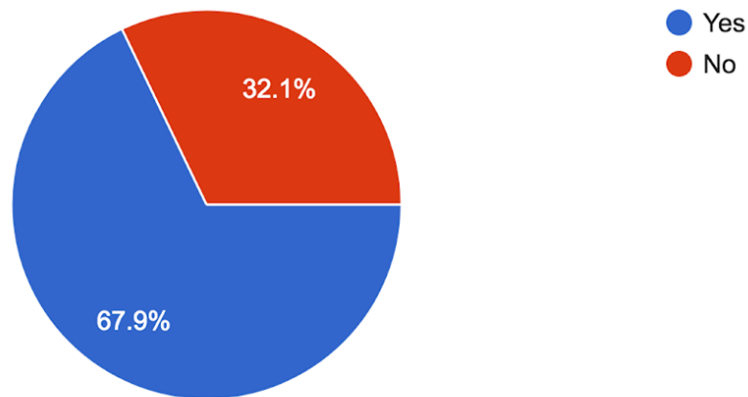


Needs Assessment Survey

Highlights of responses for families with students with 504 Plans

I know who to contact at the school if I have a concern about my child's 504 plan.

56 responses





Needs Assessment Survey

Highlights of responses for families with students with 504 Plans

- **87% feel their child is an accepted member of the school community.**
- 82% fully understand their child's 504 Plan.
- 84% feel that school staff are properly trained to understand the unique needs of their child.
- The majority of families know who to contact for updates and to share concerns.
- 64% are satisfied with their child's 504 Plan
- **57% parents feel they are included by the 504 Plan team as an active participant.**

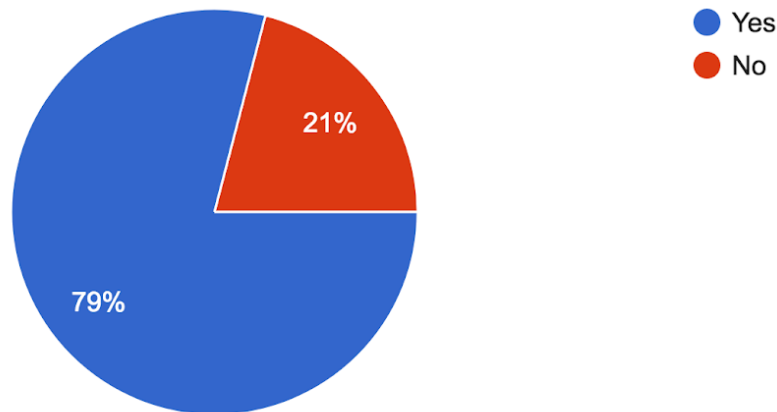


Needs Assessment Survey

Highlights of responses for families with students with IEPs

I receive communication regarding progress on my child's IEP goals.
(example: progress report)

167 responses





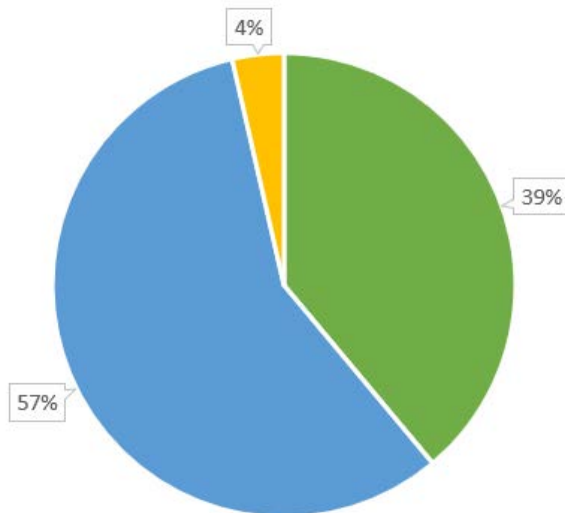
Needs Assessment Survey

Highlights of responses for families with students with IEPs

Is your child making effective progress towards their goals?

167 Responses

■ Yes, on all goals ■ Yes, on some goals ■ No, my child is not making progress on any goals



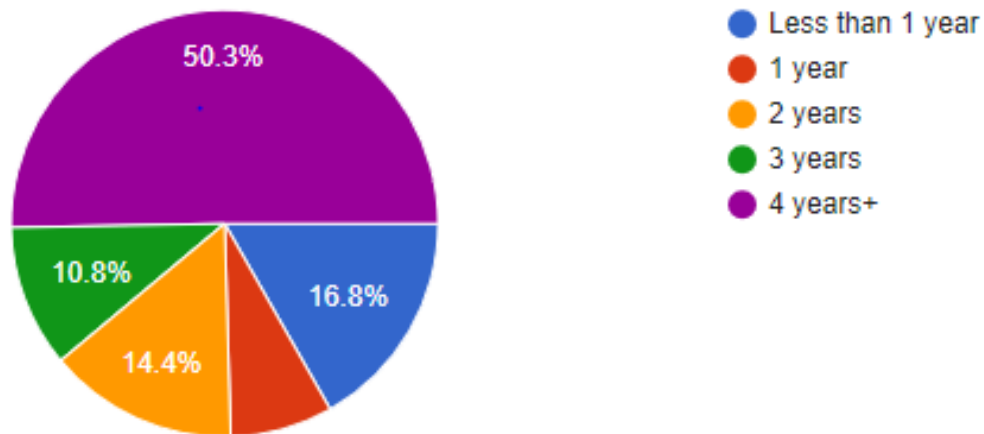


Needs Assessment Survey

Highlights of responses for families with students with IEPs

How long has your child been on their IEP?

167 responses





Needs Assessment Survey

Highlights of responses for families with students with IEPs

- **Almost everyone with a child on an IEP feels their child is an accepted member of the school community.**
- 76% of families understand their child's IEP.
- 68% feel that the district is doing a good job at including them as an active IEP team member.
- 86% feel that their child's IEP is being implemented as written.
- 33% shared that their child's IEP goals and objectives were developed prior to the team meeting.
- **22% feel dissatisfied with overall communication and response time from their IEP team members.**

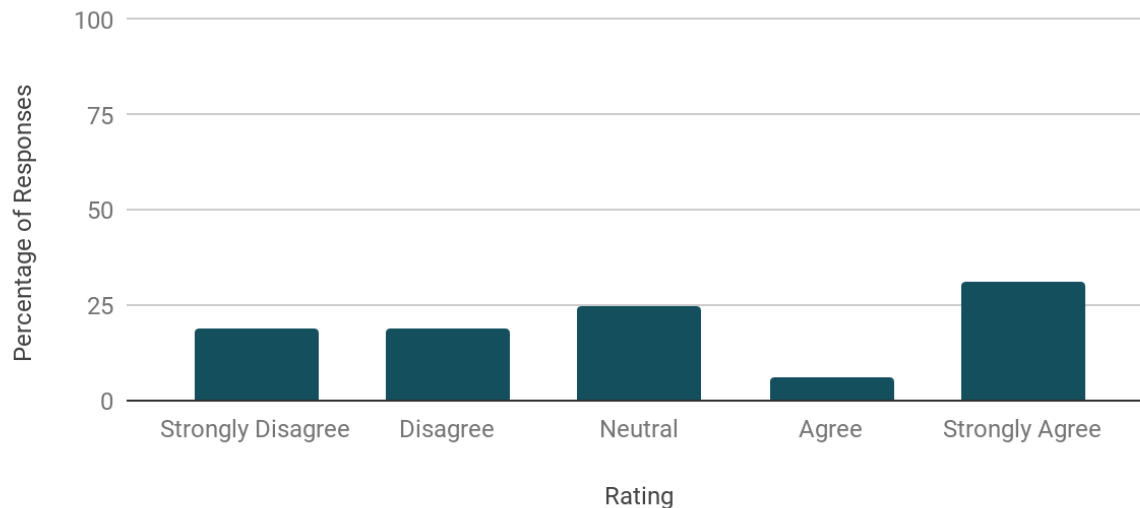


Needs Assessment Survey

Results for families with students with Out of District Placement (OOD)

Chelmsford worked collaboratively with me to decide on an out-of-district placement.

16 Responses





Needs Assessment Survey

Results for families with students with Out of District Placement (OOD)

- 7% of the survey submissions came from OOD families
- **The majority of OOD families feels they are receiving the right level of communication from their home school community.**
- 56% were not given more than one OOD placement option.
- OOD families were interested in workshops on the following topics: Trauma Sensitive Schools, Transition Options/Rights/Planning for Coming Back in District, and Legal Rights.

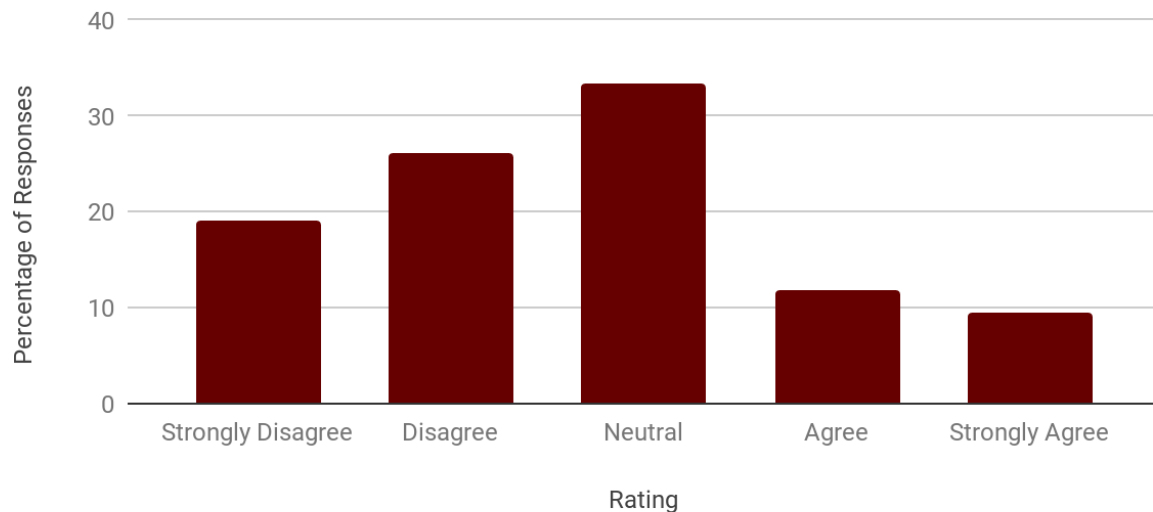


Needs Assessment Survey

Results pertaining to CPS Administration & Staff

I am satisfied with the support I received from Student Services.

42 Responses



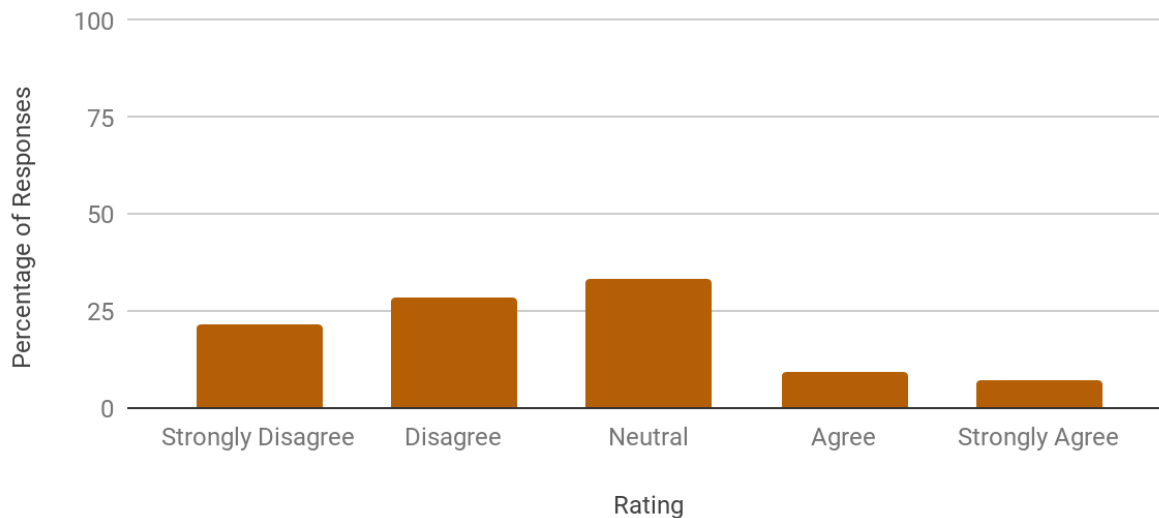


Needs Assessment Survey

Results pertaining to CPS Administration & Staff

The Student Service team member(s) advocated for my child's needs.

42 Responses





Needs Assessment Survey

Results pertaining to CPS Administration, Staff, and Transportation

- 56% of 504 Plan families and 65% of IEP families felt that school staff is trained to understand their children's unique needs.
- **80% of IEP families feel that related service providers (SLP, OT, PT) are doing a great job with their children.**
- 1/3 of families feel they do not receive responses in a timely manner from Student Services.
- **73% of families experience inconsistent pick-up and drop-off times.**
- 50% of families feel there is a lack of driver training.
- 46% experience a lack of communication with their child's driver.



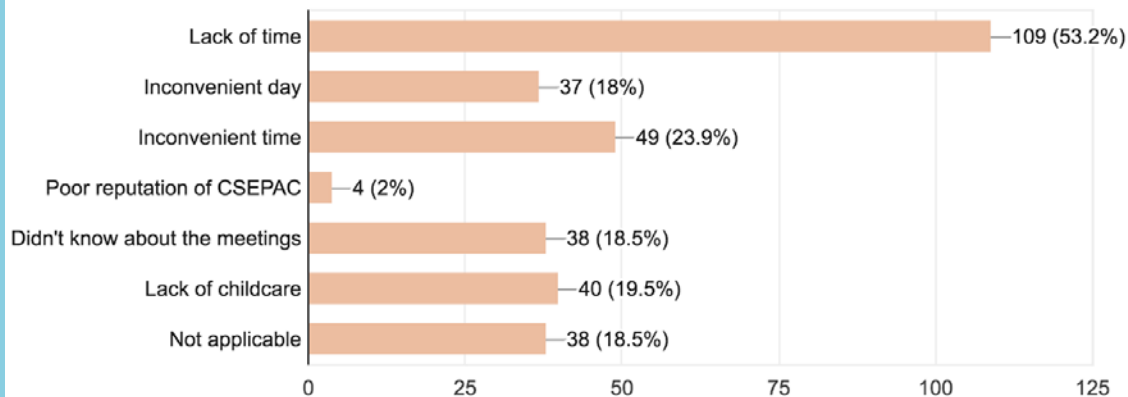
Needs Assessment Survey

Results of CSEPAC related questions

- 71% know what CSEPAC is what and CSEPAC does

If you have not been able to attend a CSEPAC meeting in the past, what has prevented you from attending? (check all that apply)

205 responses





Needs Assessment Survey

Results of CSEPAC related questions





Concerns & Recommendations Based on Needs Assessment Survey

Concern: Wait time to receive responses from Student Services and IEP team staff

Recommendation: The district could develop and enforce communication guidelines for staff members to follow with clear escalation points for parents to utilize as needed. The district may want to evaluate staffing levels to ensure staff can deliver against the guidelines. Including “respond all” on email.

Concern: Parents are unsure who to contact regarding implementation of 504 plans

Recommendation: A flow chart could be created for each school outlining the hierarchy of professionals responsible for implementing the 504. Parent and teacher training on 504 plans.

Concern: Transportation issues and communication

Recommendation: The district could communicate a clear process for families to follow when reporting transportation issues. The district could share concerns with the transportation company and follow-up with families to ensure the problems are improving.



Concerns & Recommendations Based on CSEPAC Meetings

Concern: Difficulties for parents accessing meetings and training

Recommendation: CSEPAC should maintain a website with timely updates, share information on social media, share information with administration and school principals, share information at PTO/BSA/CoCS meetings, share information through Connect Ed, provide child care at meetings. CSEPAC should invest in professionally printed brochures to be handed out at IEP and 504 meetings, open house, and PTO/BSA/CoCS meetings.

CSEPAC should investigate the possibility of airing meetings and workshops on Chelmsford TV. CSEPAC should redo the survey at least every 3 years to monitor effectiveness of these actions.

Concern: Communication within the district and to and from parents

Recommendation: CSEPAC and CPS could co-host a roundtable discussion to inform parents of how processes and timelines work for things like MTSS, SST, Title 1, IEP, and 504 Plans. The flow chart recommended on the previous slide could be presented at this event.



Concerns & Recommendations

Carried over from 2017-18

Concern: Need update on the items that were partially or not implemented on the CPR

Recommendation: CSEPAC Chairs should meet regularly with administration and school committee to review our concerns & recommendations for the district, evaluation of special education programming and services, and PAC goals.

Concern: Removing recess is part of district policy for consequences for behavior. Teachers remove recess for reasons other than those listed in the parent handbook.

Recommendation: The district could evaluate the behavior policies, districtwide and by individual teachers, related to removing recess as a punishment. Investigate how PBIS plans relate to district behavior policies and consequences.

Concern: Out of District families requests for more guidance on home school community after school enrichment activity and sports options.

Recommendation: CSEPAC and CPS should continue to seek ways to include children with OOD placements in our community



CSEPAC 2019-20 Goals



Collaborate with the district to host **Basic Rights in Special Education** for parents in October



Collaborate with the district and parent groups to host a discussion: **“Integrated Learning in My Child’s Classroom”** in November



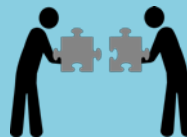
Schedule monthly **parent workshops** January through May



Regularly scheduled meetings with school committee and administration for the **evaluation of special education programming and services**



Develop a **3 year plan** for CSEPAC



Provide support and information to families at **PTO & BSA events**



Plan an activity for families, like Co-host a **Sensory Friendly Roller Skating** night with local SEPACs



CSEPAC 2019-20 Proposed Budget

MassPAC membership

\$450

1st FCSN workshop: Effective Communication

\$150

2nd FCSN workshop: Suspension & Discipline

\$300

Activities

\$300

Community Outreach

\$300

Total Projected Budget



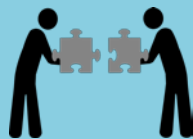
Resources



chelmsfordsepac.weebly.com



ChelmsfordSEPAC@gmail.com



“Chelmsford SEPAC” group



csepac.liaisons@gmail.com

CSEPAC Board Members

| | |
|-----------|-------------------------------|
| Co-Chairs | Ali Barnes Kristen Eriksen |
| Secretary | Laurie |
| McCarron | |
| Treasurer | Jane Zhao |

Director of Special Education: Amy Reese, 978.251.5100 Ext: 6920, reesea@chelmsford.k12.ma.us

School Committee Liaison: Donna Newcomb, newcombd@chelmsford.k12.ma.us

Upcoming Events

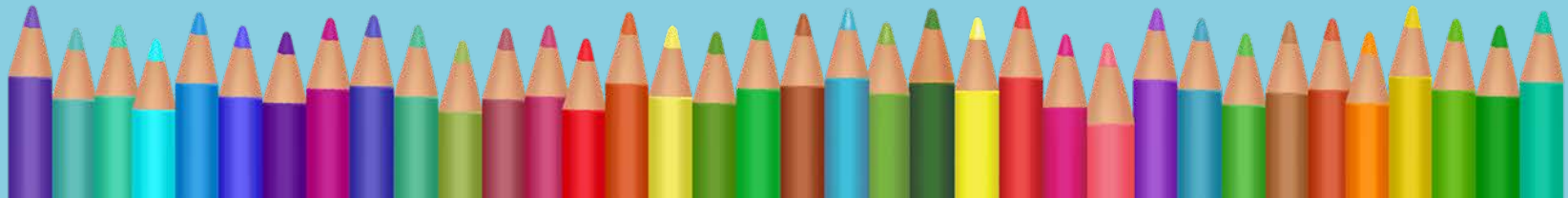
Next Meeting

Thursday, February 28, 2019, 7pm, CHS Learning Commons

Next Workshop

April 4, 2019, 7-8:30PM, Chelmsford Public Library

Topic - Executive Functioning - Presented by Speech and Language Pathologist, Karen Grabowski, and Special Educator & BCBA, Kristine Wiltz. Together, they will describe executive functioning deficits and focus on how to address your child's needs at home. Tools and techniques will be offered across all grade levels.



Chelmsford Special Education Parent Advisory Council



Presentation for the
School Committee
February 2019

Prepared By:
Alison Barnes, Co-Chair
Kristen Eriksen, Co-Chair
Jane Zhao, Treasurer
Jamie Dillon, Needs Assessment Survey SubCommittee Chair
Amy Domow, Workshop Coordinator

ChelmsfordSEPAC@gmail.com
Chelmsfordsepac.weebly.com

Acknowledgements

We would like to thank the following members of our community for their efforts to aid CSEPAC with increasing understanding, respect, and support for all children with special education needs.

CSEPAC Members & Parents

Chelmsford Council of Schools
Byam Student Association
Center PTO
Harrington PTO

Chelmsford Public School District
Amy Reese
Bill Silver
Dr. Jay Lang
Dr. Linda Hirsch

Chelmsford School Committee
Donna Newcomb

MassPAC & Federation of Children with Special Needs
Leslie Leslie

Chelmsford Police Department
Officer Brian Ubele
Officer Daniel Sullivan

Chelmsford Department of Public Health
Amanda Glasser

LinkLinks, Inc.

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[Community Resources & Upcoming Events](#)

[Attachments: CSEPAC Bylaws](#)

Chelmsford SEPAC

"Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results."

– Andrew Carnegie

Chelmsford special education programming could be an exemplary model for others in the state. CSEPAC would like to help make that happen by providing objective, educated feedback to the school committee, fostering a trusting relationship between parents and the district, and providing information to parents so that they can successfully navigate the system. The feedback provided by parents in the needs assessment survey, at meetings, and from Parent Support Group updates indicates that we need to focus on two things to make that happen: communication and parent education.

CSEPAC has 4 current board Members. Alison Barnes and Kristen Eriksen are co-chairs. Laurie McCarron is secretary. Jane Zhao is treasurer. There are several parents serving as liaisons to the parent organization at their child's school. Board positions and liaison duties are outlined in the bylaws, attached. We are fortunate to have Amy Domow serving as our workshop coordinator. We defined workshop coordinator as a volunteer who is not a board member that plans, schedules, and assists with hosting workshops and speakers. Kendra Barbanti is serving as our ALEC Coordinator. We defined ALEC Coordinator as a volunteer who is not a board member that researches current special needs training that Chelmsford's emergency personnel have and the requirements and availability of bringing ALEC training to Chelmsford.

Regular business meetings and minutes are posted on the CSEPAC website, chelmsfordsepac.weebly.com. Meetings are typically held at the Chelmsford High School Learning Commons at 7pm. Elections are held in May. The 2018-19 meeting schedule is:

Thursday, August 9
Thursday October 25
Thursday November 29
Thursday January 24
Thursday February 28, snow date Mar 7
Thursday March 28, snow date Apr 7
Thursday April 25
Thursday May 23

CSEPAC Responsibilities & Duties

According to the Guidelines for Special Education Parent Advisory Councils, “The PAC has authority to create bylaws to help govern its duties, including rules for election of officers. By-laws may designate operational procedures or specific policies and steps to follow in organizing activities for the PAC.” Chelmsford SEPAC updated and approved bylaws with the parents of our community in November 2018.

The mission is to effectively communicate the understanding, respect, and support for all children with special education needs in our community.

Under the law, the duties of the SEPAC are defined – “advising the district on matters that pertain to the education and safety of students with disabilities; meeting regularly with school officials to participate in the planning, development, and evaluation of the school district’s special education programs.” 603 CMR 28:07(4) These duties are defined within our purpose:

- Advise the school committee on matters that pertain to the education and safety of students with special needs. Participate in the planning, development and evaluation of the school district's special education programs.
- Collaborate with the district to inform parents about their rights regarding special education.
- Disseminate information about programs and services in the school system.
- Help direct parents to advocacy, support services, and parent education opportunities.
- Inform parents about special education legislation.

Budget Review

| | |
|---|----------|
| Total Budget, line item “PAC” under Special Education | \$750 |
| MassPAC Plus Membership | -\$450 |
| An IEP for My Child Workshop | -\$150 |
| Additional funds coordinated with Byam School Association | \$46 |
| Refreshments for workshops | -\$24.86 |
| Remaining Budget | \$221.14 |

Cost of an additional workshop from FCSN: \$300

Our line item for the 2018-19 school year was \$750. Our budget was used to provide workshops for parents. We are working on adding another workshop this spring, taught by the Federation of Children with Special Needs. That will use our remaining funds.

Additionally, our reciprocal relationship with the Byam Student Association allotted an additional \$46. BSA invited CSEPAC to run a cupcake booth at their back to school event and, in return, they split the profits with us. This has been used to provide refreshments at our events.

CSEPAC 2018-19 Goals & Accomplishments

This year CSEPAC has worked with parent and professional groups townwide. The following goals were presented last spring. We have focused on spreading the word about what CSEPAC is and does, while building positive relationships with the district and other parent led groups.

- ✓ Provide SEPAC community outreach at Open House
- ✓ Host True Colors Workshop
 - Attend A.P.P.L.E. Institute
- ✓ Complete Special Education Needs Assessment Survey
 - Apply for ALEC Grant
- ✓ Continue building a collaborative relationship with administration and school Committee
- ✓ Establish SEPAC guidelines for open dialogue between parents and collaborative dialogue with CPS
- ✓ Continue building a collaborative relationship with PTO and BSA groups

Our outreach into the community can be seen in a variety of ways:

- CHIPS packets include CSEPAC Handouts, coordinated by Mary Ellen Forty, CHIPS teacher
- Coordinated staffing at the cupcake booth for a BSA event
- Zen Den - a sensory friendly play space for use during school wide events, provided this service at Center School PTO's Trunk or Treat and BSA Sweetheart Dance
- Hosted an activity table at the Harrington PTO's Heritage Festival and Chelmsford Farmer's Market
- Attending Council of Chelmsford Schools meetings to share information
- Coordinated with the CHS Exploring Early Childhood program to provide free babysitting for families during CSEPAC events
- Continued collaborative relationship with the Chelmsford Special Education Parent Support Group, who meet periodically and share parent concerns at CSEPAC meetings

In addition to spreading awareness and providing support, there have been several opportunities for parent and professional training.

True Colors: Offered in September, Personality system to improve productivity and reduce conflict. Parents, CSEPAC Board Members, School Committee, and CPS Administration attended

Basic Rights in Special Education: Offered in November, 12 participants, cost included in MassPAC membership. The district is required to provide this workshop for parents annually. Basic Rights is an important workshop that every parent should take. It goes over the timeline for determining eligibility for special education and introduces the basics of how that works.

An IEP for My Child: Offered in January, 12 participants, cost reduced by half with MassPAC membership. This workshop explains the Individual Education Program (IEP) document, its development, how to articulate a vision, write measurable annual goals, monitor a child's progress and understand how the document will support a student.

Executive Functioning: April 4, 2019, To be presented by Speech and Language Pathologist, Karen Grabowski, and Special Educator & BCBA, Kristine Wiltz. Together, they will describe executive functioning deficits and focus on how to address your child's needs at home. Tools and techniques will be offered across all grade levels.

504 Plans: To be planned for spring. This workshop explains the rights and responsibilities of a 504 Plan, who is eligible, what it contains, and the major differences between a 504 Plan and an IEP. This is a presentation by the Federation of Children with Special Needs.

Anxiety: Planned for early June.

Additional time for parent to connect and to learn about resources in our community is provided before or during business meetings. Informal parent support is available from 6-7pm. It is simply time and space is provided for parents to connect before meetings begin. Guest speakers are invited to share information about programs, resources, and services. This year we have welcomed:

- School Resource Officers: School Safety and Emergency Preparedness
- LifeLinks Inc: Family Support Services
- Chelmsford Board of Health: Project Interface
- Health & Guidance Counselors: Mental Health Supports at School (planned for Feb.)

Concerns and Recommendations

Needs Assessment Survey

This anonymous assessment survey was designed by the Chelmsford Special Education Parent Advisory Council (CSEPAC) to quantify and qualify levels of understanding and satisfaction for the services our children are receiving from the Chelmsford Public Schools. Respondents were tasked with rating their experiences and answering questions to the best of their ability. An additional directive was given to submit the survey separately for one child and then re-submit for an additional child. Respondents were told that the entirety of the survey need not be completed twice.

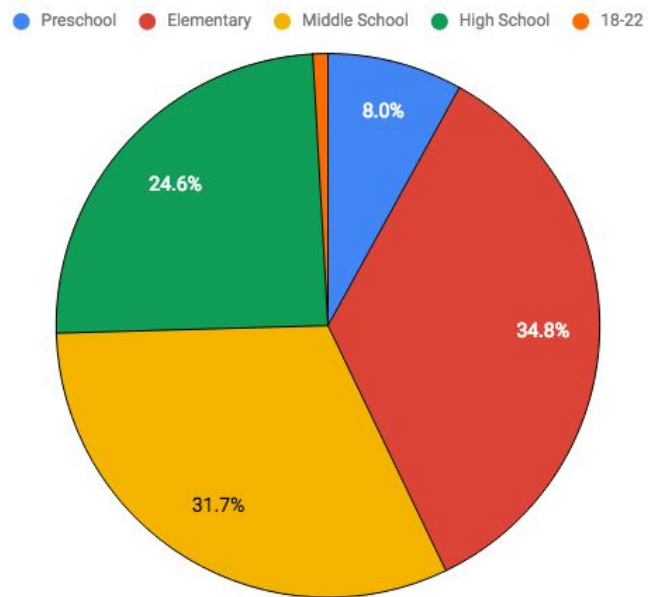
The survey was sent to 1,104 contacts and 227 contacts completed the survey which is a great response rate. This number would likely go up as families see changes and trust the process. 75% of submissions were from families with a child on an IEP and 25% of submissions were from families with a child on a 504 Plan.

The Needs Assessment Survey Sub-Committee worked with the Director of ICTS, Bill Silver, on the following:

- Determining which software tool we could use to ensure anonymity as we knew more families would be likely to participate openly if they could be anonymous.
- Ensuring that the survey would be sent to any family within the district that had a child on an active IEP or 504 Plan regardless of whether they were in-district or placed out-of-district.

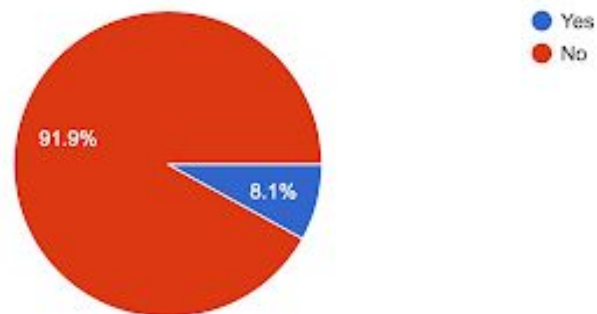
Demographics

Percentage of School



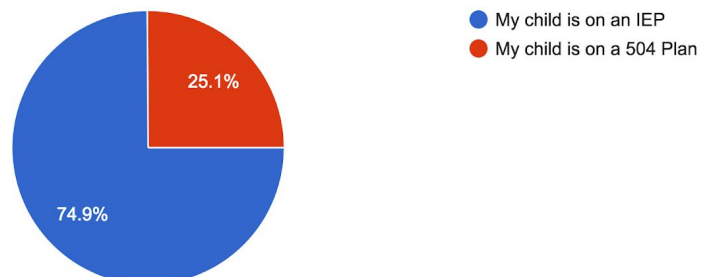
Have you already taken this survey for another child?

223 responses



Is your child on an IEP or a 504 Plan?

223 responses



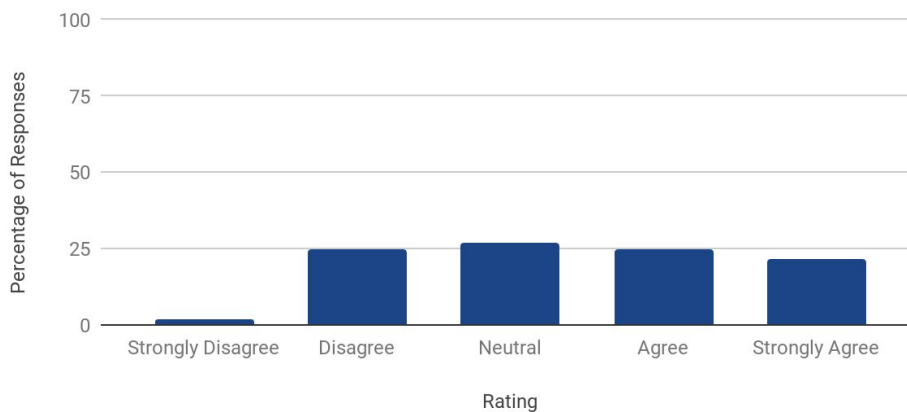
Highlights of responses for families with students with 504 Plans

- 87% feel their child is an accepted member of the school community.
- 82% fully understand their child's 504 Plan.
- 84% feel that school staff are properly trained to understand the unique needs of their child.
- The majority of families know who to contact for updates and to share concerns.
- 64% are satisfied with their child's 504 Plan
- 57% parents feel they are included by the 504 Plan team as an active participant.

It is difficult to know who to communicate concerns to because there isn't a liaison at the school. This issue ties back into communication with the district. CSEPAC is planning to add a training on 504 plans, for parents and possibly for teachers and staff.

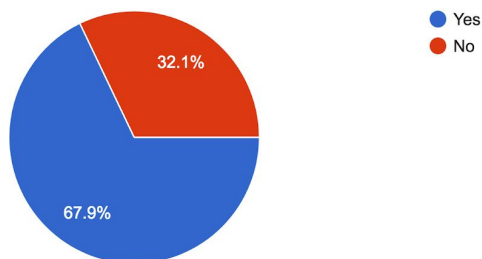
My child's 504 plan's accommodations are being used as written.

56 Responses



I know who to contact at the school if I have a concern about my child's 504 plan.

56 responses

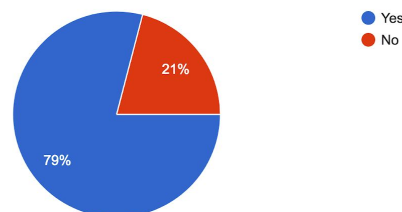


Highlights of responses for families with students with IEPs

- Almost everyone feels their child is an accepted member of the school community.
- 76% of families understand their child's IEP.
- 68% feel that the district is doing a good job at including them as an active IEP team member.
- 86% feel that their child's IEP is being implemented as written.
- 33% shared that their child's IEP goals and objectives were developed prior to the team meeting.
- 22% feel dissatisfied with overall communication and response time from their IEP team Members.
- 75% have had 2+ years experience going through the IEP process, opinions should be valued

I receive communication regarding progress on my child's IEP goals.
(example: progress report)

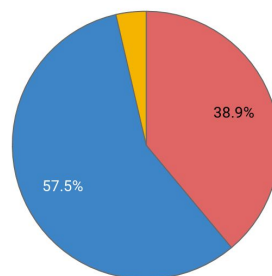
167 responses



Is your child making effective progress towards their goals?

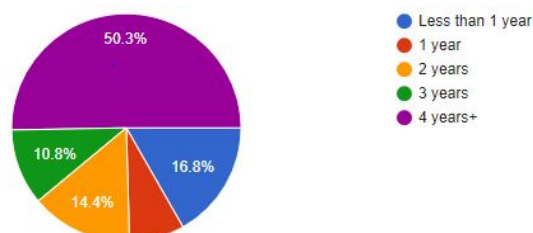
167 Responses

● Yes, on all goals ● Yes, on some goals ● No, my child is not making effective progress on any



How long has your child been on their IEP?

