

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
November 19, 2019
Meeting Minutes**

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

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

Call to Order

6:00 p.m.

Pledge of Allegiance

Chair Opening Statement

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

Consent Agenda

1. Approval of the minutes of the regular school committee meeting of November 5, 2019

Ms. Newcomb motioned to approve the minutes of the last meeting on November 5, 2019. Ms. Santos seconded. Motion carries 4-0.

CHS Student Representative Announcements

Sudeep shared that term one grades were posted on November 8th. *Chicago* will be performed at the PAC on November 21 through the 23rd. A unified special education basketball game was played at CHS which “was amazing”! A dodge ball tournament will take place tomorrow.

Katrina added that Spirit Week will start this Thursday with “USA Day”. Friday students will wear sports shirts, while on Monday “Color Wars” will be held with each grade wearing a specific color clothing. Tuesday, November 26th is “pajama day” with the “Tiki Turn Up Dance” being held that night. Wednesday is “pep rally day”.

Good News

Dr. Hirsch stated that several CHS art students will be part of the UMASS Lowell Arts Exposition. Mr. King shared that former committee member Al Thomas was honored at the recent MASC Conference with a “Lifetime Achievement Award”.

Public Comments

None

New Business

1. Ratification of MOA: Chelmsford Federation of Teachers – Teachers and Nurses Unit

Mr. Paul Cohen, Chelmsford Town Manager, came to the table to be included in this vote. A copy of the agreement is included in tonight's agenda packet. Dr. Lang shared the highlights. This three-year contract MOA (retroactive to July 1, 2019) was ratified by the Teacher's Union.

Ms. Newcomb motioned to ratify the terms and conditions outlined in the recently negotiated Memorandum of Agreement between the Chelmsford School Committee and the Chelmsford Federation of Teachers – Teachers and Nurses Unit for a three-year contract effective from July 1, 2019, through June 30, 2022, as presented. Ms. Santos seconded. A roll call vote was taken. Motion carries 5-0.

2. Presentation: Chelmsford High School – Senior Capstone Experience

Principal Murray and the CHS Deans came to the table to present updates and an overview on the "Senior Capstone Experience". This five-week program for the end of the senior year at CHS could be: an internship; community service; a research paper or a research project. About 45 students of this year's senior class will be able to "pilot" this proposal. The detailed presentation and slide show may be viewed in its entirety by watching tonight's Committee Meeting via Chelmsford Telemedia You/Tube. This opportunity will benefit both students who are college bound as well as those who will begin careers after leaving CHS. Questions from the Committee were fully addressed.

Ms. Newcomb motioned to approve the pilot program of the "Senior Capstone Experience" from April 6, 2020, to May 19, 2020. Ms. Santos seconded. Motion carries 4-0.

3. Public Forum: Multi-Year Strategic Plan – Tuesday, December 10, 2019

This second session will be held at CHS in the cafeteria at 7:00 p.m. Dr. Lang suggested that a draft format for the forum be taken up at the next Committee meeting on December 3, 2019. Publicity will be increased for this gathering to allow all stakeholders to participate.

4. Multi-Year Strategic Plan: Parent Satisfaction Survey Results

Dr. Lang and Dr. Hirsch shared the survey results with the Committee and the viewing audience. Slides detailing the results of the 17 questions were also shared and are included in tonight's agenda packet. Parents expressed a desire for more feedback on how their child is learning: beyond the regular progress reports and report cards. Personal contact from the teaching staff would be appreciated, especially if the student's learning is declining. Parents were happy with their children being recognized for good behavior at the elementary schools. Dr. Lang feels that, although the middle schools and CHS do reward good behaviors, more could be done at those levels. Again, the middle schools and CHS could strive for more positive phone calls, emails and notes about their students. Dr. Hirsch shared information from the survey from spread sheets created for each question on a school by school basis. This data is also included in tonight's packet. Over all areas to be improved upon included the facilities, specifically the age of the buildings. Teachers and staff are "working well" according to survey results. The survey was taken by about 12 percent of parents. A new survey will be forthcoming around specific communication issues to provide more clarity on the modes of communication that work best for parents. Dr. Lang would like to see this also addressed at the upcoming December 10th forum.

