



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 April 7, 2020 TIME: 6:00 p.m. ROOM: Virtual Meeting

PLACE: Virtual Remote GoToMeeting ADDRESS: On-Line Meeting

The Chelmsford School Committee intends to conduct a virtual remote meeting using the GoToMeeting electronic platform. All participation will take place remotely, not in-person. The meeting will be live-streamed by Chelmsford Telemedia and posted to the CPS website for interested community members to access and watch. Interested community members may submit comments through either the School Committee Chair, Mr. Dennis King, via e-mail to kingd@chelmsford.k12.ma.us, or Superintendent of Schools, Dr. Jay Lang, via e-mail to langj@chelmsford.k12.ma.us during the meeting. Comments submitted will be read under the public participation portion(s) of the agenda.

CALL TO ORDER

CHAIR OPENING STATEMENT

CONSENT AGENDA

1. Approval of the minutes of the regular school committee meeting of March 20, 2020
2. Approval of the minutes of the regular school committee meeting of March 27, 2020

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. Update on the Status of the Chelmsford Public Schools Closure
 - a. District Communications
 - b. Department Updates: Technology & Special Education
 - c. Status of Events and Programming
 - d. Expectations for Learning/Operations/Staff
 - e. Student Feeding/Meals Program
 - f. Required Actions and Votes of the School Committee
2. Strategic Plan Status – Adjusted Timeline
 - a. Feedback from middle and high school students
3. Student Opportunity Act (SOA) Status – Adjusted Timeline

4. MSBA Statement of Interest Status – Adjusted Timeline
5. Update on CPS Website Redevelopment
6. Update on FY2021 Budget Process
7. Executive Session: M.G.L. Ch. 30A, Section 21(a)(3) - The Chelmsford School Committee provides public notice of its intent to convene in executive session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

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
All Members Attended Remotely by Logging on to
GoToMeeting.com
March 20, 2020
Meeting Minutes

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

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

Call to Order

1:04 p.m.

Pledge of Allegiance

Chair Opening Statement

The Chair stated that this meeting will be recorded and posted on the Chelmsford Public Schools website. The public is welcome to make comments by contacting either Dr. Lang or Chairman King.

Public Comments

Susan McKinnon, a former early childhood education teacher, emailed The Chair and expressed her concern about younger children and those with special needs who cannot always learn by watching videos and wants The District to use a variety of resources to keep students engaged during remote schooling. Hana Barker praised all the hard work by staff and administration. She thanked the teachers' union for cooperation and collaboration. Her children appreciate their teachers reaching out to them. She asks that "social distancing" remain in place. The Chair also heard from a parent who wants to be sure IEP's are being supported, if the situation lasts longer than three weeks.

New Business

1. Update on the Status of the Chelmsford Public School Closure

Dr. Lang shared The District originally planned to close schools for two weeks. Governor Baker then ordered the schools be closed for three weeks. Deep cleaning of school buildings has been ramped up. The District is in support of "social distancing". Dr. Lang will continue to communicate through Direct Ed, Facebook and on the district's website. Principals and coordinators will be in touch with staff to try to bring a new level of normal to educating our students during this extended closure. The district has also been asked to plan for school closure through the end of April. Some school districts have closed for the rest of the school year, so Dr. Lang feels that planning for that possibility should also take place.

During week two of the closure (starting March 23) the schools will be open to staff on Monday and Tuesday to allow them to gather teaching resources. Building principals will set up a schedule for this. The Technology Department will support staff needs for teaching from home. Teachers will reach out to their students to ascertain which students will need technology to be able to participate in learning from home. Remote meetings amongst administrators, coordinators and staff will take place and help to offer mutual support as this process unfolds. Communication will be forthcoming for week three and longer if necessary.

Dr. Hirsch stated that at the federal level standardized testing will not take place. The DESE has not decided yet on state testing. Also, online workshops will be offered in different areas for staff support. Dr. Lang added that there are links on the website with offerings for: grades K-4; 5-8; and 9-12. Dr. Hirsch stated that "Google Classroom" is the platform that is being used for remote learning. Everything will be housed there.

Dr. Lang envisions some special services being delivered remotely, for example speech services, by the specialists. The specifics of how ELL, SPED, and guidance services will be delivered is being worked on and staff will be sharing this information during the upcoming week.

All CPS sponsored events are cancelled or postponed through April 6, 2020, including events booked for use of school property. Outside groups will most likely not be able to schedule events in our schools until at least after April vacation. Spring sports have been postponed until the end of April. This would mean a shortened spring season. Decisions will be made concerning field trips and CHS senior activities.

There are close to 900 students who qualify for free/reduced lunch. During this time the Chelmsford food service staff have been providing meals for those in need. Breakfast, lunch and dinner options are being prepared and can be picked up curbside at CHS between 4:30 and 6:00 p.m. There is potential for government reimbursement later. School nurses, counselors, psychologists etc. will be reaching out to needy families about, not only the food program, but to determine what additional services they may need. The Chelmsford Food Bank and The Table of Plenty will be helpful in stocking and staffing non-perishable food items at food pantry at Harrington School to provide for weekend needs. Volunteers will help to deliver these directly to the homes starting next week. The PTOs and Council of Schools are also helping with this endeavor. School busses may help with deliveries. The custodians, in addition to deep cleaning, are also able to tackle some projects.