167 responses

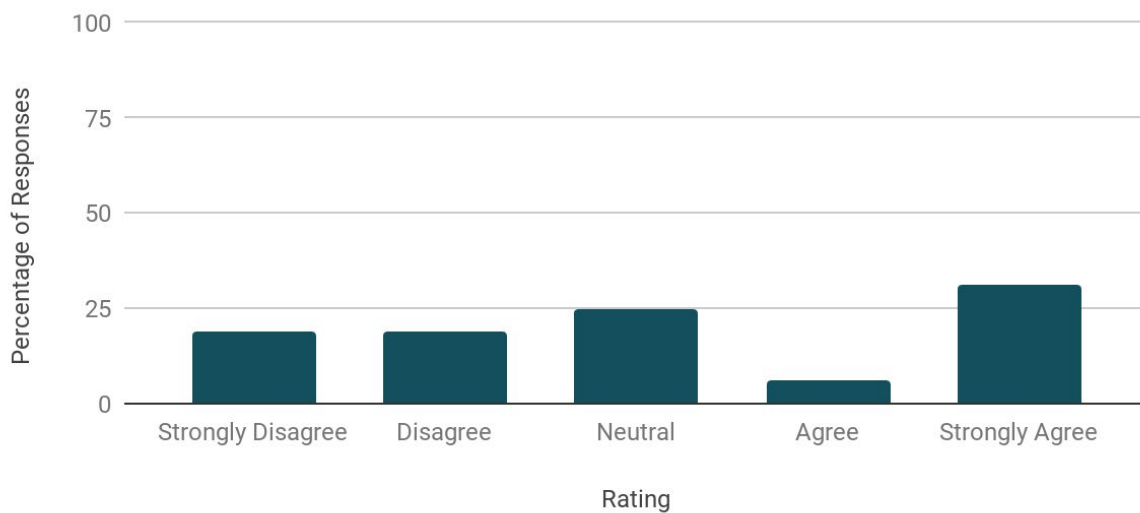


Results for families with students with Out of District Placement (OOD)

- 7% of the survey submissions came from OOD families
- The majority of OOD families feels they are receiving the right level of communication from their home school community.
- There were requests for more guidance on home school community after school enrichment activity and sports options.
- 56% were not given more than one OOD placement option.
- OOD families were interested in workshops on the following topics: Trauma Sensitive Schools, Transition Options/Rights/Planning for Coming Back in District, and Legal Rights.

Chelmsford worked collaboratively with me to decide on an out-of-district placement.

16 Responses

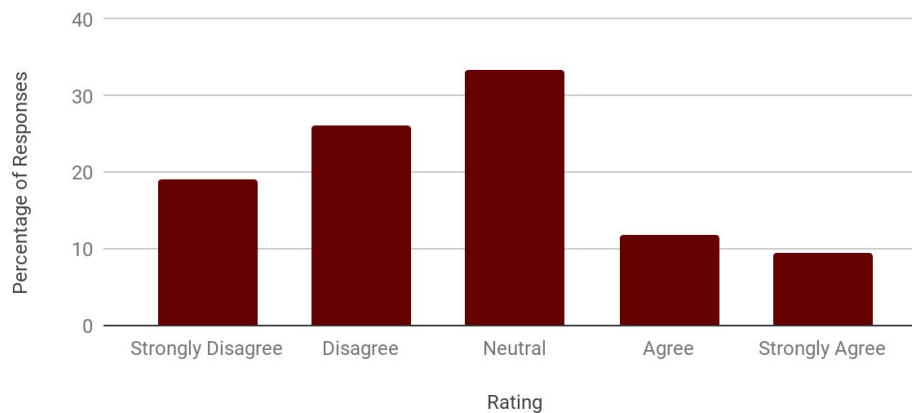


Home school community and enrichment relates to 17-18 sepac concerns. At this time we feel we need more information to make an informed list of concerns & recommendations. It recommended that CSEPAC look into how to reach out to them and get the info we need to figure this out, including collecting more data and learning more about processes and laws related to out of district placements.

Results pertaining to CPS Administration, Staff, and Transportation

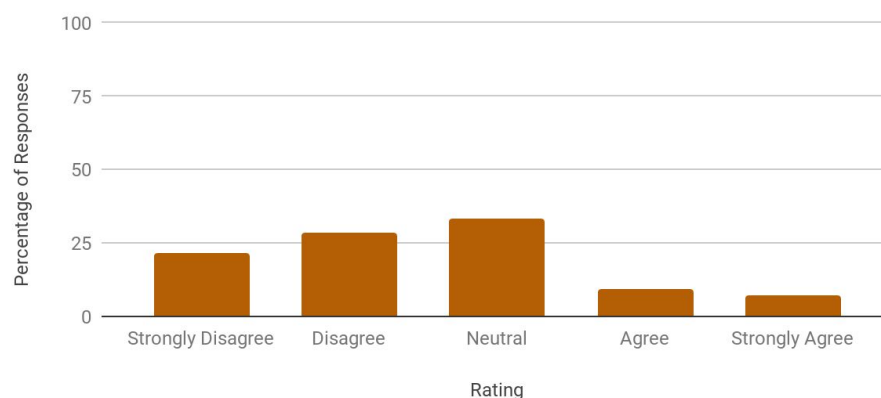
I am satisfied with the support I received from Student Services.

42 Responses



The Student Service team member(s) advocated for my child's needs.

42 Responses



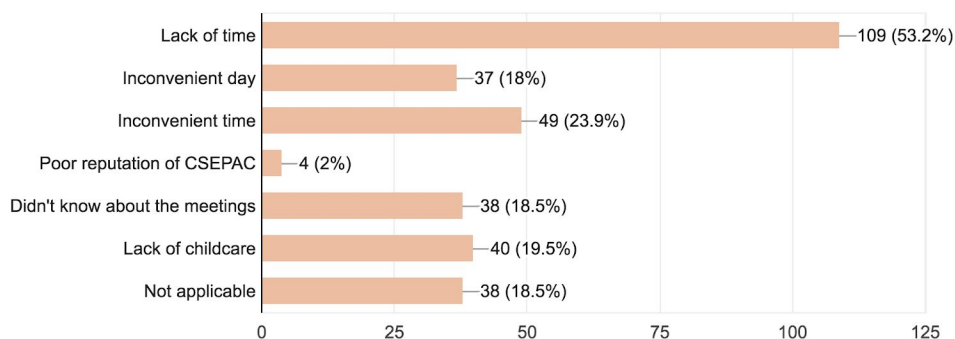
- 56% of 504 Plan families and 65% of IEP families felt that school staff is trained to understand their children's unique needs.
- 80% of IEP families feel that related service providers (SLP, OT, PT) are doing a great job with their children.
- 25% of families have had to contact Student Services with a question/concern regarding their child's IEP that was not handled by their liaison.
- 1/3 of the families feel they do not receive responses in a timely manner from Student Services.
- 73% of families experience inconsistent pick-up and drop-off times.
- 50% of families feel there is a lack of driver training.
- 46% experience a lack of communication with their child's driver.

Results of CSEPAC related questions

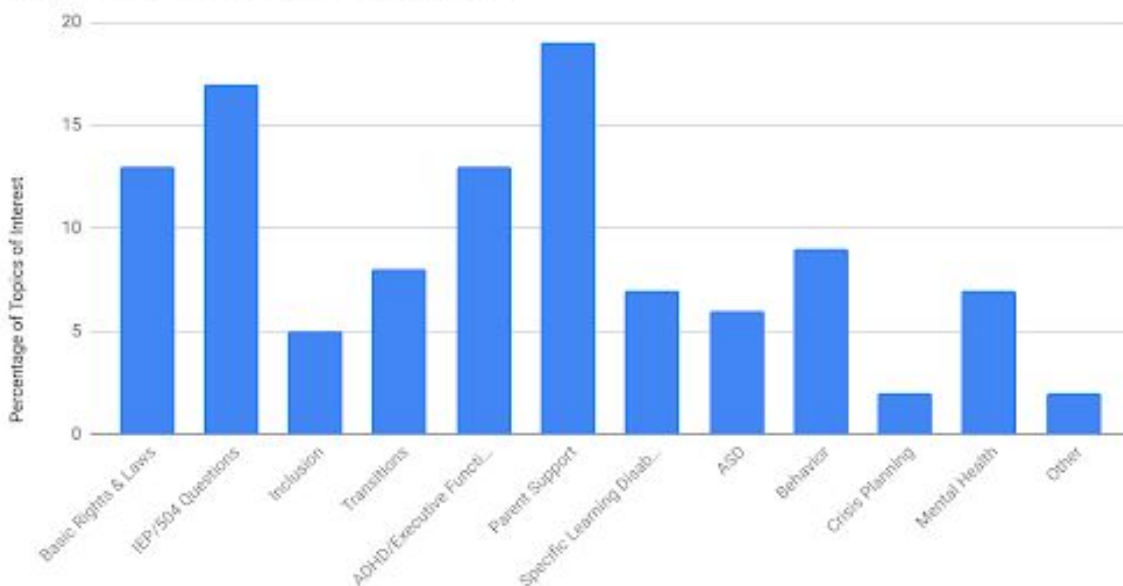
Of those who have not yet attended a meeting lack of time and inconvenient time we cited as the most prohibitive reasons. The third was access to child care. This is actually something we've already addressed. We've coordinated on site child care for CSEPAC programs with Joan Murphy at the Early Childhood Explorations program at the high school. Students are volunteering their time to earn service hours.

If you have not been able to attend a CSEPAC meeting in the past, what has prevented you from attending? (check all that apply)

205 responses



Topics of Interest for Future Workshops



Parents are most interested in workshops surrounding Parent Supports, IEP and 504 Plans, Basic Rights and Laws, ADHD/Executive Functioning, and behavior. We have access to many great presenters through the Federation, the district and town resources, and our area has some of the best researchers and practitioners in the country. The later of which cost more money to bring in, but we could look into co-hosting with a neighboring PAC for those events.

Concerns & Recommendations

Concern: Wait time to receive responses from Student Services and IEP team staff.

Recommendation: The district could develop and enforce communication guidelines for staff members to follow with clear escalation points for parents to utilize as needed. The district may want to evaluate staffing levels to ensure staff can deliver against the guidelines. Including using the “respond all” on email.

This concern is carried over from the 2017-18 presentation. “Communication surrounding special education services can lack consistency, clarity, timeliness.”

This is a recommendation that has carried over from the 2017-18 presentation. “Emails should be responded to in a timely manner to either acknowledge receipt of emails or to respond informatively. This should be modeled from the top down, starting with the director of student services.”

Concern: Parents are unsure who to contact regarding implementation of 504 plans.

Recommendation: A flow chart is created for each school outlining the hierarchy of professionals responsible for implementing the 504. Parent and teacher training on 504 plans.

Concern: Transportation issues and communication

Recommendation: The district could communicate a clear process for families to follow when reporting transportation issues. The district could share concerns with the transportation company and follow-up with families to ensure the problems are improving.

This recommendation is carried over from the 2017-18 presentation. “Clearly communicate details of special needs transportation by providing information to parents on the standardized protocols for specialized transportation and extended school year programming. If there is no standardized protocol, then one should be developed. This could be in the form as a flow chart of who to contact and when.”

Concern: Difficulties for parents accessing meetings and training

Recommendation: CSEPAC should redo the survey at least every 3 years. CSEPAC should maintain a website with timely updates, share information on social media, share information with administration and school principals, share information at PTO/BSA/CoCS meetings, share information through Connect Ed, provide child care at meetings. CSEPAC should invest in professionally printed brochures to be handed out at IEP and 504 meetings, open house, and PTO/BSA/CoCS meetings. CSEPAC should investigate the possibility of airing meetings and workshops on Chelmsford TV.

Concern: Communication within the district and to and from parents

Recommendation: CSEPAC and CPS could co-host a roundtable discussion to inform parents of how processes and timelines work for things like MTSS, SST, Title 1, IEP, and 504 Plans. The flowchart recommended above could be presented at this event.

This concern is carried over from the 2017-18 presentation. “Define levels of intervention, like the Response to Intervention (RTI) model, that occur before an evaluation is recommended or agreed upon when requested. The process to figure out if your child needs services is not clear. Parents need to know the timeline for trying approaches for individual needs within the general ed classroom. Parents need to know the process for seeking out and identifying children with special needs.”

Concern: Need update on the items that were partially or not implemented on the Coordinated Program Review

Recommendation: CSEPAC Chairs should meet regularly with administration and school committee to review our concerns & recommendations for the district, evaluation of special education programming and services, and PAC goals.

This recommendation is carried over from the 2017-18 presentation. “Continue efforts to achieve the goals listed on the CPR. We recommend that the items listed as concerns from CPR be made a priority. We realize a lot of the efforts that go towards meeting the goals listed on the CPR are behind the scenes. It would benefit the relationship between parents and the district to make those efforts be made visible. That could be done by communicating those action during SEPAC board meetings with administration or arranging for time on a SEPAC agenda to give an update to the entire group. We would like to be able to acknowledge the efforts being done to meet those goals and be an active participant in developing special education programs.”

Concern: Removing recess is part of district policy for consequences for behavior. Teachers remove recess for reasons other than those listed in the parent handbook.

Recommendation: The district could evaluate the behavior policies, districtwide and by individual teachers, related to removing recess as a punishment. Investigate how PBIS plans relate to district behavior policies and consequences.

This recommendation is carried over from the 2017-18 presentation. “Evaluate the behavior policies related to removing recess as a punishment. Punishment is a short term solution to a long term problem. Identify the cause of unwanted behaviors during lunch & recess and address those needs, rather than punishing children.”

Concern: Out of District families requests for more guidance on home school community after school enrichment activity and sports options.

Recommendation: CSEPAC and CPS should continue to seek ways to include children with OOD placements in our community

This recommendation is carried over from the 2017-18 presentation. “Invite OOD families to community events. In order to help children who attend school in different districts feel connected to their community, we recommend that they be included in invitations to special events that happen at our schools. Those children still live in Chelmsford, and if at any point moving back into this district for education becomes a choice, they need to have a connection to peers and community.”

CSEPAC 2019-20

Goals

- Collaborate with the district to host Basic Rights in Special Education for parents in October.
- Collaborate with the district and parent groups to host a discussion: “Integrated Learning in My Child’s Classroom” in November. This is a recommendation carried over from the 2017-18 presentation.
- Schedule monthly parent workshops January through May. We recommend including FCSN workshops Suspension & Discipline in Special Education and Effective Communication, based on survey results.
- Regularly scheduled meetings with school committee and administration for the evaluation of special education programming and services
 - Set up a committee to explore specific topics: PAC parents, admin, teachers, therapists
 - Meet with DSS prior to sepac meetings in lieu of meeting at different times
 - Set up meetings with Administration and SC to review our concerns & recommendations for the district, and PAC goals.
- Develop a 3 year plan for CSEPAC, which includes resending the survey in 2 years to coordinate with the CPR, then in 3 year cycles to monitor. Survey results can be used to get ideas for PAC actions.
- Provide support and information to families at PTO & BSA events.
- Plan an activity for families, like Co-host a Sensory Friendly Roller Skating night with local SEPACs.

Proposed Budget

For the 2019-20 school year, we project that CSEPAC will need to following funds to complete our goals: \$1500.

| | |
|--|---------------|
| MassPAC membership | \$450 |
| 1st FCSN workshop: Effective Communication | \$150 |
| 2nd FCSN workshop: Suspension & Discipline | \$300 |
| Activities | \$300 |
| Community Outreach | \$300 |
| Total Projected Budget | \$1500 |

Community Resources & Upcoming Events

More information can be found at Chelmsfordsepac.weebly.com. Our business email is ChelmsfordSEPAC@gmail.com. This is a public email used to schedule agenda items and attend to PAC business, subject to OML and FOIA. This email can be accessed by the public when requested.

Information about programs, services, and community events are largely shared on the Facebook group, "Chelmsford SEPAC." Membership to this group is open to the public. Additionally, we have an email for our liaisons to field questions from parents: csepac.liaisons@gmail.com. No SEPAC business is conducted via this email.

Upcoming Events

Next Regular Business Meeting:

**Tuesday, February 28 at 7PM
Chelmsford High School, Learning Commons**

Please join us for our next workshop for parents and professionals:

**Executive Functioning
April 4, 2019, 7-830PM
Chelmsford Public Library, McCarthy Room**

Presented by: Speech and Language Pathologist, Karen Grabowski, and
Special Educator & BCBA, Kristine Wiltz.

Together, they will describe executive functioning deficits and focus on how to address your child's needs at home. Tools and techniques will be offered across all grade levels.

Additional Resources

MassPAC at the Federation is the statewide organization providing information, training and networking opportunities to Massachusetts special education parent advisory councils (SEPACs) and the professionals who collaborate with them.

The PTIC (Parent Consulting Training Institute, <https://fcsn.org/ptic/call-center/>) Call Center is a free service to answer questions from parents and professionals about special education. It is staffed with information specialists and parent consultant volunteers trained in the federal and state special education laws, procedures, and related matters. Call Center staff is knowledgeable about the availability of additional community resources that can support parents and help them meet their child's needs.

The Federation for Children with Special Needs is one of the central resources that we direct parents towards. More information can be found at <https://fcsn.org>. Additional resources can be found on CSEPAC website: <https://chelmsfordsepac.weebly.com/resources.html>.

Attachments: CSEPAC Bylaws

Chelmsford Special Education Parent Advisory Council By Laws

Approved 11/29/18

Article I. Name: Chelmsford Special Education Parent Advisory Council, SEPAC, or CSEPAC

Article II. Mission Statement: The mission is to effectively communicate the understanding, respect, and support for all children with special education needs in our community.

Article III. Purpose

Section 1. Advise the school committee on matters that pertain to the education and safety of students with special needs. Participate in the planning, development and evaluation of the school district's special education programs.

Section 2. Collaborate with the district to inform parents about their rights regarding special education.

Section 3. Disseminate information about programs and services in the school system.

Section 4. Help direct parents to advocacy, support services, and parent education opportunities.

Section 5. Inform parents about special education legislation.

Article IV. Membership

Section 1. General Membership shall be open to any resident of Chelmsford or person affiliated with the Chelmsford School System.

Section 2. Voting Membership shall be open to parents/guardians of children with special needs who are receiving services through the Chelmsford School System. Members must have attended at least one previous business meeting during the current school year to vote in elections.

Article V. Officers and Liaisons

Section 1. The board members of this organization are the following but not limited to:

Chairperson, Secretary, Treasurer

Section 2. Additional officer positions may be established and/or combined as needed. At least two officers must be present to facilitate meetings. The term of office shall be one year from June to June. Officers must be re-elected at each annual meeting. Board members shall represent SEPAC as a non-partisan organization.

Section 3. Duties of the officers:

a. Chairperson

- i. Determine business meeting agenda and facilitate meetings.
- ii. Coordinate representation of SEPAC at public functions
- iii. The chairperson shall manage the activities of the organization.
- iv. Communicate with administration and the school committee regularly.
- v. Coordinate new board members receiving open meeting law materials.
- vi. Coordinate management of electronic communications, duty shared with secretary
- vii. Duties may be shared with a Co- Chairperson.

b. Secretary

- i. Shall be responsible for recording meeting minutes.
- ii. The secretary shall maintain a permanent file of the organization's by-laws, the meeting minutes, and records of Certificate of Receipt of Open Meeting Law material by board members.
- iii. The secretary shall maintain a record of all outside correspondence and post all meetings in accordance with open meeting laws.
- iv. Coordinate management of electronic communications, duty shared with Chairperson.

c. Treasurer

- i. Shall be responsible for maintaining the records for all monetary transactions of the organization
- ii. Manage purchase order requests and financial transactions made on behalf of SEPAC
- iii. Provide a report of monthly activity and funds balances at every general meeting
- iv. Provide a report of yearly activity and funds balances by June 30th
- v. Communicate with administration and/or school committee when needed.

Section 4. Duties of the liaisons:

- a. The liaisons of this organization assists the CSEPAC board by ensuring the most current information is accessible to special ed families within their school.
- b. Liaison responsibilities include: Act as liaison between his/her school and CSEPAC.
- c. Connect with school's PTO/BSA and share CSEPAC information.
- d. Communicate CSEPAC information to his/her school and school administration.

- e. Attend CSEPAC meetings and provide status updates and feedback to CSEPAC Board.

Article VI. Election Procedures

Section 1. Officers shall be elected by a majority vote, of all in attendance, at the General Meeting

in May. 2.

Section 2. Nominations for office shall be discussed and accepted at the general business meeting prior to the May election. Absentee candidates can only be nominated with their written permission.

Section 3. If any office becomes vacant, an election for that office shall be held immediately, with person elected to complete the current term.

Article VII. Subcommittees and Interim Team

Section 1. Subcommittees

- a. shall be created as needed.
- b. The subcommittee chair shall be a volunteer or willing nominee accepted by a simple majority of the members present.
- c. The Subcommittee Chair is responsible for maintaining a record of subcommittee meetings to be presented at a business meeting.
- d. All subcommittee meetings are subject to Open Meeting Laws.

Section 2. Interim Team

- a. CSEPAC shall be established by the School Committee according to the provisions of The Massachusetts Spec Ed Law, ch. 71 B, Mass Gen Laws and exercising the powers and assuming the duties granted to it under said statute.
- b. In the event that the CSEPAC becomes inactive for a period of two or more years, an Interim Team consisting of three or more parents/guardians volunteers shall have the option to oversee the process of forming a SEPAC using the most current bylaws.
- c. Any parent volunteer that has a child with special needs in the district of Chelmsford is allowed the entitlement to equally participate in the forming of establishing or re-establishing the up and coming SEPAC.
- d. Interim team responsibilities are to oversee the formation of a parent elected board.

Article VIII. Meetings

Section 1. Business meetings shall be held at least quarterly, from September through June. When

possible coordinate meeting calendar dates for the following school year by the end of the current school year.

Section 2. Notices of all general meeting dates shall be posted at town hall and communicated to the public.

Section 3. Annual elections will be held at the general meeting in May.

Article IX. Finances

Section 1. Public Funds: As a public body, SEPAC funds are subject to M.G.L. chapter 44, section

53A and chapter 71, section 37A. Funds raised by the PAC must be deposited with the municipal treasurer, held as a separate account, and become part of the district's End-of-Year Pupil and Financial Report.

Section 2. Private Funds: Private funds may not be collected in Chelmsford SEPAC's name.

Article X. Electronic Communications

Section 1. Student confidentiality: The board shall take steps to ensure student confidentiality is maintained in all communications.

Section 2. Electronic communications: All communications shall occur under the description of the applicable board member's position and/or additional duties as discussed at a SEPAC meeting. This includes, but is not limited to: email, text messaging, online messaging, social media, photo sharing, message boards.

Section 3. Email: The board will have access to SEPAC email. Email shall not be used for personal communications of any kind, sharing any information about individual students or families, or deliberation or decision making about SEPAC business.

Article XI. Bylaws Amendments: These bylaws may be amended by a 2/3 vote, of those in attendance, at a business meeting. By-Laws shall be reviewed at least every 3 years.

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 3, 2019

Re: Community Notification of Fundraising Activity

A listing of all student club and athletic team fundraising activity, approved and endorsed by the Chelmsford Public Schools (CPS), may now be found on the CPS website under the community tab. For a list of all approved fundraising activity, from the main CPS website, select “Fundraising Activity” from the “Community” tab. This information is being provided in response to requests from community members and parents to verify fundraising activities that their children and/or students may be involved with is authorized and legitimate. The list will be updated periodically as new fundraising activity is approved by the appropriate CPS administrator.



[Translate](#)

[Sign In](#)

Chelmsford Public Schools

Perseverance, Respect, Integrity, Dedication, Empathy



A list of all student club and athletic team fundraising activity, approved and endorsed by the Chelmsford Public Schools, may be found below.



Student Fundraisers Approved and Endorsed by CPS 2.3.2019

[Tweet](#)

Chelmsford Public Schools

230 North Road
Chelmsford, MA 01824

Phone: (978) 251-5100
Fax: (978) 251-5110

Follow Us



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List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: Band, Chorus, Orchestra

Name of Fundraiser: Citrus Fundraiser

Description of Fundraising Activity: Students will be selling citrus orders in the community and through the company's website.

Funds generated through this fundraising activity shall be used for the following purpose: To raise general funds for the performance music program.

Club Advisor or Team Coach: Matthew Sexauer

Fundraiser Start Date: 9/1/2018

Fundraiser End Date: 11/7/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Senior Class

Name of Fundraiser: Class Ring Sales

Description of Fundraising Activity: Selling class rings to the class of 2019

Funds generated through this fundraising activity shall be used for the following purpose: To raise funds for the class of 2019

Club Advisor or Team Coach: Marian Smith & Alex Swanson

Fundraiser Start Date: 9/28/2018

Fundraiser End Date: 10/1/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2019

Name of Fundraiser: Tundra Tango

Description of Fundraising Activity: Selling tickets for \$10.00 for the Tundra Tango

Funds generated through this fundraising activity shall be used for the following purpose: Raise money for the class of 2019

Club Advisor or Team Coach: Alex Swanson

Fundraiser Start Date: 9/19/2018

Fundraiser End Date: 9/21/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS French Club

Name of Fundraiser: Calendar Raffle Sales

Description of Fundraising Activity: Students will be selling calendar raffles to parents during Open House

Funds generated through this fundraising activity shall be used for the following purpose: To help students pay for the France 2019 trip

Club Advisor or Team Coach: Mairin Chagnon & Veronica Gadbois

Fundraiser Start Date: 9/20/2018

Fundraiser End Date: 9/20/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2020

Name of Fundraiser: Frozen Pizza Sales

Description of Fundraising Activity: Students will presell frozen pizzas. Frozen pizzas will then be delivered to the school for distribution.

Funds generated through this fundraising activity shall be used for the following purpose: Class Activities

Club Advisor or Team Coach: Brian Acheson & Liz Loiselle

Fundraiser Start Date: 9/24/2018

Fundraiser End Date: 10/24/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Plus Block 214

Name of Fundraiser: Hurricane Florence Assistance/Relief

Description of Fundraising Activity: Students will visit other plus blocks

Funds generated through this fundraising activity shall be used for the following purpose: To support victims of Hurricane Florence

Club Advisor or Team Coach: Ian Van Blarcom

Fundraiser Start Date: 10/1/2018

Fundraiser End Date: 10/5/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Class of 2019**

Name of Fundraiser: Class Ring Sales

Description of Fundraising Activity: Students will sell rings during lunches for students and families to buy

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will support the Class of 2019

Club Advisor or Team Coach: Marian Smith & Alex Swanson

Fundraiser Start Date: 10/11/2018

Fundraiser End Date: 10/11/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Class of 2019**

Name of Fundraiser: Class Ring Sales

Description of Fundraising Activity: Students will inform parents and sell class rings to parents and students who come attend.

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will support the Class of 2019

Club Advisor or Team Coach: Alex Swanson & Marian Smith

Fundraiser Start Date: 10/9/2018

Fundraiser End Date: 10/9/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Beat Buddies Club**

Name of Fundraiser: Can Drive

Description of Fundraising Activity: Students will be walking in the stands with Buddy Peers collecting cash in cans

Funds generated through this fundraising activity shall be used for the following purpose: To raise funds to help with the cost of Best Buddy events and activities.

Club Advisor or Team Coach: Renee McLaughlin & Katie Sullivan

Fundraiser Start Date: 10/12/2018

Fundraiser End Date: 10/12/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2019

Name of Fundraiser: Senior Packet for Spirit Week

Description of Fundraising Activity: Students will be selling a piney, long sleeve shirt and boom sticks at lunches

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will support the Class of 2019

Club Advisor or Team Coach: Marian Smith & Alex Swanson

Fundraiser Start Date: 10/2/2018

Fundraiser End Date: 10/4/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Melting Pot Club

Name of Fundraiser: Waffle Party and Sale

Description of Fundraising Activity: Students will be selling waffles to students

Funds generated through this fundraising activity shall be used for the following purpose: Money raise will help support cost of International Lunch

Club Advisor or Team Coach: Jessica Tylenda & Colleen Morrill

Fundraiser Start Date: 10/17/2018

Fundraiser End Date: 10/17/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Cheerleading

Name of Fundraiser: Selling Lion Head Croc Charms

Description of Fundraising Activity: Students will sell croc charms to students during lunches

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will buy and pay for uniforms/mats

Club Advisor or Team Coach: Rebecca DiStasi

Fundraiser Start Date: 10/22/2018

Fundraiser End Date:

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Voice Newspaper

Name of Fundraiser: We need money for publishing our paper on actual newspaper

Description of Fundraising Activity: We will be going to local business to ask if they are interested in an advertisement in our paper.

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will help publish an actual newspaper.

Club Advisor or Team Coach: Katherin Sullivan & Kathy LaFlamme

Fundraiser Start Date: 10/22/2018

Fundraiser End Date: 11/19/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Visual Ensemble

Name of Fundraiser: Thirty One Bags/Catalog Gifts

Description of Fundraising Activity: Students will sell Thirty-one bags/catalog gifts.

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will pay for Visual Ensemble uniforms and equipment

Club Advisor or Team Coach: Roz Bonnar

Fundraiser Start Date:

Fundraiser End Date: 12/1/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2021

Name of Fundraiser: Earth Day Dance

Description of Fundraising Activity: A dance at the high school where 10% of the proceeds will be donated to Earth-friendly charities.

Funds generated through this fundraising activity shall be used for the following purpose: To fund raise for the class of 2021 while raising awareness, and funds, for charitable organizations.

Club Advisor or Team Coach: Jason Dussault

Fundraiser Start Date: 4/5/2019

Fundraiser End Date: 4/5/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Band

Name of Fundraiser: Band Family Apparel

Description of Fundraising Activity: Parents will send in order forms and payments for band apparel.

Funds generated through this fundraising activity shall be used for the following purpose: To pay for bussing to curriculum related field trips which will alleviate the cost to families.

Club Advisor or Team Coach: Matthew Sexauer & Allison Lacasse

Fundraiser Start Date: 11/1/2018

Fundraiser End Date: 6/30/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Boys Hockey

Name of Fundraiser: Locker Sponsor

Description of Fundraising Activity: 23 Varsity lockers will be sponsored by business & individuals

Funds generated through this fundraising activity shall be used for the following purpose: Jersey & team apparel

Club Advisor or Team Coach: Kevin Leonard

Fundraiser Start Date: 11/9/2018

Fundraiser End Date: 12/12/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Best Buddies Club**

Name of Fundraiser: Valentine's Day Lollipop Sale

Description of Fundraising Activity: This particular fundraiser isn't so much about making money as it is to give the students of disabilities the opportunity to do what the other students of CHS do while sitting during lunch and having their pairs come to the table to purchase from their fu

Funds generated through this fundraising activity shall be used for the following purpose: The funds will as always help to defray the cost of the monthly meeting items needed and or transportation to out of school outings, movie tickets, bowling and other activities.

Club Advisor or Team Coach: Renee McLaughlin

Fundraiser Start Date: 2/11/2019

Fundraiser End Date: 2/14/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Theater Guild**

Name of Fundraiser:

Description of Fundraising Activity: Participants will pay to "Guess how many" styled after guess how many jelly beans. The winner gets a gift card.

Funds generated through this fundraising activity shall be used for the following purpose: Raise money for the Peace Tree Synagogue in Pittsburgh. Joint effort with Congregation Shalom.

Club Advisor or Team Coach: Lauren Cochran

Fundraiser Start Date: 11/15/2018

Fundraiser End Date: 11/17/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS International Relations Club**

Name of Fundraiser: CHS Model UN Ticket Sales

Description of Fundraising Activity: Will be selling tickets for CHS Model United Nations

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will help lower the cost of participating in the Model UN International Relations Club.

Club Advisor or Team Coach: Kim Sholds

Fundraiser Start Date: 11/5/2018

Fundraiser End Date: 11/16/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Sophomore Class

Name of Fundraiser: T-Shirt & Scrunchie Fundraiser

Description of Fundraising Activity: Sell t-shirts and scrunchies to the sophomore class to wear at the Pep Rally

Funds generated through this fundraising activity shall be used for the following purpose: To support and raise funds for the sophomore class.

Club Advisor or Team Coach: Jen Orsini & Jason Dussault

Fundraiser Start Date: 11/5/2018

Fundraiser End Date: 11/13/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2020

Name of Fundraiser: Flyer Sales

Description of Fundraising Activity: Sell t-shirts to show spirit for CHS and the Class of 2020

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will be used for the graduating classes' based activities.

Club Advisor or Team Coach: Brian Acheson & Liz Loiselle

Fundraiser Start Date: 10/29/2018

Fundraiser End Date: 11/23/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2021

Name of Fundraiser: Chunky's Cinema Ticket Sales

Description of Fundraising Activity: Selling pre-paid tickets for Chunky's Cinema

Funds generated through this fundraising activity shall be used for the following purpose: To support the class of 2021

Club Advisor or Team Coach: Jason Dussault & Jen Orsini

Fundraiser Start Date: 11/20/2018

Fundraiser End Date: 12/10/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Boys Volleyball

Name of Fundraiser: Volleyball Tournament

Description of Fundraising Activity: Hosting an adult volley ball tournament for adults with each team paying an entrance fee.

Funds generated through this fundraising activity shall be used for the following purpose: Money used will help purchase supplies needed for the remainder of the year.

Club Advisor or Team Coach: Brian Acheson

Fundraiser Start Date: 11/18/2018

Fundraiser End Date: 11/18/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2020

Name of Fundraiser: Chipotle Fundraiser

Description of Fundraising Activity: 33% of sales from Chipotle will be donated to the Class of 2020

Funds generated through this fundraising activity shall be used for the following purpose: To plan class events such as Cotillion and Prom.

Club Advisor or Team Coach: Liz Loiselle & Brian Acheson

Fundraiser Start Date: 11/6/2018

Fundraiser End Date: 11/6/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Melting Pot Club

Name of Fundraiser: Waffle Party

Description of Fundraising Activity: Melting Pot Club will be selling waffles in the Cafe

Funds generated through this fundraising activity shall be used for the following purpose: Funds will be used to fund the International lunch

Club Advisor or Team Coach: Jessica Tylenda & Colleen Morrill

Fundraiser Start Date: 12/14/2018

Fundraiser End Date: 12/14/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Key Club

Name of Fundraiser: Candy Cane Sale

Description of Fundraising Activity: Selling candy canes for a holiday fundraiser donation

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will help off-set supply costs

Club Advisor or Team Coach: Julie Durkin

Fundraiser Start Date: 12/3/2018

Fundraiser End Date: 12/19/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2019

Name of Fundraiser: Senior Cap & Gown Sizing

Description of Fundraising Activity: Graduating students will get measured for caps and gowns

Funds generated through this fundraising activity shall be used for the following purpose: This will result in all graduating students having a cap and gown for graduation.

Club Advisor or Team Coach: Marian Smith & Alex Swanson

Fundraiser Start Date: 12/12/2018

Fundraiser End Date: 12/14/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Cheering

Name of Fundraiser: Vendor Fair

Description of Fundraising Activity: Different vendors have tables selling holiday items with part of the proceeds going back to the Cheerleading Team.

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will help pay for competitions in the winter season

Club Advisor or Team Coach: Rebecca DiStasi

Fundraiser Start Date: 12/4/2018

Fundraiser End Date: 12/4/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Track & Field

Name of Fundraiser: Frozen Pie Sales

Description of Fundraising Activity: Participants will go door to door to sell frozen pies

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will help purchase uniforms and equipment.

Club Advisor or Team Coach: Daniel Richter

Fundraiser Start Date: 11/26/2018

Fundraiser End Date: 12/11/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS International Relations

Name of Fundraiser: Model UN Hosting (for interested students)

Description of Fundraising Activity: Participants in the Model United Nations will be charged for the cost of supplies and then an additional \$5.00 to raise funds for the club

Funds generated through this fundraising activity shall be used for the following purpose: Money raised will help reduce transportation costs and entrance fees for Model United Nation competitions

Club Advisor or Team Coach: Kimberly Sholds

Fundraiser Start Date: 12/15/2018

Fundraiser End Date: 12/15/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2021

Name of Fundraiser: Sophomores Helping Seniors Holiday Fair

Description of Fundraising Activity: Sell food, drinks, and wrapped boxes at the cost of \$1.00 each. (No cost to the seniors just the public)

Funds generated through this fundraising activity shall be used for the following purpose:

Club Advisor or Team Coach: Jen Orsini & Jason Dussault

Fundraiser Start Date: 12/15/2018

Fundraiser End Date: 12/15/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: All Town Wind Ensemble

Name of Fundraiser: ATWE T-Shirt Sale

Description of Fundraising Activity: Selling T-shirts will be worn on spirit days, concert days or on ATWE trips

Funds generated through this fundraising activity shall be used for the following purpose: The funds will be used for bus transportation for field trips and competitions.

