

**CHELMSFORD SCHOOL COMMITTEE  
REGULAR MEETING  
November 6, 2018  
Meeting Minutes**

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

**Also present:** Dr. Jay Lang (Superintendent), Dr. Linda Hirsch (Assistant Superintendent), 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.

Mr. Thomas requested a moment of silence be held in memory of Gail Tsafaras, a dedicated social studies teacher from CHS who recently passed away.

**Consent Agenda**

1. Approval of the minutes of the regular school committee meeting of October 16, 2018

**Mr. Thomas motioned to approve the minutes of the regular school committee meeting of October 16, 2018. Mr. Moses seconded. Motion carries 4-0.**

**Student Representatives**

Clare shared that in observance of Veteran's Day there will be no school on Monday, November 12, 2018. MCAS retakes are being held at CHS. Mentors will meet with their freshman on November 14<sup>th</sup>.

Kate shared that *Fiddler on the Roof* will be performed on November 15, 16, and 17<sup>th</sup>. Fall sports awards will be November 19<sup>th</sup>. Spirit week will run from the 19<sup>th</sup> of November until the 21<sup>st</sup>.

**Good News**

Dr. Hirsch shared that Halloween celebrations were held at all the elementary schools. Today's full day professional development offerings were a collaborative, multi-district effort. 27 school districts with 2200 registrants participated in workshops held at five different sites. An education camp was also held with over 200 staff members attending. She is thankful to all of the district departments and student representatives who worked hard to make the day a success.

Mr. Thomas spoke of the Financial Literacy Fair which was held at CHS. Jeanne D'Arc Credit Union assisted. The event helps to prepare students for practical, real life, financial applications.

**Public Comments**

None.

## **New Business**

(Two items will be taken out of order)

### **2. Announcement of Coordinator of Social Emotional Learning & Counseling Services**

Dr. Lang was happy to introduce, Laraine Wilson, who shared with the Committee her enthusiasm for coming to Chelmsford. She will be starting officially on December 3, 2018.

### **1. Spotlight on the Schools: Center Elementary School**

Center School Principal, Dianna Fulreader. Introduced staff, parents and students who all shared in tonight's presentation. Principal Fulreader emphasized the School Improvement Goal which focuses on Social Emotional Learning. Support is provided for self-management and self-awareness. The Second Step Program and PRIDE initiatives are promoted throughout the school. A personalized book was created and presented to each kindergarten student at the beginning of school and will be done in the future as well. The entire slide show is included in tonight's printed agenda packet.

### **3. CHS Athletic Department Proposal: Boys Rugby – Spring 2019**

Athletic Director, Dan Hart, and three CHS students spoke about their enthusiasm of the "Learn To Play Rugby" trial offered at CHS last spring. They are requesting that Boys Rugby be added as a spring sport in 2019 and, if interest is sufficient, Girls Rugby be added in 2020. Mr. Hart included information about high school rugby in tonight's packet. Questions from the Committee about the sport were addressed by both Mr. Hart and the student representatives. Rugby is an MIAA sanctioned sport. Mr. Hart addressed all questions posed regarding student safety and program costs. Additionally, Dr. Lang clarified funding issues.

Approval for adding rugby was given on August 7, 2018, when the CHS Students Handbook was approved. No action is required tonight.

#### 4. FY2020 Capital Plan Prioritization

Dr. Lang presented information on the major Capital Projects which totals \$1,771,463 in cost. He presented details about each item to the Committee and provided spread sheets for FY202- FY2024 in tonight's packet. After discussion, the Committee chose to prioritize the projects as follows:

1	452,209	School Security Upgrade	Project #24
2	285,644	School Kitchen Code Compliance Upgrade	Project #17
3	205,000	School Parking Lot Expansion/Harrington	Project #21
4	101,706	School Kitchen Upgrade	Project #20
5	37,950	School Clock System Upgrade	Project #22
6	156,354	School HVAC Ductwork Repair/Service	Project #18
7	500,000	School Parking Lot – Chelmsford High School	Project #23
8	32,600	School Flooring Repair/Replacement	Project #19
	1,771,463	Total Project Cost	

#### 5. Naming of School Facility: Jack Fletcher Fitness Center at CHS

The previously named *Jack Fletcher Weight Room* at CHS has undergone extensive renovations and Dr. Hirsch requests that the name be changed to *Jack Fletcher Fitness Center* to reflect the changes and improvements.

**Mr. Thomas motioned to change the name of the former *Jack Fletcher Weight Room* to the *Jack Fletcher Fitness Center* at CHS. Mr. Moses seconded. Motion carries 4-0.**

#### 6. Permission to Post: School Nutrition Services – Driver

A part-time, hourly position is needed due to the enhancements of the school nutrition program. Meals being prepared at CHS for the four elementary schools need to be delivered. This part time position would not include benefits and would be posted with an hourly range of \$14 to \$18 per hour.

**Mr. Thomas motioned to approve the posting of the position “School Nutrition Services – Driver”. Mr. Moses seconded. Motion carries 4-0.**

#### 7. Updates: Ongoing Projects/Initiatives

Dr. Lang shared that the acoustical ceiling tiles have arrived and are being installed at Parker. The job should be completed by December vacation.

An updated posting will be placed on the district web site providing information on how to get assistance during the upcoming December school vacation.

## Reports

### 1. Liaison Reports

Mr. Thomas attended the CHS PTO meeting where concerns were expressed about the typing skills of our students who are taking tests on computers. Dr. Hirsch expressed that students are taught typing during computer classes. She states that there does not appear to be effect on the scores since students moved from paper and pencil to computer tests. Dr. Hirsch would like more information and will look at data.

Mr. Thomas said a representative from the Merrimack Valley Food program spoke at Rotary about providing food to students for students to take home. Dr. Lang will reach out to the director to learn more about this program.

Dr. Lang attended to South Row's PTO meeting last night. The 46<sup>th</sup> Annual Pumpkin Fair was a huge success and movie night has been sold out!

### Action/New Items

Mr. King related that the Tri Board Meeting will be held on December 10, 2018, at 7:00 at Central Office

### Public Comments

None

### Adjournment

**Mr. Thomas motioned to adjourn the Committee meeting at 7:58 p.m. Mr. Moses seconded. Motion carries 4-0.**

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

*Respectfully submitted by Sharon Giglio*