A meeting on bargaining is scheduled with the custodians for Monday, March 23rd. This meeting may be held in person or remotely.

The next regular meeting of The School Committee is scheduled for Tuesday, March 24th at 6:00 p.m. at Central Office. The Chair said the those who attend the meeting will maintain "social distancing". It will be broadcast live by Chelmsford Telemedia. The public may ask questions via email and should not attend the physical meeting.

Adjournment

Mr. Moses motioned to adjourn today's meeting at 2:13 p.m. Ms. Newcomb seconded. A roll call vote was taken. Motion carries 5 – 0.

*Respectfully submitted,
Sharon Giglio*

CHELMSFORD SCHOOL COMMITTEE
All Members Attended Remotely by Logging on to
GoToMeeting.com
March 27, 2020
Meeting Minutes

Members Present: Mr. Dennis King (Chair), Mr. John Moses (Vice Chair) (arrived at 1:23), Ms. Maria Santos (Secretary), Mr. Jeffrey Doherty and Ms. Donna Newcomb. Attendance taken by roll call.

Also present: Dr. Jay Lang (Superintendent), Dr. Linda Hirsch (Assistant Superintendent) and Ms. Joanna Johnson-Collins (Director of Business and Finance) (arrived at 1:43)

Call to Order

1:05 p.m.

Chair Opening Statement

The Chair stated that this online meeting will be recorded and posted on the Chelmsford Public Schools' website. It will also be recorded by Chelmsford Telemedia. The public is welcome to make comments by contacting either Dr. Lang or Chairman King via email. He shared that the regular meeting, which had been scheduled at central office for March 24, 2020, was cancelled due to the governor's request for residents to stay at home. Future meetings will be conducted in this format.

Consent Agenda

1. **Approval of the minutes of the regular school committee meeting of March 3, 2020.**

Ms. Newcomb motioned to approve the minutes of the school committee of March 3, 2020. Ms. Santos seconded. A roll call vote was taken. Motion carries 4-0.

Public Comments

Ms. Newcomb received concerns from parents concerning: grading; grade advancement; AP classes; SATs; and juniors who will be entering their senior year in the fall.

Ms. Santos received emails and texts about many of the same issues mentioned by Ms. Newcomb. Also, concerns about returning to school too soon and what will be done for this year's senior class.

Chairman King heard from CHS students wanting to know about the status of term three grades; would they be able to communicate with teachers and classmates through Zoom; would they be able to get all materials needed for their coursework; would summer work be necessary and would they be able to meet with guidance regarding next year's course selections. A parent wanted to know if it is possible to access the schools to pick up materials. Hana Barker wanted everyone to know that The Council of Chelmsford Schools and the Table of Plenty would be accepting food donations on Wednesdays from 9:00 until noon at the back door of Harrington School. Non-perishable foods, cleaning supplies and gift certificates to local restaurants will be accepted to support families who are in need. Also, the Chelmsford Food Pantry accepts donations on Thursdays from 10:30 a.m. until 1:00 p.m. and again from 6:45 until 7:45 p.m. Food may be picked up on Wednesdays from 5:00 to 8:00 p.m.; Thursdays from 2:00 to 4:00 p.m.; and Fridays from 6:30 until 8:00 p.m. Since as many as one-fifth of Chelmsford students receive free or reduced lunch

there is a need for donations for these families. All donations are greatly appreciated. Ms. Barker concluded by saying “thank you and stay safe at home”. The Chair has also heard concerns about special education services. Laurie McCarron of SEPAC expressed thanks to the teachers who have been reaching out with creative home-schooling ideas. She is appreciative of the school committee, staff and administration and Amy Reese for all her help for students with IEPs. Allie Barnes, also of SEPAC, would like a statement made on updates for the special education curriculum website. Another parent wants to know if iReady has closed-captioning for students for students with hearing challenges. A CHS parent is worried about AP and SAT exams and wanted to know if the Dual Enrollment courses would continue. Dr. Lang said the topics of the emails he received have already been expressed.

Any email questions received during this online meeting will be addressed during the second “Public Comments” time later in this meeting.

New Business

1. Update on the Status of the Chelmsford Public School Closure

Dr. Lang stated that, at the last meeting, it was unclear whether school would resume on April 6th, later in April, or, possibly, not at all this school year. Governor Baker has now extended school closure until May 4, 2020. The district’s plan going forward will be able to cover the additional week of online learning. If it turns out that school will not return by June, there will be more issues to be discussed, especially at the high school level, including graduation, prom and different senior activities.

Dr. Hirsch and Dr. Lang will be sending a communication to families to update them on district planning, staff guidance, and moving forward through the next month of distance-learning. The State Department of Education was in touch with the districts yesterday with guidance and will defer a lot of the decision making to each school district. The Merrimack Valley Superintendents’ Group will be meeting by telephone this afternoon and will put out a statement.