Club Advisor or Team Coach: Allison Lacasse & Sean Wright

Fundraiser Start Date: 11/1/2018

Fundraiser End Date: 11/30/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Class of 2019

Name of Fundraiser: Ugly Sweater Contest

Description of Fundraising Activity: Collecting \$2.00 from each contestant who wants to be participate

Funds generated through this fundraising activity shall be used for the following purpose: To raise fund for the Class of 2019 funds

Club Advisor or Team Coach: Marian Smith

Fundraiser Start Date: 12/18/2018

Fundraiser End Date: 12/20/2018

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Theatre Guild**

Name of Fundraiser: Miscast (student filled out paper form a few weeks back)

Description of Fundraising Activity: Miscast - singing cabaret - Half the proceeds will go to the Theatre Guild to off set cost of productions. The other half will be donated to Dana Farber

Funds generated through this fundraising activity shall be used for the following purpose: To raise money for Theatre Guild to off set production costs and to support Dana Faber

Club Advisor or Team Coach: Lauren Cochran

Fundraiser Start Date: 1/4/2019

Fundraiser End Date: 1/4/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Theatre Guild**

Name of Fundraiser: Valentine's Day Singing Telegrams

Description of Fundraising Activity: The Theatre Guild will be selling singing telegrams and arranging songs to sing for their clients during Valentine's day

Funds generated through this fundraising activity shall be used for the following purpose: This fundraiser will help with school spirit and also be used for the theatre guild's festival entry

Club Advisor or Team Coach: Lauren Cochran

Fundraiser Start Date: 2/1/2019

Fundraiser End Date: 2/14/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Student Athletic Training Program**

Name of Fundraiser: Gatorade

Description of Fundraising Activity: Selling gatorade products to athletes and staff

Funds generated through this fundraising activity shall be used for the following purpose: For student training supplies, and general apparel

Club Advisor or Team Coach: Katharine Chagnon

Fundraiser Start Date: 12/3/2018

Fundraiser End Date: 3/11/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Best Buddies Club**

Name of Fundraiser: Valentines Lollipop Sales

Description of Fundraising Activity: Valentines Lollipop sales

Funds generated through this fundraising activity shall be used for the following purpose: The purpose of the fundraiser is to allow the Best Buddies the experience of the working the sales table outside of the cafeteria as they see many of the other students doing during the year and feel that they too can do it. And the raised funds from th

Club Advisor or Team Coach: Renee McLaughlin

Fundraiser Start Date: 2/13/2019

Fundraiser End Date: 2/14/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Key Club**

Name of Fundraiser: Valentine's Day Carnation Fundraiser

Description of Fundraising Activity: Key Club members will sell carnations at lunches which will be delivered with a note during plus block on 2/14.

Funds generated through this fundraising activity shall be used for the following purpose: To raise money for the American Cancer Society and for Key Club activities.

Club Advisor or Team Coach: Julie Durkin

Fundraiser Start Date: 2/4/2019

Fundraiser End Date: 2/13/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: **CHS Trip to Europe (April 2019)**

Name of Fundraiser: Refreshment selling at shows

Description of Fundraising Activity: Students will be selling candy for intermission

Funds generated through this fundraising activity shall be used for the following purpose: Money raised be used to help busing costs for the upcoming trip.

Club Advisor or Team Coach: Lauren Cochran

Fundraiser Start Date: 1/24/2019

Fundraiser End Date: 4/12/2019

List of Student Fundraisers Approved and Endorsed by the Chelmsford Public Schools

Name of Club or Team Conducting Fundraising Activity: CHS Theatre Guild

Name of Fundraiser: Princess Tea Party

Description of Fundraising Activity: A tea party with princesses for children

Funds generated through this fundraising activity shall be used for the following purpose: The money will go towards a potential theatre guild trip to NYC

Club Advisor or Team Coach: Lauren Cochran

Fundraiser Start Date: 3/24/2019

Fundraiser End Date: 3/24/2019

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 3, 2019

Re: Pending /Planned RFPs: Community Education Program – Westlands School

There are two (2) pending/planned Request for Proposals (RFP) being considered for improvements at the Westlands School funded by the Community Education Revolving Fund. Robyn Adams, Director of Community Education, provides a brief description of the two projects below:

Project #1 – Replace the old playground

The current playground was installed when the Westland's School housed elementary age children and has experienced significant deterioration. The playground was designed for children ages 5-12 years old. Westland's School is now home to Chelmsford Community Education and Chelmsford Integrated Preschool. The current population of students range in age from 18 months - 5 years old during the school year, and school-age during the summer months. Seventy five (75%) percent of the current playground structures are not age appropriate for our school year students.

We are designing a new playground that will be accessible to all three age groups. Each age group (toddlers, preschool and school age) will have a safe, separate space. There will also be a significant increase in the accessibility for students with mobility challenges. Some of the elements we are intending to include are inclusive equipment, a tricycle track, climbing and crawling elements and dramatic play structures. Our vision takes into consideration the unique needs of the student population.

Project #2 – Addition of air conditioning to the upstairs classrooms

Chelmsford Community Education hosts a multitude of programs during the summer months. For the summer of 2019 we will be offering the following programs:

- **Summerfest:** school age program with a capacity of 130 students per day.
- **SummerQuest:** a new teen camp with a capacity of 40 students per day.

CHELMSFORD PUBLIC SCHOOLS

Jay Lang, Ed.D., Superintendent

- *Weekly themed enrichment programs:* up to 80-100 additional students per day.

The main priority is to have sufficient classrooms for all students to cool off during extreme heat. Many of the students attend our programs all day. In previous years we have used modular classrooms at the elementary schools, however air-conditioned spaces are limited and may not accommodate all of our desired activities. Adding air conditioning will allow us to expand our current programs and also expand classes offered to the community.

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 3, 2019

Re: MSBA Vote: South Row Elementary School Statement of Interest (SOI)

Below is the vote required by the Massachusetts School Building Authority (MSBA) to authorize the submission of a Statement of Interest for funding consideration in the MSBA Accelerated Repair Program by the February 15, 2019 deadline. I recommend the committee vote in the affirmative as follows:

Recommended/Required Vote:

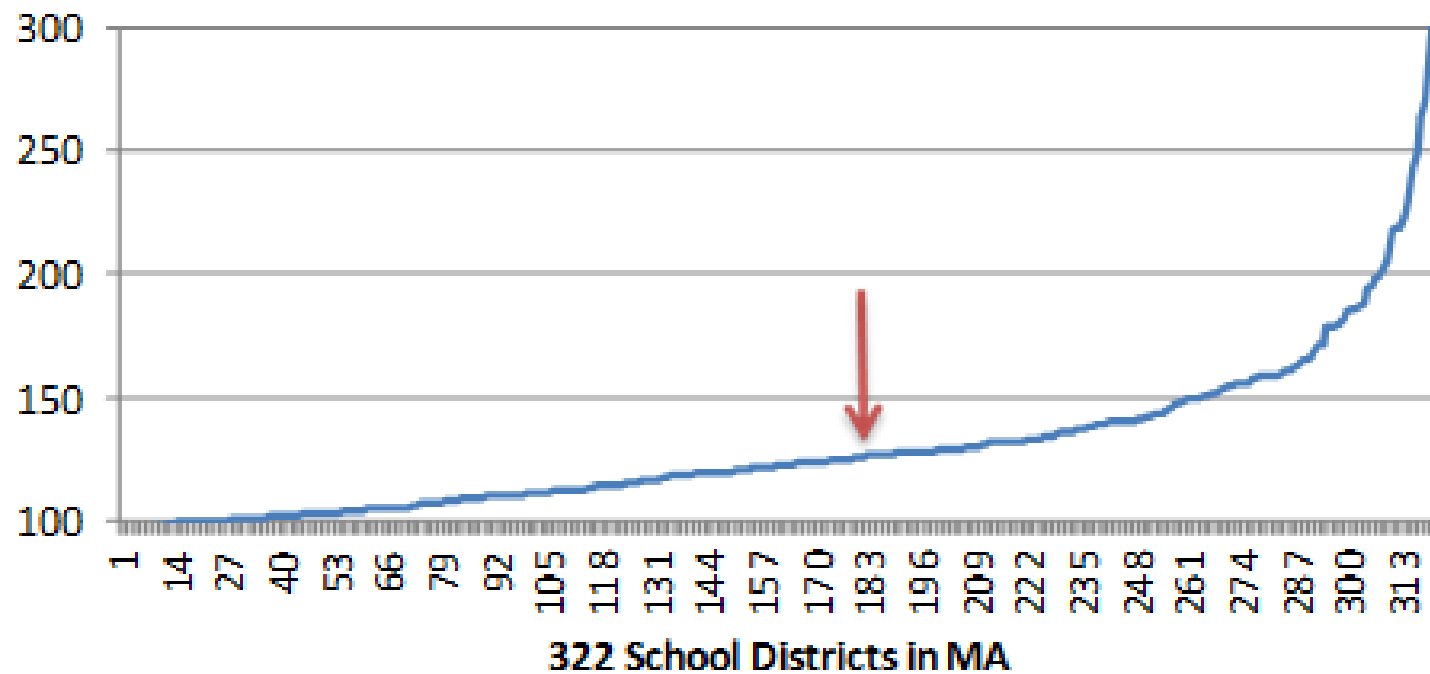
Having convened in an open meeting on Tuesday February 5, 2019, prior to the SOI submission closing date, the School Committee of the Town of Chelmsford, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 5, 2019 for the South Row Elementary School located at 250 Boston Road which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future for the replacement of school facility systems, such as roofs, as certain sections of the roof at South Row Elementary School have exceeded their useful life and require replacement at this time; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town of Chelmsford to filing an application for funding with the Massachusetts School Building Authority.

FY2020 Superintendent's Recommended Budget

Chelmsford Public Schools

Jay Lang, Ed.D.

FY17 Actual NSS as % of Required



DESE Comparable Districts: General Demographic Data

| District | Total Enrollment | Econ. Dis. (%) | SWD (%) | ELL (%) |
|--------------------|------------------|----------------|---------|---------|
| Billerica | 4,779 | 17.1 | 18.3 | 1.6 |
| Chelmsford | 4,994 | 12.9 | 16.6 | 4.0 |
| Easton | 3,722 | 12.3 | 17.7 | 1.3 |
| Marshfield | 4,178 | 12.5 | 16.7 | 1.1 |
| Melrose | 3,909 | 11.9 | 13.8 | 4.3 |
| Milton | 4,211 | 10.5 | 15.4 | 1.9 |
| Natick | 5,507 | 9.4 | 14.2 | 3.1 |
| North Andover | 4,806 | 14.4 | 16.1 | 2.1 |
| North Attleborough | 4,282 | 16.0 | 15.9 | 3.5 |
| Wakefield | 3,505 | 12.8 | 16.3 | 1.8 |
| Walpole | 3,804 | 10.9 | 14.5 | 2.7 |

Actual Percentage of Required Net School Spending

| District | FY2017 Actual % of Required NSS |
|--------------------|------------------------------------|
| Milton | 140.8 |
| Natick | 138.1 |
| Wakefield | 136 |
| Chelmsford | 133 |
| Billerica | 132.1 |
| Walpole | 131.5 |
| Easton | 124.2 |
| MA State Average | 123.2 |
| North Andover | 116.8 |
| Marshfield | 105.8 |
| North Attleborough | 105.1 |
| Melrose | 104 |

FY2017 Student-Teacher Ratio

| District | Student : Teacher Ratio |
|--------------------|-------------------------|
| Billerica | 12.7 : 1 |
| Marshfield | 12.9 : 1 |
| MA State Average | 13.0 : 1 |
| Chelmsford | 13.4 : 1 |
| Walpole | 13.4 : 1 |
| Natick | 13.6 : 1 |
| Wakefield | 13.6 : 1 |
| Easton | 14.0 : 1 |
| Milton | 14.1 : 1 |
| Melrose | 14.6 : 1 |
| North Attleborough | 15.0 : 1 |
| North Andover | 16.0 : 1 |

FY2017 Average Teacher Salary

| District | Average Teacher Salary |
|--------------------|------------------------|
| Milton | \$83,287 |
| Billerica | \$82,312 |
| North Andover | \$80,461 |
| MA State Average | \$78,708 |
| Easton | \$78,689 |
| Chelmsford | \$74,592 |
| North Attleborough | \$74,467 |
| Wakefield | \$73,902 |
| Walpole | \$73,201 |
| Natick | \$73,189 |
| Marshfield | \$72,172 |
| Melrose | \$65,368 |

FY2017 Per-Pupil Expenditures

| District | Expenditure per in-District Pupil |
|--------------------|-----------------------------------|
| Billerica | \$15,473 |
| MA State Average | \$15,459 |
| Natick | \$14,509 |
| Walpole | \$14,339 |
| Wakefield | \$14,147 |
| Milton | \$13,879 |
| Chelmsford | \$13,335 |
| Easton | \$12,762 |
| Marshfield | \$12,522 |
| Melrose | \$11,753 |
| North Andover | \$11,670 |
| North Attleborough | \$11,601 |

FY2020 Budget Overview

- All FY2020 salaries have been increased in accordance with the applicable collective bargaining and individual employment agreements. “Step” increases and “lane changes” have been incorporated into the FY2020 recommended budget figures. Anticipated teacher vacancies from announced retirements have been budgeted at \$56,967 (Step 3 on the master’s degree salary schedule).
- Most collective bargaining agreements with union personnel expire on June 30, 2019. For budget planning purposes, each 1% cost-of-living-allowance (COLA) equates to \$440,000 in base salary expenses in the FY2020 budget. A 2% across-the-board COLA is included in the recommended budget, adding \$880,000 to base salary expenses in FY2020.

FY2020 Budget Overview

- The FY2020 budget reflects a decrease of \$ 719,000 in anticipated out-of-district special education tuition costs, offset by a decrease of \$50,000 in anticipated special education circuit-breaker reimbursement, as well as a decrease of \$ 75,000 in school choice funds offset, resulting in a net decrease of approximately \$600,000 in out-of-district special education tuition costs.
- The FY2020 budget reallocates 2.0 middle school teacher (7th grade) positions at McCarthy Middle School. During the 2017/18 school year 2.0 middle school teacher (5th grade) positions were reallocated from McCarthy Middle School. During the 2018/19 school year 2.0 middle school teacher (6th grade) positions were reallocated from McCarthy Middle School. We are continuing to reduce two sections (classes) each year at McCarthy Middle School making it possible to add other positions in the district while maintaining student:staff ratios in-line with district policy.

FY2020 Budget Overview

- The FY2020 budget adds an instructional classroom at the CHIPS Integrated Pre-School Program due to a projected increase in enrollment. Funding to provide a 1.0 Integrated Pre-School Teacher position and 2.0 paraprofessional positions has been incorporated into the recommended budget.
- The FY2020 budget includes an additional \$ 99,000 in contracted special education student transportation costs associated with the projected enrollment increase in the CHIPS Integrated Pre-School Program.

FY2020 Budget Overview

- The FY2020 budget adds a 1.0 Social Worker position at the Parker Middle School to provide a more appropriate student:staff counseling ratio. Parker currently employs 2.0 school counselor positions, while McCarthy Middle School employs 3.0 school counselor positions. This action brings the Parker student:staff counseling ratio from 351:1 to 236:1 in support of Goals I and II of the district's strategic plan.
- The FY2020 budget adds a .5 Special Education Teacher position at the Parker Middle School to provide required services in accordance with students' Individual Education Plans (IEP).

FY2020 Budget Overview

- The FY2020 budget adds 2.0 Elementary School Assistant Principal positions in support of Goals I and II of the district's strategic plan. During the 2018/19 school year a .5 FTE assistant principal position was added at the Byam, Center, Harrington and South Row Elementary Schools. During the 2019/20 school year an additional .5 FTE assistant principal position will be added at the Byam, Center, Harrington and South Row Elementary Schools providing a full-time assistant principal at each of our elementary schools.

FY2020 Budget Overview

- The FY2020 budget reinstates a 1.0 Curriculum Coordinator – World Language & Exchange Programs position previously eliminated during the 2017/18 school year. In addition to administering the district's world language program, this reinstated position will be charged with the development and support of a student exchange program at the middle and high school levels of the district. This action is in support of Goal I of the district's strategic plan.

FY2020 Budget Overview

- The FY2020 budget adds a 1.0 Special Education Administrative Chairperson position in support of Goals I and II of the district's strategic plan. This action will improve special education chair:student ratios with the intent to better communication, responsiveness to parent and teacher inquires, and provide additional support of the district's intensive special education programming.

FY2020 Budget Overview

- Funding for a 1:1 computer initiative in the 2019/20 school year has been incorporated to provide all incoming 5th grade students at McCarthy and Parker Middle Schools and 9th grade students at Chelmsford High School with a district-issued computer (Chromebook) for use at home and school. Additional computer technician staffing is included in the technology department to support this new 1:1 computer initiative.

FY2020 Budget Overview

- Funding to support “student service” and/or “student recognition” activities and clubs has been incorporated in the FY2020 budget. This action eliminates student activity fees for clubs at McCarthy and Parker Middle Schools and Chelmsford High School designated as “service” and/or “recognition” activities and clubs. A list of the proposed FY2020 (2019 /20 school year) “fee free” clubs may be referenced in Appendix B.
- Funding to support a reduction in student activity and club fees has been incorporated in the FY2020 budget. A reduction from \$ 125/year to \$ 100/year is proposed at Chelmsford High School and a reduction from \$ 100/year to \$ 75/year is proposed at McCarthy and Parker Middle Schools.

FY2020 Budget Overview

- Funding to support the elimination of student parking fees at Chelmsford High School has been incorporated in the FY2020 budget. The current student parking fee of \$ 200/year is proposed to be eliminated (\$ 0/year) in FY2020 (2019/20 school year).



CHELMSFORD PUBLIC SCHOOLS

FY2020 SUPERINTENDENT'S RECOMMENDED BUDGET

SCHOOL COMMITTEE MEMBERS

Dennis F. King, Chair

W. Allen Thomas, Jr., Vice-Chair

John W. Moses

Donna M. Newcomb

Barbara J. Skaar

CENTRAL ADMINISTRATION

Dr. Jay Lang, Superintendent

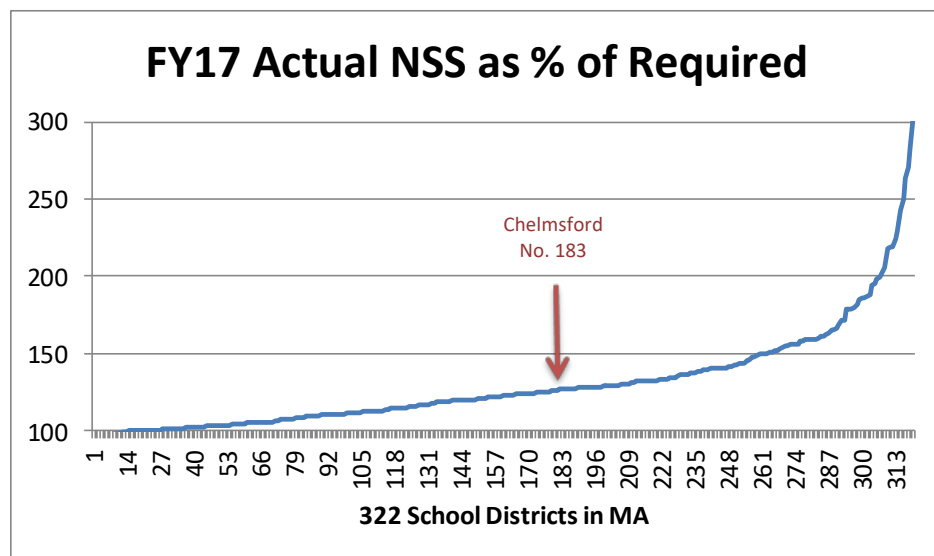
Dr. Linda Hirsch, Assistant Superintendent

Joanna Johnson-Collins, Director of Business & Finance

February 5, 2019

Chelmsford Public Schools General Fund Operating Budget Overview

The Massachusetts Department of Elementary and Secondary Education (DESE) tracks budgeted and actual spending in districts from year to year. DESE's most recently published actual figures are for FY2017, which ended June 30, 2017. From the reported and audited actual figures for each district, DESE determines each district's compliance with its net school spending obligation in dollars and in percentage of required spending. DESE annually publishes required net school spending and actual net school spending for each district in Massachusetts. In FY2017, 9 districts spent less than their required net school spending as computed by DESE; 313 districts exceeded their required net school spending. Chelmsford exceeded its required net school spending by 33% in FY2017, which is above the state median value of 23.2%. Across the state, 182 communities spent less than Chelmsford, whereas 139 communities spent more than Chelmsford as a percentage of total spending in excess of required net school spending, as illustrated in the graph below.



What Is Net School Spending?

The Massachusetts school finance statute, Chapter 70 of the General Laws, establishes an annual net school spending requirement for each school district. Net school spending includes each town school department's general fund expenditures (operating budget) as well as the town's direct spending for schools, but it excludes capital expenditures, transportation, grants,

and revolving funds. Required net school spending is the annual *minimum* that must be spent on schools, including carryover from previous years. As stated previously, Chelmsford exceeded its required net school spending requirement by 33% in FY2017 and in FY2018 is budgeted to exceed its required net school spending requirement by 38.8%.

To determine net school spending for the upcoming school year, the state uses school department enrollment data as of October 1 of the current school year (i.e., the October 1, 2018 student headcount is the basis for determining the FY2020 foundation budget and net school spending requirement). This is called foundation enrollment and is used to calculate the district's foundation budget. The foundation budget is the state's estimate of the *minimum* funding level needed in each district to provide an adequate educational program.

Massachusetts uses a complex formula that considers many factors, including each district's grade-level configuration, programs, and demographics. The formula also considers each community's relative wealth and determines each community's "required local contribution" toward the educational program.

Comparable Community Analysis: Demographic Data

Although it is important to compare Chelmsford to the state average with regard to spending and academic performance, it is also necessary to assess Chelmsford's spending and academic performance with its most comparable peer communities across the state. Table I provides general demographic data for Chelmsford and its ten most comparable districts as determined by DESE.

Table I. DESE Comparable Districts: General Demographic Data

| District | Total Enrollment | Econ. Dis. (%) | SWD (%) | ELL (%) |
|---------------------------|-------------------------|-----------------------|----------------|----------------|
| Billerica | 4,779 | 17.1 | 18.3 | 1.6 |
| Chelmsford | 4,994 | 12.9 | 16.6 | 4.0 |
| Easton | 3,722 | 12.3 | 17.7 | 1.3 |
| Marshfield | 4,178 | 12.5 | 16.7 | 1.1 |
| Melrose | 3,909 | 11.9 | 13.8 | 4.3 |
| Milton | 4,211 | 10.5 | 15.4 | 1.9 |
| Natick | 5,507 | 9.4 | 14.2 | 3.1 |
| North Andover | 4,806 | 14.4 | 16.1 | 2.1 |
| North Attleborough | 4,282 | 16.0 | 15.9 | 3.5 |
| Wakefield | 3,505 | 12.8 | 16.3 | 1.8 |
| Walpole | 3,804 | 10.9 | 14.5 | 2.7 |

With regard to the number of economically disadvantaged students enrolled, Chelmsford falls in the top third of its most comparable districts. Seven districts have a lower percentage of students and three districts have a higher percentage of students designated economically disadvantaged. Some 12.9% of all Chelmsford Public School students are identified as economically disadvantaged. This is an increase from last year (2016-17), when 11.2% of all students were identified as economically disadvantaged and in 2014-15 when 8.2% of all Chelmsford Public School students were identified as economically disadvantaged.

With respect to the number of students identified with disabilities (SWD), Chelmsford falls in the top third of its most comparable districts. Of all Chelmsford Public School students, 16.6% have disabilities and require special education services, as outlined in their Individual Education Plan (IEP). Seven districts have a lower percentage of students and three districts have a higher percentage of students identified with disabilities.

The percentage of students classified as English language learners (ELL) in the Chelmsford Public Schools is higher than nine of its ten most comparable communities. Only one comparable community, Melrose, has a higher percentage of ELL students.

Comparable Community Analysis: Financial Support

Within the last few years, DESE has tried to make district and school demographic and performance data more accessible to district staff and the general public. The District Analysis and Review Tools (DARTs) provided by DESE allow users to track and analyze data over time to make comparisons to state and comparable districts. The DARTs select the ten most comparable school districts in the state based on student enrollment characteristics, special populations, and grade-span groupings (i.e., K-12, elementary, secondary). Grade-span groupings are an important point of comparison because districts are often compared with their neighbors based solely on geography. However, a district's comparison to similar districts across the state is often more valuable when balancing programs and services against level of spending and student achievement.

Table II highlights actual net school spending in FY2017 as a percentage of required net school spending for the ten most comparable districts to Chelmsford, as determined by DESE.

Table II. DESE Comparable Districts: Actual Percentage of Required Net School Spending

| District | FY2017 Actual % of Required NSS |
|---------------------------|--|
| Milton | 140.8 |
| Natick | 138.1 |
| Wakefield | 136 |
| Chelmsford | 133 |
| Billerica | 132.1 |
| Walpole | 131.5 |
| Easton | 124.2 |
| MA State Average | 123.2 |
| North Andover | 116.8 |
| Marshfield | 105.8 |
| North Attleborough | 105.1 |
| Melrose | 104 |

Table II shows that seven comparable districts—Billerica, Walpole, Easton, North Andover, Marshfield, North Attleborough and Melrose—spent less than Chelmsford in FY2017 as a percentage in excess of the district's required net school spending. Three comparable districts—Milton, Natick and Wakefield—spent more than Chelmsford in FY2017 as a percentage in excess of the district's required net school spending. In addition to the ten comparable districts as determined by DESE, the FY2017 state median spending in excess of required net school spending is listed at 123.2%.

DARTs also analyze other aspects of comparable districts, including staff-to-student ratios. DESE reports the most recent staff-to-student data for FY2017, which ended June 30, 2017. Table III presents the overall student-teacher ratio in Chelmsford, its ten most comparable districts as determined by DESE, and the state average.

Table III. DESE Comparable Districts: FY2017 Student-Teacher Ratio

| District | Student : Teacher Ratio |
|---------------------------|-------------------------|
| Billerica | 12.7 : 1 |
| Marshfield | 12.9 : 1 |
| MA State Average | 13.0 : 1 |
| Chelmsford | 13.4 : 1 |
| Walpole | 13.4 : 1 |
| Natick | 13.6 : 1 |
| Wakefield | 13.6 : 1 |
| Easton | 14.0 : 1 |
| Milton | 14.1 : 1 |
| Melrose | 14.6 : 1 |
| North Attleborough | 15.0 : 1 |
| North Andover | 16.0 : 1 |

Table III shows that among its most comparable districts in the state, Chelmsford's student-teacher ratio is better than eight of its peer communities (Walpole, Natick, Wakefield, Easton, Milton, Melrose, North Attleborough and North Andover). However, two of its peer communities (Billerica and Marshfield) have a better student-teacher ratio than Chelmsford. The average student-teacher ratio among all Massachusetts school districts is also lower than Chelmsford's. Even though Chelmsford has had an enrollment decline of 661 students in its foundation enrollment between FY2008 and FY2018, its current student-teacher ratio is still higher than the state average.

The student-teacher ratio is helpful for gauging a district's overall standing with regard to its comparable communities, but it does not give a true picture of the district's student-teacher ratio. This calculation takes all students reported on the October 1 headcount and divides them by the number of teachers in the district. The ratio does not consider special programs with lower-than-average class size (e.g., self-contained special education programs). At the regular meeting of the Chelmsford School Committee on December 18, 2018, grade-by-grade breakdowns of student enrollment at each elementary and middle school in the district were reported. These figures are more useful for budgeting purposes because they depict actual homeroom class size. The October 1, 2018 student enrollment report is included as Appendix A.

Another measure commonly referred to when reviewing spending among school districts is average teacher salaries. Table IV lists the data for each comparable district and the state.

These data show that Chelmsford's average teacher salary is higher than six of its peer communities (North Attleborough, Wakefield, Walpole, Natick, Marshfield and Melrose) and lower than four peer communities (Milton, Billerica, North Andover and Easton). The average teacher salary for all school districts in the state is higher than Chelmsford's average.

Table IV. DESE Comparable Districts: FY2017 Average Teacher Salary

| District | Average Teacher Salary |
|---------------------------|------------------------|
| Milton | \$83,287 |
| Billerica | \$82,312 |
| North Andover | \$80,461 |
| MA State Average | \$78,708 |
| Easton | \$78,689 |
| Chelmsford | \$74,592 |
| North Attleborough | \$74,467 |
| Wakefield | \$73,902 |
| Walpole | \$73,201 |
| Natick | \$73,189 |
| Marshfield | \$72,172 |
| Melrose | \$65,368 |

Another measure often used to compare districts is the amount of money spent to educate each student in the district, often referred to as the per-pupil expenditure. This cumulative figure includes all district expenditures on administration; instructional leadership; teachers; teaching services; professional development; instructional materials and equipment (including technology); guidance, counseling, and testing services; pupil services; operations and maintenance; and employee benefits. Table V presents the FY2017 per-pupil expenditure for each of Chelmsford's comparable districts.

Table V. DESE Comparable Districts: FY2017 Per-Pupil Expenditures

| District | Expenditure per in-District Pupil |
|---------------------------|--|
| Billerica | \$15,473 |
| MA State Average | \$15,459 |
| Natick | \$14,509 |
| Walpole | \$14,339 |
| Wakefield | \$14,147 |
| Milton | \$13,879 |
| Chelmsford | \$13,335 |
| Easton | \$12,762 |
| Marshfield | \$12,522 |
| Melrose | \$11,753 |
| North Andover | \$11,670 |
| North Attleborough | \$11,601 |

DESE provides the per-pupil expenditures for in-district students. As Table V shows, five of our comparable districts (Billerica, Natick, Walpole, Wakefield and Milton) spent more overall per pupil than Chelmsford, and five comparable districts (Easton, Marshfield, Melrose, North Andover and North Attleborough) spent less. The median per-pupil expenditure for all districts in the state is \$2,124 higher than Chelmsford.

Conclusion

The Chelmsford Public School District provides an exceptional education to the students entrusted to our care. The district effectively uses the resources appropriated annually by Town Meeting to serve the needs of an ever-diversifying student population. Although Chelmsford exceeds minimum net school spending on public education, and spends slightly more than the state average of district spending above net school spending, Chelmsford spends \$ 2,124 less per-pupil than the state median per-pupil expenditure statewide. In Chelmsford, average teacher salaries are lower and student-teacher ratios are higher than the state average, but they are in the mid-range of comparable districts. Per-pupil spending is lower than the state average but in the mid-range of per-pupil spending in comparable districts.

Additional funding would enhance the educational experience of Chelmsford students, however the programs and services currently provided yield exceptional results, as demonstrated by standardized testing measures. Overall, our students' academic achievement makes it clear that the town of Chelmsford is receiving a positive return on its investment in public education. Chelmsford's students are also involved in athletics, community service, and fine and performing arts, thereby fulfilling the roles of productive and valued members of the community.

FY2020 Budget Overview

Several budget assumptions underlie the FY2020 budget. The town manager has included a \$ 2 million increase in funding for the Chelmsford Public Schools, an increase from \$ 59 million to \$ 61 million in the Town of Chelmsford FY2020 general operating budget. Following is a list of the assumptions that have been incorporated into the FY2020 superintendent's recommended budget.

- All FY2020 salaries have been increased in accordance with the applicable collective bargaining and individual employment agreements. "Step" increases and "lane changes" have been incorporated into the FY2020 recommended budget figures. Anticipated teacher vacancies from announced retirements have been budgeted at \$56,967 (Step 3 on the master's degree salary schedule).
- Most collective bargaining agreements with union personnel expire on June 30, 2019. For budget planning purposes, each 1% cost-of-living-allowance (COLA) equates to \$440,000 in base salary expenses in the FY2020 budget. A 2% across-the-board COLA is included in the recommended budget, adding \$880,000 to base salary expenses in FY2020.
- The FY2020 budget reflects a decrease of \$ 719,000 in anticipated out-of-district special education tuition costs, offset by a decrease of \$50,000 in anticipated special education circuit-breaker reimbursement, as well as a decrease of \$ 75,000 in school choice funds offset, resulting in a net decrease of approximately \$600,000 in out-of-district special education tuition costs.
- The FY2020 budget reallocates 2.0 middle school teacher (7th grade) positions at McCarthy Middle School. During the 2017/18 school year 2.0 middle school teacher (5th

grade) positions were reallocated from McCarthy Middle School. During the 2018/19 school year 2.0 middle school teacher (6th grade) positions were reallocated from McCarthy Middle School. We are continuing to reduce two sections (classes) each year at McCarthy Middle School making it possible to add other positions in the district while maintaining student:staff ratios in-line with district policy.

- The FY2020 budget adds an instructional classroom at the CHIPS Integrated Pre-School Program due to a projected increase in enrollment. Funding to provide a 1.0 Integrated Pre-School Teacher position and 2.0 paraprofessional positions has been incorporated into the recommended budget.
- The FY2020 budget includes an additional \$ 99,000 in contracted special education student transportation costs associated with the projected enrollment increase in the CHIPS Integrated Pre-School Program.
- The FY2020 budget adds a 1.0 Social Worker position at the Parker Middle School to provide a more appropriate student:staff counseling ratio. Parker currently employs 2.0 school counselor positions, while McCarthy Middle School employs 3.0 school counselor positions. This action brings the Parker student:staff counseling ratio from 351:1 to 236:1 in support of Goals I and II of the district's strategic plan.
- The FY2020 budget adds a .5 Special Education Teacher position at the Parker Middle School to provide required services in accordance with students' Individual Education Plans (IEP).
- The FY2020 budget adds 2.0 Elementary School Assistant Principal positions in support of Goals I and II of the district's strategic plan. During the 2018/19 school year a .5 FTE assistant principal position was added at the Byam, Center, Harrington and South Row Elementary Schools. During the 2019/20 school year an additional .5 FTE assistant principal position will be added at the Byam, Center, Harrington and South Row Elementary Schools providing a full-time assistant principal at each of our elementary schools.
- The FY2020 budget reinstates a 1.0 Curriculum Coordinator – World Language & Exchange Programs position previously eliminated during the 2017/18 school year. In addition to administering the district's world language program, this reinstated position will be charged with the development and support of a student exchange program at

the middle and high school levels of the district. This action is in support of Goal I of the district's strategic plan.

- The FY2020 budget adds a 1.0 Special Education Administrative Chairperson position in support of Goals I and II of the district's strategic plan. This action will improve special education chair:student ratios with the intent to better communication, responsiveness to parent and teacher inquiries, and provide additional support of the district's intensive special education programming.
- Beyond the additional staffing in support of Goal I and Goal II of the district's strategic plan as outlined above, the FY2020 budget further supports families and students in a few significant ways:
 - Funding for a 1:1 computer initiative in the 2019/20 school year has been incorporated to provide all incoming 5th grade students at McCarthy and Parker Middle Schools and 9th grade students at Chelmsford High School with a district-issued computer (Chromebook) for use at home and school. Additional computer technician staffing is included in the technology department to support this new 1:1 computer initiative.
 - Funding to support "student service" and/or "student recognition" activities and clubs has been incorporated in the FY2020 budget. This action eliminates student activity fees for clubs at McCarthy and Parker Middle Schools and Chelmsford High School designated as "service" and/or "recognition" activities and clubs. A list of the proposed FY2020 (2019 /20 school year) "fee free" clubs may be referenced in Appendix B.
 - Funding to support a reduction in student activity and club fees has been incorporated in the FY2020 budget. A reduction from \$ 125/year to \$ 100/year is proposed at Chelmsford High School and a reduction from \$ 100/year to \$ 75/year is proposed at McCarthy and Parker Middle Schools.
 - Funding to support the elimination of student parking fees at Chelmsford High School has been incorporated in the FY2020 budget. The current student parking fee of \$ 200/year is proposed to be eliminated (\$ 0/year) in FY2020 (2019/20 school year).

The FY2020 superintendent's recommended budget continues to include Circuit Breaker, School Choice, and the Valley Collaborative reimbursement as revenue offsets in support of the Chelmsford Public Schools.