5. Update: Middle School Standards Based Report Cards

Dr. Hirsch provided an update on the draft for the standards-based report cards for middle schools starting with grades five and six. The elementary schools are going into their fourth year of providing standards-based report cards. Standards-based grading provides clear information on: learning goals; assessments and better feedback. Clear benchmarks for the beginning, middle and end of the school year are articulated. Dr. Hirsch's presentation with accompanying slide show provides detailed information on the performance levels addressed as well as a sample report card. Professional development will be offered for teachers starting in the spring. To fully understand standards-based grading, please view Dr. Hirsch's detailed presentation on Chelmsford Telemedia You/Tube.

6. Update: NESDEC Enrollment Projection

Dr. Lang included a memorandum and spread sheets offering data on enrollment projections through the year 2029.

7. Vote: Authorize the Purchase of Additional Chromebooks – School Choice Funds

Bill Silver, Director of ICTS, included a memorandum requesting funds to purchase a second wave of Chromebooks for teachers of grade six and ten. Training will take place in the spring for these teachers since the current fifth and ninth grade students will be moving up to grades six and ten during the next school year and will be bringing their Chromebooks with them.

Ms. Newcomb motioned to authorize the purchase of additional technology devices totaling \$62,500 from the School Choice Revolving Fund. Mr. Doherty seconded. A roll call vote was taken. Motion carries 4-0.

8. Vote: Acceptance of Donation – Irwin Marine

Ms. Newcomb motioned to accept the gift from Irwin Marine not to exceed \$2,350 of equipment and materials to support the CHS science programming. Ms. Santos seconded. Motion carries 4-0.

9. Personnel Report: October 2019

No action required.

10. Updates: Outstanding Matters

Dr. Lang investigated and reported back on the question of Epi-Pens on school buses. All bus drivers are required by law to be able to administer an Epi-Pen, however, Epi-Pens are not stored on school buses.

PTO website links are in the process of being updated by Jodie Luksha, Director of Communications and Media.

The new rectangular rapid flashing beacons will be placed throughout the town at specified locations as articulated in Dr. Lang's memorandum.

Enrollment trends concerning grade eight to nine are detailed in the enclosed memorandum from Dr. Lang.

Approval of Conference and Field Trip Requests

Ms. Newcomb motioned to approve the McCarthy Middle School eighth grade field trip to New York City on May 28 – 29, 2020. Mr. Doherty seconded. Motion carries 4-0.

Reports

1. Liaison Reports

Ms. Newcomb reported that the Chelmsford Friends of Music will begin an online auction on November 29, 2019. Parker will be holding a craft fair on November 23, 2019. The Chelmsford Association of Acappella will be holding a poinsettia sale. SEPAC held a presentation by Byam School on inclusion in the elementary schools, which was well-done and well-received. On December 11th, they will hold a workshop on effective communication at CHS.

Ms. Santos shared that the Harrington PTO's "walkathon" raised a total of \$4,200. Harrington and Byam will host a "little shoppers" winter store on December 8, 2019, which will include a gingerbread house competition. The EL Council will meet on November 25th. There will be a guest speaker on services available to EL parents and students. During McCarthy's PTO meeting they spoke of the successful recycle day. Proposed grading changes were also discussed. This year's Project 300, which is student driven, netted over 23,000 cans which were donated to The Salvation Army!

Action/New Items

The school calendar for 2020/21 will be discussed at the December 3rd Committee meeting.

Chairman King stated that the MASC meeting earlier this month was a good one.

Public Comments

None

Adjournment (8:44 p.m.)

Ms. Newcomb motioned to adjourn the Committee meeting. Mr. Doherty seconded. Motion carries 4-0.

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

Respectfully submitted by Sharon Giglio