Last week the focus was on health and safety. A lot of time was spent on providing programs to feed those in need. The food service staff has done a great job feeding students and families. The CHS program serves about 200 meals per day. Pickup time can be as early as 4:00 p.m. The district website provides information on this program. The District has teamed up with The Table of Plenty to provide food needed by families to cover weekends. The Chair shared details of how this program works earlier in tonight’s meeting. The bus company has been contracted to deliver weekend food to the homes. This will continue while schools are closed.

Starting with week two of school closure, Dr. Hirsch and the curriculum coordinators put together documents addressing learning expectations. This past Monday and Tuesday staff who needed to pick up teaching supplies were able to come to the schools. Starting Wednesday remote meetings were held for schools, departments and grade levels. Teachers also reached out to their students this past week and will continue to do so. Professional development was offered to staff to help with using the Google Classroom and other technologies going forward. Staff also checked with families to determine their needs during this time. Laptops were provided to students who did not have technology available at home. School nurses and guidance counselors have also assisted in identifying families with specific needs.

This coming week, arrangements will be made for families to pick up learning materials from their schools, including Chromebooks, textbooks, musical instruments etc. Teachers will continue to update students on expectations, schedules, turn around times on school work, upcoming activities and discuss what learning will look like during the next six weeks. Dr. Lang is thankful to the unions for being so supportive during this time. All staff have been remarkable and willing to do whatever has been asked of them.

Ms. Newcomb shared that parents would like to have more frequent communication from the superintendent and the District, even if it just to state that no significant changes have happened. She also stated that SEPAC, with the help of Jen Melanson, will be holding a round table to discuss the needs of caretakers and would like to include experts on the Social Emotional and Learning needs of our students and their families. Information will be forthcoming on how to access and use the free internet service from Comcast. Dr. Lang responded that he has already let families know that he will be sending out weekly updates. Schools and individual educators will also be in touch with families. He is pleased about the proposed round table and wants to be sure the school side is involved with the Town. He will directly contact Lorraine Wilson and Amy Reese concerning this endeavor. Information on Comcast is being shared by the District. Those eligible are mostly the students who qualify for free and reduced lunch.

Ms. Santos shared concerns from a parent about “real” assignments that count. This parent also expressed gratitude for all that has been done thus far. Dr. Lang responded that remote learning cannot replicate in-school instruction. The staff are working on what curriculum will be covered in the next several weeks and what that learning will look like. Many staff used Google Classroom with their students throughout this school year, so the transition to remote learning is easier for them. Documents on expectations will be shared as they evolve. Ms. Santos enjoyed the online yoga class shared by the physical education teachers!

Dr. Hirsch shared that many teachers are already reaching out and working on the 1:1 initiative. This past week staff were able to pick up needed materials from the schools and multiple workshops were offered on Google Classroom and G Suite. The platform the District is using is Google Classroom and teachers are putting all lessons and activities there. G Suite is part of the Google product and students may be directed there when they logon to the “Classroom”. Using Google Classroom and G Suite will keep our students safe online. Starting on March 30th the lessons and activities will be launched, and feedback will be solicited on an ongoing basis. Teachers, departments and schools will use this feedback to improve distance learning. Mr. Silver and the technology department will also work on getting Chrome Books to those students who still need them. Teachers are putting as much work online as possible so that students do not need to come to the schools to retrieve textbooks. AP exams will be offered to students who will be given a choice of dates for the exam. AP learning and what will be included in the AP testing will end with what was covered through March. There has not been an update on SATs. Dual Enrollment classes will continue to be offered. Course selections for next year at CHS have already taken place. There are only a few students whose choices were not completed. Guidance counselors will contact those students.

2. Recommended FY20 Budget Transfers

Ms. Johnson-Collins reviewed the memorandum she included in tonight’s packet to provide details on her requested budget transfers.

Ms. Newcomb motioned to approve the FY2020 local operating budget transfers in the amount of \$46,882.50 to the accounts listed for the Chelmsford Public Schools as presented. Mr. Moses seconded. A roll call vote was taken. Motion carries 5-0.

3. Personnel Report: February 2020

No action required.

Reports

1. Liaison Reports

Ms. Newcomb shared that SEPAC thanks the District for a terrific job communicating with families. SEPAC's website has good ideas to support all students during online learning. The Chelmsford Senior Center thanks the District's food service employees for help with Meals on Wheels. School PTOs will be unable to hold many of their spring fund raisers due to the cancellation of school activities. Dr. Lang has reached out to our representatives and is hoping for Federal and State reimbursement to help support the many efforts the District is doing to provide food for our needy families. Dr. Lang expressed gratitude to our school nurses who are assisting the Town.

Town elections are scheduled to be held on June 2nd and Town Meeting is scheduled for June 22, 2020. The next regular School Committee meeting is scheduled for Tuesday, April 7, 2020, at 6:00 p.m.

Adjournment

Mr. Moses motioned to adjourn today's meeting at 2:25 p.m. Ms. Newcomb seconded. A roll call vote was taken. Motion carries 5-0.