The superintendent's recommended FY2020 budget was crafted in support of the district's strategic plan, specifically the academic and social emotional goals and initiatives that have been and will continue to be the focus of our collective work in the years to come.

On January 28, 2019, Town Manager Cohen released his recommended FY2020 budget for the Town of Chelmsford. Included in his recommended budget is a \$2 million increase, \$ 59 million to \$ 61 million, to support the Chelmsford Public Schools. I will be working closely with the schools on enrollment projections, especially the middle schools and high school, as they complete their course registration and selection process for 2019/20. I look forward to working with the school committee to review and present to town meeting an FY2020 local operating budget for the Chelmsford Public Schools that not only maintains the integrity of the programs and services we offer, but continues to align our available resources to meet the identified district goals and objectives for the 2019/20 school year.

Yours truly,

A handwritten signature in blue ink, appearing to read "Jay Lang", is written over the printed name.

Jay Lang, Ed.D.

Superintendent of Schools

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Summary Level Totals

| | 2015-16 ACTUAL | 2016-17 ACTUAL | 2017-18 ACTUAL | 2018-19 BUDGET | 2019-20 BUDGET |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| 1110 SCHOOL COMMITTEE | 17,467 | 20,534 | 20,600 | 27,120 | 29,900 |
| 1210 SUPERINTENDENT | 262,384 | 284,006 | 281,674 | 313,709 | 378,903 |
| 1220 ASST. SUPERINTENDENT | 205,648 | 200,399 | 219,156 | 228,502 | 234,784 |
| 1230 DISTRICT WIDE | 292,371 | 306,480 | 505,969 | 534,950 | 570,700 |
| 1410 BUSINESS AND FINANCE | 396,122 | 369,558 | 362,629 | 383,218 | 397,916 |
| 1420 HUMAN RESOURCES | 216,979 | 220,714 | 239,867 | 266,745 | 301,807 |
| 1430 - 1435 LEGAL SERVICES & SETTLEMENTS | 376,618 | 165,267 | 128,184 | 125,000 | 140,000 |
| 1450 DISTRICTWIDE MIS | 884,528 | 965,877 | 998,060 | 1,150,115 | 1,261,747 |
| 2110 CURRICULUM DIRECTORS - REGULAR EDUCATION | 891,422 | 847,635 | 890,449 | 1,119,845 | 1,230,095 |
| 2110 CURRICULUM DIRECTORS - SPECIAL EDUCATION | 554,791 | 622,362 | 611,344 | 745,260 | 845,719 |
| 2210 SCHOOL LEADERSHIP | 1,907,672 | 2,052,451 | 2,148,062 | 2,415,505 | 2,630,357 |
| 2300 - 2305 CLASSROOM TEACHERS - REGULAR EDUCATION | 20,805,063 | 20,725,518 | 22,277,860 | 22,759,642 | 23,495,323 |
| 2310 TEACHERS SPECIALISTS - REGULAR EDUCATION | 1,365,070 | 1,351,806 | 1,445,255 | 1,543,557 | 1,535,799 |
| 2310 TEACHERS SPECIALISTS - SPECIAL EDUCATION | 4,827,750 | 5,112,128 | 5,474,113 | 5,677,415 | 5,760,385 |
| 2320 MEDICAL/THERAPUTIC SERVICES | 327,388 | 324,485 | 357,646 | 368,146 | 371,705 |
| 2325 SUBSTITUTES | 497,038 | 538,056 | 554,490 | 550,000 | 581,000 |
| 2330 PARAPROFESSIONALS | 3,196,576 | 3,412,739 | 3,630,454 | 3,824,491 | 3,954,960 |
| 2340 LIBRARY/MEDIA CENTER | 548,483 | 580,041 | 631,209 | 657,347 | 680,849 |
| 2357 PROFESSIONAL DEVELOPMENT | 105,199 | 121,355 | 129,175 | 154,675 | 157,925 |
| 2410 - 2415 TEXTBOOKS & INSTRUCTIONAL MATERIALS | 379,341 | 422,559 | 510,510 | 614,800 | 522,350 |
| 2420 INSTRUCTIONAL EQUIPMENT | 34,786 | 78,543 | 92,716 | 136,700 | 171,650 |
| 2430 GENERAL SUPPLIES | 423,851 | 486,092 | 423,848 | 521,425 | 540,725 |
| 2440 OTHER INSTRUCTIONAL SERVICES - SPECIAL ED | 1,397,774 | 235,068 | 167,462 | 211,150 | 215,150 |
| 2451 - 2455 CLASSROOM INST TECHNOLOGY & SOFTWARE | 475,683 | 461,509 | 360,368 | 419,000 | 512,000 |
| 2710 - 2800 GUIDANCE & PSYCHOLOGICAL SERVICES | 1,619,269 | 1,667,480 | 1,952,814 | 2,093,491 | 2,183,530 |
| 3200 MEDICAL & HEALTH SERVICES | 725,654 | 760,955 | 787,015 | 773,792 | 790,244 |
| 3300 TRANSPORTATION | 2,258,369 | 3,096,415 | 3,511,994 | 3,554,535 | 3,715,533 |
| 3400 FOOD SERVICES | 109,791 | 109,025 | 231,362 | 104,560 | 117,512 |
| 3510 ATHLETIC DEPARTMENT | 527,803 | 533,341 | 538,412 | 577,659 | 636,577 |
| 3520 OTHER STUDENT ACTIVITIES | 171,695 | 164,327 | 106,486 | 102,010 | 153,940 |
| 3600 SCHOOL SECURITY | 192,114 | 196,427 | 196,182 | 165,873 | 201,279 |
| 4110 - 4210 - 4230 CUSTODIAL SERVICES | 977,364 | 1,374,651 | 1,491,738 | 1,585,203 | 1,720,247 |
| 4120 - 4130 HEATING OF BUILDINGS & UTILITY SERVICES | 959,809 | 1,028,452 | 1,135,943 | 1,097,900 | 1,173,250 |
| 5150 EMPLOYEE SEPERATION COSTS | 165,446 | 207,467 | 237,742 | 78,672 | 228,486 |
| 9300 TUITIONS | 4,802,680 | 5,506,278 | 4,349,212 | 4,117,988 | 3,557,653 |
| Grand Total | 52,900,000 | 54,550,000 | 57,000,000 | 59,000,000 | 61,000,000 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|------------------------------------|------------------|------------------|---------------|------------------|---------------|------------------|
| 1110 SCHOOL COMMITTEE | | | | | | |
| RECORDING SECRETARY | \$ 4,420 | \$ 3,910 | - | \$ 4,420 | - | \$ 5,200 |
| Total Personnel | \$ 4,420 | \$ 3,910 | 0.0 | \$ 4,420 | 0.0 | \$ 5,200 |
| OTHER EXPENSES | \$ 15,815 | \$ 16,477 | - | \$ 22,500 | - | \$ 24,500 |
| SUPPLIES | \$ 299 | \$ 213 | - | \$ 200 | - | \$ 200 |
| Total Non-Personnel | \$ 16,114 | \$ 16,690 | 0.0 | \$ 22,700 | 0.0 | \$ 24,700 |
| Total 1110 SCHOOL COMMITTEE | \$ 20,534 | \$ 20,600 | 0.0 | \$ 27,120 | 0.0 | \$ 29,900 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 1210 SUPERINTENDENT | | | | | | |
| SUPERINTENDENT OF SCHOOLS | \$ 174,869 | \$ 180,000 | 1.0 | \$ 192,500 | 1.0 | \$ 196,350 |
| SUPERINTENDENT - PERFORMANCE BONUS & BUYBACK | \$ 12,807 | \$ 12,895 | - | \$ 18,664 | - | \$ 18,918 |
| ADMINISTRATIVE ASSISTANT | \$ 63,164 | \$ 53,428 | 1.0 | \$ 54,496 | 1.0 | \$ 55,586 |
| Total Personnel | \$ 250,840 | \$ 246,323 | 2.0 | \$ 265,660 | 2.0 | \$ 270,854 |
| CONTRACTED SERVICES | \$ - | \$ - | - | \$ - | - | \$ 60,000 |
| OTHER EXPENSES | \$ 26,760 | \$ 31,054 | - | \$ 38,049 | - | \$ 38,049 |
| SUPPLIES | \$ 6,406 | \$ 4,298 | - | \$ 10,000 | - | \$ 10,000 |
| Total Non-Personnel | \$ 33,166 | \$ 35,352 | 0.0 | \$ 48,049 | 0.0 | \$ 108,049 |
| Total 1210 SUPERINTENDENT | \$ 284,006 | \$ 281,674 | 2.0 | \$ 313,709 | 2.0 | \$ 378,903 |

Notes:

A new "contracted services" line item is added to provide for the costs associated with a review and upgrade of CPS community-home-school communications including, website, social media platforms, mailings, newsletters, etc.

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 1220 ASSISTANT SUPERINTENDENT | | | | | | |
| ASSISTANT SUPERINTENDENT OF SCHOOLS | \$ 132,000 | \$ 140,000 | 1.0 | \$ 145,000 | 1.0 | \$ 150,000 |
| ASST. SUPERINTENDENT - PERFORMANCE BONUS & BUYBACK | \$ 4,895 | \$ 11,140 | - | \$ 11,360 | - | \$ 11,579 |
| ADMINISTRATIVE ASSISTANT | \$ 51,078 | \$ 52,100 | 1.0 | \$ 53,142 | 1.0 | \$ 54,205 |
| Total Personnel | \$ 187,973 | \$ 203,240 | 2.0 | \$ 209,502 | 2.0 | \$ 215,784 |
| OTHER EXPENSES | \$ 8,906 | \$ 14,416 | - | \$ 15,000 | - | \$ 15,000 |
| SUPPLIES | \$ 3,520 | \$ 1,500 | - | \$ 4,000 | - | \$ 4,000 |
| Total Non-Personnel | \$ 12,426 | \$ 15,916 | 0.0 | \$ 19,000 | 0.0 | \$ 19,000 |
| Total 1220 ASSISTANT SUPERINTENDENT | \$ 200,399 | \$ 219,156 | 2.0 | \$ 228,502 | 2.0 | \$ 234,784 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|-----------------------------------|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 1230 DISTRICT WIDE | | | | | | |
| ADVERTISING | \$ - | \$ 1,014 | - | \$ 1,500 | - | \$ 1,500 |
| COPIERS | \$ 244,537 | \$ 288,632 | - | \$ 305,250 | - | \$ 325,000 |
| DUES & CONFERENCES (COORDINATORS) | \$ 10,336 | \$ 9,507 | - | \$ 12,000 | - | \$ 13,000 |
| POSTAGE | \$ 32,500 | \$ 30,551 | - | \$ 36,200 | - | \$ 36,200 |
| ADMINISTRATIVE SOFTWARE | \$ 19,107 | \$ 176,264 | - | \$ 180,000 | - | \$ 195,000 |
| Total Non-Personnel | \$ 306,480 | \$ 505,969 | 0.0 | \$ 534,950 | 0.0 | \$ 570,700 |
| Total 1230 DISTRICT WIDE | \$ 306,480 | \$ 505,969 | 0.0 | \$ 534,950 | 0.0 | \$ 570,700 |

Notes:

The 5-year contract with Ricoh for the lease of photocopier equipment and print services expires in August, 2019. Additional funds have been incorporated in the "copiers" line item for a new lease or purchase of equipment to begin the 2019/20 school year.

The "administrative software" line item is increased to provide an upgrade of the personnel management (SchoolSpring) software system utilized in the Chelmsford Public Schools.

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 1410 BUSINESS AND FINANCE | | | | | | |
| DIRECTOR OF BUSINESS & FINANCE | \$ 115,000 | \$ 117,300 | 1.0 | \$ 119,646 | 1.0 | \$ 125,222 |
| BUSINESS OFFICE STAFF | \$ 226,843 | \$ 232,557 | 5.0 | \$ 240,972 | 5.0 | \$ 242,878 |
| Total Personnel | \$ 341,843 | \$ 349,857 | 6.0 | \$ 360,618 | 6.0 | \$ 368,100 |
| CONTRACTED SERVICES | \$ 22,951 | \$ 9,500 | - | \$ 15,000 | - | \$ 15,000 |
| OTHER EXPENSES | \$ 3,394 | \$ 1,043 | - | \$ 4,500 | - | \$ 11,716 |
| SUPPLIES | \$ 1,370 | \$ 2,229 | - | \$ 3,100 | - | \$ 3,100 |
| Total Non-Personnel | \$ 27,716 | \$ 12,772 | 0.0 | \$ 22,600 | 0.0 | \$ 29,816 |
| Total 1410 BUSINESS AND FINANCE | \$ 369,558 | \$ 362,629 | 6.0 | \$ 383,218 | 6.0 | \$ 397,916 |

Notes:

The "contracted services" line item includes the costs associated with the MA DESE End-of-Year Report financial audit and one (1) student activity account audit annually.

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 1420 HUMAN RESOURCES | | | | | | |
| DIRECTOR OF PERSONNEL & PROFESSIONAL LEARNING | \$ 110,738 | \$ 120,360 | 1.0 | \$ 122,767 | 1.0 | \$ 128,222 |
| HUMAN RESOURCES OFFICE STAFF | \$ 77,034 | \$ 86,695 | 2.0 | \$ 84,064 | 2.0 | \$ 85,746 |
| SUBSTITUTE COORDINATOR | \$ 28,560 | \$ 29,131 | 0.7 | \$ 29,714 | 0.7 | \$ 30,308 |
| Total Personnel | \$ 216,333 | \$ 236,186 | 3.7 | \$ 236,545 | 3.7 | \$ 244,276 |
| CONTRACTED SERVICES | \$ - | \$ - | - | \$ 25,000 | - | \$ 45,000 |
| OTHER EXPENSES | \$ 1,705 | \$ 2,080 | - | \$ 3,200 | - | \$ 10,531 |
| SUPPLIES | \$ 2,677 | \$ 1,601 | - | \$ 2,000 | - | \$ 2,000 |
| Total Non-Personnel | \$ 4,381 | \$ 3,680 | 0.0 | \$ 30,200 | 0.0 | \$ 57,531 |
| Total 1420 HUMAN RESOURCES | \$ 220,714 | \$ 239,867 | 3.7 | \$ 266,745 | 3.7 | \$ 301,807 |

Notes:

A new "contracted services" line item was included in FY19 to provide for the costs associated with providing staff employment accommodations necessitated by medical documentation. This is an ongoing cost.

The "contracted services" line item is increased in FY20 to provide for the consulting services related to the upgrade of the personnel management (SchoolSpring) software system utilized by the Chelmsford Public Schools.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 1430 - 1435 LEGAL SERVICES & SETTLEMENTS | | | | | | |
| LEGAL FEES - GENERAL & COLLECTIVE BARGAINING COUNSEL | \$ 112,092 | \$ 109,838 | - | \$ 70,000 | - | \$ 75,000 |
| LEGAL FEES - SPECIAL EDUCATION COUNSEL | \$ 14,891 | \$ 17,164 | - | \$ 35,000 | - | \$ 45,000 |
| LEGAL SETTLEMENTS - SPECIAL EDUCATION | \$ 38,284 | \$ 1,182 | - | \$ 20,000 | - | \$ 20,000 |
| Total Non-Personnel | \$ 165,267 | \$ 128,184 | 0.0 | \$ 125,000 | 0.0 | \$ 140,000 |
| Total 1430 - 1435 LEGAL SERVICES & SETTLEMENTS | \$ 165,267 | \$ 128,184 | 0.0 | \$ 125,000 | 0.0 | \$ 140,000 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|-------------------|-------------------|---------------|---------------------|---------------|---------------------|
| 1450 DISTRICTWIDE MIS | | | | | | |
| DIRECTOR OF INFO., COMM., & TECHNOLOGY SERVICES | \$ 113,008 | \$ 120,360 | 1.0 | \$ 122,767 | 1.0 | \$ 125,222 |
| NETWORK OFFICE STAFF | \$ 167,231 | \$ 182,793 | 3.0 | \$ 185,272 | 3.0 | \$ 188,977 |
| TECHNOLOGY OFFICE STAFF | \$ 234,186 | \$ 244,100 | 5.0 | \$ 295,776 | 5.0 | \$ 357,048 |
| Total Personnel | \$ 514,425 | \$ 547,252 | 9.0 | \$ 603,815 | 9.0 | \$ 671,247 |
| CONTRACTED SERVICES | \$ 60,340 | \$ 59,834 | - | \$ 60,000 | - | \$ 60,000 |
| OTHER EXPENSES | \$ - | \$ - | - | \$ - | - | \$ 7,500 |
| EQUIPMENT | \$ 30,397 | \$ 30,383 | - | \$ 35,000 | - | \$ 40,000 |
| NETWORK SERVICES | \$ 328,403 | \$ 327,314 | - | \$ 379,000 | - | \$ 389,000 |
| SECURITY | \$ 25,200 | \$ 25,169 | - | \$ 61,300 | - | \$ 75,000 |
| SUPPLIES | \$ 4,001 | \$ 3,327 | - | \$ 6,000 | - | \$ 10,000 |
| TRAVEL | \$ 3,111 | \$ 4,780 | - | \$ 5,000 | - | \$ 9,000 |
| Total Non-Personnel | \$ 451,451 | \$ 450,807 | 0.0 | \$ 546,300 | 0.0 | \$ 590,500 |
| Total 1450 DISTRICTWIDE MIS | \$ 965,877 | \$ 998,060 | 9.0 | \$ 1,150,115 | 9.0 | \$ 1,261,747 |

Notes:

The "technology office staff" line item is increased to provide three (3) part-time computer technicians to support the 1:1 computer initiative at the McCarthy and Parker Middle Schools and Chelmsford High School.

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|---------------------|---------------|---------------------|
| 2110 CURRICULUM DIRECTORS | | | | | | |
| CURRICULUM COORDINATORS | \$ 679,478 | \$ 798,019 | 10.0 | \$ 1,014,475 | 11.0 | \$ 1,116,547 |
| CURRICULUM STIPENDS | \$ 37,000 | \$ 23,000 | - | \$ 9,000 | - | \$ 9,000 |
| SECRETARY FOR CURRICULUM COORDINATORS | \$ 29,732 | \$ 35,339 | 1.0 | \$ 35,870 | 1.0 | \$ 36,048 |
| Total Personnel | \$ 746,210 | \$ 856,358 | 11.0 | \$ 1,059,345 | 12.0 | \$ 1,161,595 |
| CONTRACTED SERVICES | \$ 15,870 | \$ 14,456 | - | \$ 30,500 | - | \$ 35,000 |
| EQUIPMENT | \$ 1,200 | \$ 1,255 | - | \$ 1,500 | - | \$ 5,000 |
| PROFESSIONAL DEVELOPMENT | \$ 10,104 | \$ 9,961 | - | \$ 10,000 | - | \$ 10,000 |
| SOFTWARE | \$ 66,176 | \$ 745 | - | \$ - | - | \$ - |
| SUPPLIES | \$ 345 | \$ 1,439 | - | \$ 1,500 | - | \$ 1,500 |
| TRANSLATION SERVICES | \$ - | \$ - | - | \$ 7,000 | - | \$ 7,000 |
| TUITION REIMBURSEMENT | \$ 7,730 | \$ 6,236 | - | \$ 10,000 | - | \$ 10,000 |
| Total Non-Personnel | \$ 101,425 | \$ 34,091 | 0.0 | \$ 60,500 | 0.0 | \$ 68,500 |
| Total 2110 CURRICULUM DIRECTORS | \$ 847,635 | \$ 890,449 | 11.0 | \$ 1,119,845 | 12.0 | \$ 1,230,095 |

Notes:

The "curriculum coordinators" line item is increased to reinstate a 1.0 Curriculum Coordinator - World Language & Exchange Programs position.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2110 CURRICULUM DIRECTORS - SPECIAL EDUCATION | | | | | | |
| DIRECTOR OF STUDENT SUPPORT SERVICES | \$ 126,673 | \$ 120,360 | 1.0 | \$ 122,767 | 1.0 | \$ 125,222 |
| ASSISTANT DIRECTOR OF STUDENT SUPPORT SERVICES | \$ - | \$ - | 1.0 | \$ 102,510 | 1.0 | \$ 104,560 |
| SECRETARIES - SPECIAL EDUCATION | \$ 93,959 | \$ 79,708 | 2.0 | \$ 83,208 | 2.0 | \$ 84,250 |
| SPECIAL EDUCATION ADMINISTRATIVE CHAIRPERSON | \$ 290,497 | \$ 295,814 | 3.0 | \$ 305,963 | 4.0 | \$ 399,191 |
| COORDINATOR OF INTEGRATED PRE-SCHOOL (CHIPS) | \$ 93,812 | \$ 90,090 | 1.0 | \$ 104,462 | 1.0 | \$ 105,746 |
| Total Personnel | \$ 604,941 | \$ 585,973 | 8.0 | \$ 718,910 | 9.0 | \$ 818,969 |
| COMPUTER EQUIPMENT | \$ 2,697 | \$ 3,989 | - | \$ 5,000 | - | \$ 3,500 |
| DUES/OTHER | \$ 8,000 | \$ 13,954 | - | \$ 15,000 | - | \$ 15,000 |
| PAC EXPENSES | \$ - | \$ 450 | - | \$ 750 | - | \$ 750 |
| SUPPLIES | \$ 2,000 | \$ 1,439 | - | \$ 3,000 | - | \$ 4,500 |
| TRAVEL | \$ 4,725 | \$ 5,540 | - | \$ 2,600 | - | \$ 3,000 |
| Total Non-Personnel | \$ 17,422 | \$ 25,372 | 0.0 | \$ 26,350 | 0.0 | \$ 26,750 |
| Total 2110 CURRICULUM DIRECTORS - SPECIAL EDUCATION | \$ 622,362 | \$ 611,344 | 8.0 | \$ 745,260 | 9.0 | \$ 845,719 |

Notes:

The "special education administrative chairperson" line item is increased to add a 1.0 Administrative Chairperson position to improve chair:student service ratios.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|-------------------------------------|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 2210 SCHOOL LEADERSHIP | | | | | | |
| PRINCIPALS | \$ 780,300 | \$ 821,869 | 7.0 | \$ 838,106 | 7.0 | \$ 856,669 |
| ASSISTANT PRINCIPALS - ELEMENTARY | \$ - | \$ - | 2.0 | \$ 196,486 | 4.0 | \$ 395,461 |
| ASSISTANT PRINCIPALS - MIDDLE | \$ 206,606 | \$ 212,490 | 2.0 | \$ 216,660 | 2.0 | \$ 207,817 |
| DEANS | \$ 297,978 | \$ 312,749 | 3.0 | \$ 321,430 | 3.0 | \$ 323,990 |
| SECRETARIES | \$ 397,855 | \$ 423,245 | 12.0 | \$ 420,351 | 12.0 | \$ 415,860 |
| SCHOOL CLERKS | \$ 219,314 | \$ 224,115 | 11.0 | \$ 227,266 | 11.0 | \$ 226,863 |
| COPY CENTER CLERKS | \$ 31,336 | \$ 32,345 | 2.0 | \$ 33,179 | 2.0 | \$ 33,705 |
| Total Personnel | \$ 1,933,389 | \$ 2,026,813 | 39.0 | \$ 2,253,478 | 41.0 | \$ 2,460,365 |
| ADMIN INST, CONFERENCES & DUES | \$ 13,056 | \$ 15,675 | - | \$ 40,240 | - | \$ 40,740 |
| COMPUTER SUPPLIES & MAINTENANCE | \$ 17,465 | \$ 17,245 | - | \$ 24,500 | - | \$ 28,000 |
| CHS GRADUATION | \$ 18,314 | \$ 21,192 | - | \$ 22,734 | - | \$ 24,234 |
| PRINTING | \$ 9,025 | \$ 17,135 | - | \$ 21,528 | - | \$ 21,543 |
| SOFTWARE | \$ 45,514 | \$ 30,807 | - | \$ 31,000 | - | \$ 31,000 |
| SUPPLIES | \$ 15,687 | \$ 19,196 | - | \$ 22,025 | - | \$ 24,475 |
| Total Non-Personnel | \$ 119,062 | \$ 121,249 | 0.0 | \$ 162,027 | 0.0 | \$ 169,992 |
| Total 2210 SCHOOL LEADERSHIP | \$ 2,052,451 | \$ 2,148,062 | 39.0 | \$ 2,415,505 | 41.0 | \$ 2,630,357 |

Notes:

The "assistant principals - elementary" line item is increased to add 2.0 Assistant Principals at the elementary level resulting in a full-time assistant principal assigned to each elementary school beginning in the 2019/20 school year.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|----------------------|----------------------|---------------|----------------------|---------------|----------------------|
| 2300 - 2305 CLASSROOM TEACHERS - REGULAR EDUCATION | | | | | | |
| LONGEVITY | \$ 78,108 | \$ 50,626 | - | \$ 49,402 | - | \$ 39,280 |
| SALARY RESERVE FOR LEVEL (LANE) CHANGES | \$ - | \$ - | - | \$ 126,000 | - | \$ 110,096 |
| SALARY RESERVE FOR COLA | \$ - | \$ - | - | \$ - | - | \$ 888,967 |
| ELEMENTARY TEACHERS | \$ 4,773,937 | \$ 5,109,334 | 68.0 | \$ 5,203,490 | 69.0 | \$ 5,234,668 |
| KINDERGARTEN TEACHERS | \$ 547,249 | \$ 1,105,299 | 17.0 | \$ 1,162,015 | 16.0 | \$ 1,141,148 |
| MIDDLE SCHOOL TEACHERS - GRADES 5 & 6 | \$ 2,730,864 | \$ 2,713,161 | 32.0 | \$ 2,621,790 | 32.0 | \$ 2,581,346 |
| TEACHERS - ART | \$ 960,380 | \$ 902,350 | 11.4 | \$ 908,540 | 11.4 | \$ 882,974 |
| TEACHERS - BUSINESS | \$ 204,725 | \$ 238,479 | 3.0 | \$ 239,079 | 3.0 | \$ 214,144 |
| TEACHERS - ENGLISH | \$ 1,841,208 | \$ 1,892,937 | 25.0 | \$ 1,967,468 | 24.5 | \$ 1,963,015 |
| TEACHERS - FAMILY CONSUMER SCIENCE | \$ 77,178 | \$ 81,840 | 1.0 | \$ 81,902 | 1.0 | \$ 81,902 |
| TEACHERS - HEALTH | \$ 456,672 | \$ 551,136 | 7.0 | \$ 552,834 | 7.0 | \$ 555,742 |
| TEACHERS - MATHEMATICS | \$ 2,003,918 | \$ 2,085,525 | 27.0 | \$ 2,125,339 | 26.5 | \$ 2,146,299 |
| TEACHERS - MUSIC | \$ 1,009,637 | \$ 1,094,235 | 14.4 | \$ 1,122,669 | 14.4 | \$ 1,117,805 |
| TEACHERS - PHYSICAL EDUCATION | \$ 977,492 | \$ 1,009,440 | 13.2 | \$ 1,021,041 | 13.2 | \$ 1,032,800 |
| TEACHERS - SCIENCE | \$ 1,805,660 | \$ 1,923,013 | 25.0 | \$ 1,937,327 | 24.5 | \$ 1,889,758 |
| TEACHERS - SOCIAL STUDIES | \$ 1,647,641 | \$ 1,786,175 | 24.0 | \$ 1,912,209 | 23.5 | \$ 1,882,650 |
| TEACHERS - TECHNOLOGY | \$ 475,222 | \$ 552,938 | 8.0 | \$ 545,190 | 8.0 | \$ 585,006 |
| TEACHERS - WORLD LANGUAGE | \$ 1,075,516 | \$ 1,120,064 | 14.6 | \$ 1,122,033 | 14.6 | \$ 1,083,916 |
| STIPENDS - PRINCIPAL DESIGNEE (ELEMENTARY & MIDDLE) | \$ 6,936 | \$ 7,074 | - | \$ 7,075 | - | \$ 7,362 |
| STIPENDS - TEAM LEADERS & SPECIALISTS (ELEMENTARY) | \$ 27,744 | \$ 28,296 | - | \$ 28,299 | - | \$ 29,449 |
| STIPENDS - TEAM LEADERS & FACILITATORS (MIDDLE) | \$ 25,432 | \$ 25,938 | - | \$ 25,941 | - | \$ 26,995 |
| Total Personnel | \$ 20,725,518 | \$ 22,277,860 | 290.6 | \$ 22,759,642 | 288.6 | \$ 23,495,323 |
| Total 2300 - 2305 CLASSROOM TEACHERS - REGULAR EDUCATION | \$ 20,725,518 | \$ 22,277,860 | 290.6 | \$ 22,759,642 | 288.6 | \$ 23,495,323 |

Notes:

The "salary reserve for COLA" line item includes the equivalent of a 2% salary increase for all employees covered by collective bargaining agreements set to expire on June 30, 2019.

2.0 Teacher (7th Grade) positions have been reduced at the McCarthy Middle School due to the projected 2019/20 student enrollment. Class sizes will continue to be within the adopted school committee guidelines and will not affect grade level programming.

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|---|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 2310 TEACHER SPECIALISTS - REGULAR EDUCATION | | | | | | |
| TUTORING | \$ 10,494 | \$ 12,222 | - | \$ 15,000 | - | \$ 15,000 |
| TEACHERS - ENGLISH LANGUAGE LEARNERS | \$ 356,157 | \$ 396,967 | 7.0 | \$ 468,170 | 7.0 | \$ 476,774 |
| TEACHERS - READING | \$ 985,155 | \$ 1,036,066 | 13.0 | \$ 1,060,387 | 13.0 | \$ 1,044,025 |
| Total Personnel | \$ 1,351,806 | \$ 1,445,255 | 20.0 | \$ 1,543,557 | 20.0 | \$ 1,535,799 |
| Total 2310 TEACHERS SPECIALIST - REGULAR EDUCATION | \$ 1,351,806 | \$ 1,445,255 | 20.0 | \$ 1,543,557 | 20.0 | \$ 1,535,799 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 2310 TEACHER SPECIALISTS - SPECIAL EDUCATION | | | | | | |
| OUT-OF-DISTRICT COORDINATOR | \$ 77,178 | \$ 64,704 | - | \$ - | - | \$ - |
| BOARD CERTIFIED BEHAVIOR ANALYST (BCBA) | \$ 151,746 | \$ 164,358 | 3.0 | \$ 245,706 | 3.0 | \$ 242,936 |
| TEACHERS - INTEGRATED PRE-SCHOOL | \$ 469,396 | \$ 494,422 | 7.0 | \$ 525,230 | 8.0 | \$ 580,552 |
| Less: Offset to CHIPS Revolving Fund | \$ - | | - | \$ (115,000) | - | \$ (115,000) |
| TEACHERS - SPECIAL EDUCATION | \$ 3,444,946 | \$ 3,598,402 | 53.5 | \$ 3,855,383 | 54.0 | \$ 3,889,898 |
| TEACHERS - SPEECH LANGUAGE PATHOLOGIST | \$ 873,555 | \$ 1,046,797 | 14.0 | \$ 1,069,596 | 14.0 | \$ 1,065,499 |
| TEACHERS - SUMMER SCHOOL | \$ 95,307 | \$ 105,430 | - | \$ 96,500 | - | \$ 96,500 |
| Total Personnel | \$ 5,112,128 | \$ 5,474,113 | 77.5 | \$ 5,677,415 | 79.0 | \$ 5,760,385 |
| Total 2310 TEACHER SPECIALISTS - SPECIAL EDUCATION | \$ 5,112,128 | \$ 5,474,113 | 77.5 | \$ 5,677,415 | 79.0 | \$ 5,760,385 |

Notes:

The "teachers - integrated pre-school" line item is increased to add a classroom at the CHIPS program in the 2019/20 school year due to projected student enrollment.

The "teachers - integrated pre-school" line item is offset by \$ 115,000 (in FY2019 and FY2020) allocated to the CHIPS Revolving Fund.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2320 MEDICAL/THERAPEUTIC SERVICES | | | | | | |
| PHYSICAL THERAPISTS | \$ 82,925 | \$ 97,562 | 1.4 | \$ 101,983 | 1.4 | \$ 102,772 |
| OCCUPATIONAL THERAPISTS | \$ 198,158 | \$ 212,843 | 3.0 | \$ 215,829 | 3.0 | \$ 218,599 |
| CERTIFIED OCCUPATIONAL THERAPY ASSISTANT (COTA) | \$ 43,403 | \$ 47,241 | 1.0 | \$ 50,334 | 1.0 | \$ 50,334 |
| Total Personnel | \$ 324,485 | \$ 357,646 | 5.4 | \$ 368,146 | 5.4 | \$ 371,705 |
| Total 2320 MEDICAL/THERAPEUTIC SERVICES | \$ 324,485 | \$ 357,646 | 5.4 | \$ 368,146 | 5.4 | \$ 371,705 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|-------------------------------------|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2325 SUBSTITUTES | | | | | | |
| SUBSTITUTES - PARAS AND SECRETARIES | \$ 119,512 | \$ 90,821 | - | \$ 125,000 | - | \$ 136,000 |
| SUBSTITUTE TEACHERS - DAY-TO-DAY | \$ 282,012 | \$ 246,777 | - | \$ 300,000 | - | \$ 320,000 |
| SUBSTITUTE TEACHERS - LONG TERM | \$ 136,533 | \$ 216,893 | - | \$ 125,000 | - | \$ 125,000 |
| Total Personnel | \$ 538,056 | \$ 554,490 | 0.0 | \$ 550,000 | 0.0 | \$ 581,000 |
| Total 2325 SUBSTITUTES | \$ 538,056 | \$ 554,490 | 0.0 | \$ 550,000 | 0.0 | \$ 581,000 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---------------------------------------|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 2330 PARAPROFESSIONALS | | | | | | |
| LUNCH & RECESS AIDES | \$ 333,090 | \$ 395,357 | 50.0 | \$ 421,071 | 50.0 | \$ 426,066 |
| PARAPROFESSIONALS - SPECIAL EDUCATION | \$ 3,074,268 | \$ 3,226,547 | 164.5 | \$ 3,391,820 | 169.5 | \$ 3,517,294 |
| PARAPROFESSIONALS - TOILETING STIPEND | \$ 5,380 | \$ 8,550 | - | \$ 11,600 | - | \$ 11,600 |
| Total Personnel | \$ 3,412,739 | \$ 3,630,454 | 214.5 | \$ 3,824,491 | 219.5 | \$ 3,954,960 |
| Total 2330 PARAPROFESSIONALS | \$ 3,412,739 | \$ 3,630,454 | 214.5 | \$ 3,824,491 | 219.5 | \$ 3,954,960 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2340 LIBRARY/MEDIA CENTER | | | | | | |
| LIBRARIANS | \$ 209,724 | \$ 223,341 | 3.0 | \$ 228,205 | 3.0 | \$ 231,252 |
| LIBRARY AIDES | \$ 161,533 | \$ 179,545 | 4.0 | \$ 189,178 | 4.0 | \$ 198,899 |
| LIBRARY CLERKS - CIRCULATION | \$ 45,268 | \$ 46,673 | 2.0 | \$ 48,376 | 2.0 | \$ 49,362 |
| TECHNOLOGY ASSISTANTS | \$ 163,516 | \$ 181,649 | 4.0 | \$ 191,588 | 4.0 | \$ 201,336 |
| Total Personnel | \$ 580,041 | \$ 631,209 | 13.0 | \$ 657,347 | 13.0 | \$ 680,849 |
| Total 2340 LIBRARIANS/MEDIA CENTER | \$ 580,041 | \$ 631,209 | 13.0 | \$ 657,347 | 13.0 | \$ 680,849 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2357 PROFESSIONAL DEVELOPMENT | | | | | | |
| MENTOR STIPENDS | \$ 30,654 | \$ 35,075 | - | \$ 28,000 | - | \$ 28,000 |
| Total Personnel | \$ 30,654 | \$ 35,075 | 0.0 | \$ 28,000 | 0.0 | \$ 28,000 |
| COURSE REIMBURSEMENT - SECRETARIES & PARAPROFESSIONALS | \$ 400 | \$ 5,000 | - | \$ 5,000 | - | \$ 5,000 |
| COURSE REIMBURSEMENT - TEACHERS | \$ 59,718 | \$ 60,000 | - | \$ 75,000 | - | \$ 75,000 |
| DUES & CONFERENCES | \$ 30,583 | \$ 29,100 | - | \$ 46,675 | - | \$ 49,925 |
| Total Non-Personnel | \$ 90,701 | \$ 94,100 | 0.0 | \$ 126,675 | 0.0 | \$ 129,925 |
| Total 2357 PROFESSIONAL DEVELOPMENT | \$ 121,355 | \$ 129,175 | 0.0 | \$ 154,675 | 0.0 | \$ 157,925 |

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2410 - 2415 TEXTBOOKS & INSTRUCTIONAL MATERIALS | | | | | | |
| CONTRACTED SERVICES - REBINDING | \$ - | \$ 1,586 | - | \$ 4,000 | - | \$ 4,000 |
| CONTRACTED SERVICES - LIBRARY | \$ 11,032 | \$ 10,948 | - | \$ 11,000 | - | \$ 11,000 |
| CURRICULUM EXPENSE - SPECIAL EDUCATION | \$ 14,002 | \$ 29,868 | - | \$ 35,000 | - | \$ 35,000 |
| SUMMER CURRICULUM DEVELOPMENT | \$ 46,524 | \$ 56,060 | - | \$ 50,000 | - | \$ 50,000 |
| SUPPLIES - LIBRARY | \$ 34,000 | \$ 34,978 | - | \$ 36,000 | - | \$ 33,000 |
| TEXTBOOK ADOPTIONS - DISTRICT-WIDE | \$ 147,278 | \$ 135,062 | - | \$ 158,500 | - | \$ 155,000 |
| TEXTS - GENERAL | \$ 11,000 | \$ 1,669 | - | \$ 11,000 | - | \$ 11,000 |
| TEXTS - BUSINESS | \$ 12,000 | \$ 11,990 | - | \$ 4,000 | - | \$ 4,000 |
| TEXTS - ENGLISH LANGUAGE LEARNERS | \$ - | \$ 2,516 | - | \$ 2,500 | - | \$ 3,000 |
| TEXTS - ENGLISH LANGUAGE ARTS | \$ 32,355 | \$ 31,906 | - | \$ 34,000 | - | \$ 38,800 |
| TEXTS - FOREIGN LANGUAGE | \$ 1,690 | \$ 849 | - | \$ 11,800 | - | \$ 11,800 |
| TEXTS - HEALTH | \$ 2,974 | \$ 1,019 | - | \$ - | - | \$ - |
| TEXTS - MATHEMATICS | \$ 3,565 | \$ 50,498 | - | \$ 82,000 | - | \$ 93,000 |
| TEXTS - MUSIC | \$ 5,726 | \$ 7,545 | - | \$ 8,000 | - | \$ 8,000 |
| TEXTS - READING | \$ 6,000 | \$ 5,187 | - | \$ 6,000 | - | \$ 5,750 |
| TEXTS - SCIENCE | \$ 80,655 | \$ 114,475 | - | \$ 137,000 | - | \$ 35,000 |
| TEXTS - SOCIAL STUDIES | \$ 13,757 | \$ 14,355 | - | \$ 24,000 | - | \$ 24,000 |
| Total Non-Personnel | \$ 422,559 | \$ 510,510 | 0.0 | \$ 614,800 | 0.0 | \$ 522,350 |
| Total 2410 - 2415 TEXTBOOKS & INSTRUCTIONAL MATERIALS | \$ 422,559 | \$ 510,510 | 0.0 | \$ 614,800 | 0.0 | \$ 522,350 |

Notes:

The "texts - science" line item decreased significantly as the Foss Science Kit adoption is complete and only consumables require refreshment each year.

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|------------------|------------------|---------------|-------------------|---------------|-------------------|
| 2420 INSTRUCTIONAL EQUIPMENT | | | | | | |
| EQUIPMENT & MAINTENANCE - GENERAL (SCHOOL) | \$ 50,100 | \$ 49,143 | - | \$ 65,000 | - | \$ 71,000 |
| EQUIPMENT & MAINTENANCE - ART | \$ 493 | \$ 1,128 | - | \$ 1,500 | - | \$ 1,500 |
| EQUIPMENT & MAINTENANCE - PHYSICAL EDUCATION | \$ 22,471 | \$ 25,009 | - | \$ 43,000 | - | \$ 44,100 |
| EQUIPMENT & MAINTENANCE - SCIENCE | \$ 3,480 | \$ 16,644 | - | \$ 17,000 | - | \$ 33,100 |
| EQUIPMENT & MAINTENANCE - TECHNOLOGY | \$ 2,000 | \$ 792 | - | \$ 10,200 | - | \$ 21,950 |
| Total Non-Personnel | \$ 78,543 | \$ 92,716 | 0.0 | \$ 136,700 | 0.0 | \$ 171,650 |
| Total 2420 INSTRUCTIONAL EQUIPMENT | \$ 78,543 | \$ 92,716 | 0.0 | \$ 136,700 | 0.0 | \$ 171,650 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2430 GENERAL SUPPLIES | | | | | | |
| SUPPLIES - COPY PAPER | \$ 75,497 | \$ 48,008 | - | \$ 77,000 | - | \$ 77,000 |
| SUPPLIES - ENGLISH LANGUAGE LEARNERS | \$ 2,319 | \$ 3,000 | - | \$ 3,000 | - | \$ 2,500 |
| SUPPLIES - EVALUATIONS - SPECIAL EDUCATION | \$ 43,272 | \$ 44,063 | - | \$ 42,500 | - | \$ 42,500 |
| SUPPLIES - GENERAL (SCHOOL/CLASSROOM) | \$ 103,557 | \$ 113,597 | - | \$ 151,375 | - | \$ 156,825 |
| SUPPLIES - ART | \$ 50,089 | \$ 49,369 | - | \$ 50,550 | - | \$ 50,550 |
| SUPPLIES - BUSINESS | \$ 1,004 | \$ 2,000 | - | \$ 4,000 | - | \$ 7,500 |
| SUPPLIES - ENGLISH LANGUAGE ARTS | \$ 15,182 | \$ 13,470 | - | \$ 17,200 | - | \$ 14,000 |
| SUPPLIES - FOREIGN LANGUAGE | \$ 4,343 | \$ 5,004 | - | \$ 6,800 | - | \$ 6,800 |
| SUPPLIES - HEALTH | \$ 3,188 | \$ 3,506 | - | \$ 3,800 | - | \$ 4,000 |
| SUPPLIES - TECHNOLOGY | \$ 26,096 | \$ 25,369 | - | \$ 26,000 | - | \$ 40,000 |
| SUPPLIES - MATHEMATICS | \$ 15,475 | \$ 18,216 | - | \$ 18,350 | - | \$ 18,350 |
| SUPPLIES - MUSIC | \$ 41,304 | \$ 38,296 | - | \$ 41,750 | - | \$ 41,750 |
| SUPPLIES - PHYSICAL EDUCATION | \$ 163 | \$ 113 | - | \$ 200 | - | \$ 200 |
| SUPPLIES - READING | \$ 6,326 | \$ 4,390 | - | \$ 6,600 | - | \$ 5,250 |
| SUPPLIES - SCIENCE | \$ 87,837 | \$ 44,021 | - | \$ 57,000 | - | \$ 55,500 |
| SUPPLIES - SOCIAL STUDIES | \$ 10,439 | \$ 11,430 | - | \$ 15,300 | - | \$ 18,000 |
| Total Non-Personnel | \$ 486,092 | \$ 423,848 | 0.0 | \$ 521,425 | 0.0 | \$ 540,725 |
| Total 2430 GENERAL SUPPLIES | \$ 486,092 | \$ 423,848 | 0.0 | \$ 521,425 | 0.0 | \$ 540,725 |

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2440 OTHER INSTRUCTIONAL SERVICES - SPECIAL EDUCATION | | | | | | |
| CONTRACTED SERVICES - SPECIAL EDUCATION | \$ 198,016 | \$ 118,905 | - | \$ 162,150 | - | \$ 142,150 |
| CRISIS INTERVENTION/CONTINGENCY - SPECIAL EDUCATION | \$ 14,730 | \$ 17,632 | - | \$ 25,000 | - | \$ 45,000 |
| TUTORING - SPECIAL EDUCATION | \$ 22,322 | \$ 30,925 | - | \$ 24,000 | - | \$ 28,000 |
| Total Non-Personnel | \$ 235,068 | \$ 167,462 | 0.0 | \$ 211,150 | 0.0 | \$ 215,150 |
| Total 2440 OTHER INSTRUCTIONAL SERVICES - SPECIAL ED | \$ 235,068 | \$ 167,462 | 0.0 | \$ 211,150 | 0.0 | \$ 215,150 |

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 2451 - 2455 CLASSROOM INSTRUCTIONAL TECHNOLOGY & SOFTWARE | | | | | | |
| COMPUTER EQUIPMENT & SUPPLIES | \$ 212,506 | \$ 213,368 | - | \$ 234,000 | - | \$ 257,000 |
| CONTRACTED SERVICES - 1:1 LAPTOP INITIATIVE LEASE | \$ - | \$ - | - | \$ - | - | \$ 75,000 |
| Less: School Choice Funds Offset | \$ - | \$ - | - | \$ - | - | \$ (75,000) |
| COMPUTER SUPPLIES - FOREIGN LANGUAGE | \$ 10,000 | \$ 10,000 | - | \$ 10,000 | - | \$ 10,000 |
| COMPUTER MAINTENANCE | \$ 800 | \$ - | - | \$ - | - | \$ - |
| INSTRUCTIONAL SOFTWARE | \$ 238,203 | \$ 137,000 | - | \$ 175,000 | - | \$ 245,000 |
| Total Non-Personnel | \$ 461,509 | \$ 360,368 | 0.0 | \$ 419,000 | 0.0 | \$ 512,000 |
| Total 2451 - 2455 CLASSROOM INST TECHNOLOGY & SOFTWARE | \$ 461,509 | \$ 360,368 | 0.0 | \$ 419,000 | 0.0 | \$ 512,000 |

Notes:

A new "contracted services - 1:1 laptop initiative lease" line item is added to provide for the costs associated with the lease of laptops for all incoming 5th grade students at McCarthy and Parker Middle Schools and incoming 9th grade students at Chelmsford High School. The annual lease expense is offset to the School Choice Revolving fund.

The "instructional software" line item is increased to provide for the per-student license fee as the district fully implements the iReady student diagnostic universal screening/intervention software program.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 2710 - 2800 GUIDANCE & PSYCHOLOGICAL SERVICES | | | | | | |
| GUIDANCE COUNSELORS | \$ 1,072,046 | \$ 1,137,410 | 16.0 | \$ 1,170,034 | 16.0 | \$ 1,195,825 |
| GUIDANCE COUNSELORS - STIPEND - EXTENDED YEAR CHS | \$ 7,916 | \$ 8,888 | - | \$ 10,800 | - | \$ 10,800 |
| GUIDANCE SECRETARIES | \$ 69,012 | \$ 75,716 | 2.0 | \$ 75,411 | 2.0 | \$ 75,786 |
| MTSS/SEL BUILDING LEADER STIPENDS | \$ - | \$ - | - | \$ 45,000 | - | \$ 45,000 |
| PSYCHOLOGISTS | \$ 499,119 | \$ 714,743 | 9.0 | \$ 735,739 | 9.0 | \$ 742,675 |
| SOCIAL WORKERS | \$ - | \$ - | - | \$ - | 1.0 | \$ 56,967 |
| Total Personnel | \$ 1,648,092 | \$ 1,936,757 | 27.0 | \$ 2,036,984 | 28.0 | \$ 2,127,053 |
| GUIDANCE SUPPLIES | \$ 19,388 | \$ 16,056 | - | \$ 56,507 | - | \$ 56,477 |
| Total Non-Personnel | \$ 19,388 | \$ 16,056 | 0.0 | \$ 56,507 | 0.0 | \$ 56,477 |
| Total 2710 - 2800 GUIDANCE & PSYCHOLOGICAL SERVICES | \$ 1,667,480 | \$ 1,952,814 | 27.0 | \$ 2,093,491 | 28.0 | \$ 2,183,530 |

Notes:

A new "social worker" line item is added to provide a 1.0 social worker position to improve student:counselor ratios at Parker Middle School.

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 3200 MEDICAL & HEALTH SERVICES | | | | | | |
| SCHOOL NURSES | \$ 682,935 | \$ 691,135 | 9.9 | \$ 684,216 | 9.9 | \$ 698,449 |
| SCHOOL NURSES - SUBSTITUTE COVERAGE | \$ 34,974 | \$ 51,089 | - | \$ 38,000 | - | \$ 38,000 |
| TOWN HEALTH EDUCATOR | \$ 20,000 | \$ 21,937 | - | \$ 22,935 | - | \$ 23,979 |
| Total Personnel | \$ 737,909 | \$ 764,160 | 9.9 | \$ 745,151 | 9.9 | \$ 760,428 |
| CONTRACT SERVICES - INTERFACE & AED SUPPORT | \$ 9,283 | \$ 7,707 | - | \$ 9,300 | - | \$ 9,300 |
| COURSE REIMBURSEMENT (NURSE) | \$ 1,759 | \$ 1,028 | - | \$ 3,000 | - | \$ 4,000 |
| EQUIPMENT & MAINTENANCE (NURSE) | \$ 1,280 | \$ 2,100 | - | \$ 2,600 | - | \$ 2,600 |
| INSURANCE (NURSE) | \$ 805 | \$ 645 | - | \$ 1,300 | - | \$ 1,375 |
| SUPPLIES (NURSE) | \$ 7,644 | \$ 9,251 | - | \$ 9,241 | - | \$ 9,341 |
| TRAVEL (NURSE) | \$ 200 | \$ 25 | - | \$ 700 | - | \$ 700 |
| SCHOOL DOCTOR | \$ 2,075 | \$ 2,100 | - | \$ 2,500 | - | \$ 2,500 |
| Total Non-Personnel | \$ 23,046 | \$ 22,855 | 0.0 | \$ 28,641 | 0.0 | \$ 29,816 |
| Total 3200 MEDICAL & HEALTH SERVICES | \$ 760,955 | \$ 787,015 | 9.9 | \$ 773,792 | 9.9 | \$ 790,244 |

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 3300 TRANSPORTATION | | | | | | |
| CROSSING GUARDS | \$ 4,985 | \$ 3,751 | 3.0 | \$ 10,800 | 3.0 | \$ 10,800 |
| TRANSPORTATION COORDINATOR | \$ - | \$ 45,000 | 1.0 | \$ 45,900 | 1.0 | \$ 46,818 |
| Total Personnel | \$ 4,985 | \$ 48,751 | 4.0 | \$ 56,700 | 4.0 | \$ 57,618 |
| REGULAR TRANSPORTATION: BASE CONTRACT | \$ 1,592,857 | \$ 1,719,743 | - | \$ 1,811,340 | | \$ 1,863,540 |
| Less: Offset to Transportation Revolving Fund | \$ (304,897) | \$ (337,705) | - | \$ (266,700) | | \$ (266,700) |
| REGULAR TRANSPORTATION: LATE BUS RUNS | \$ 27,929 | \$ 33,442 | - | \$ 43,200 | | \$ 52,080 |
| REGULAR TRANSPORTATION: HOMELESS | \$ 40,990 | \$ 44,918 | - | \$ 55,000 | | \$ 55,000 |
| REGULAR TRANSPORTATION: MID DAY KINDERGARTEN BUS RUNS | \$ 120,960 | \$ - | - | \$ - | | \$ - |
| Less: Mid-Day Kindergarten Bus offset to Comm Ed | \$ (120,960) | \$ - | - | \$ - | | \$ - |
| SPECIAL EDUCATION TRANSPORTATION | \$ 1,723,192 | \$ 1,997,850 | - | \$ 1,850,000 | | \$ 1,949,000 |
| SOFTWARE | \$ 11,360 | \$ 4,995 | - | \$ 4,995 | | \$ 4,995 |
| Total Non-Personnel | \$ 3,091,430 | \$ 3,463,243 | 0.0 | \$ 3,497,835 | 0.0 | \$ 3,657,915 |
| Total 3300 TRANSPORTATION | \$ 3,096,415 | \$ 3,511,994 | 4.0 | \$ 3,554,535 | 4.0 | \$ 3,715,533 |

Notes:

Fees collected for student riders (Grades 7 - 12 AND all students living under 2 miles from school) offset the cost of contracted student transportation.

The "special education transportation" line item is increased to provide additional buses associated with the projected enrollment in the CHIPS integrated pre-school program.

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Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|-----------------------------------|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 3400 FOOD SERVICES | | | | | | |
| DIRECTOR OF SCHOOL NUTRITION | \$ 76,500 | \$ 85,459 | 1.0 | \$ 79,560 | 1.0 | \$ 92,512 |
| SUPPORT STAFF | \$ - | \$ 120,000 | - | \$ - | | \$ - |
| Total Personnel | \$ 76,500 | \$ 205,459 | 1.0 | \$ 79,560 | 1.0 | \$ 92,512 |
| CONTRACTED SERVICES | \$ 21,073 | \$ 9,734 | - | \$ 25,000 | - | \$ 25,000 |
| OTHER EXPENSES - UNCOLLECTED DEBT | \$ 11,452 | \$ 16,169 | - | \$ - | - | \$ - |
| Total Non-Personnel | \$ 32,525 | \$ 25,903 | 0.0 | \$ 25,000 | 0.0 | \$ 25,000 |
| Total 3400 FOOD SERVICES | \$ 109,025 | \$ 231,362 | 1.0 | \$ 104,560 | 1.0 | \$ 117,512 |

Notes:

The "director of school nutrition" line item has increased to reflect a change in the annual works days of the director.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 3510 ATHLETIC DEPARTMENT | | | | | | |
| ATHLETIC DIRECTOR | \$ 104,151 | \$ 99,894 | 1.0 | \$ 99,487 | 1.0 | \$ 100,730 |
| ATHLETIC TRAINER | \$ 46,280 | \$ 47,205 | 1.0 | \$ 48,150 | 1.0 | \$ 49,113 |
| SECRETARY SALARY | \$ 23,890 | \$ 18,653 | 1.0 | \$ 22,622 | 1.0 | \$ 23,712 |
| ATHLETIC STUDENT ASSISTANT | \$ 6,840 | \$ 9,838 | 0.4 | \$ 11,902 | 0.4 | \$ 12,344 |
| ATHLETIC COACH STIPENDS | \$ - | \$ - | - | \$ - | - | \$ 366,180 |
| Less: Offset to Athletic Revolving Fund (Athletic Fees & Gate Receipts) | \$ - | \$ - | - | \$ - | - | \$ (345,000) |
| Total Personnel | \$ 181,161 | \$ 175,589 | 3.4 | \$ 182,161 | 3.4 | \$ 207,079 |
| ATHLETICS DEPARTMENT STADIUM LIGHTS | \$ 81 | \$ 927 | - | \$ 2,000 | - | \$ 2,000 |
| INSURANCE | \$ 24,801 | \$ 26,721 | - | \$ 26,860 | - | \$ 27,935 |
| EQUIPMENT RECONDITIONING | \$ 17,908 | \$ 12,274 | - | \$ 18,963 | - | \$ 18,963 |
| MEDICAL SUPPLIES | \$ 4,881 | \$ 5,884 | - | \$ 6,000 | - | \$ 6,000 |
| GAME OFFICIALS/POLICE DETAILS | \$ 77,599 | \$ 69,650 | - | \$ 85,075 | - | \$ 95,000 |
| OTHER EXPENSES | \$ 45,946 | \$ 56,701 | - | \$ 34,600 | - | \$ 38,600 |
| POOL & ICE RENTALS | \$ 57,574 | \$ 60,987 | - | \$ 64,000 | - | \$ 74,000 |
| SUPPLIES | \$ 32,370 | \$ 25,207 | - | \$ 55,000 | - | \$ 60,000 |
| TRANSPORTATION | \$ 91,020 | \$ 104,471 | - | \$ 103,000 | - | \$ 107,000 |
| Total Non-Personnel | \$ 352,180 | \$ 362,823 | 0.0 | \$ 395,498 | 0.0 | \$ 429,498 |
| Total 3510 ATHLETIC DEPARTMENT | \$ 533,341 | \$ 538,412 | 3.4 | \$ 577,659 | 3.4 | \$ 636,577 |

Notes:

The projected student athletic participation fees and estimated revenue from athletic contests (gate receipts) is included as an offset to the Athletic Department budget to provide a more complete picture of the overall operating costs associated with the Chelmsford High School interscholastic athletic program.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 3520 OTHER STUDENT ACTIVITIES | | | | | | |
| MIDDLE SCHOOL REGIONAL KNOWLEDGE BOWL ADVISORS | \$ - | \$ - | - | \$ 3,000 | - | \$ 3,000 |
| NIGHT SCHOOL INSTRUCTORS | \$ 16,504 | \$ 15,698 | - | \$ 5,000 | - | \$ 5,000 |
| STUDENT ACTIVITY ADVISORS | \$ 139,204 | \$ 82,712 | - | \$ 83,560 | - | \$ 132,990 |
| Total Personnel | \$ 155,708 | \$ 98,410 | 0.0 | \$ 91,560 | 0.0 | \$ 140,990 |
| OTHER EXPENSES - CHS NEWSPAPER | \$ - | \$ - | - | \$ - | - | \$ 1,000 |
| OTHER EXPENSES - DESTINATION IMAGINATION | \$ 2,300 | \$ 2,300 | - | \$ 2,300 | - | \$ 2,300 |
| OTHER EXPENSES - MATHEMATICS TEAM | \$ 2,244 | \$ 2,010 | - | \$ 2,750 | - | \$ 2,750 |
| OTHER EXPENSES - NATIONAL HONOR SOCIETY | \$ 2,134 | \$ 1,772 | - | \$ 3,400 | - | \$ 4,900 |
| OTHER EXPENSES - SCIENCE CLUB | \$ 1,941 | \$ 1,993 | - | \$ 2,000 | - | \$ 2,000 |
| Total Non-Personnel | \$ 8,620 | \$ 8,076 | 0.0 | \$ 10,450 | 0.0 | \$ 12,950 |
| Total 3520 OTHER STUDENT ACTIVITIES | \$ 164,327 | \$ 106,486 | 0.0 | \$ 102,010 | 0.0 | \$ 153,940 |

Notes:

The "student activity advisors" line item is increased to 1) provide additional funding for the "student service" and "student recognition" activities and clubs at McCarthy and Parker Middle Schools and Chelmsford High School to be "fee free" for eligible and participating students and 2) to provide additional funding to decrease the student activity fees at the middle and high school levels. A reduction from \$ 125/year to \$ 100/year is proposed at Chelmsford High School and a reduction from \$ 100/year to \$ 75/year is proposed at McCarthy and Parker Middle Schools.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|---|-------------------|-------------------|---------------|-------------------|---------------|-------------------|
| 3600 SCHOOL SECURITY | | | | | | |
| SUPERVISOR OF STUDENTS | \$ 196,427 | \$ 196,182 | 4.0 | \$ 190,173 | 4.0 | \$ 192,279 |
| Less: Offset to Transportation Revolving Fund | \$ - | \$ - | - | \$ (33,300) | | \$ - |
| CPS COURT LIAISON | \$ - | \$ - | - | \$ 9,000 | | \$ 9,000 |
| Total Personnel | \$ 196,427 | \$ 196,182 | 4.0 | \$ 165,873 | 4.0 | \$ 201,279 |
| Total 3600 SCHOOL SECURITY | \$ 196,427 | \$ 196,182 | 4.0 | \$ 165,873 | 4.0 | \$ 201,279 |

Notes:

The current Chelmsford High School student parking fee of \$ 200/year is proposed to be eliminated in the 2019/20 school year.

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 4110 - 4210 - 4230 CUSTODIAL SERVICES | | | | | | |
| DIRECTOR OF FACILITY SERVICES | \$ 95,000 | \$ 96,900 | 1.0 | \$ 101,745 | 1.0 | \$ 106,832 |
| SECRETARY - FACILITY SERVICES | \$ 12,240 | \$ 12,485 | 0.3 | \$ 12,734 | 0.3 | \$ 12,989 |
| DAYTIME LEAD BUILDING CUSTODIANS | \$ 351,174 | \$ 393,720 | 10.0 | \$ 385,258 | 10.0 | \$ 412,965 |
| CUSTODIAL OVERTIME - GENERAL | \$ 16,744 | \$ 14,312 | - | \$ 5,000 | - | \$ 15,000 |
| CUSTODIAL OVERTIME - SNOW & ICE REMOVAL | \$ - | \$ 7,971 | - | \$ 8,800 | - | \$ 10,000 |
| Total Personnel | \$ 475,158 | \$ 525,387 | 11.3 | \$ 513,537 | 11.3 | \$ 557,786 |
| CONTRACTUAL SERVICES | \$ 726,432 | \$ 784,702 | - | \$ 818,344 | - | \$ 883,811 |
| OTHER EXPENSES | \$ - | \$ - | - | \$ - | - | \$ 6,500 |
| Less: Offset to Community Education Revolving Fund | \$ (28,493) | \$ (33,474) | - | \$ (29,678) | - | \$ (32,050) |
| SUPPLIES - AUDITORIUM & PAC | \$ 11,588 | \$ 12,000 | - | \$ 12,000 | - | \$ 12,000 |
| SUPPLIES - CUSTODIAL | \$ 169,966 | \$ 179,365 | - | \$ 215,000 | - | \$ 232,200 |
| GENERAL MAINTENANCE | \$ 5,000 | \$ 5,000 | - | \$ 30,000 | - | \$ 30,000 |
| EQUIPMENT | \$ 15,000 | \$ 13,654 | - | \$ 20,000 | - | \$ 24,000 |
| CLOTHING ALLOWANCE | \$ - | \$ 5,104 | - | \$ 6,000 | - | \$ 6,000 |
| Total Non-Personnel | \$ 899,493 | \$ 966,351 | 0.0 | \$ 1,071,666 | 0.0 | \$ 1,162,461 |
| Total 4110 - 4210 - 4230 CUSTODIAL SERVICES | \$ 1,374,651 | \$ 1,491,738 | 11.3 | \$ 1,585,203 | 11.3 | \$ 1,720,247 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 4120 - 4130 HEATING OF BUILDINGS & UTILITY SERVICES | | | | | | |
| UTILITIES - FUEL | \$ 301,414 | \$ 343,888 | - | \$ 318,500 | - | \$ 350,000 |
| UTILITIES - ELECTRICITY | \$ 505,510 | \$ 549,761 | - | \$ 554,800 | - | \$ 570,000 |
| UTILITIES - TELEPHONE | \$ 211,969 | \$ 233,419 | - | \$ 212,000 | - | \$ 240,000 |
| UTILITIES - WATER | \$ 9,559 | \$ 8,876 | - | \$ 12,600 | - | \$ 13,250 |
| Total Non-Personnel | \$ 1,028,452 | \$ 1,135,943 | 0.0 | \$ 1,097,900 | 0.0 | \$ 1,173,250 |
| Total 4120 - 4130 HEATING OF BUILDINGS & UTILITY SERVICES | \$ 1,028,452 | \$ 1,135,943 | 0.0 | \$ 1,097,900 | 0.0 | \$ 1,173,250 |

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| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|-------------------|-------------------|---------------|------------------|---------------|-------------------|
| 5150 EMPLOYEE SEPERATION COSTS | | | | | | |
| RETIREMENT INCENTIVE/SICK LEAVE BUY-BACK | \$ 207,467 | \$ 237,742 | - | \$ 78,672 | - | \$ 228,486 |
| Total Personnel | \$ 207,467 | \$ 237,742 | 0.0 | \$ 78,672 | 0.0 | \$ 228,486 |
| Total 5150 EMPLOYEES SEPERATION COSTS | \$ 207,467 | \$ 237,742 | 0.0 | \$ 78,672 | 0.0 | \$ 228,486 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|--|---------------------|---------------------|---------------|---------------------|---------------|---------------------|
| 9300 TUITIONS | | | | | | |
| TUITIONS - OUT OF DISTRICT | \$ 7,309,954 | \$ 7,435,378 | - | \$ 7,368,900 | - | \$ 6,650,000 |
| Less: Circuit Breaker Funds | \$ (1,803,676) | \$ (2,557,348) | - | \$ (2,800,000) | - | \$ (2,750,000) |
| Less: School Choice Funds Offset | \$ - | - | - | \$ (250,000) | - | \$ (175,000) |
| Less: Valley Collaborative Tuition Credit/Refund | \$ - | \$ (528,817) | - | \$ (200,912) | - | \$ (167,347) |
| Total Non-Personnel | \$ 5,506,278 | \$ 4,349,212 | 0.0 | \$ 4,117,988 | 0.0 | \$ 3,557,653 |
| Total 9300 TUITIONS | \$ 5,506,278 | \$ 4,349,212 | 0.0 | \$ 4,117,988 | 0.0 | \$ 3,557,653 |

Notes:

During the past several school years, the District tuitioned fifty (50) students from neighboring communities into the Chelmsford Public Schools. The District receives \$ 5,000 per student enrolled through the Commonwealth's School Choice Program. The anticipated School Choice receipts are being utilized as a revenue offset to support the CPS local operating budget. \$ 75,000 is offset to the 1:1 computer initiative and \$ 175,000 is offset to the out-of-district tuition expenses.

The District anticipates receiving a credit from Valley Collaborative in FY2020, as Valley is projecting revenue in excess of the amount they are able to retain at fiscal yearend. The amount above the allowable retainable limit must either be returned or credited to Valley's partner districts in proportion to the amount paid over the fiscal year. Chelmsford anticipates a credit of approximately \$ 200,000 in FY2020. I recommend a portion be used to offset the FY2020 local operating budget as it directly relates to special education tuition. I am recommending \$ 167,347 be used to bring the FY2020 local operating budget into balance and meet the Town Manager's recommended \$ 61 million budget for the Chelmsford Public Schools in FY2020.

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Category Level Detail

| | FY2017 ACTUAL | FY2018 ACTUAL | FY2019 FPE | FY2019 BUDGET | FY2020 FPE | FY2020 BUDGET |
|-------------|------------------|------------------|---------------|------------------|---------------|------------------|
| Grand Total | \$ 54,550,000 | \$ 57,000,000 | 762.3 | \$ 59,000,000 | 771.8 | \$ 61,000,000 |