*Respectfully submitted,
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: April 6, 2020

Re: Update on the Status of the Chelmsford Public Schools Closure

1.) District Communications

Since we last met, I have sent two (2) districtwide communications to parents and our community about the extended school closure using our new SMORE communication format. I received very positive feedback from parents about the information contained in the communications. The first communication has received over 6,500 views, while the second communication issued this past weekend already has over 5,900 views. I plan to continue to provide a weekly update as the closure persists or new information become available. The communications may be accessed at the following links:

3.27.2020 Link: <https://www.smore.com/fj58k-cps-remote-learning>

4.4.2020 Link: <https://www.smore.com/8vdun-cps-remote-learning-update>

2.) Department Updates: Special Education & Technology

I have asked Amy Reese, Director of Student Support Services, and Bill Silver, Director of Technology, to provide updates as to programming and service implementation in their departments. Attached please find the updates. I will review during Tuesday evenings regular school committee meeting.

3.) Schedule of Events and Programming

- A. No changes and/or updates at this time.
- B. Schools in Massachusetts remain closed through May 4, 2020.
- C. Through at least June 30, 2020, there will be no school-sponsored international travel by students or staff in our school system. Trip advisors have been in contact with students who were scheduled to travel internationally during the upcoming

April school vacation week to discuss the possibility of rescheduling trips, reimbursement and/or voucher offers available through the travel companies.

- D. Through at least June 30, 2020, there will be no school-sponsored out-of-state domestic travel by students or staff in our school system. This includes out-of-state field trips. Upon return to school, we will evaluate and decide on previously scheduled in-state field trips.
- E. All school sponsored events, and community group sponsored events held in/on school grounds and property, are cancelled through at least May 17, 2020. This includes the rental and use of school auditoriums, gyms, and field (turf) spaces by Chelmsford Public School groups/staff, the public, and private entities. Community members may walk on the track at McCarthy Middle School, however must adhere to social distancing guidelines.
- F. On March 30, 2020, the Massachusetts Interscholastic Athletic Association (MIAA) Board of Directors met and voted the Spring season will begin no earlier than May 4th and will be completed by June 27th, with consideration of June 28th for weather and/or facility needs.

4.) Expectations for Learning/Operations/Staff

In addition to regular parent and community communications, we have been in regular communication with our staff in regard to district operations during the closure and expectations for staff. Staff received a guiding document this past weekend that provides a framework for instruction as we move into remote learning for the duration of the closure. In my remote learning update to parents this past week, I also highlighted student work expectations during the closure.

5.) Student Feeding/Meals Program

Our school nutrition services staff has developed essential services for students experiencing food scarcity and food insecurity to have access to a food station (during this closure) that will comply with social isolation expectations but allow kids to eat. Beginning Wednesday March 18, 2020, between the hours of 4:30 p.m. – 6:00 p.m., parents and/or students were able to pick-up “grab-and-go” type meals at Chelmsford High School located at 200 Richardson Road. Any child/student/family in need of a meal may participate in this free program. Food is provided curbside – vehicles should enter the main school driveway and line up at the front of the school for service – please abide by on-site signage.

USDA Reimbursements for All Districts:

The Department learned on Sunday, March 29 that the U.S. Department of Agriculture (USDA) has approved DESE’s request to waive the requirement that school meal sites must be located in areas where at least 50 percent of school lunch program participants are eligible for free and reduced-price meals. Therefore, all school districts that are

distributing meals during school closures related to COVID-19 and are focusing the distribution of these meals to children and teens in need of them are now eligible for USDA reimbursement.

6.) Required Actions and Votes of the School Committee

None at this time.

CHELMSFORD PUBLIC SCHOOLS

Amy L. Reese
Director of Student Services

Student Services Office
200 Richardson Road
Chelmsford, MA 01863-2396
(978) 251-5100 X6920

Amy W. Matson
Assistant Director Student Services

To: Jay Lang, Ed.D, Superintendent
From: Amy Reese, M.Ed., Ed.S., Director of Student Support Services
RE: Special Education Update
Date: April 3, 2020

The special education department has been focused on creating and implementing many meaningful learning opportunities remotely for our special education students. Students are being supported and instructed by their special education teachers, related service providers, general education teachers, and paraprofessionals. Parents should have had at least one of their child's teachers, related service providers, and/or the school counselor reach out to them at this time. If parents have not received communication at this time, they should reach out to the appropriate Special Education Team Chairperson as referenced in the link below:

(https://docs.google.com/document/d/10uJtuAjonwrOpwv4iSO9C9pJNAtEUWbp2_YIR9ZKC_o/edit?ts=5e872871)

The special education department has been working collaboratively with the Chelmsford SEPAC. SEPAC is an important resource for families. The SEPAC FaceBook page is constantly updating with valuable information and resources for families. The support the district has received from families and SEPAC during this health crisis is much appreciated.