Staff Salary Book

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---|------------|--|-----------|------------------------|---------------------|
| GIGLIO | SHARON | Recording Secretary to the School Committee | | Central Administration | \$ 5,200 |
| LANG | JAY | Superintendent of Schools | 1 | Central Administration | \$ 196,350 |
| LANG | JAY | Performance Bonus & Vacation Buyback | | Central Administration | \$ 18,918 |
| PHILLIPS | DEBORAH | Administrative Assistant to the Superintendent | 1 | Central Administration | \$ 55,586 |
| HIRSCH | LINDA | Assistant Superintendent of Curriculum & Instruction | 1 | Central Administration | \$ 150,000 |
| HIRSCH | LINDA | Performance Bonus & Vacation Buyback | | Central Administration | \$ 11,579 |
| MERCIER | KATHERINE | Administrative Assistant to the Assistant Superintendent | 1 | Central Administration | \$ 54,205 |
| JOHNSON-COLLINS | JOANNA | Director of Business & Finance | 1 | Central Administration | \$ 125,222 |
| PACELLI | DONNA | Accounts Payable/Receivable Specialist | 1 | Central Administration | \$ 39,535 |
| WOODMAN | KAREN | Accounts Payable/Receivable Specialist | 1 | Central Administration | \$ 39,535 |
| BOLDUC | LEANNE | Financial Analyst | 1 | Central Administration | \$ 47,754 |
| ROSE | WIOLETTKA | Payroll Coordinator | 1 | Central Administration | \$ 58,366 |
| GENNARO | JANE | Student Enrollment Registrar | 1 | Central Administration | \$ 57,687 |
| | | | 5 | | \$ 242,878 |
| KIRKPATRICK | CHERYL | Director of Personnel & Professional Learning | 1 | Central Administration | \$ 128,222 |
| BERGLUND | KAREN | Administrative Assistant - Personnel | 1 | Central Administration | \$ 43,297 |
| WEBBER | RUTH | Administrative Assistant - Personnel | 1 | Central Administration | \$ 42,448 |
| | | | 2 | | \$ 85,746 |
| PANNETON | SHERRI | Substitute Teacher Coordinator | 0.7 | Central Administration | \$ 30,308 |
| SILVER | WILLIAM | Director of Information, Communication & Technology Services | 1 | Central Administration | \$ 125,222 |
| RIGOLI | PAMELA | Districtwide Data Management Officer | 1 | Central Administration | \$ 74,327 |
| HEFFERNAN | LISA | Districtwide Data Management Assistant | 1 | Central Administration | \$ 50,978 |
| WYMAN | JOSEPH | ICTS Service Manager | 1 | Central Administration | \$ 63,672 |
| | | | 3 | | \$ 188,977 |
| PEREIRA | ANTONIO | ICTS Network Administrator | 1 | Central Administration | \$ 88,434 |
| WEDEL | PAUL | ICTS Solutions Engineer | 1 | Central Administration | \$ 83,640 |
| SHIN | DONG | Computer Technician | 1 | Districtwide | \$ 43,697 |
| NORMANDIN | STEVEN | ICTS Webmaster | 1 | Districtwide | \$ 44,571 |
| ARGENZIANO | JEFFREY | Media Technician | 1 | Districtwide | \$ 49,906 |
| <i>Superintendent's Budget Recommendation: Add 3.0 Part-Time Computer Technician positions</i> | | | 0 | Districtwide | \$ 46,800 |
| | | | 5 | | \$ 357,048 |
| MCGOWAN-GUMP | MARGARET | Coordinator of School Nursing Services | 1 | Districtwide | \$ 100,730 |
| WILSON | LARAINNE | Coordinator of Social Emotional Learning & Counseling Services | 1 | Districtwide | \$ 99,487 |
| ROGERS | KELLY | Curriculum Coordinator - ELL, Reading & Title I | 1 | Districtwide | \$ 105,218 |
| | | <i>Less: Offset to Title I Grant (30% of Annual Salary)</i> | | | \$ (31,565) |
| DICK | ABBEY | Curriculum Coordinator - English | 1 | Districtwide | \$ 101,974 |
| WHITTLESEY | CHRISTINA | Curriculum Coordinator - Fine & Performing Arts | 1 | Districtwide | \$ 108,746 |
| BEYRANEVAND | MATTHEW | Curriculum Coordinator - Mathematics | 1 | Districtwide | \$ 108,746 |
| SIMES | KATHRYN | Curriculum Coordinator - Physical Education & Health | 1 | Districtwide | \$ 107,746 |
| MORRIS | JONATHAN | Curriculum Coordinator - Science | 1 | Districtwide | \$ 100,730 |
| QUINN | STEPHANIE | Curriculum Coordinator - Social Studies | 1 | Districtwide | \$ 107,746 |
| SWEENEY | MARILYN | Curriculum Coordinator - Technology | 1 | Districtwide | \$ 108,746 |
| <i>Superintendent's Budget Recommendation: Add 1.0 Coordinator - World Language & Exchange Programs</i> | | | 1 | Districtwide | \$ 98,243 |
| | | | 11 | | \$ 1,116,547 |
| | | Course Scheduler | | Chelmsford High School | \$ 5,000 |
| | | Facilitator Stipend - World Language | | Districtwide | \$ 4,000 |
| | | | | | \$ 9,000 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|--|------------|---|-----------|------------------------------|-------------------|
| HARTERY | MARTHA | Secretary - Curriculum Coordinators | 1 | Chelmsford High School | \$ 36,048 |
| REESE | AMY | Director of Student Support Services | 1 | Central Administration | \$ 125,222 |
| MATSON | AMY | Assistant Director of Student Support Services | 1 | Central Administration | \$ 104,560 |
| GUILLEMETTE | TRACY | Secretary to the Director of Student Support Services | 1 | Central Administration | \$ 42,656 |
| RANDOLPH | THERESA | Secretary - Special Education | 1 | Chelmsford High School | \$ 41,594 |
| | | | 2 | | \$ 84,250 |
| VACANT | VACANT | Special Education Administrative Chairperson | 1 | Districtwide | \$ 98,243 |
| MCARDLE | MARY JANE | Special Education Administrative Chairperson | 1 | Districtwide | \$ 101,974 |
| MORGAN | RENEE | Special Education Administrative Chairperson | 1 | Districtwide | \$ 100,730 |
| <i>Superintendent's Budget Recommendation: Add 1.0 Special Education Administrative Chairperson position</i> | | | 1 | <i>Districtwide</i> | <i>\$ 98,243</i> |
| | | | 4 | | \$ 399,191 |
| HOYT | RUSSELL | Coordinator of Integrated Pre-School | 1 | CHiPs Program | \$ 105,746 |
| FREDETTE | JASON | Principal | 1 | Byam Elementary School | \$ 117,484 |
| FULREADER | DIANNA | Principal | 1 | Center Elementary School | \$ 117,484 |
| MURRAY | STEPHEN | Principal | 1 | Chelmsford High School | \$ 139,190 |
| ASSELIN | ROBERT | Principal | 1 | Harrington Elementary School | \$ 117,484 |
| MCPHEE | KURT | Principal | 1 | McCarthy Middle School | \$ 121,771 |
| PARKS | JEFFERY | Principal | 1 | Parker Middle School | \$ 124,771 |
| MCPMAHON | MOLLY | Principal | 1 | South Row Elementary School | \$ 118,484 |
| | | | 7 | | \$ 856,669 |
| DOLAN | ELIZABETH | Assistant Principal - Elementary | 1 | Byam / Harrington | \$ 99,487 |
| RAMALHO | JAYSON | Assistant Principal - Elementary | 1 | Center / South Row | \$ 99,487 |
| <i>Superintendent's Budget Recommendation: Add 2.0 Assistant Principal - Elementary positions</i> | | | 2 | <i>Elementary Schools</i> | <i>\$ 196,487</i> |
| | | | 4 | | \$ 395,461 |
| CALOBRISSI | KERRY ANN | Assistant Principal - Middle | 1 | McCarthy Middle School | \$ 99,487 |
| SOUZA | MARK | Assistant Principal - Middle | 1 | Parker Middle School | \$ 108,330 |
| | | | 2 | | \$ 207,817 |
| LYONS | ROBERT | Dean - Emerson House | 1 | Chelmsford High School | \$ 111,264 |
| BLAGG | JOSHUA | Dean - Hawthorne House | 1 | Chelmsford High School | \$ 108,264 |
| MACISAAC | JOHN | Dean - Whittier House | 1 | Chelmsford High School | \$ 104,462 |
| | | | 3 | | \$ 323,990 |
| DOSSIN | ANNE | School Secretary - Principal | 1 | Byam Elementary School | \$ 36,635 |
| CAFFELLE | MARY | School Secretary - Principal | 1 | Center Elementary School | \$ 36,635 |
| DISTASI | REBECCA | School Secretary - Emerson House | 1 | Chelmsford High School | \$ 30,364 |
| MASON | MARCY | School Secretary - Hawthorne House | 1 | Chelmsford High School | \$ 26,868 |
| RICK | ELIZABETH | School Secretary - Principal | 1 | Chelmsford High School | \$ 41,594 |
| FALLON | SUSAN | School Secretary - Whittier House | 1 | Chelmsford High School | \$ 26,868 |
| GARERI | MICHELLE | School Secretary - Principal | 1 | Harrington Elementary School | \$ 35,835 |
| MANNION | IDA | School Secretary - Assistant Principal | 1 | McCarthy Middle School | \$ 34,192 |
| PINDARA | CHARLENE | School Secretary - Principal | 1 | McCarthy Middle School | \$ 38,821 |
| ROBINSON | DEBORAH | School Secretary - Assistant Principal | 1 | Parker Middle School | \$ 34,192 |
| LOISELLE | SUSAN | School Secretary - Principal | 1 | Parker Middle School | \$ 38,821 |
| O'NEILL | DEBORAH | School Secretary - Principal | 1 | South Row Elementary School | \$ 35,035 |
| | | | 12 | | \$ 415,860 |
| MURPHY | STELLA | School Clerk | 1 | Byam Elementary School | \$ 18,125 |
| MACKESSY | KRISTINE | School Clerk | 1 | Center Elementary School | \$ 17,786 |
| RUGGIERO | MARGARET | School Clerk - Guidance/MCAS | 1 | Chelmsford High School | \$ 11,943 |
| MOREAU | KELLEY | School Clerk - Information | 1 | Chelmsford High School | \$ 35,035 |
| SCARFO | KERRY ANN | School Clerk - Science Lab | 1 | Chelmsford High School | \$ 23,886 |
| ZUKOWSKI | DAVID | School Clerk - Substitute Teacher Coordinator | 1 | Chelmsford High School | \$ 18,267 |
| ZOUZAS | HARIKLIA | School Clerk | 1 | CHiPs Program | \$ 23,886 |
| FIDLER | HEATHER | School Clerk | 1 | Harrington Elementary School | \$ 17,265 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---------------|------------|---|-----------|------------------------------|-------------------|
| HERLIHY | JODIE | School Clerk | 1 | McCarthy Middle School | \$ 21,929 |
| VACANT | VACANT | School Clerk | 1 | Parker Middle School | \$ 21,679 |
| SEPE | KIMBERLY | School Clerk | 1 | South Row Elementary School | \$ 17,062 |
| | | | 11 | | \$ 226,863 |
| HIGGINS | JOYCE | Clerk - Copy Center | 1 | McCarthy Middle School | \$ 17,278 |
| WALSH | CHRISTINE | Clerk - Copy Center | 1 | Parker Middle School | \$ 16,427 |
| | | | 2 | | \$ 33,705 |
| | | Longevity | | Districtwide | \$ 39,280 |
| | | Salary Reserve for Level (Lane) Changes | | Districtwide | \$ 110,096 |
| | | Salary Reserve for COLA | | Districtwide | \$ 888,967 |
| CARSON | SARAH | Elementary School Teacher (1st Grade) | 1 | Byam Elementary School | \$ 81,902 |
| HICKS | MEGHANNE | Elementary School Teacher (1st Grade) | 1 | Byam Elementary School | \$ 81,902 |
| HOGAN | MEGHAN | Elementary School Teacher (1st Grade) | 1 | Byam Elementary School | \$ 81,902 |
| MARCHANT | KRISTINA | Elementary School Teacher (1st Grade) | 1 | Byam Elementary School | \$ 81,902 |
| WASZAK | ALISON | Elementary School Teacher (1st Grade) | 1 | Byam Elementary School | \$ 51,596 |
| HARRIS | KATHERINE | Elementary School Teacher (2nd Grade) | 1 | Byam Elementary School | \$ 87,226 |
| MAGUIRE | ELEN | Elementary School Teacher (2nd Grade) | 1 | Byam Elementary School | \$ 81,902 |
| SULLIVAN | LAUREN | Elementary School Teacher (2nd Grade) | 1 | Byam Elementary School | \$ 81,902 |
| TICHES | RENEE | Elementary School Teacher (2nd Grade) | 1 | Byam Elementary School | \$ 81,902 |
| HOLMAN | MELISSA | Elementary School Teacher (3rd Grade) | 1 | Byam Elementary School | \$ 81,902 |
| KOOKEN | KARLA | Elementary School Teacher (3rd Grade) | 1 | Byam Elementary School | \$ 76,361 |
| STREETER | KRISTY | Elementary School Teacher (3rd Grade) | 1 | Byam Elementary School | \$ 81,902 |
| WALSH | ASHLEY | Elementary School Teacher (3rd Grade) | 1 | Byam Elementary School | \$ 68,049 |
| WOOD | JAMIE | Elementary School Teacher (3rd Grade) | 1 | Byam Elementary School | \$ 59,738 |
| ABBASCIANO | MICHELLE | Elementary School Teacher (4th Grade) | 1 | Byam Elementary School | \$ 59,738 |
| BABSON | KRISTIN | Elementary School Teacher (4th Grade) | 1 | Byam Elementary School | \$ 81,902 |
| BAKER | AMY | Elementary School Teacher (4th Grade) | 1 | Byam Elementary School | \$ 81,902 |
| HAGAR | ALICIA | Elementary School Teacher (4th Grade) | 1 | Byam Elementary School | \$ 62,508 |
| SZABLA | LINDA | Elementary School Teacher (4th Grade) | 1 | Byam Elementary School | \$ 81,902 |
| AHEARN | STEPHANIE | Elementary School Teacher (1st Grade) | 1 | Center Elementary School | \$ 65,279 |
| CARTER | KATHLEEN | Elementary School Teacher (1st Grade) | 1 | Center Elementary School | \$ 81,902 |
| COTTER | DIANNE | Elementary School Teacher (1st Grade) | 1 | Center Elementary School | \$ 81,902 |
| DOOLEY | SUSAN | Elementary School Teacher (1st Grade) | 1 | Center Elementary School | \$ 81,902 |
| PIERCE-CLARKE | KARI | Elementary School Teacher (2nd Grade) | 1 | Center Elementary School | \$ 81,902 |
| REINEMANN | MICHELLE | Elementary School Teacher (2nd Grade) | 1 | Center Elementary School | \$ 81,902 |
| WALKER | ANNAN | Elementary School Teacher (2nd Grade) | 1 | Center Elementary School | \$ 54,196 |
| VACANT | VACANT | Elementary School Teacher (2nd Grade) | 1 | Center Elementary School | \$ 56,967 |
| AYOTTE | JENNIFER | Elementary School Teacher (3rd Grade) | 1 | Center Elementary School | \$ 70,957 |
| KNIGHT | BARBARA | Elementary School Teacher (3rd Grade) | 1 | Center Elementary School | \$ 81,902 |
| L'ABBE | JEFFREY | Elementary School Teacher (3rd Grade) | 1 | Center Elementary School | \$ 86,432 |
| REMICK | JESSICA | Elementary School Teacher (3rd Grade) | 1 | Center Elementary School | \$ 81,902 |
| BUCKLEY | SARAH | Elementary School Teacher (4th Grade) | 1 | Center Elementary School | \$ 76,361 |
| CUNNINGHAM | ALICIA | Elementary School Teacher (4th Grade) | 1 | Center Elementary School | \$ 81,902 |
| OLSSON | MARYELLEN | Elementary School Teacher (4th Grade) | 1 | Center Elementary School | \$ 81,902 |
| VACANT | VACANT | Elementary School Teacher (4th Grade) | 1 | Center Elementary School | \$ 56,967 |
| ASHDOWN | LISA | Elementary School Teacher (1st Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| COTE | ALLISON | Elementary School Teacher (1st Grade) | 1 | Harrington Elementary School | \$ 56,967 |
| GILBERT | STACY | Elementary School Teacher (1st Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| LARIVEE | CAROLE | Elementary School Teacher (1st Grade) | 1 | Harrington Elementary School | \$ 86,432 |
| CODDAIRE | ELIZABETH | Elementary School Teacher (2nd Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| HOFFMAN | JANET | Elementary School Teacher (2nd Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| NAGLE | KAITLYN | Elementary School Teacher (2nd Grade) | 1 | Harrington Elementary School | \$ 48,965 |
| OMOBONO | DONNA | Elementary School Teacher (2nd Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| WURTZLER | STEVE | Elementary School Teacher (2nd Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| GRAHAM | KRISTEN | Elementary School Teacher (3rd Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| KOWALIK | JESSICA | Elementary School Teacher (3rd Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| POTCNER | LEAH | Elementary School Teacher (3rd Grade) | 1 | Harrington Elementary School | \$ 59,738 |
| SALMON | JENNIFER | Elementary School Teacher (3rd Grade) | 1 | Harrington Elementary School | \$ 87,226 |
| COTE | KRISTINA | Elementary School Teacher (4th Grade) | 1 | Harrington Elementary School | \$ 68,049 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|-------------------|-------------------|---------------------------------------|------------|------------------------------|----------------------|
| DANIELI | ELIZABETH | Elementary School Teacher (4th Grade) | 1 | Harrington Elementary School | \$ 70,957 |
| GUERRA | MARY | Elementary School Teacher (4th Grade) | 1 | Harrington Elementary School | \$ 65,279 |
| MACALLISTER | MARYBETH | Elementary School Teacher (4th Grade) | 1 | Harrington Elementary School | \$ 76,361 |
| SULLIVAN | KELLIE | Elementary School Teacher (4th Grade) | 1 | Harrington Elementary School | \$ 81,902 |
| ABBOTT | TAMMY | Elementary School Teacher (1st Grade) | 1 | South Row Elementary School | \$ 70,957 |
| BULLOCK | CARA | Elementary School Teacher (1st Grade) | 1 | South Row Elementary School | \$ 65,279 |
| FRASCA | STACY | Elementary School Teacher (1st Grade) | 1 | South Row Elementary School | \$ 81,902 |
| KRASNOVSKY | SARAH | Elementary School Teacher (1st Grade) | 1 | South Row Elementary School | \$ 59,738 |
| CONNOLLY | ELAINE | Elementary School Teacher (2nd Grade) | 1 | South Row Elementary School | \$ 81,902 |
| HODGKINS | JUDY | Elementary School Teacher (2nd Grade) | 1 | South Row Elementary School | \$ 81,902 |
| KELLEY | DEIRDRE | Elementary School Teacher (2nd Grade) | 1 | South Row Elementary School | \$ 76,361 |
| WEBBER | JAMIE | Elementary School Teacher (2nd Grade) | 1 | South Row Elementary School | \$ 65,279 |
| KRAUCH | MARTHA | Elementary School Teacher (3rd Grade) | 1 | South Row Elementary School | \$ 81,902 |
| SANBORN | JENNIFER | Elementary School Teacher (3rd Grade) | 1 | South Row Elementary School | \$ 81,902 |
| STAGNONE | ANNE | Elementary School Teacher (3rd Grade) | 1 | South Row Elementary School | \$ 81,902 |
| VASQUEZ | AUDRA | Elementary School Teacher (3rd Grade) | 1 | South Row Elementary School | \$ 81,902 |
| DEMARY | JACLYN | Elementary School Teacher (4th Grade) | 1 | South Row Elementary School | \$ 65,279 |
| DRISCOLL | TERRY | Elementary School Teacher (4th Grade) | 1 | South Row Elementary School | \$ 80,718 |
| MATHEWS | BETH-ANN | Elementary School Teacher (4th Grade) | 1 | South Row Elementary School | \$ 81,902 |
| TICE | LISA | Elementary School Teacher (4th Grade) | 1 | South Row Elementary School | \$ 86,432 |
| 69 | | | | | \$ 5,234,668 |
| CAREY | JANET | Kindergarten Teacher | 1 | Byam Elementary School | \$ 81,902 |
| CORMACK-O'DONNELL | MARIE | Kindergarten Teacher | 1 | Byam Elementary School | \$ 81,902 |
| HANAFIN | SHERRI | Kindergarten Teacher | 1 | Byam Elementary School | \$ 81,902 |
| SEXAUER | ELIZABETH | Kindergarten Teacher | 1 | Byam Elementary School | \$ 74,018 |
| BENTLEY | LAURA | Kindergarten Teacher | 1 | Center Elementary School | \$ 62,508 |
| GREGORY | KATHLEEN | Kindergarten Teacher | 1 | Center Elementary School | \$ 59,871 |
| MCCONNELL | BRENDA | Kindergarten Teacher | 1 | Center Elementary School | \$ 62,508 |
| MUSE | CASSANDRA | Kindergarten Teacher | 1 | Center Elementary School | \$ 51,596 |
| KENNEY | ROBYN | Kindergarten Teacher | 1 | Harrington Elementary School | \$ 81,902 |
| PRUSSACK | AMY | Kindergarten Teacher | 1 | Harrington Elementary School | \$ 86,432 |
| SAWYER | ELIZABETH | Kindergarten Teacher | 1 | Harrington Elementary School | \$ 81,902 |
| TORPEY | ELIZABETH | Kindergarten Teacher | 1 | Harrington Elementary School | \$ 65,279 |
| DOSSIN | EMILY | Kindergarten Teacher | 1 | South Row Elementary School | \$ 62,508 |
| PATRIQUIN | ABIGAIL | Kindergarten Teacher | 1 | South Row Elementary School | \$ 56,967 |
| RIGBY | JENNIFER | Kindergarten Teacher | 1 | South Row Elementary School | \$ 68,049 |
| TODD | MARY | Kindergarten Teacher | 1 | South Row Elementary School | \$ 81,902 |
| 16 | | | | | \$ 1,141,148 |
| BAILLARGEON | DANIELLE | Middle School Teacher (5th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| DAIGLE | DENISE | Middle School Teacher (5th Grade) | 1 | McCarthy Middle School | \$ 75,275 |
| DEVITO | KATHRYN | Middle School Teacher (5th Grade) | 1 | McCarthy Middle School | \$ 87,226 |
| MACPHEE | JENNIFER | Middle School Teacher (5th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| MURRAY | PAMELA | Middle School Teacher (5th Grade) | 1 | McCarthy Middle School | \$ 86,432 |
| OTTOMAN | RACHEL | Middle School Teacher (5th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| PANAGIOTAKOS | CHRISTINE | Middle School Teacher (5th Grade) | 1 | McCarthy Middle School | \$ 86,432 |
| SKELTON | MARY | Middle School Teacher (5th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| BROCKMYRE-MARTIN | MARY | Middle School Teacher (6th Grade) | 1 | McCarthy Middle School | \$ 86,432 |
| FELZANI | ADAM | Middle School Teacher (6th Grade) | 1 | McCarthy Middle School | \$ 87,226 |
| FLANAGAN | JENNIFER | Middle School Teacher (6th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| LOCOCO | KAREN | Middle School Teacher (6th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| MAHER | GLENN | Middle School Teacher (6th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| MARTINES | LAURIE | Middle School Teacher (6th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| VACANT | VACANT | Middle School Teacher (6th Grade) | 1 | McCarthy Middle School | \$ 56,967 |
| SKAFF | LISA ANN | Middle School Teacher (6th Grade) | 1 | McCarthy Middle School | \$ 81,902 |
| BAIN | JACLYN | Middle School Teacher (5th Grade) | 1 | Parker Middle School | \$ 81,902 |
| BRIAND | KIMBERLY | Middle School Teacher (5th Grade) | 1 | Parker Middle School | \$ 81,902 |
| DAY | SANDRA | Middle School Teacher (5th Grade) | 1 | Parker Middle School | \$ 81,902 |
| EASTMAN | JENNIFER | Middle School Teacher (5th Grade) | 1 | Parker Middle School | \$ 81,902 |
| ENGEL | SHANNON | Middle School Teacher (5th Grade) | 1 | Parker Middle School | \$ 81,902 |
| LEONARD | NICOLE | Middle School Teacher (5th Grade) | 1 | Parker Middle School | \$ 81,902 |
| MERRILL | SHANNON | Middle School Teacher (5th Grade) | 1 | Parker Middle School | \$ 81,902 |
| MESITE | DAWN | Middle School Teacher (5th Grade) | 1 | Parker Middle School | \$ 81,902 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
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Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---|------------|--------------------------------------|-------------|-------------------------------|---------------------|
| ASQUITH | BRENDAN | Middle School Teacher (6th Grade) | 1 | Parker Middle School | \$ 81,902 |
| AYLWARD | JENNIFER | Middle School Teacher (6th Grade) | 1 | Parker Middle School | \$ 81,902 |
| CODY | TRACEY | Middle School Teacher (6th Grade) | 1 | Parker Middle School | \$ 74,018 |
| DINGWELL | LORINDA | Middle School Teacher (6th Grade) | 1 | Parker Middle School | \$ 81,902 |
| MAIER | DAVID | Middle School Teacher (6th Grade) | 1 | Parker Middle School | \$ 70,957 |
| MANGAN | JULIE | Middle School Teacher (6th Grade) | 1 | Parker Middle School | \$ 77,860 |
| POLICELLI | MARICLARE | Middle School Teacher (6th Grade) | 1 | Parker Middle School | \$ 68,049 |
| SULESKI | MICHAEL | Middle School Teacher (6th Grade) | 1 | Parker Middle School | \$ 86,432 |
| | | | 32 | | \$ 2,581,346 |
| CRAMER | VIRGINIA | Art Teacher | 1 | (.8) McCarthy / (.2) Parker | \$ 86,432 |
| GOVER | ALLISON | Art Teacher | 1 | Byam Elementary School | \$ 70,957 |
| JOOS | DARLEEN | Art Teacher | 1 | Center Elementary School | \$ 87,226 |
| ALVES | MADALENA | Art Teacher | 1 | Chelmsford High School | \$ 87,226 |
| BETKE | BREE | Art Teacher | 1 | Chelmsford High School | \$ 59,738 |
| COGLIANO | DIANE | Art Teacher | 1 | Chelmsford High School | \$ 81,902 |
| KARANGIOZE | TERESA | Art Teacher | 1 | Chelmsford High School | \$ 87,226 |
| VACANT | VACANT | Art Teacher | 1 | Harrington Elementary School | \$ 56,967 |
| KILEY | SARAH | Art Teacher | 1 | McCarthy Middle School | \$ 75,275 |
| ADLER | ANITA | Art Teacher | 1 | Parker Middle School | \$ 86,432 |
| MAZZONE | KELLY | Art Teacher | 0.4 | Parker Middle School | \$ 21,691 |
| CRISTANTIello | JANE | Art Teacher | 1 | South Row Elementary School | \$ 81,902 |
| | | | 11.4 | | \$ 882,974 |
| SHUPE | ANDREW | Business Teacher | 1 | Chelmsford High School | \$ 75,275 |
| SOUSA | THOMAS | Business Teacher | 1 | Chelmsford High School | \$ 81,902 |
| VACANT | VACANT | Business Teacher | 1 | Chelmsford High School | \$ 56,967 |
| | | | 3 | | \$ 214,144 |
| ABOELSAAD | DAWN | English Teacher | 1 | Chelmsford High School | \$ 81,902 |
| ARENA | NANCY | English Teacher | 1 | Chelmsford High School | \$ 86,432 |
| BARTOS | MATTHEW | English Teacher | 1 | Chelmsford High School | \$ 87,226 |
| CARPENITO | SAMUEL | English Teacher | 1 | Chelmsford High School | \$ 70,957 |
| COURTEMANCHE | STEVEN | English Teacher | 1 | Chelmsford High School | \$ 87,226 |
| KAVERUD | KRISTINA | English Teacher | 1 | Chelmsford High School | \$ 91,491 |
| KEA | KRISTINA | English Teacher | 1 | Chelmsford High School | \$ 56,967 |
| MESSIER | MARGARET | English Teacher | 1 | Chelmsford High School | \$ 87,226 |
| PARATO | LISA | English Teacher | 1 | Chelmsford High School | \$ 81,902 |
| PARSONS | RYAN | English Teacher | 1 | Chelmsford High School | \$ 76,361 |
| REGAN | SUSAN | English Teacher | 1 | Chelmsford High School | \$ 81,902 |
| SANDERS | CLAYTON | English Teacher | 1 | Chelmsford High School | \$ 74,018 |
| SHEA | MICHAEL | English Teacher | 1 | Chelmsford High School | \$ 86,432 |
| SHEEHAN | JUDITH | English Teacher | 1 | Chelmsford High School | \$ 91,491 |
| VAN BLARCOM | IAN | English Teacher | 1 | Chelmsford High School | \$ 81,902 |
| VARGA | ERIK | English Teacher | 1 | Chelmsford High School | \$ 81,902 |
| COURTNEY | DANA | English Teacher | 1 | McCarthy Middle School | \$ 76,361 |
| DENSON | MICHELE | English Teacher | 1 | McCarthy Middle School | \$ 87,226 |
| KALABOKIS | JOANNE | English Teacher | 1 | McCarthy Middle School | \$ 79,132 |
| MCMAHON | MELISSA | English Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| TURNER | WARREN | English Teacher | 1 | McCarthy Middle School | \$ 54,196 |
| COURTEMANCHE | KARA | English Teacher | 1 | Parker Middle School | \$ 68,049 |
| KISH | SHEILA | English Teacher | 1 | Parker Middle School | \$ 86,432 |
| MCCLURE | STEPHEN | English Teacher | 1 | Parker Middle School | \$ 86,432 |
| SUCHECKI | ERIN | English Teacher | 1 | Parker Middle School | \$ 66,431 |
| <i>Superintendent's Budget Recommendation: Reduce .5 English Teacher position</i> | | | -0.5 | McCarthy Middle School | \$ (28,484) |
| | | | 24.5 | | \$ 1,963,015 |
| MURPHY | JOAN | Family Life Consumer Science Teacher | 1 | Chelmsford High School | \$ 81,902 |
| DEVANEY | MAURA | Health Teacher | 1 | Chelmsford High School | \$ 75,275 |
| DIBBLE | MATTHEW | Health Teacher | 1 | Chelmsford High School | \$ 81,902 |
| KOBRENSKI | REBECCA | Health Teacher | 1 | Chelmsford High School | \$ 81,902 |
| GERMAIN | TRACEY | Health Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| LYONS | KRISTEN | Health Teacher | 1 | McCarthy Middle School | \$ 81,902 |

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Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---|------------|----------------------------|-------------|-------------------------------|---------------------|
| PARKS | ANGELA | Health Teacher | 1 | Parker Middle School | \$ 81,902 |
| SULLIVAN | MICHAEL | Health Teacher | 1 | Parker Middle School | \$ 70,957 |
| | | | 7 | | \$ 555,742 |
| | | | | | |
| ARRINGTON | ERICA | Mathematics Teacher | 1 | Chelmsford High School | \$ 86,432 |
| BEATO | EDUARDO | Mathematics Teacher | 1 | Chelmsford High School | \$ 65,279 |
| BLAGG | KAREN | Mathematics Teacher | 1 | Chelmsford High School | \$ 86,432 |
| BURNS | JACLYN | Mathematics Teacher | 1 | Chelmsford High School | \$ 77,860 |
| DOULAMIS | KATHERINE | Mathematics Teacher | 1 | Chelmsford High School | \$ 81,902 |
| DUSSAULT | JENNIFER | Mathematics Teacher | 1 | Chelmsford High School | \$ 69,010 |
| GAFFNEY | LEAH | Mathematics Teacher | 1 | Chelmsford High School | \$ 81,902 |
| HUNT | ILYSSA | Mathematics Teacher | 1 | Chelmsford High School | \$ 81,902 |
| KIERNAN-BELL | NANCY | Mathematics Teacher | 1 | Chelmsford High School | \$ 81,902 |
| MARSHALL | ERIN | Mathematics Teacher | 1 | Chelmsford High School | \$ 86,432 |
| MCINTYRE | ZACHARY | Mathematics Teacher | 1 | Chelmsford High School | \$ 86,432 |
| MCMANUS | JENNIFER | Mathematics Teacher | 1 | Chelmsford High School | \$ 86,432 |
| ROBERTS | PATRICIA | Mathematics Teacher | 1 | Chelmsford High School | \$ 86,432 |
| ROBILLARD | SCOTT | Mathematics Teacher | 1 | Chelmsford High School | \$ 86,432 |
| SILK | LINDSEY | Mathematics Teacher | 1 | Chelmsford High School | \$ 75,003 |
| SWANSON | ALEXANDRA | Mathematics Teacher | 1 | Chelmsford High School | \$ 74,018 |
| WILLIAMS | DANIEL | Mathematics Teacher | 1 | Chelmsford High School | \$ 78,650 |
| WITTE | MATTHEW | Mathematics Teacher | 1 | Chelmsford High School | \$ 81,902 |
| DEMIRDAG | MUGE | Mathematics Teacher | 1 | McCarthy Middle School | \$ 56,967 |
| GALLAGHER | THOMAS | Mathematics Teacher | 1 | McCarthy Middle School | \$ 75,275 |
| LUCENTE | KATHRYN | Mathematics Teacher | 1 | McCarthy Middle School | \$ 86,432 |
| MEANEY | DANIELLE | Mathematics Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| SCHEINBART | CAROL | Mathematics Teacher | 1 | McCarthy Middle School | \$ 87,226 |
| HESLIN | JACKELYN | Mathematics Teacher | 1 | Parker Middle School | \$ 81,902 |
| KEOHANE | THERESE | Mathematics Teacher | 1 | Parker Middle School | \$ 86,432 |
| NOBLE | AMANDA | Mathematics Teacher | 1 | Parker Middle School | \$ 77,860 |
| WING | PAUL | Mathematics Teacher | 1 | Parker Middle School | \$ 86,432 |
| <i>Superintendent's Budget Recommendation: Reduce .5 Mathematics Teacher position</i> | | | <i>-0.5</i> | <i>McCarthy Middle School</i> | <i>\$ (28,484)</i> |
| | | | 26.5 | | \$ 2,146,299 |
| | | | | | |
| SEGAL | JENNIE | Music Teacher | 0.5 | (.3) CHIPS / (.2) McCarthy | \$ 25,798 |
| ROEDER | AMANDA | Music Teacher | 1 | (.6) CHS / (.2) McCarthy | \$ 81,902 |
| RICHARDSON | JODI | Music Teacher | 1 | (.6) Parker / (.4) McCarthy | \$ 81,902 |
| SLOCUM | SUSAN | Music Teacher | 1 | (.8) McCarthy / (.2) Parker | \$ 86,432 |
| GRABER | MATTHEW | Music Teacher | 1 | Byam Elementary School | \$ 72,145 |
| ERRGONG-WEIDER | MEGAN | Music Teacher | 1 | Center Elementary School | \$ 81,902 |
| COCHRAN | LAUREN | Music Teacher | 1 | Chelmsford High School | \$ 86,432 |
| COMEAU | KATE | Music Teacher | 1 | (.6) CHS / (.2) Elementary | \$ 81,902 |
| VALENTINO | JESSICA | Music Teacher | 1 | Harrington Elementary School | \$ 60,715 |
| LACASSE | ALLISON | Music Teacher | 1 | McCarthy Middle School | \$ 86,432 |
| WRIGHT | SEAN | Music Teacher | 1 | McCarthy Middle School | \$ 76,361 |
| SEXAUER | MATTHEW | Music Teacher | 1 | (.6) CHS / (.2) Parker | \$ 81,902 |
| LINSNER | ERIC | Music Teacher | 1 | Parker Middle School | \$ 75,275 |
| TIANO | LISA | Music Teacher | 0.9 | Parker Middle School | \$ 67,748 |
| COOPER | AMANDA | Music Teacher | 1 | South Row Elementary School | \$ 70,957 |
| | | | 14.4 | | \$ 1,117,805 |
| | | | | | |
| KLICK-MCHUGH | CAITLIN | Physical Education Teacher | 1 | (.8) McCarthy / (.2) Parker | \$ 86,432 |
| D'AMATO | CONCETTA | Physical Education Teacher | 0.2 | Byam Elementary School | \$ 10,845 |
| MCELROY-YEIDER | COURTNEY | Physical Education Teacher | 1 | Byam Elementary School | \$ 74,018 |
| KIVI | TANYA | Physical Education Teacher | 1 | Center Elementary School | \$ 87,226 |
| GRAHAM | REBECCA | Physical Education Teacher | 1 | Chelmsford High School | \$ 75,275 |
| GUARENTE | MATTHEW | Physical Education Teacher | 1 | Chelmsford High School | \$ 59,738 |
| MARSHALL | MICHAEL | Physical Education Teacher | 1 | Chelmsford High School | \$ 81,902 |
| SLOAN | MICHELE | Physical Education Teacher | 1 | Chelmsford High School | \$ 86,432 |
| CORMIER | KELLY | Physical Education Teacher | 1 | Harrington Elementary School | \$ 81,902 |
| GRAHAM | PATRICK | Physical Education Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| SHERLOCK | JOHN | Physical Education Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| JOWETT | LINDA | Physical Education Teacher | 1 | Parker Middle School | \$ 75,275 |
| MCCARTHY | GARRETT | Physical Education Teacher | 1 | Parker Middle School | \$ 81,902 |

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Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|--|--------------|-----------------------------------|-------------|-------------------------------|---------------------|
| BROWN | REBECCA | Physical Education Teacher | 1 | South Row Elementary School | \$ 68,049 |
| | | | 13.2 | | \$ 1,032,800 |
| ACHESON | BRIAN | Science Teacher | 1 | Chelmsford High School | \$ 87,226 |
| ANGELL | VALERIE | Science Teacher | 1 | Chelmsford High School | \$ 68,049 |
| BRUELL | CAROL | Science Teacher | 1 | Chelmsford High School | \$ 86,432 |
| COLLINS | DEBRA | Science Teacher | 1 | Chelmsford High School | \$ 86,432 |
| DONNELL | MICHAEL | Science Teacher | 1 | Chelmsford High School | \$ 51,596 |
| DUSSAULT | JASON | Science Teacher | 1 | Chelmsford High School | \$ 81,902 |
| HUBBARD | MAUREEN | Science Teacher | 1 | Chelmsford High School | \$ 81,902 |
| KELLY | COLLEEN | Science Teacher | 1 | Chelmsford High School | \$ 79,132 |
| KENDER | MICHELLE | Science Teacher | 1 | Chelmsford High School | \$ 86,432 |
| PECORA | JOHN | Science Teacher | 1 | Chelmsford High School | \$ 81,902 |
| VACANT | VACANT | Science Teacher | 1 | Chelmsford High School | \$ 56,967 |
| SOUSA | STEVEN | Science Teacher | 1 | Chelmsford High School | \$ 56,857 |
| STEEVES | DAVID | Science Teacher | 1 | Chelmsford High School | \$ 86,432 |
| TANINI | LINDA | Science Teacher | 1 | Chelmsford High School | \$ 91,491 |
| TYLENDIA | JESSICA | Science Teacher | 1 | Chelmsford High School | \$ 86,432 |
| WARD | JASON | Science Teacher | 1 | Chelmsford High School | \$ 80,718 |
| BIBBER-DELTRECCO | CAROLINE | Science Teacher | 1 | McCarthy Middle School | \$ 86,432 |
| BONNAR | ROSLYN | Science Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| HILL | KATHERINE | Science Teacher | 1 | McCarthy Middle School | \$ 65,279 |
| MAYOTTE | CAROLINE | Science Teacher | 1 | McCarthy Middle School | \$ 51,596 |
| MCCARTHY | JACQUELINE | Science Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| CARLSON | CHRISTINE | Science Teacher | 1 | Parker Middle School | \$ 65,279 |
| MAYOTTE | BARBARA | Science Teacher | 1 | Parker Middle School | \$ 81,902 |
| MORTON | LISA | Science Teacher | 1 | Parker Middle School | \$ 81,902 |
| VORONOV | JULIA | Science Teacher | 1 | Parker Middle School | \$ 72,145 |
| <i>Superintendent's Budget Recommendation: Reduce .5 Science Teacher position</i> | | | -0.5 | McCarthy Middle School | \$ (28,484) |
| | | | 24.5 | | \$ 1,889,758 |
| ANTETOMASO | MARY | Social Studies Teacher | 1 | Chelmsford High School | \$ 87,226 |
| BURLAND | JASON | Social Studies Teacher | 1 | Chelmsford High School | \$ 79,132 |
| COLE | BENJAMIN | Social Studies Teacher | 1 | Chelmsford High School | \$ 81,902 |
| DOAK | JENNIFER | Social Studies Teacher | 1 | Chelmsford High School | \$ 81,902 |
| DURKIN | JULIE | Social Studies Teacher | 1 | Chelmsford High School | \$ 81,509 |
| GILBERT | STEPHANIE | Social Studies Teacher | 1 | Chelmsford High School | \$ 87,226 |
| GREENE | JEREMY | Social Studies Teacher | 1 | Chelmsford High School | \$ 86,432 |
| LAFAMME | KATHRYN | Social Studies Teacher | 1 | Chelmsford High School | \$ 86,432 |
| O'KEEFE | MICHAEL | Social Studies Teacher | 1 | Chelmsford High School | \$ 81,902 |
| RICHTER | DANIEL | Social Studies Teacher | 1 | Chelmsford High School | \$ 76,361 |
| SHOLDS | KIMBERLY | Social Studies Teacher | 1 | Chelmsford High School | \$ 69,287 |
| STURGEON | JASON | Social Studies Teacher | 1 | Chelmsford High School | \$ 54,196 |
| SULLIVAN | KATHRYN | Social Studies Teacher | 1 | Chelmsford High School | \$ 86,432 |
| VITALE | CRAIG | Social Studies Teacher | 1 | Chelmsford High School | \$ 81,902 |
| ZOPES | PETER | Social Studies Teacher | 1 | Chelmsford High School | \$ 86,432 |
| CARUSO | PAUL | Social Studies Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| LANQUETTE | CATHERINE | Social Studies Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| LIVINGSTON | SHAUN | Social Studies Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| SULLIVAN | ERIC | Social Studies Teacher | 1 | McCarthy Middle School | \$ 76,361 |
| SWEENEY | BRITNI | Social Studies Teacher | 1 | McCarthy Middle School | \$ 68,049 |
| CASEY | LAURA | Social Studies Teacher | 1 | Parker Middle School | \$ 81,902 |
| JEAN | ASHLEY | Social Studies Teacher | 1 | Parker Middle School | \$ 62,508 |
| KENNEDY | JEAN | Social Studies Teacher | 1 | Parker Middle School | \$ 86,432 |
| MCAULIFFE | DANIEL | Social Studies Teacher | 1 | Parker Middle School | \$ 81,902 |
| <i>Superintendent's Budget Recommendation: Reduce .5 Social Studies Teacher position</i> | | | -0.5 | McCarthy Middle School | \$ (28,484) |
| | | | 23.5 | | \$ 1,882,650 |
| KING | JOHN | Technology Engineering Teacher | 1 | Chelmsford High School | \$ 81,902 |
| RUSSO | ROBERT | Technology Engineering Teacher | 1 | Chelmsford High School | \$ 81,902 |
| SALOMAA | JOANNE FAGAN | Technology Integration Specialist | 1 | Chelmsford High School | \$ 62,508 |
| YOUNG | EILEEN | Technology Integration Specialist | 1 | Elementary Schools | \$ 76,361 |
| O'MEARA | PAMELA | Technology Engineering Teacher | 1 | McCarthy Middle School | \$ 65,279 |
| VENUGOPAL | DEVI | Technology Integration Specialist | 1 | McCarthy Middle School | \$ 76,361 |

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Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---------------|--------------|---|-------------|------------------------------|---------------------|
| MC FARLAND | KEVIN | Technology Engineering Teacher | 1 | Parker Middle School | \$ 72,644 |
| DENNY-BROWN | ANN | Technology Integration Specialist | 1 | Parker Middle School | \$ 68,049 |
| | | | 8 | | \$ 585,006 |
| CHAGNON | MAIRIN | World Language Teacher | 1 | Chelmsford High School | \$ 76,361 |
| DEVILLASANTE | JORGE | World Language Teacher | 1 | Chelmsford High School | \$ 65,279 |
| GADBOIS | VERONICA | World Language Teacher | 1 | Chelmsford High School | \$ 81,902 |
| GAUTHIER | SUSAN | World Language Teacher | 1 | Chelmsford High School | \$ 86,432 |
| LOISELLE | ELIZABETH | World Language Teacher | 1 | Chelmsford High School | \$ 86,432 |
| MULROONEY | MATTHEW | World Language Teacher | 1 | Chelmsford High School | \$ 81,902 |
| VACANT | VACANT | World Language Teacher | 1 | Chelmsford High School | \$ 56,967 |
| SANCHEZ | PATRICIA | World Language Teacher | 1 | Chelmsford High School | \$ 74,018 |
| TAHA | BARBARA | World Language Teacher | 1 | Chelmsford High School | \$ 81,902 |
| EPSTEIN | SHELLEY LYNN | World Language Teacher | 1 | McCarthy Middle School | \$ 86,432 |
| KANTOR | MICHAEL | World Language Teacher | 1 | McCarthy Middle School | \$ 56,857 |
| KELLY-SULESKI | CAROL | World Language Teacher | 1 | McCarthy Middle School | \$ 75,275 |
| BOUCHER | MARC | World Language Teacher | 1 | Parker Middle School | \$ 65,279 |
| DRAGOUMANOS | ELIZABETH | World Language Teacher | 0.8 | Parker Middle School | \$ 65,522 |
| GARNON | GENEVIEVE | World Language Teacher | 0.8 | Parker Middle School | \$ 43,357 |
| | | | 14.6 | | \$ 1,083,916 |
| | | Stipends - Principal Designee (Elementary & Middle Schools) | | Districtwide | \$ 7,362 |
| | | Stipends - Team Leaders & Specialists (Elementary Schools) | | Districtwide | \$ 29,449 |
| | | Stipends - Team Leaders & Facilitators (Middle Schools) | | Districtwide | \$ 26,995 |
| | | Tutoring | | Districtwide | \$ 15,000 |
| LOEW | CATHERINE | English Language Learner Teacher | 1 | Byam Elementary School | \$ 74,018 |
| HUGUET | ALESSANDRA | English Language Learner Teacher | 1 | Center Elementary School | \$ 79,132 |
| MORRILL | COLLEEN | English Language Learner Teacher | 1 | Chelmsford High School | \$ 59,738 |
| MARMO | ANDREA | English Language Learner Teacher | 1 | Harrington Elementary School | \$ 81,902 |
| BRAZIL | KATHLEEN | English Language Learner Teacher | 1 | McCarthy Middle School | \$ 59,738 |
| CARNEVALE | VICTORIA | English Language Learner Teacher | 1 | Parker Middle School | \$ 62,508 |
| FALLON | DANIELLE | English Language Learner Teacher | 1 | South Row Elementary School | \$ 59,738 |
| | | | 7 | | \$ 476,774 |
| VACANT | VACANT | Reading Teacher | 1 | Byam Elementary School | \$ 56,967 |
| GOLDSTEIN | JENNIFER | Reading Teacher | 1 | Byam Elementary School | \$ 81,902 |
| MARA | KIMBERLY | Reading Teacher | 1 | Center Elementary School | \$ 81,902 |
| OLSON | KRISTEN | Reading Teacher | 1 | Center Elementary School | \$ 81,902 |
| SMITH | MARIAN | Reading Teacher | 1 | Chelmsford High School | \$ 81,902 |
| KOLAKOWSKI | CATHERINE | Reading Teacher | 1 | Harrington Elementary School | \$ 69,287 |
| PAILES | THERESA | Reading Teacher | 1 | Harrington Elementary School | \$ 86,432 |
| BELANGER | NANCY | Reading Teacher | 1 | McCarthy Middle School | \$ 86,432 |
| SORRENTINO | LINDA | Reading Teacher | 1 | McCarthy Middle School | \$ 84,367 |
| MAGNUSON | REBECCA | Reading Teacher | 1 | Parker Middle School | \$ 81,902 |
| PIAZZA | SUSAN | Reading Teacher | 1 | Parker Middle School | \$ 87,226 |
| CRAIG | ANNE | Reading Teacher | 1 | South Row Elementary School | \$ 81,902 |
| HOGAN | SARAH | Reading Teacher | 1 | South Row Elementary School | \$ 81,902 |
| | | | 13 | | \$ 1,044,025 |
| MATSON-DURKIN | HOLLY | Board Certified Behavior Analyst (BCBA) | 1 | Byam Elementary School | \$ 81,902 |
| DESCHENES | KATHRYN | Board Certified Behavior Analyst (BCBA) | 1 | CHIPs Program | \$ 81,902 |
| HICKS | CATHERINE | Board Certified Behavior Analyst (BCBA) | 1 | South Row Elementary School | \$ 79,132 |
| | | | 3 | | \$ 242,936 |
| BERRY | ABBY | Integrated Pre-School Teacher | 1 | CHIPs Program | \$ 81,902 |
| COPP | LYNN | Integrated Pre-School Teacher | 1 | CHIPs Program | \$ 81,902 |
| VACANT | VACANT | Integrated Pre-School Teacher | 1 | CHIPs Program | \$ 56,967 |
| FORTY | MARY ELLEN | Integrated Pre-School Teacher | 1 | CHIPs Program | \$ 81,902 |
| HENNIG | AMELIA | Integrated Pre-School Teacher | 1 | CHIPs Program | \$ 68,049 |
| NICOLOSI | LAUREN | Integrated Pre-School Teacher | 1 | CHIPs Program | \$ 77,860 |

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Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---|------------|--|------------|------------------------------|---------------------|
| SCOTT | LAUREN | Integrated Pre-School Teacher | 1 | CHiPs Program | \$ 75,003 |
| <i>Superintendent's Budget Recommendation: Add 1.0 Integrated Pre-School Teacher position</i> | | | 1 | CHiPs Program | \$ 56,967 |
| | | | 8 | | \$ 580,552 |
| ARORA | ANUPAMA | Special Education Teacher | 1 | Byam Elementary School | \$ 86,432 |
| BURGESS | CATHERINE | Special Education Teacher | 1 | Byam Elementary School | \$ 81,902 |
| CAMIRE | ALYSSA | Special Education Teacher | 1 | Byam Elementary School | \$ 79,132 |
| FERRONETTI | SUSAN | Special Education Teacher | 1 | Byam Elementary School | \$ 65,279 |
| ATKINSON | KIMBERLY | Special Education Teacher (ASD) | 1 | Byam Elementary School | \$ 81,902 |
| CASABURRI | FAYE | Special Education Teacher (ASD) | 1 | Byam Elementary School | \$ 62,508 |
| KLIX | ROBERTA | Special Education Teacher (ASD) | 1 | Byam Elementary School | \$ 81,902 |
| BARRETT | ERICA | Special Education Teacher | 1 | Center Elementary School | \$ 77,860 |
| KRAFSIG | JENNIFER | Special Education Teacher | 1 | Center Elementary School | \$ 81,902 |
| TRAGER | BROOKE | Special Education Teacher | 1 | Center Elementary School | \$ 62,508 |
| YANKOPOULOS | CLAIRE | Special Education Teacher | 1 | Center Elementary School | \$ 68,049 |
| TRAGER | STACIE | Special Education Teacher (LifeSkills) | 1 | Center Elementary School | \$ 75,003 |
| AYLWARD | JAMES | Special Education Teacher | 1 | Chelmsford High School | \$ 81,902 |
| CAFARELLI | JOHN | Special Education Teacher | 1 | Chelmsford High School | \$ 59,738 |
| HOLLERAN | JEFFREY | Special Education Teacher | 1 | Chelmsford High School | \$ 81,902 |
| MARSETTA | LAUREN | Special Education Teacher | 1 | Chelmsford High School | \$ 87,226 |
| MOUSSEAU | DEREK | Special Education Teacher | 1 | Chelmsford High School | \$ 81,902 |
| SULLIVAN | KATELYN | Special Education Teacher | 1 | Chelmsford High School | \$ 59,738 |
| VECCHI | NICOLE | Special Education Teacher | 1 | Chelmsford High School | \$ 62,918 |
| DEGEN | DANA | Special Education Teacher (LifeSkills) | 1 | Chelmsford High School | \$ 65,279 |
| FARRELL | COURTNEY | Special Education Teacher (STRIVE) | 1 | Chelmsford High School | \$ 81,902 |
| GRAY-WILLIAMS | MANDY | Special Education Teacher (STRIVE) | 1 | Chelmsford High School | \$ 81,902 |
| SOARES | SHEALAGH | Special Education Teacher (STRIVE) | 1 | Chelmsford High School | \$ 76,361 |
| VACANT | VACANT | Special Education Teacher | 1 | Harrington Elementary School | \$ 56,967 |
| VACANT | VACANT | Special Education Teacher | 1 | Harrington Elementary School | \$ 56,967 |
| IMBRIACO | ANDREA | Special Education Teacher | 1 | Harrington Elementary School | \$ 81,902 |
| MARVIN | MICHELLE | Special Education Teacher | 1 | Harrington Elementary School | \$ 74,018 |
| AJIKUTIRA | SANGEETHA | Special Education Teacher | 1 | McCarthy Middle School | \$ 70,957 |
| ATHANAS | DOROTHEA | Special Education Teacher | 1 | McCarthy Middle School | \$ 87,226 |
| BERUBE | BENJAMIN | Special Education Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| GOSLIN | JULIE | Special Education Teacher | 1 | McCarthy Middle School | \$ 48,965 |
| KOMPERDA | JENNIFER | Special Education Teacher | 1 | McCarthy Middle School | \$ 81,902 |
| ROCHWARG | CATHARINE | Special Education Teacher | 1 | McCarthy Middle School | \$ 70,957 |
| SCHWAMB | EUGENE | Special Education Teacher | 1 | McCarthy Middle School | \$ 66,431 |
| THORP-DUSSOURD | KAREN | Special Education Teacher | 1 | McCarthy Middle School | \$ 54,227 |
| CURRAN | LISA | Special Education Teacher (LifeSkills) | 1 | McCarthy Middle School | \$ 81,902 |
| PORTEN | EMILY | Special Education Teacher (LifeSkills) | 1 | McCarthy Middle School | \$ 83,575 |
| ISAACS | KELLY | Special Education Teacher (STRIVE) | 1 | McCarthy Middle School | \$ 65,279 |
| CORBO | STACY | Special Education Teacher | 1 | Parker Middle School | \$ 81,902 |
| COTE | ANDREA | Special Education Teacher | 0.5 | Parker Middle School | \$ 31,254 |
| DUNN | CHRISTINA | Special Education Teacher | 1 | Parker Middle School | \$ 59,738 |
| GIORDANO | LAUREN | Special Education Teacher | 1 | Parker Middle School | \$ 70,957 |
| NOYES | JESSICA | Special Education Teacher | 1 | Parker Middle School | \$ 62,508 |
| SEXTON | ELIZABETH | Special Education Teacher | 1 | Parker Middle School | \$ 86,432 |
| SIMON | STEVEN | Special Education Teacher | 1 | Parker Middle School | \$ 70,760 |
| BUTLER | JALISA | Special Education Teacher (ASD) | 1 | Parker Middle School | \$ 59,738 |
| COLON | MEGHAN | Special Education Teacher (STRIVE) | 1 | Parker Middle School | \$ 56,967 |
| HORAN | KRISTIN | Special Education Teacher (STRIVE) | 1 | Parker Middle School | \$ 68,049 |
| HEVEY | ALLISON | Special Education Teacher | 1 | South Row Elementary School | \$ 81,902 |
| KENNEDY | MEGHAN | Special Education Teacher | 1 | South Row Elementary School | \$ 84,367 |
| LEFEBVRE | KIM | Special Education Teacher | 1 | South Row Elementary School | \$ 51,596 |
| RUHMANN | MICHELLE | Special Education Teacher | 1 | South Row Elementary School | \$ 81,902 |
| BOYD | TRICIA | Special Education Teacher (STRIVE) | 1 | South Row Elementary School | \$ 62,508 |
| MARTIN | MICHELLE | Special Education Teacher (STRIVE) | 1 | South Row Elementary School | \$ 59,738 |
| <i>Superintendent's Budget Recommendation: Add .5 Special Education Teacher position</i> | | | 0.5 | Parker Middle School | \$ 31,254 |
| | | | 54 | | \$ 3,889,898 |
| KURTH | KRISTIANA | Speech & Language Pathologist | 1 | (.2) CHiPs / (.8) Parker | \$ 54,196 |
| LALLY | ERIN | Speech & Language Pathologist | 1 | Byam Elementary School | \$ 86,432 |
| LAROSE-YORK | RENEE | Speech & Language Pathologist | 1 | Byam Elementary School | \$ 81,902 |

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| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---------------|-------------|-------------------------------|------------|------------------------------|---------------------|
| BROOKS | HEATHER | Speech & Language Pathologist | 1 | Center / Harrington | \$ 65,279 |
| HENRY-COLE | SALLY | Speech & Language Pathologist | 1 | Center Elementary School | \$ 86,432 |
| MEEGAN | MEAGAN | Speech & Language Pathologist | 1 | Chelmsford High School | \$ 68,049 |
| LEONI | MIRANDA | Speech & Language Pathologist | 1 | CHIPs (.6) / South Row (.4) | \$ 59,738 |
| BARRETT | ELIZABETH | Speech & Language Pathologist | 1 | CHIPs Program | \$ 79,132 |
| DOAK | ERICA | Speech & Language Pathologist | 1 | CHIPs Program | \$ 62,508 |
| MCMENIMAN | PAMELA | Speech & Language Pathologist | 1 | Harrington Elementary School | \$ 81,902 |
| NUTT | TAMMIE | Speech & Language Pathologist | 1 | McCarthy Middle School | \$ 87,226 |
| TESTA | CYNTHIA | Speech & Language Pathologist | 1 | McCarthy Middle School | \$ 83,575 |
| WEICK | DENA | Speech & Language Pathologist | 1 | Parker Middle School | \$ 87,226 |
| THOMPSON | SUSAN | Speech & Language Pathologist | 1 | South Row Elementary School | \$ 81,902 |
| | | | 14 | | \$ 1,065,499 |
| | | Summer School Teachers | | Districtwide | \$ 96,500 |
| DYNAN | DEBORAH | Physical Therapist | 0.4 | Byam / South Row | \$ 26,112 |
| MAZARES | MELANIE | Physical Therapist | 1 | Elementary | \$ 76,660 |
| | | | 1.4 | | \$ 102,772 |
| MCCALL | CARRIE | Occupational Therapist | 1 | Byam Elementary School | \$ 75,275 |
| MARTIN | LISA | Occupational Therapist | 1 | CHIPs Program | \$ 68,049 |
| LABOSSIERE | CAROLYN | Occupational Therapist | 1 | Elementary | \$ 75,275 |
| | | | 3 | | \$ 218,599 |
| WEAVER-MORRIS | LISA | Occupational Therapist (COTA) | 1 | CHIPs Program | \$ 50,334 |
| BREAULT | MELISSA | Recess Aide | 1 | Byam Elementary School | \$ 8,263 |
| DUFRESNE | TARA | Recess Aide | 1 | Byam Elementary School | \$ 8,263 |
| HAYWARD | CHRISTOPHER | Recess Aide | 1 | Byam Elementary School | \$ 8,263 |
| KAPOPOULOS | CHRISTINE | Recess Aide | 1 | Byam Elementary School | \$ 8,263 |
| MCNULTY | STEPHANIE | Recess Aide | 1 | Byam Elementary School | \$ 8,263 |
| MOORE | ELIZABETH | Recess Aide | 1 | Byam Elementary School | \$ 8,263 |
| PAROYIAN | EMMA | Recess Aide | 1 | Byam Elementary School | \$ 8,428 |
| WILLIAMS | PHANI | Recess Aide | 1 | Byam Elementary School | \$ 8,263 |
| ANDERSON | ELIZABETH | Recess Aide | 1 | Center Elementary School | \$ 8,263 |
| FANNON | LISA | Recess Aide | 1 | Center Elementary School | \$ 8,263 |
| FYTEN | ANN MARIE | Recess Aide | 1 | Center Elementary School | \$ 8,263 |
| GALLUCCIO | LISA | Recess Aide | 1 | Center Elementary School | \$ 8,263 |
| GHOBRIAL | MARY | Recess Aide | 1 | Center Elementary School | \$ 8,263 |
| GRAFF | PATRICIA | Recess Aide | 1 | Center Elementary School | \$ 8,428 |
| MCELHINNEY | DONNA | Recess Aide | 1 | Center Elementary School | \$ 8,428 |
| SHELDON | DOLORES | Recess Aide | 1 | Center Elementary School | \$ 8,263 |
| BRENNAN | JILL | Recess Aide | 1 | Chelmsford High School | \$ 6,886 |
| HARDY | MARY | Recess Aide | 1 | Chelmsford High School | \$ 6,886 |
| CONRAD | MICHELLE | Recess Aide | 1 | Harrington Elementary School | \$ 8,263 |
| FIELDING | ALLYSSA | Recess Aide | 1 | Harrington Elementary School | \$ 8,263 |
| GRIFFIN | ALYSSA | Recess Aide | 1 | Harrington Elementary School | \$ 8,263 |
| LEE | ESTHER | Recess Aide | 1 | Harrington Elementary School | \$ 8,263 |
| MAHONEY | PATRICIA | Recess Aide | 1 | Harrington Elementary School | \$ 8,263 |
| MISHERFI | KATHLEEN | Recess Aide | 1 | Harrington Elementary School | \$ 8,263 |
| OLEY | LAURIE | Recess Aide | 1 | Harrington Elementary School | \$ 8,263 |
| PROIA | JOCELYNE | Recess Aide | 1 | Harrington Elementary School | \$ 8,263 |
| AMENKOWICZ | MARYANNE | Recess Aide | 1 | McCarthy Middle School | \$ 9,640 |
| DECHIARA | KAREN | Recess Aide | 1 | McCarthy Middle School | \$ 9,640 |
| DOHERTY | ROBIN | Recess Aide | 1 | McCarthy Middle School | \$ 9,640 |
| KONITZER | MICHELE | Recess Aide | 1 | McCarthy Middle School | \$ 8,263 |
| KOSCIOLEK | RAMONA | Recess Aide | 1 | McCarthy Middle School | \$ 8,263 |
| MARSON | ELLEN | Recess Aide | 1 | McCarthy Middle School | \$ 8,263 |
| MARTIN | SANDRA | Recess Aide | 1 | McCarthy Middle School | \$ 9,640 |
| RUSSO | JANINE | Recess Aide | 1 | McCarthy Middle School | \$ 8,263 |
| SPINAZOLA | MARGARET | Recess Aide | 1 | McCarthy Middle School | \$ 8,263 |
| BELANGER | JOANNE | Recess Aide | 1 | Parker Middle School | \$ 9,640 |
| CORMIER | MARGARET | Recess Aide | 1 | Parker Middle School | \$ 9,832 |
| HILBERG | KERRI | Recess Aide | 1 | Parker Middle School | \$ 9,640 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|-------------|------------|-------------------------------|-----------|-----------------------------|-------------------|
| LOSSO | DEBORAH | Recess Aide | 1 | Parker Middle School | \$ 9,640 |
| PREES | HOLLY | Recess Aide | 1 | Parker Middle School | \$ 9,640 |
| RAJI | PATRICIA | Recess Aide | 1 | Parker Middle School | \$ 9,640 |
| WALSH | JANICE | Recess Aide | 1 | Parker Middle School | \$ 9,640 |
| BASTIANELLI | ELAINE | Recess Aide | 1 | South Row Elementary School | \$ 8,263 |
| BROWN | LAURA | Recess Aide | 1 | South Row Elementary School | \$ 8,263 |
| BROWN | MARIE | Recess Aide | 1 | South Row Elementary School | \$ 8,263 |
| CLARK | JENNIFER | Recess Aide | 1 | South Row Elementary School | \$ 8,263 |
| ELLISON | DEBBIE | Recess Aide | 1 | South Row Elementary School | \$ 8,263 |
| VACANT | VACANT | Recess Aide | 1 | South Row Elementary School | \$ 8,099 |
| HECTOR | TRACEY | Recess Aide | 1 | South Row Elementary School | \$ 8,263 |
| WALSH | DEBORAH | Recess Aide | 1 | South Row Elementary School | \$ 8,263 |
| | | | 50 | | \$ 426,066 |
| JOYCE | ALANA | Paraprofessional | 1 | Byam Elementary School | \$ 20,429 |
| TULLY | ALYCE | Paraprofessional | 0.5 | Byam Elementary School | \$ 10,011 |
| NOURIE | AMANDA | Paraprofessional | 1 | Byam Elementary School | \$ 19,358 |
| HOEY | BETH | Paraprofessional | 1 | Byam Elementary School | \$ 19,813 |
| MACDONALD | CAROL | Paraprofessional | 1 | Byam Elementary School | \$ 20,429 |
| CONTE | CATHERINE | Paraprofessional | 1 | Byam Elementary School | \$ 19,358 |
| LEHAN | DANIELLE | Paraprofessional | 1 | Byam Elementary School | \$ 19,580 |
| MARKHAM | JILL | Paraprofessional | 1 | Byam Elementary School | \$ 20,429 |
| SAPIENZA | KIMBERLY | Paraprofessional | 1 | Byam Elementary School | \$ 20,835 |
| RILEY | MONICA | Paraprofessional | 1 | Byam Elementary School | \$ 20,429 |
| KIMSOUNG | PAULINE | Paraprofessional | 1 | Byam Elementary School | \$ 20,022 |
| KIVLAN | SARAH | Paraprofessional | 0.5 | Byam Elementary School | \$ 9,679 |
| KEHOE | TERRY | Paraprofessional | 1 | Byam Elementary School | \$ 20,429 |
| DALEY | ALEXANDRA | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 21,635 |
| FIELDING | ANDREW | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 20,762 |
| HANS | ANSHUL | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 20,762 |
| MADDEN | BARBARA | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 22,065 |
| SARAO | CATHERINE | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 20,540 |
| BOUCHARD | CELESTE | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 20,540 |
| SILVA | CELINE | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 20,540 |
| WYNN | DEBBIE | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 21,635 |
| MIGNEAULT | DEBORAH | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 20,540 |
| GAUDINO | DIANE | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 21,635 |
| LAMBERT | DONNA | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 21,635 |
| GREENLEE | JAN | Paraprofessional (ASD) | 0.5 | Byam Elementary School | \$ 9,790 |
| MEADOWS | JENNIFER | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 21,635 |
| DAVENPORT | KARLEE | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 20,762 |
| GAUDETTE | LISA | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 20,540 |
| CASTONGUAY | MARY | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 22,065 |
| GOFF | MICHAEL | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 21,635 |
| VACANT | VACANT | Paraprofessional (ASD) | 1 | Byam Elementary School | \$ 21,165 |
| KINNEY | ALICIA | Paraprofessional | 1 | Center Elementary School | \$ 20,022 |
| APOSTOLOU | AMANDA | Paraprofessional | 1 | Center Elementary School | \$ 19,580 |
| LOMICKA | BARBARA | Paraprofessional | 1 | Center Elementary School | \$ 20,835 |
| TRUDEL | CYNTHIA | Paraprofessional | 1 | Center Elementary School | \$ 20,835 |
| HEALY | ERIN | Paraprofessional | 1 | Center Elementary School | \$ 19,358 |
| POPKIN | JANIS | Paraprofessional | 1 | Center Elementary School | \$ 20,835 |
| COLBERT | JENNIFER | Paraprofessional | 1 | Center Elementary School | \$ 19,580 |
| ALVELO | JESSICA | Paraprofessional | 1 | Center Elementary School | \$ 19,580 |
| SPILLER | KELLEY | Paraprofessional | 1 | Center Elementary School | \$ 19,813 |
| FULTZ | KIMBERLEY | Paraprofessional | 1 | Center Elementary School | \$ 20,022 |
| HILL | KIMBERLY | Paraprofessional | 1 | Center Elementary School | \$ 20,429 |
| DARWIN | LISA | Paraprofessional | 1 | Center Elementary School | \$ 20,429 |
| MALONE | REBECCA | Paraprofessional | 1 | Center Elementary School | \$ 20,429 |
| MCCARTIN | SALLY | Paraprofessional | 1 | Center Elementary School | \$ 20,429 |
| MARCOTTE | SHARON | Paraprofessional | 1 | Center Elementary School | \$ 20,835 |
| VACANT | VACANT | Paraprofessional | 1 | Center Elementary School | \$ 19,137 |
| ROSS-MYERS | DEBORAH | Paraprofessional (LifeSkills) | 1 | Center Elementary School | \$ 20,429 |
| MIAN | AAMINA | Paraprofessional | 1 | Chelmsford High School | \$ 21,280 |
| TIERNEY | ALICIA | Paraprofessional | 1 | Chelmsford High School | \$ 20,165 |

Chelmsford Public School District
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Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|------------------|-------------------|---------------------------------|------------|------------------------------|----------------------|
| UPADHYAY | BINA | Paraprofessional | 1 | Chelmsford High School | \$ 20,639 |
| DASCOLI | BRIDGET | Paraprofessional | 1 | Chelmsford High School | \$ 21,280 |
| BEATTIE | CAITLYN | Paraprofessional | 1 | Chelmsford High School | \$ 20,165 |
| COLE | CHRISTOPHER | Paraprofessional | 1 | Chelmsford High School | \$ 20,165 |
| PELLAND | DENISE | Paraprofessional | 1 | Chelmsford High School | \$ 22,985 |
| MOHANRAJ | DEVIUMA | Paraprofessional | 1 | Chelmsford High School | \$ 21,280 |
| RIVARD | DONNA | Paraprofessional | 1 | Chelmsford High School | \$ 21,280 |
| EASTMAN | MARGARET | Paraprofessional | 1 | Chelmsford High School | \$ 21,280 |
| LOTTO | MARGERY | Paraprofessional | 1 | Chelmsford High School | \$ 21,704 |
| WILSON | MARY | Paraprofessional | 1 | Chelmsford High School | \$ 21,280 |
| ELLIS | NATHANIEL | Paraprofessional | 1 | Chelmsford High School | \$ 20,165 |
| FLORES | NICHOLE | Paraprofessional | 1 | Chelmsford High School | \$ 21,280 |
| MCLAUGHLIN | RENEE | Paraprofessional | 1 | Chelmsford High School | \$ 20,395 |
| O'TOOLE | DEBBIE | Paraprofessional (NECC) | 1 | Chelmsford High School | \$ 24,222 |
| FURTADO | JULIANNE | Paraprofessional (NECC) | 1 | Chelmsford High School | \$ 24,494 |
| KAMEL | NANCY | Paraprofessional (NECC) | 1 | Chelmsford High School | \$ 24,222 |
| LUBY | PAUL | Paraprofessional (STEP Program) | 1 | Chelmsford High School | \$ 20,165 |
| PISCIONE | CHRIS | Paraprofessional (STRIVE) | 1 | Chelmsford High School | \$ 20,395 |
| DEMERS | JONATHAN | Paraprofessional (STRIVE) | 1 | Chelmsford High School | \$ 20,395 |
| ST. HILAIRE | JOSEPH | Paraprofessional (STRIVE) | 1 | Chelmsford High School | \$ 20,165 |
| LESLIE | KATHLEEN | Paraprofessional (STRIVE) | 1 | Chelmsford High School | \$ 21,280 |
| INMAN | TAYLOR | Paraprofessional (STRIVE) | 1 | Chelmsford High School | \$ 20,165 |
| BAKER | CARA | Paraprofessional | 0.5 | CHiPs Program | \$ 10,083 |
| HECK | DEIRDRE | Paraprofessional | 1 | CHiPs Program | \$ 21,280 |
| DUNBAR | DENISE | Paraprofessional | 1 | CHiPs Program | \$ 21,704 |
| JOYCE | FRANCES | Paraprofessional | 1 | CHiPs Program | \$ 21,704 |
| BURKE | GWENDOLYN | Paraprofessional | 1 | CHiPs Program | \$ 21,280 |
| THAKUR | ISHITA | Paraprofessional | 0.5 | CHiPs Program | \$ 10,083 |
| MARAZZI | MICHELE | Paraprofessional | 1 | CHiPs Program | \$ 21,870 |
| PANDA | PRANGYA | Paraprofessional | 1 | CHiPs Program | \$ 20,165 |
| BAILEY | SEAN | Paraprofessional | 1 | CHiPs Program | \$ 20,395 |
| HOAR | SUSAN | Paraprofessional | 1 | CHiPs Program | \$ 21,280 |
| VACANT | VACANT | Paraprofessional | 1 | CHiPs Program | \$ 19,934 |
| RUSZKOWSKI | WENDY | Paraprofessional | 1 | CHiPs Program | \$ 21,280 |
| BURNS | FAYE | Paraprofessional (ASD) | 1 | CHiPs Program | \$ 22,985 |
| FENN | KELSEY | Paraprofessional (ASD) | 1 | CHiPs Program | \$ 21,627 |
| ITRATO | NICOLE | Paraprofessional (ASD) | 1 | CHiPs Program | \$ 21,870 |
| CHHIM | SOKORNTAR | Paraprofessional (ASD) | 1 | CHiPs Program | \$ 21,870 |
| GERARDI | STASIA | Paraprofessional (ASD) | 1 | CHiPs Program | \$ 22,088 |
| ROLLO | STEPHANIE | Paraprofessional (ASD) | 1 | CHiPs Program | \$ 22,536 |
| PONTES | TANYA | Paraprofessional (ASD) | 1 | CHiPs Program | \$ 22,088 |
| LAROSA | CHARLES | Paraprofessional | 1 | Harrington Elementary School | \$ 19,358 |
| MAHER | H LISA | Paraprofessional | 1 | Harrington Elementary School | \$ 20,835 |
| COLE | IAN | Paraprofessional | 1 | Harrington Elementary School | \$ 20,429 |
| DEMAMBRO | JESSICA | Paraprofessional | 1 | Harrington Elementary School | \$ 19,580 |
| SITTLER | KAITLYN | Paraprofessional | 1 | Harrington Elementary School | \$ 19,358 |
| ABBOTT | KATHLEEN | Paraprofessional | 1 | Harrington Elementary School | \$ 20,835 |
| CASSELS | KATHLEEN | Paraprofessional | 1 | Harrington Elementary School | \$ 20,429 |
| LISCOTTO | KATHLEEN | Paraprofessional | 1 | Harrington Elementary School | \$ 20,429 |
| SILVA | KERRY | Paraprofessional | 1 | Harrington Elementary School | \$ 19,813 |
| CLIMO | KIMBERLY | Paraprofessional | 1 | Harrington Elementary School | \$ 19,580 |
| TREDEAU | MARY | Paraprofessional | 1 | Harrington Elementary School | \$ 20,429 |
| BLAKE | SARAH | Paraprofessional | 1 | Harrington Elementary School | \$ 20,429 |
| MCCORMACK | SUSAN | Paraprofessional | 1 | Harrington Elementary School | \$ 20,429 |
| OTTO | SUSAN | Paraprofessional | 1 | Harrington Elementary School | \$ 20,835 |
| KINGSTON | TAMMY LEE | Paraprofessional | 1 | Harrington Elementary School | \$ 20,429 |
| BORLETTO | TRACY | Paraprofessional | 1 | Harrington Elementary School | \$ 19,580 |
| WU-MARSHALL | JANNIS | Paraprofessional | 1 | McCarthy Middle School | \$ 20,429 |
| FINN | KATHLEEN | Paraprofessional | 1 | McCarthy Middle School | \$ 20,022 |
| SEMENTELLI | KATHY | Paraprofessional | 1 | McCarthy Middle School | \$ 20,835 |
| LAROCHELLE | LISA | Paraprofessional | 1 | McCarthy Middle School | \$ 19,358 |
| TAYLOR | LISA | Paraprofessional | 1 | McCarthy Middle School | \$ 20,835 |
| STAFFORD | MARIA | Paraprofessional | 1 | McCarthy Middle School | \$ 20,835 |
| ZWART | RENEE | Paraprofessional | 1 | McCarthy Middle School | \$ 20,835 |