As the U.S. Department of Education and the Massachusetts Department of Elementary & Secondary Education (DESE) has clarified, we are focused on providing a Free and Appropriate Public Education (FAPE) to students who receive special education services. Students on an IEP will be provided supports and resources in addition to instruction and services. The district is making every effort to use creative strategies to provide special education instruction and services to the extent possible. Your child is entitled to receive accommodations and services as set forth on their IEP consistent with the need to protect the health and safety of students with disabilities, teachers, and staff. How special education is provided to your child will look different during this unprecedented period of national and state public health emergency.

Individual Remote Learning Plans are in the process of being created for all special education students in the district. Service providers are collaborating to prioritize students' needs and services. Parents and guardians will be contacted for participation in formulating their child's individual remote learning plan. These plans will prioritize the most important goal areas and services identified for each student. Written notice will be provided to parents/guardians describing the individual remote learning plan. The focus of the remote learning plan is to provide services in order to maintain skills and minimize educational loss. IEP Teams do not need to convene for remote services to be provided. Participation in the learning opportunities and supports provided at this time will not result in changes to your child's IEP.

The cooperation and understanding received from families at this challenging time is very much appreciated. We will all get through these uncharted waters together!



CHELMSFORD PUBLIC SCHOOLS

William Silver

Director of Information Communication & Technology Services

Department of Technology Central Administration Offices 230 North Road, Chelmsford, MA 01824

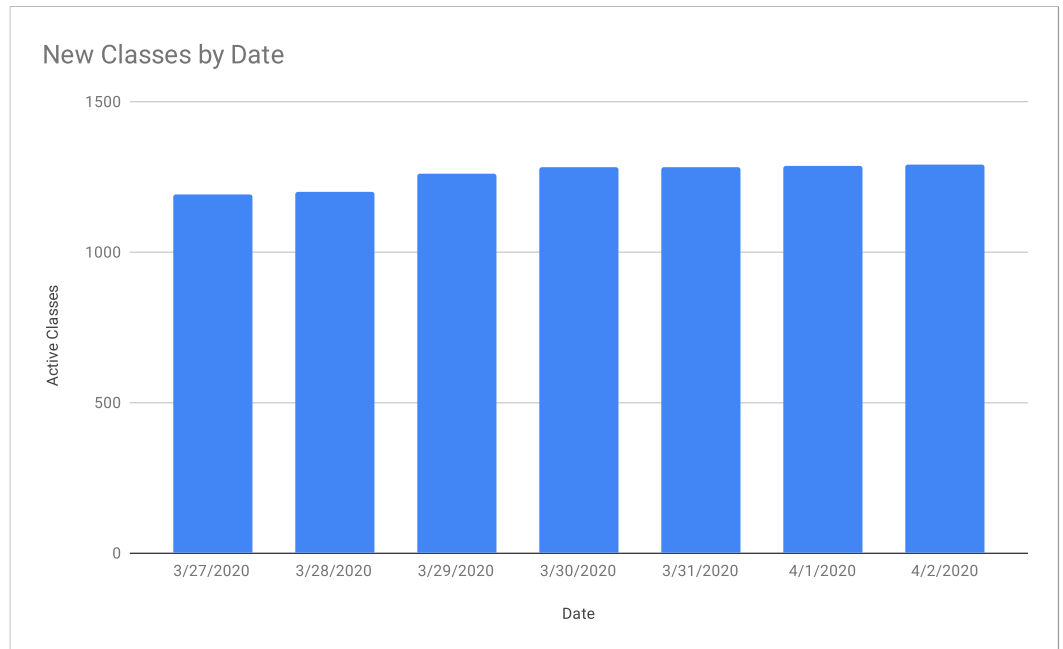
To: Jay Lang, Superintendent of Schools
From: Bill Silver, Director of ICTS
Re: Technology Analytics Overview: 3/27/2020 – 4/2/2020

This is another outstanding week for our teachers and students. The shift to remote learning activities seems to be well under way, and everyone is using learning tools very effectively. As you will see from the data provided, activity within the platforms illustrated in this report continues to grow. It should be noted the data set includes information from Google Analytics (which lags behind and has data only through 4/2/2020), i-Ready, and our help desk ticketing system. The district is also using products like iXL (for Math, ELA, Science, and Social Studies), Foss Web (Science), Brain Pop (all subject areas), Lexia (ELA), Raz Kids (Reading), Big Ideas Math, Knowre (Math), and Keyboarding Without Tears, among other important programs with students. Some reporting is fairly cumbersome in the other platforms, but I have included screen captures of student logins over the past week to these applications. Looking at the full picture it is evident that teachers have been doing a fantastic job encouraging students to use many of our curriculum tools. It goes without saying that our parents/guardians have obviously been supporting their students at home and have made sure students have been engaged with their learning.

This first data point shows how many active Google Classrooms are running inside the CPS environment. We ended with 1,159 on 3/26/2020 and have grown to 1,288 on 4/2/2020.