Chelmsford Public School District
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Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---|------------|-------------------------------|--------------|-----------------------------|---------------------|
| SYKES | RUSSELL | Paraprofessional | 1 | McCarthy Middle School | \$ 20,835 |
| PIVONKA | SHARON | Paraprofessional | 1 | McCarthy Middle School | \$ 20,835 |
| MCCORMICK | VIRGINIA | Paraprofessional | 1 | McCarthy Middle School | \$ 20,022 |
| PINDARA | ZACHARY | Paraprofessional | 1 | McCarthy Middle School | \$ 19,358 |
| CROCKER | CATHERINE | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 20,835 |
| MARTIN | COURTENEY | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 19,358 |
| CONNELLY | DARLENE | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 20,429 |
| DENTY | IRENE | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 20,022 |
| DRISCOLL | KELLEY | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 20,835 |
| HOLLAND | KELLEY | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 20,429 |
| SAVARESE | KELLY | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 19,813 |
| AVILA | LINDA | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 20,835 |
| DALY | VIRGINIA | Paraprofessional (LifeSkills) | 1 | McCarthy Middle School | \$ 20,429 |
| PERRY | CANDACE | Paraprofessional (STRIVE) | 1 | McCarthy Middle School | \$ 19,358 |
| FIPPEN | ELIZABETH | Paraprofessional (STRIVE) | 1 | McCarthy Middle School | \$ 20,429 |
| SCHILLE | JAYNE | Paraprofessional (STRIVE) | 1 | McCarthy Middle School | \$ 20,429 |
| CHEMALY | JEFFREY | Paraprofessional (STRIVE) | 1 | McCarthy Middle School | \$ 20,429 |
| QUINN | KAREN | Paraprofessional | 1 | Parker Middle School | \$ 20,429 |
| BOUDREAU | KATHLEEN | Paraprofessional | 1 | Parker Middle School | \$ 20,429 |
| GILLIES | KIMBERLY | Paraprofessional | 1 | Parker Middle School | \$ 20,835 |
| HAVENER | LYNN | Paraprofessional | 1 | Parker Middle School | \$ 20,429 |
| PAUL | LYNN | Paraprofessional | 1 | Parker Middle School | \$ 20,429 |
| NEWTON | TAYLOR | Paraprofessional | 1 | Parker Middle School | \$ 19,358 |
| DEDINSKY | ELAINE | Paraprofessional (ASD) | 1 | Parker Middle School | \$ 20,429 |
| SUNDERMANN | ERIK | Paraprofessional (ASD) | 1 | Parker Middle School | \$ 21,635 |
| BARTLEMAN | JENNIFER | Paraprofessional (ASD) | 1 | Parker Middle School | \$ 20,429 |
| COHAN | MARCIA | Paraprofessional (ASD) | 1 | Parker Middle School | \$ 20,835 |
| NORTH | MARY | Paraprofessional (ASD) | 1 | Parker Middle School | \$ 20,429 |
| GAUGHAN | NICOLE | Paraprofessional (ASD) | 1 | Parker Middle School | \$ 21,635 |
| GLOVER | AMY | Paraprofessional (NECC) | 1 | Parker Middle School | \$ 24,738 |
| CROWLEY | JENNIFER | Paraprofessional (NECC) | 1 | Parker Middle School | \$ 23,964 |
| OLSON | JUSTIN | Paraprofessional (NECC) | 1 | Parker Middle School | \$ 24,494 |
| CASELLA | KRISTINA | Paraprofessional (NECC) | 1 | Parker Middle School | \$ 24,222 |
| RADHAKRISHNAN | PRAVEENA | Paraprofessional (NECC) | 1 | Parker Middle School | \$ 23,964 |
| TAYLOR | DONNA | Paraprofessional (STRIVE) | 1 | Parker Middle School | \$ 20,835 |
| MITRA | JALPA | Paraprofessional (STRIVE) | 1 | Parker Middle School | \$ 19,580 |
| SAHOO | MAMATA | Paraprofessional (STRIVE) | 1 | Parker Middle School | \$ 21,204 |
| FRENETTE | MARY | Paraprofessional (STRIVE) | 1 | Parker Middle School | \$ 20,835 |
| WHITNEY-PERRY | AMY | Paraprofessional | 1 | South Row Elementary School | \$ 19,358 |
| LOPEZ | CATHLEEN | Paraprofessional | 1 | South Row Elementary School | \$ 19,813 |
| REIDY | DIANE | Paraprofessional | 1 | South Row Elementary School | \$ 20,429 |
| BURLAMACHI | ELIZABETH | Paraprofessional | 1 | South Row Elementary School | \$ 20,429 |
| HEATER | JENNIFER | Paraprofessional | 1 | South Row Elementary School | \$ 19,813 |
| HAMILTON | LORETTA | Paraprofessional | 1 | South Row Elementary School | \$ 20,835 |
| BOSSI | MAUREEN | Paraprofessional | 1 | South Row Elementary School | \$ 19,580 |
| ARONIAN | NANCY | Paraprofessional | 1 | South Row Elementary School | \$ 20,835 |
| CHOUBEY | NEHA | Paraprofessional | 1 | South Row Elementary School | \$ 19,358 |
| BACON | PHYLLIS | Paraprofessional | 1 | South Row Elementary School | \$ 20,835 |
| SHANAHAN | SANDRA | Paraprofessional | 1 | South Row Elementary School | \$ 20,429 |
| MAIN | SUSAN | Paraprofessional | 1 | South Row Elementary School | \$ 20,429 |
| BRENNAN | VICKI | Paraprofessional | 1 | South Row Elementary School | \$ 20,835 |
| BRYANT | AARON | Paraprofessional (STRIVE) | 1 | South Row Elementary School | \$ 20,540 |
| MORIN | DANIELLE | Paraprofessional (STRIVE) | 1 | South Row Elementary School | \$ 20,540 |
| SNOW | LINDSEY | Paraprofessional (STRIVE) | 1 | South Row Elementary School | \$ 20,540 |
| DELLAIA | SHAUNA | Paraprofessional (STRIVE) | 1 | South Row Elementary School | \$ 20,540 |
| VACANT | VACANT | Paraprofessional (STRIVE) | 1 | South Row Elementary School | \$ 20,319 |
| <i>Superintendent's Budget Recommendation: Add 2.0 Paraprofessional positions</i> | | | 2 | CHIPs Program | \$ 39,868 |
| | | | 169.5 | | \$ 3,517,294 |
| Toileting Stipend | | | | Districtwide | \$ 11,600 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
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Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---|------------|---|-----------|------------------------------|---------------------|
| O'SULLIVAN | JOHN | Librarian | 1 | Chelmsford High School | \$ 86,432 |
| LARRABEE | TERRIE | Librarian | 1 | McCarthy Middle School | \$ 62,918 |
| BARRICELLI | ROBERTA | Librarian | 1 | Parker Middle School | \$ 81,902 |
| | | | 3 | | \$ 231,252 |
| BARRETT | BEVERLY | Library Assistant | 1 | Byam Elementary School | \$ 50,334 |
| ENGDAHL | MEAGHAN | Library Assistant | 1 | Center Elementary School | \$ 50,334 |
| DEFREITAS | BARBARA | Library Assistant | 1 | Harrington Elementary School | \$ 50,334 |
| RANKIN | BONNIE | Library Assistant | 1 | South Row Elementary School | \$ 47,897 |
| | | | 4 | | \$ 198,899 |
| DESILVIO | CHRISTINE | Library Clerk - Circulation | 1 | Chelmsford High School | \$ 26,680 |
| TRAVERS | GWEYN | Library Clerk - Circulation | 1 | Chelmsford High School | \$ 22,682 |
| | | | 2 | | \$ 49,362 |
| DILLMAN | SUSAN | Technology Assistant | 1 | Byam Elementary School | \$ 50,334 |
| LAMSON | KARIN | Technology Assistant | 1 | Center Elementary School | \$ 50,334 |
| BUCKLEY | DENISE | Technology Assistant | 1 | Harrington Elementary School | \$ 50,334 |
| WARREN | SALLY | Technology Assistant | 1 | South Row Elementary School | \$ 50,334 |
| | | | 4 | | \$ 201,336 |
| | | Mentor Stipends | | Districtwide | \$ 28,000 |
| GESUALDI | DAWN | Guidance Counselor | 1 | Byam Elementary School | \$ 81,902 |
| LALLAS | CATHERINE | Guidance Counselor | 1 | Center Elementary School | \$ 81,902 |
| KELLEY | KARA | Guidance Counselor - Emerson House | 1 | Chelmsford High School | \$ 62,508 |
| O'NEAL | MARICLARE | Guidance Counselor - Emerson House | 1 | Chelmsford High School | \$ 74,018 |
| LEARY | TAMMY | Guidance Counselor - Hawthorne House | 1 | Chelmsford High School | \$ 87,226 |
| LIMA | CHRISTINE | Guidance Counselor - Hawthorne House | 1 | Chelmsford High School | \$ 81,902 |
| MORRISSETTE | JENNA | Guidance Counselor - STEP Program | 1 | Chelmsford High School | \$ 68,049 |
| HILL | JAMIE | Guidance Counselor - Whittier House | 1 | Chelmsford High School | \$ 59,738 |
| ORSINI | JENNIFER | Guidance Counselor - Whittier House | 1 | Chelmsford High School | \$ 70,957 |
| O'NEIL | LYNDSEY | Guidance Counselor | 1 | Harrington Elementary School | \$ 56,967 |
| CHARIG | MOYA | Guidance Counselor | 1 | McCarthy Middle School | \$ 59,738 |
| SEERO | ELYSE | Guidance Counselor | 1 | McCarthy Middle School | \$ 70,957 |
| VINING | JESSICA | Guidance Counselor | 1 | McCarthy Middle School | \$ 87,226 |
| DOLAN | AUTUMN | Guidance Counselor | 1 | Parker Middle School | \$ 87,226 |
| MACISAAC | MELISSA | Guidance Counselor | 1 | Parker Middle School | \$ 74,018 |
| RICH | LINDA | Guidance Counselor | 1 | South Row Elementary School | \$ 91,491 |
| | | | 16 | | \$ 1,195,825 |
| | | Guidance Counselor - Stipends - Extended Year CHS | | Chelmsford High School | \$ 10,800 |
| EMANOUIL | CATHERINE | Secretary - Main Office | 1 | Chelmsford High School | \$ 41,594 |
| ACHESON | CYNTHIA | Secretary - Student Support Services | 1 | Chelmsford High School | \$ 34,192 |
| | | | 2 | | \$ 75,786 |
| | | MTSS/SEL Building Leader Stipends | | Districtwide | \$ 45,000 |
| COLE | MAURA | School Psychologist | 1 | Byam Elementary School | \$ 70,726 |
| SOLLENBERGER | JULIA | School Psychologist | 1 | Center Elementary School | \$ 70,726 |
| ROSA | DANIEL | School Psychologist - Emerson House | 1 | Chelmsford High School | \$ 91,491 |
| LAFORTUNE | JOSHUA | School Psychologist - Hawthorne House | 1 | Chelmsford High School | \$ 85,558 |
| LEARY | VANESSA | School Psychologist - Whittier House | 1 | Chelmsford High School | \$ 79,626 |
| QUESNEL | JACLYN | School Psychologist | 1 | Harrington Elementary School | \$ 70,075 |
| LILJEGREN | STEVEN | School Psychologist | 1 | McCarthy Middle School | \$ 91,491 |
| O'BRIEN INZ | SUSAN | School Psychologist | 1 | Parker Middle School | \$ 91,491 |
| BROGAN | DEIRDRE | School Psychologist | 1 | South Row Elementary School | \$ 91,491 |
| | | | 9 | | \$ 742,675 |
| <i>Superintendent's Budget Recommendation: Add 1.0 Social Worker position</i> | | | 1 | <i>Parker Middle School</i> | <i>\$ 56,967</i> |
| REGAN | AMY | School Nurse (RN) | 1 | Byam Elementary School | \$ 79,132 |
| ROSSMAN | KATHY | School Nurse (RN) | 1 | Center Elementary School | \$ 75,275 |

Chelmsford Public School District
FY2020 Superintendent's Recommended Budget
February 5, 2019

Staff Salary Book

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|---------------|-------------|--|------------|-------------------------------|-------------------|
| BOUSQUET | MARY | School Nurse (RN) | 1 | Chelmsford High School | \$ 56,857 |
| REILLY | CAROL | School Nurse (RN) | 1 | Chelmsford High School | \$ 72,644 |
| KULIS | LORI | School Nurse (RN) | 0.5 | CHIPs Program | \$ 43,216 |
| QUINN-HARRAHY | NANCY | School Nurse (RN) | 1 | Harrington Elementary School | \$ 81,902 |
| BELLINGHIERI | AMY | School Nurse (LPN) | 0.7 | McCarthy Middle School | \$ 35,234 |
| ROBBAT | LINDA | School Nurse (RN) | 1 | McCarthy Middle School | \$ 81,902 |
| FOLEY | DONNA | School Nurse (LPN) | 0.7 | Parker Middle School | \$ 33,528 |
| KAMENIDES | LISA | School Nurse (RN) | 1 | Parker Middle School | \$ 81,902 |
| YOUNG | ANNE | School Nurse (RN) | 1 | South Row Elementary School | \$ 56,857 |
| | | | 9.9 | | \$ 698,449 |
| | | Substitute Nurse Coverage | | Districtwide | \$ 38,000 |
| | | Town Health Educator | | Districtwide | \$ 23,979 |
| | | School Crossing Guards | 3 | Districtwide | \$ 10,800 |
| BREKALIS | PETER | Transportation Coordinator | 1 | Central Administration | \$ 46,818 |
| ANTOLINI | NANCY | Director of School Nutrition | 1 | Central Administration | \$ 92,512 |
| HART | DANIEL | Athletic Director | 1 | Chelmsford High School | \$ 100,730 |
| CHAGNON | KATHARINE | Athletic Trainer | 1 | Chelmsford High School | \$ 49,113 |
| HUGHES | ANGELA | Secretary - Athletic Director | 1 | Chelmsford High School | \$ 23,712 |
| POISSON | RYAN | Athletic Student Assistant | 0.4 | Chelmsford High School | \$ 12,344 |
| | | Athletic Coach Stipends | | Chelmsford High School | \$ 366,180 |
| | | Middle School Regional Knowledge Bowl Advisors | | McCarthy & Parker Middle Scho | \$ 3,000 |
| | | Night School Instructors | | Chelmsford High School | \$ 5,000 |
| | | Student Activity Advisors | | Chelmsford High School | \$ 73,190 |
| | | Student Activity Advisors | | McCarthy Middle School | \$ 29,900 |
| | | Student Activity Advisors | | Parker Middle School | \$ 29,900 |
| | | | | | \$ 132,990 |
| GIOUMBAKIS | ELIAS | Supervisor of Students | 1 | Chelmsford High School | \$ 50,334 |
| KAIZER | DAVID | Supervisor of Students | 1 | Chelmsford High School | \$ 41,277 |
| SORAGHAN | BRIAN | Supervisor of Students | 1 | McCarthy Middle School | \$ 50,334 |
| GRAY | RONALD | Supervisor of Students | 1 | Parker Middle School | \$ 50,334 |
| | | | 4 | | \$ 192,279 |
| | | Court Liaison | | Districtwide | \$ 9,000 |
| CURLEY | BRIAN | Director of Facility Services | 1 | Central Administration | \$ 106,832 |
| PANNETON | SHERRI | Secretary - Facilities | 0.3 | Central Administration | \$ 12,989 |
| ROMAC | THOMAS | Building Custodian | 1 | Byam Elementary School | \$ 41,154 |
| SEIDL | STEPHEN | Building Custodian | 1 | Center Elementary School | \$ 41,154 |
| BUFFUM | CHARLES | Building Custodian | 1 | Chelmsford High School | \$ 50,843 |
| CUNHA | CHRISTOPHER | Building Custodian | 1 | Chelmsford High School | \$ 38,795 |
| MANNINEN | MATTHEW | Building Custodian | 1 | Chelmsford High School | \$ 38,795 |
| SPAULDING | CHERYL | Building Custodian | 1 | CHIPs Program | \$ 41,154 |
| TRUJILLO | NICOLAS | Building Custodian | 1 | Harrington Elementary School | \$ 41,154 |
| ARIAS | PEDRO | Building Custodian | 1 | McCarthy Middle School | \$ 39,964 |
| KELLY | SHAWN | Building Custodian | 1 | Parker Middle School | \$ 38,795 |
| OCASIO | GLORIVEE | Building Custodian | 1 | South Row Elementary School | \$ 41,154 |
| | | | 10 | | \$ 412,965 |

| Last Name | First Name | Position | FPE | Location / School | FY2020 Salary |
|-----------|------------|--|-----|-------------------|---------------|
| | | Custodial Overtime - General | | Districtwide | \$ 15,000 |
| | | Custodial Overtime - Snow & Ice Removal | | Districtwide | \$ 10,000 |
| | | Retirement Incentive / Sick Leave Buy-Back | | Districtwide | \$ 228,486 |

Appendix A

Student Enrollment Summary

CHELMSFORD PUBLIC SCHOOLS

Jay Lang, Ed.D., Superintendent

Memorandum

To: Members of the School Committee
From: Jay Lang, Ed.D., Superintendent of Schools
Date: December 15, 2018
Re: October 1, 2018 Student Enrollment Report

We supplied the Massachusetts Department of Elementary and Secondary Education (DESE) with our October 1, 2018 student enrollment data which has been certified by DESE. This enrollment information is the basis for the FY20 Chapter 70 state aid calculation. Based on the certified data supplied to DESE, I have prepared the attached spreadsheet displaying the overall district enrollment by grade level in the top section of the report and then further breakdown the enrollment by grade and school below in the sections that follow. For each of the elementary and middle schools I have incorporated the number of mainstream homerooms into the spreadsheet to produce an average class size for grades 1 through 8. I am working with Chelmsford High School to review the individual class rosters to produce a similar class size report for review with the upcoming FY20 budget deliberations. Highlights of the report are as follows:

Elementary School Level Highlights

Average class size for our full day Kindergarten classrooms range between a low of 22 students per classroom at Byam to a high of 26 students per classroom at Center. At the 1st grade level, classrooms range between 20 and 26 students. At the second grade level, classrooms range between 20 and 25 students. At the 3rd and 4th grade levels, average class sizes are lowest and range between 20 and 22 students in our four elementary schools.

Middle School Level Highlights

Overall class size at the middle school grade levels is exceptionally good, averaging 19 to 25 students in grades 6 through 8 at both McCarthy and Parker Middle Schools.

This student enrollment data is important as we begin establishing desirable conditions and budget parameters for the FY20 budget development process in the new year.

Chelmsford Public School District
 Student Enrollment Report
 October 1, 2018

| | Pre-K | KP | KF | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | SP | TOTAL |
|------------------------------|-------|----|-------|-------|-------|-------|-------|-----|-----|-----|-----|-----|-----|-----|-----|----|-------|
| Chelmsford Public Schools | 151 | 0 | 376 | 382 | 376 | 348 | 379 | 369 | 359 | 397 | 380 | 356 | 368 | 369 | 351 | 0 | 4961 |
| CHIPS | 151 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 151 |
| Byam Elementary School | 0 | 0 | 86 | 100 | 90 | 96 | 105 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 477 |
| Center Elementary School | 0 | 0 | 103 | 102 | 97 | 83 | 89 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 474 |
| Harrington Elementary School | 0 | 0 | 95 | 95 | 111 | 88 | 105 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 494 |
| South Row Elementary School | 0 | 0 | 92 | 85 | 78 | 81 | 80 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 416 |
| McCarthy Middle School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 200 | 181 | 226 | 200 | 0 | 0 | 0 | 0 | 0 | 807 |
| Parker Middle School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 169 | 178 | 171 | 180 | 0 | 0 | 0 | 0 | 0 | 698 |
| Chelmsford High School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 356 | 368 | 369 | 351 | 0 | 1444 |
| Byam Elementary School | 0 | 0 | 86 | 100 | 90 | 96 | 105 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 477 |
| # Homerooms: | | | 4 | 5 | 4 | 5 | 5 | | | | | | | | | | |
| Avg. Class Size: | | | 21.5 | 20 | 22.5 | 19.2 | 21 | | | | | | | | | | |
| Center Elementary School | 0 | 0 | 103 | 102 | 97 | 83 | 89 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 474 |
| # Homerooms: | | | 4 | 4 | 4 | 4 | 4 | | | | | | | | | | |
| Avg. Class Size: | | | 25.75 | 25.5 | 24.25 | 20.75 | 22.25 | | | | | | | | | | |
| Harrington Elementary School | 0 | 0 | 95 | 95 | 111 | 88 | 105 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 494 |
| # Homerooms: | | | 4 | 4 | 5 | 4 | 5 | | | | | | | | | | |
| Avg. Class Size: | | | 23.75 | 23.75 | 22.2 | 22 | 21 | | | | | | | | | | |
| South Row Elementary School | 0 | 0 | 92 | 85 | 78 | 81 | 80 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 416 |
| # Homerooms: | | | 4 | 4 | 4 | 4 | 4 | | | | | | | | | | |
| Avg. Class Size: | | | 23 | 21.25 | 19.5 | 20.25 | 20 | | | | | | | | | | |

Chelmsford Public School District
 Student Enrollment Report
 October 1, 2018

| | Pre-K | KP | KF | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | SP | TOTAL |
|---------------------------|-------|----|-----|-----|-----|-----|-----|--------|--------|--------|------|-----|-----|-----|-----|----|-------|
| Chelmsford Public Schools | 151 | 0 | 376 | 382 | 376 | 348 | 379 | 369 | 359 | 397 | 380 | 356 | 368 | 369 | 351 | 0 | 4961 |
| | | | | | | | | | | | | | | | | | |
| McCarthy Middle School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 200 | 181 | 226 | 200 | 0 | 0 | 0 | 0 | 0 | 807 |
| # Homerooms: | | | | | | | | 8 | 8 | 10 | 10 | | | | | | |
| Avg. Class Size: | | | | | | | | 25.00 | 22.625 | 22.6 | 20 | | | | | | |
| Parker Middle School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 169 | 178 | 171 | 180 | 0 | 0 | 0 | 0 | 0 | 698 |
| # Homerooms: | | | | | | | | 8 | 8 | 8 | 8 | | | | | | |
| Avg. Class Size: | | | | | | | | 21.125 | 22.25 | 21.375 | 22.5 | | | | | | |
| | | | | | | | | | | | | | | | | | |

Chelmsford Public School District
Projected Student Enrollment - Bubble Sections
2019/20 School Year

Projected Grade Level Enrollment: 2019/20 School Year

| School | K | 1 | 2 | 3 | 4 | TOTAL |
|------------------------------|---|------------|------------|------------|------------|-------|
| Byam Elementary School | ? | 87 | 100 | 89 | 97 | 373 |
| Center Elementary School | ? | 103 | 100 | 99 | 81 | 383 |
| Harrington Elementary School | ? | 98 | 96 | 110 | 88 | 392 |
| South Row Elementary School | ? | 94 | 88 | 80 | 81 | 343 |
| TOTAL | ? | 382 | 384 | 378 | 347 | |

Projected Class Size: 2019/20 School Year

| School | K | 1 | 2 | 3 | 4 |
|------------------------------|---|-------|----|-------|-------|
| Byam Elementary School | ? | 21.75 | 20 | 22.25 | 24.25 |
| Center Elementary School | ? | 20.6 | 20 | 24.75 | 20.25 |
| Harrington Elementary School | ? | 19.6 | 24 | 22 | 22 |
| South Row Elementary School | ? | 23.5 | 22 | 20 | 20.25 |

Recommended Bubble Class: 5 Sections

Appendix B

Student Activities & Clubs

CHELMSFORD PUBLIC SCHOOLS
HIGH SCHOOL ACTIVITIES & CLUBS

| NO STUDENT ACTIVITY FEE PARTICIPATION IS A REQUIREMENT FOR ENROLLING IN A SPECIFIC COURSE DURING THE REGULAR SCHOOL DAY | PROPOSE NO STUDENT ACTIVITY FEE PARTICIPATION IS COMMUNITY SERVICE BASED OR BY INVITATION ONLY | PROPOSE TO KEEP AN ACTIVITY FEE PARTICIPATION IS VOLUNTARY |
|--|--|---|
| Band - Concert Band - Marching Assistant Director Band - Marching Director Band - Marching Staff A Band - Marching Staff B Band - Marching Staff C Band - Marching Staff D Band - Marching Staff E Mock Trial Orchestra Treble Choir | Business National Honor Society English National Honor Society French Honor Society Key Club LIME National Honor Society Peer Tutoring Spanish Honor Society Thomas Jefferson Forum Tri-M Honor Society | Art Club Auxiliary (CG/Major) Best Buddies Chorus Coding Club Dance Team DECA Drama Club Gay and Straight Alliance International Relations Jazz Band Lead Like a Girl Live Smart Math Team Musical Robotics Team Rufus Porter Society Ski Club Speech & Debate Team Student Council TV Club VOICE - Literacy Advisor Yearbook - Business Yearbook - Literacy Other (Proposed) |

CHELMSFORD PUBLIC SCHOOLS
STUDENT ACTIVITY FEE SUMMARY

| | FY18 Actual | FY20 Projected Budget |
|---|-------------------|-----------------------|
| Revolving Fund Revenue (517) | | |
| High School | 55,400.00 | 44,300.00 |
| McCarthy | 36,080.00 | 27,075.00 |
| Parker | 29,686.00 | 22,200.00 |
| Student Participation Fees | 121,166.00 | 93,575.00 |
| End of Prior Fiscal Year Carry Over Balance | 45,785.06 | 60,318.00 |
| Total Revolving Fund Revenue | 166,951.06 | 153,893.00 |

| | | |
|--------------------------------------|-------------------|------------------|
| Revolving Fund Expense (517) | | |
| High School | 77,317.77 | 45,756.09 |
| McCarthy | 30,041.10 | 26,864.82 |
| Parker | 26,485.53 | 20,474.62 |
| Revolving Fund - Stipends | 133,844.40 | 93,095.53 |
| High School | 750.00 | |
| McCarthy | 0.00 | |
| Parker | 0.00 | |
| Revolving Fund - Refunds | 750.00 | 0.00 |
| Total Revolving Fund Expenses | 134,594.40 | 93,095.53 |

| | | |
|--|------------------|-------------------|
| Local Budget Expense (3520) | | |
| High School | 37,009.50 | 73,190.00 |
| McCarthy | 24,519.47 | 29,900.00 |
| Parker | 21,182.98 | 29,900.00 |
| Total Local Budget Expense - Stipends | 82,711.95 | 132,990.00 |

| | | |
|----------------------|-------------------|-------------------|
| Expense Total | 217,306.35 | 226,085.53 |
|----------------------|-------------------|-------------------|

FY20 Proposed Budget Assumptions:

CHS Student Activity Fee is reduced from \$ 125 to \$ 100 annually.

McCarthy and Parker Middle School Student Activity Fees are reduced from \$ 100 to \$ 75 annually.

The costs associated with the late bus runs are fully funded in the Transportation (3300) section of the budget.

Appendix C

Grant Fund Summary

| CHELMSFORD PUBLIC SCHOOLS | | 2019 APPROVED GRANTS | | | | | | | | | | |
|---------------------------|--|----------------------|---------------|----------------------|----------------|---------------|---------------|----------------------|---------------|--------------|------------|-------------------|
| Fund | Program Name | Type | Admin Staff | Direct Service Staff | Support Staff | Stipends | Fringe MTRS | Contractual Services | Supplies | Travel | Other | Total Grant Award |
| CURRICULUM | | | | | | | | | | | | |
| 305 | Title I | Federal | 16,635 | 14,556 | 104,395 | 34,700 | 2,807 | 0 | 2,000 | | | 175,093 |
| | The Title I grant provides supplemental resources to help low achieving students in high poverty schools meet the state's academic standards. This grant primarily funds a portion (30%) of the Title I Director's salary, ten math and reading interventionists (tutors) at three elementary schools and an instructional math coach. | | | | | | | | | | | |
| 140 | Title IIA-Teacher Quality | Federal | | 60,000 | 5,000 | 17,500 | | 6,000 | 1,752 | | | 90,252 |
| | The Title II A grant is used to increase student achievement through comprehensive district initiatives that focus on the preparation, training, recruitment and retention of effective educators. This grant primarily funds two instructional coaches, instructor stipends to teach approved graduate classes (Fitchburg State), ELL facilitator stipends to implement strategies from RETELL and materials for school climate professional development. | | | | | | | | | | | |
| 180 | Title III English Lang LEP Support | Federal | | 26,851 | | | | | | 1,920 | 240 | 29,011 |
| | The Title III grant provides supplemental resources to improve the education of english language learners. This grant primarily funds ELL tutors to support students at the high school level and professional development for teachers to attend the MATSOL conference. | | | | | | | | | | | |
| 309 | Title IV A | Federal | | | | | | 4,965 | 4,965 | 2,000 | | 11,930 |
| | The Title IV A grant provides resources to ensure all students have equitable access to high quality educational experiences that follow one or more of the following priorities:well rounded educational opportunities, safe and healthy students and effective use of technology. This grant primarily funds professional development activities for staff in the first two priorities, enhancing instruction and practices for both academic and social emotional goals. | | | | | | | | | | | |
| SUB TOTAL | | | 16,635 | 101,407 | 109,395 | 52,200 | 2,807 | 10,965 | 8,717 | 3,920 | 240 | 306,286 |
| SPECIAL EDUCATION | | | | | | | | | | | | |
| 240 | SPED 94-142 Allocation | Federal | | | 404,806 | | 10,500 | 782,467 | 19,720 | | | 1,217,493 |
| | The SPED IDEA (Individuals with Disabilities Education Act) 240 grant provides funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet the individual needs. This grant primarily funds one special education secretary, support staff for students with an IEP (certified nursing assistants (CNA), one LPN up and up to nine paraprofessionals), and contracted services providers, the largest one being the NECC program. | | | | | | | | | | | |
| 262 | SPED Early Childhood Allocation | Federal | | | 36,504 | | | | | | | 36,504 |
| | The SPED Early Childhood Special Education Grant is similar to the SPED IDEA grant, but is targeted for early childhood students (ages 3-5). This grant primarily funds 2.5 paraprofessionals in the CHIPS program. | | | | | | | | | | | |
| SUBTOTAL | | | 0 | 0 | 441,310 | 0 | 10,500 | 782,467 | 19,720 | 0 | 0 | 1,253,997 |

| CHELMSFORD PUBLIC SCHOOLS | | 2019 APPROVED GRANTS | | | | | | | | | | |
|---------------------------|---|----------------------|---------------|----------------------|----------------|---------------|---------------|----------------------|---------------|--------------|---------------|-------------------|
| Fund | Program Name | Type | Admin Staff | Direct Service Staff | Support Staff | Stipends | Fringe MTRS | Contractual Services | Supplies | Travel | Other | Total Grant Award |
| | OTHER | | | | | | | | | | | |
| 237 | ATEF | Town | | | | | | | | | 3,038 | 3,038 |
| | The Town of Chelmsford Arts and Technology Fund provides supplemental funding to support educational initiatives and projects that enhance the curriculum of the Chelmsford Public Schools. This grant primarily funds initiatives of approximately \$400 - \$750 each in the areas of the arts and technology. | | | | | | | | | | | |
| 250 | Essential School Health Grant | State | | | | | | | | | 3,000 | 3,000 |
| | The grant from the Department of Public Health primarily funds vision and hearing screenings for students. The grant award was to the Lexington Public Schools and Chelmsford Public Schools received a sub award of the grant. | | | | | | | | | | | |
| 254 | Terraponic Garden Grant | Town | | | | | | 7,500 | | | | 7,500 |
| | The grant from the Town of Chelmsford Energy Conservation Committee funds a Terraponic Gardening System in Chelmsford High School, engaging students in science classes and EcoClub. | | | | | | | | | | | |
| 301 | Science ECO Rise | Private | | | | | | | 2,852 | | | 2,852 |
| | This grant from Eco Rise Youth Innovations funds materials in CHS classrooms (e.g. plants) and engages our innovative students to measure and improve air quality in the building. | | | | | | | | | | | |
| 301 | Project Lead the Way (PLTW) | Private | | | | | | | 3,000 | | 2,000 | 5,000 |
| | This grant from PLTW provides funding to train additional PLTW teachers and to purchase required equipment for students for computer science studies. | | | | | | | | | | | |
| 301 | Analog Robotics | Private | | | | | | | 5,000 | | | 5,000 |
| | This grant from Analog Devices provides funding for equipment to move forward with training and curriculum materials which support the Project Lead The Way goals in the STEM areas. | | | | | | | | | | | |
| 313 | Lockheed Martin (Robotics) | Private | | | | | | | | | 2,500 | 2,500 |
| | This grant from Lockheed Martin funds the robotics team and event registrations and coaching for the robotics projects at CHS. | | | | | | | | | | | |
| | SUBTOTAL | | 0 | 0 | 0 | 0 | 0 | 7,500 | 10,852 | 0 | 10,538 | 28,890 |
| | TOTAL GRANTS | | 16,635 | 101,407 | 550,705 | 52,200 | 13,307 | 800,932 | 39,289 | 3,920 | 10,778 | 1,589,173 |

Appendix D

Revolving & Other Fund Summary

CHELMSFORD PUBLIC SCHOOLS
THREE YEAR REVOLVING FUND AND OTHER FUND SUMMARY

| MUNIS # | Revolving Accounts | Balance 7/1/2017 | Balance 7/1/2018 | Estimated Receipts in FY19 | Estimated Expenditures in FY19 | Net Surplus or (Deficit) in FY19 | Estimated Balance 7/1/19 |
|---------|-----------------------------------|---------------------|---------------------|----------------------------------|--------------------------------------|-------------------------------------|-----------------------------|
| 501 | Café (School Nutrition) | 303,713.56 | 614,053.66 | 1,006,450.00 | 1,170,350.00 | (163,900.00) | 450,153.66 |
| 502 | Athletic | 4,350.02 | 13,455.67 | 365,000.00 | 365,000.00 | 0.00 | 13,455.67 |
| 503 | Gifts & Donations | 17,193.14 | 24,368.56 | 2,070.00 | 2,360.00 | (290.00) | 24,078.56 |
| 504 | Lost / Damaged Books | 3,782.41 | 4,309.78 | 602.00 | 0.00 | 602.00 | 4,911.78 |
| 505 | Musical Instrument Repair | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 506 | Adult Education/Music/Guidance | 71,539.50 | 73,661.04 | 195,000.00 | 195,000.00 | 0.00 | 73,661.04 |
| 507 | Childcare | 1,463,719.90 | 1,980,165.47 | 2,080,000.00 | 2,757,000.00 | (677,000.00) | 1,303,165.47 |
| 508 | Out of Town Tuition Reimbursement | 55,093.06 | 59,988.70 | 0.00 | 0.00 | 0.00 | 59,988.70 |
| 509 | Summer School | 8,543.10 | 6,527.61 | 5,630.55 | 2,000.00 | 3,630.55 | 10,158.16 |
| 510 | School Choice | 988,131.63 | 1,329,917.63 | 285,924.00 | 250,000.00 | 35,924.00 | 1,365,841.63 |
| 511 | Civic Activities | 100,591.31 | 126,673.97 | 147,430.00 | 99,500.00 | 47,930.00 | 174,603.97 |
| 516 | Transportation | 224,994.14 | 227,032.36 | 390,000.00 | 343,195.00 | 46,805.00 | 273,837.36 |
| 517 | Student Activity | 45,785.06 | 32,356.66 | 121,961.00 | 94,000.00 | 27,961.00 | 60,317.66 |
| 518 | Turf Fields | 50,089.54 | 49,124.75 | 89,900.00 | 103,425.00 | (13,525.00) | 35,599.75 |
| | Total | 3,337,526.37 | 4,541,635.86 | 4,689,967.55 | 5,381,830.00 | (691,862.45) | 3,849,773.41 |

Other Accounts

| | | | | | | | |
|-----|-----------------|--------------|------------|--------------|--------------|--------------|--------------|
| 310 | Circuit Breaker | 1,445,926.44 | 998,984.99 | 4,103,914.00 | 2,800,000.00 | 1,303,914.00 | 2,302,898.99 |
|-----|-----------------|--------------|------------|--------------|--------------|--------------|--------------|

Approval of Conference and Field Trip Requests

1) Parker Middle School

8th Grade Class Trip

June 5, 2019

New York City, NY

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

Please fill out application form completely. Please print. * Apply for only one trip per form.School Requesting Permission: _____ CHS ☒ PARKER _____ McCARTHY _____
_____ BYAM _____ CENTER _____ HARRINGTON _____ SOUTH ROWDay(s) of Week for Trip: MON _____ TUE _____ WED ☒ THR _____ FRI _____ SAT _____ SUNTrip Date: 6 / 5 / 19 If Overnight Trip, Return Date: _____ / _____ / _____

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: Don McAuliffe Cell Phone: 781 718 1173Grade, Group, Class(es) or Course(es): Grade 8Total Number of Students: 160 Number of Male 80 Number of Female 80Number of Students Assigned Per Chaperone: 10Total Number of Chaperones: 16 Number of Male 5 Number of Female 11

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

Faculty/Chaperones (Names): Grade 8 teachers Cell Phone #: _____

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

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:

Signature of School Nurse

Date

Event/Purpose of the Trip: Grade 8 Field Trip / class trip

Curriculum Standard Addressed by Trip (Reason for the Trip)

See attachedDestination: New York City (_____) _____
Name of Facility Facility Telephone

Facility Street Address

City

State

Estimated Leave Time: 5:15 a.m. / p.m. Estimated Return Time: 11:45 a.m. (p.m.)

No. of Regular School Buses Needed: 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) Back Parking Lot near gym

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

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:

TRIP COST/FUNDING

Price per Bus: \$ Total Cost of Bus Transportation \$

Total Price of event \$

Additional Costs \$

Total Cost of Trip \$ 180.00

School/Org. to pay for: \$

Student paying \$ per person for: \$

Please list any other circumstances that may affect the trip:

Submitted by:

D. McNeill
Signature of Trip Sponsor Date

Approved by:

Signature of Dept. Head/Coordinator Date

[Signature] 1-11-19
Signature of Building Principal Date

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