Date	Active Classes
3/27/2020	1190
3/28/2020	1201
3/29/2020	1259
3/30/2020	1279
3/31/2020	1282
4/1/2020	1284
4/2/2020	1288

Up From 1159 on 3/26/2020





CHELMSFORD PUBLIC SCHOOLS

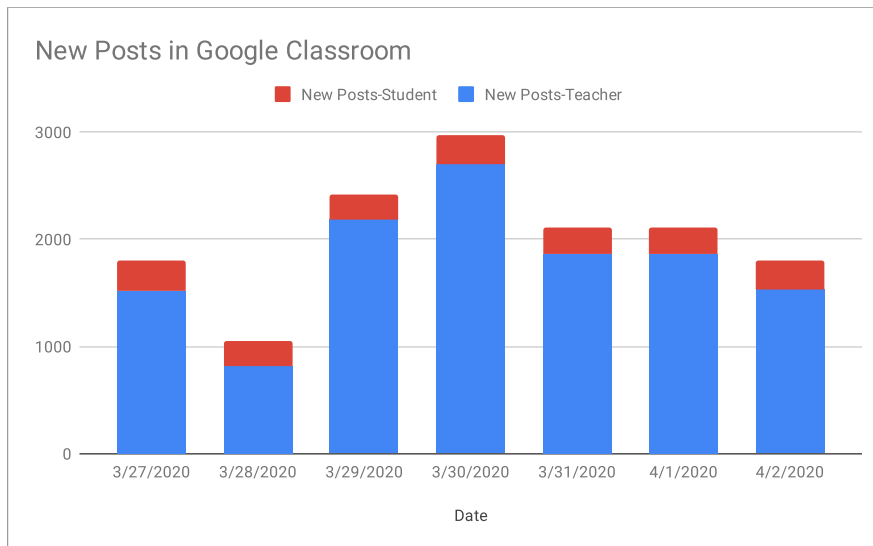
William Silver

Director of Information Communication & Technology Services

Department of Technology Central Administration Offices 230 North Road, Chelmsford, MA 01824

This next data point illustrates how many new posts were added to classrooms by students and teachers. Teacher posts continue to grow at record rates. It was great to see student posts grow this week. It is important to note that not every assignment turn in is a recorded post for students. Everything a teacher does is considered a post. It seems fairly obvious that teachers are working very diligently to populate classrooms with future assignments, so our students will always have fresh, new, and exciting activities to work on.

Date	New Posts-Teacher	New Posts-Student
3/27/2020	1519	286
3/28/2020	822	227
3/29/2020	2178	244
3/30/2020	2706	268
3/31/2020	1860	249
4/1/2020	1866	247
4/2/2020	1532	266





CHELMSFORD PUBLIC SCHOOLS

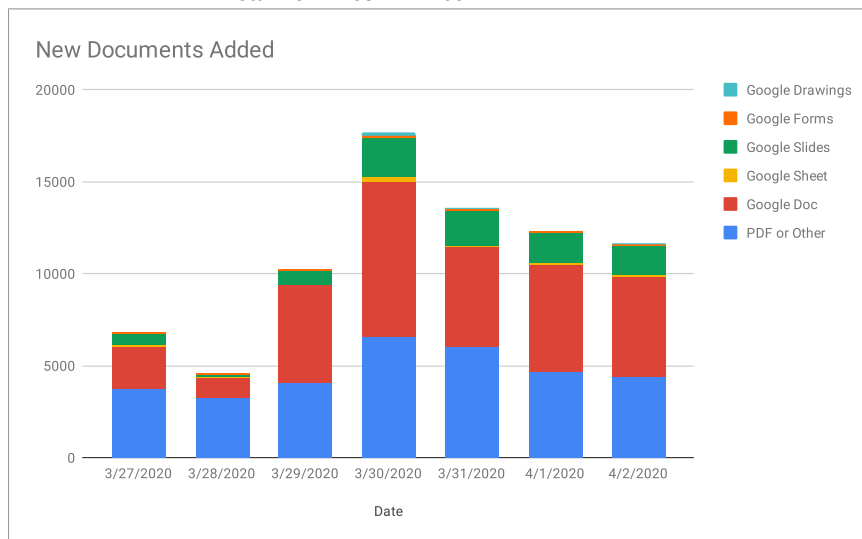
William Silver

Director of Information Communication & Technology Services

Department of Technology Central Administration Offices 230 North Road, Chelmsford, MA 01824

This data set shows how many new documents were added to Google Drive. As previously explained, Google Drive houses all of the content that teachers and students create. There were a combined 76,842 new documents added to Google Drive during this collection period. This is about 6,000 documents shy of tripling what we saw last week! This is an unbelievable jump and tells me students were very busy creating new documents in response to teacher assignments posted to their classrooms. Again, this is stellar work by our teachers and our students and is a clear indicator that everyone is working hard to make learning a priority during the school closure.

Date	PDF or Other	Google Doc	Google Sheet	Google Slides	Google Forms	Google Drawings
3/27/2020	3750	2337	54	578	74	27
3/28/2020	3235	1156	16	123	39	7
3/29/2020	4080	5315	32	712	78	10
3/30/2020	6536	8449	269	2141	114	172
3/31/2020	6018	5417	93	1914	88	68
4/1/2020	4664	5794	135	1611	64	25
4/2/2020	4356	5487	80	1597	72	55
Total New Files:		76842				





CHELMSFORD PUBLIC SCHOOLS

William Silver

Director of Information Communication & Technology Services

Department of Technology Central Administration Offices 230 North Road, Chelmsford, MA 01824

The data below is a quick look into some of the district curriculum tools. As mentioned above, we have a wide variety of tools that promote learning in many areas. While this list is not exhaustive of all of the great products our teachers and students use, these are some great snapshots of what has been happening during the week. All told, there were thousands of users taking advantage of all of these great products, and educators throughout the district checking on student work from their dashboards in an effort to enhance student learning outcomes with these tools.

Online Instruction

Subject:

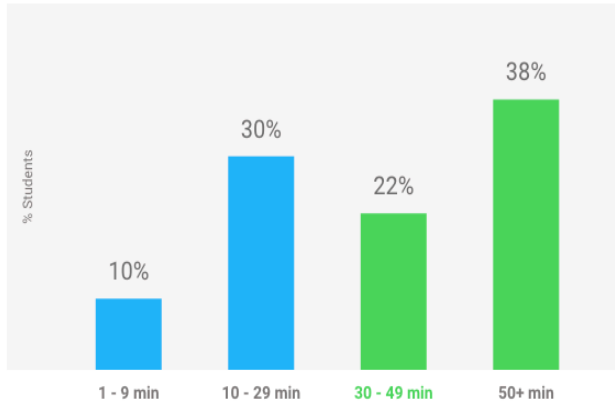
School:

Date Range:

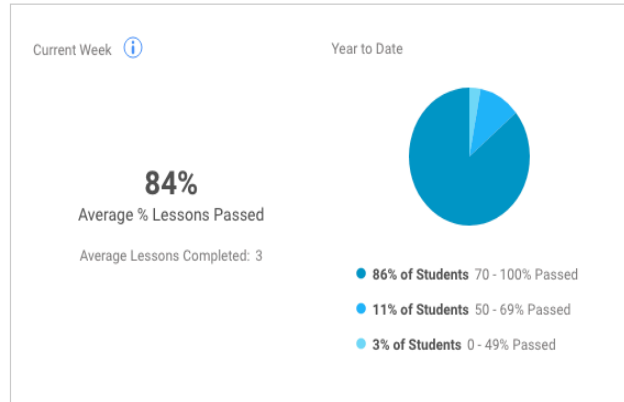
Students Using Instruction/Total (Current Week): 1,359/3,463

Students Completing Lessons/Total (YTD): 3,140/3,463

Lesson Time-on-Task Current Week



Lessons Passed





CHELMSFORD PUBLIC SCHOOLS

William Silver

Director of Information Communication & Technology Services

Department of Technology Central Administration Offices 230 North Road, Chelmsford, MA 01824

Online Instruction ▾



Subject

Reading ▾

School

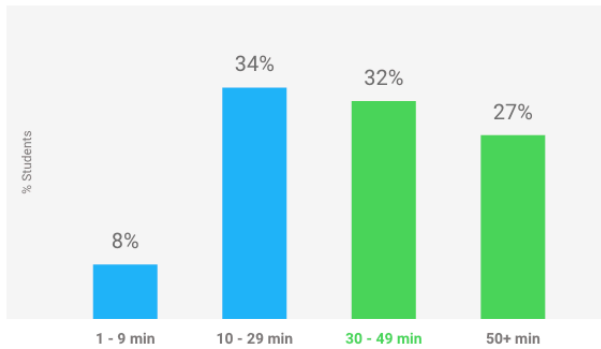
All Schools ▾

Date Range

Current Week ▾

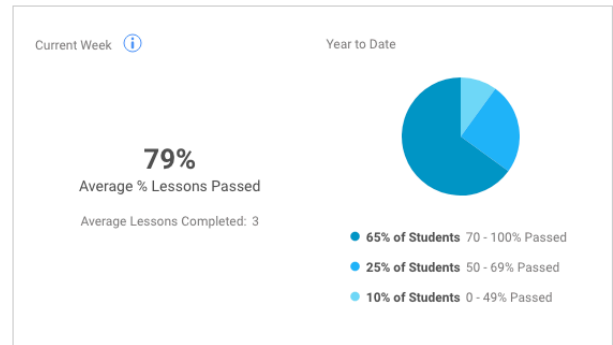
Students Using Instruction/Total (Current Week): **1,161/3,463**

Lesson Time-on-Task Current Week



Students Completing Lessons/Total (YTD): **3,313/3,463**

Lessons Passed



Knowre

LAUNCHED

SSO

Students

177



i-Ready

LAUNCHED

SSO, Rostering

Students

8.6K



Learning A-Z

LAUNCHED

SSO, Rostering

Students

1.3K












CHELMSFORD PUBLIC SCHOOLS

William Silver

Director of Information Communication & Technology Services

Department of Technology Central Administration Offices 230 North Road, Chelmsford, MA 01824

	BrainPOP LAUNCHED	SSO, Rostering	Students 2K
	BrainPOP ELL LAUNCHED	SSO, Rostering	Students 208
	BrainPOP Jr. LAUNCHED	SSO, Rostering	Students 1.5K
	FOSSweb LAUNCHED	SSO, Rostering	Students 1.1K
	IXL LAUNCHED	SSO, Rostering	Students 2K
	Keyboarding Without Tears LAUNCHED	SSO, Rostering	Students 992
	Lexia Core5 LAUNCHED	SSO, Rostering	Students 276





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I would again like to recognize the hard work of the ICTS Department. This has been a group effort of technical staff, technology integration specialists, along with technology instructors, and library staff members. Everyone is working hard to triage and solve problems for our users. We have served not only staff, but many students and families as well.

As you can see from the table below there were nearly 500 tickets closed last week. A typical week is generally around 175 tickets. Clearly there are many requests coming in, and everyone is doing an excellent job helping users. I want to thank the entire ICTS department for another amazing week. Your hard work has helped so many students, parents, guardians, and teachers be successful with remote learning.

Name	Ticket Closed
Name	94
Name	92
Name	85
Name	66
Name	35
Name	28
Name	24
Name	20
Name	18
Name	14
Total	476

REMINDER - We look forward to continuing our support of all technology users over the coming weeks. We remind everyone to send requests for help to helpdesk@chelmsford.k12.ma.us. This will auto generate a ticket for you. Please give us as much information about the problems you are experiencing as you can, and we will reach out to you as soon as possible to help resolve issues.



CHELMSFORD PUBLIC SCHOOLS

Jay Lang, Ed.D., Superintendent

Memorandum

To: Members of the School Committee
From: Jay Lang, Ed.D., Superintendent of Schools
Date: April 6, 2020
Re: School Committee Reports – April 7, 2020 SC Meeting

2.) Strategic Plan Status – Adjusted Timeline

Progress has halted on the development and refinement of our strategic plan, however we plan to resume efforts and finalize a draft document for circulation by late-May/early-June. The document, to include goals, objectives and desired outcomes for our district over the next 3 to 5 years, will be reviewed internally with staff and students and externally with community members throughout the summer. Interested parties will be able to provide written feedback on the draft document – I envision a public comment period. At this time, I anticipate a culminating document and final plan being ready to share with the public on or about the start of school in September, 2020.

Assistant Superintendent Hirsch will be reviewing feedback gained from our meetings with middle and high school students prior to the school closure.

3.) Student Opportunity Act (SOA) Status – Adjusted Timeline

On March 31, 2020, Commissioner of Education Jeff Riley provided superintendents with an update on the status of SOA submissions as follows: With the current state of emergency and school closures due to the COVID-19 pandemic, the focus for districts has appropriately been on the wellness and safety of students and educators, as well as on planning for and providing remote learning. We recognize that the Student Opportunity Act of 2019 (SOA) set April 1 as the date for submission of SOA plans. We also recognize, however, that the legislature is taking up a possible extension of that deadline, and I anticipate that action will be taken later this week. Out of respect for our legislators and their work on Beacon Hill, I am asking you to strongly consider holding off on submitting a plan until the legislature addresses this issue.

No action from the legislature has been taken at this time, however action is expected in the very near future with the SOA submission deadline being extended to early May, 2020. We plan to complete the SOA and bring it forward for school committee approval at the regular school committee meeting on Tuesday April 21, 2020.

4.) MSBA Statement of Interest Status – Adjusted Timeline

The MSBA extended the Core Program Statement of Interest (“SOI”) filing period from Wednesday, April 8, 2020 to Wednesday, May 6, 2020. I plan to complete the SOI and bring it forward for school committee approval at the regular school committee meeting on Tuesday April 21, 2020. The SOI will then be forwarded to the Chelmsford Select Board for approval and submission by the May 6, 2020 deadline.

5.) Update on CPS Website Redevelopment

A website working group has convened on a few occasions to review the status of our current website and to discuss whether it makes most sense to redevelop the current site with a new template through Blackboard (our current provider) or design, develop and populate a new site from scratch using a different platform. We are currently working with a website developer to clearly define a scope of work and identify desired elements for the functionality and layout of a new website. Once a final decision is made and a contract is executed, the six-month process will commence, with a fall launch of the new site as the goal.

6.) Update on FY21 Budget Process

On Thursday March 12, 2020, Joanna Johnson-Collins, Director of Business & Finance, and I met with a subcommittee of the Finance Committee to review the superintendent recommended and school committee approved FY2021 budget. The meeting went well and we were scheduled to present and review our FY2021 budget with the full Finance Committee on Thursday March 19, 2020, however the meeting was cancelled due to concerns with the Coronavirus. The meeting has not been rescheduled.

Spring town meeting has been postponed from Monday April 27, 2020 to Monday June 22, 2020. A date and time will be set in the coming months prior to town meeting to present and review our FY2021 budget with the full Finance Committee. In discussions with Town Manager Cohen, he may seek to schedule a meeting of the tri-board in the coming weeks to discuss the FY2021 capital and operating budget approval timeline. We are still planning to continue with the FY2021 budget amounts as previously recommended, however there is a timing issue with the capital budgets being approved late in June with regard to the necessary lead time on certain equipment and materials for several projects earmarked to be completed this summer.