

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
December 15, 2020
Meeting Minutes**

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

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

Call to Order

6:00 p.m.

Pledge of Allegiance

Chair Opening Statement

“Tonight’s meeting is being live-streamed by Chelmsford Telemedia and posted to the CPS website for interested community members to access and watch. Although we are not allowing for in-person public participation, interested community members are encouraged to submit their names and addresses to Superintendent Lang if they would like to participate remotely under the public input portion of our meeting. During our public input session anyone who has joined us through the *gotomeeting* platform and expressed interest in making a comment will be recognized by the Superintendent and allowed to speak with The Committee. If anyone watching this meeting live has questions or comments to share they are encouraged to email one of us during the meeting. We will read those questions or comments during our second public input session at the end of the meeting.”

The Chair welcomed all to the meeting.

Consent Agenda

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

Ms. Newcomb motioned for the school committee to accept the minutes of the regular school committee meeting of December 1, 2020. Mr. Moses seconded. Motion carries 5-0.

Good News

Dr. Hirsch said that the student representatives are willing to attend future meetings virtually to provide CHS updates. During this holiday season live student concerts are not an option so past concert highlights are available on Chelmsford Telemedia and on The District’s Facebook page.

Public Comments

None.

New Business

1. Presentation: CHS Innovation Pathways Program

Jon Morris, Science Curriculum Coordinator, Stephanie Quinn, Social Studies and Social Sciences Coordinator, and Marilyn Sweeney, Technology Coordinator, joined the meeting virtually to present highlights of this program. The slide show presented is included in tonight's agenda packet and may also be viewed along with the complete presentation on Chelmsford Telemedia You/Tube. They received a \$22,500 grant recently to help fund plans so the program will be in place for the 2021/22 school year. The program focuses on careers that are in high-demand in Massachusetts. Students will be provided with training and experience internships in these industries through partnership with local businesses. This will allow students to be career and college ready sooner than in the past. The pathways for the next school year will focus on business and finance as well as information technology. Each student will be required to complete two technical courses and two advanced courses, which are already offered at CHS. A presentation will be given to eighth grade students this spring. The program will be available to all students at CHS.

2. Presentation: Technology Update

Bill Silver, Director of Technology, joined the meeting virtually to provide updates. His update and accompanying document were shared on the screen and may be found in tonight's agenda packet. He began by expressing gratitude to all members of his department for their "amazing" work this school year. Among the updates he highlighted are: additional Classroom Clear Touch Panels (close to 200 panels are in instructional spaces in schools throughout the district); web cameras to facilitate hybrid/remote learning; licensing was obtained for Google Enterprise which allows for break out rooms and polling for sessions; additional bandwidth (helps accommodate simultaneous Google Meets and receive data reports); and 1:1 Chromebooks for students entering grades 5 and 9 and over 3,000 additional Chromebooks from dismantled in-school carts were given to students to use at home and additional funding was received to purchase 3,000 more new Chromebooks. Security updates were installed at CHS and Westlands. Additional cabling in schools and outdoor WiFi will be completed by the spring which will enable classes to meet more frequently outside the buildings. The Help Request and Inventory systems were also upgraded this summer, which has allowed over 6,000 help tickets to be closed since mid-August! Enhanced technology integration and professional development was required for all staff to be able to offer instruction needed by way of the hybrid and remote learning models. Ten full PD days were offered before school resumed in September. This is ongoing to meet the developing needs of all the staff as well as students. The technology integration specialists in each school continue to offer PD learning opportunities daily! In addition, live assistance is available through Zoom on Wednesdays, when all students and staff are remote. "Tips and Tricks for 2020" are also posted on the CPS website. By the beginning of the 2021/22 school year all students in grade levels 5 through 12 will have 1:1 devices! The School Committee members expressed their appreciation for the hard work and successes of the technology department.

3. Presentation: HVAC Assessment Report

Dr. Lang shared that this fall, due to COVID-19, the Town and CPS embarked on an assessment of all HVAC systems. Tonight's agenda packet includes details regarding this and several of the people involved are attending this meeting virtually to bring The Committee up-to-date on what has taken place and to, also, present plans for the HVAC systems moving forward. CMTA is the company in charge of the assessment and recommendations. Jess Farber, from CMTA joined the meeting to present highlights of the HVAC assessment and shared his slide show with the meeting attendees and the public. To fully appreciate this technical and detailed presentation, you should go to Chelmsford Telemedia/YouTube to

view it. Testing and balancing as recommended will begin by January and should be completed by February school vacation and then will be continuously monitored, so that issues will be addressed quickly.

New Business # 6. Vote to Accept Donation: Makerspace at Parker Middle School (Taken out of order.)

Jon Morris, Science Curriculum Coordinator joined the meeting to virtually to speak about this generous donation. Materials provided were recommended by Mr. Morris, based on previous experience, and by Parker Middle School students and staff. In the spring Dr. Parks will join Mr. Morris to update The Committee on this project.

Ms. Newcomb motioned for The School Committee to approve the gift donation of \$6,000 from the Fichtenbaum Family as presented in the spreadsheet for purchases provided by Mr. Morris. Mr. Moses seconded. Motion carries 5-0.

4. Recommended FY2021 Budget Transfers

Ms. Newcomb motioned for The School Committee vote to approve the FY2021 local operating budget transfer of \$ 6,998 from the salary reserve lane change account to the one labor account as presented. Mr. Moses seconded. A roll call vote was taken. Motion carries 5-0.

5. CHS Winter Sports Update

Included in tonight's agenda packet is an update from Dan Hart, Athletic Director, showing that some winter sports are in flux due to COVID. Some traditional winter sports will take place later in the school year. What will be offered are: boys' and girls' basketball; hockey; ski; girls' gymnastics team and boys' swimming team. There are modifications in these sports due to the pandemic. Tryouts begin this week. In the event that, The District goes to fully remote learning, The Committee would need to vote on whether sports should continue. It was agreed to have further discussion on this subject at the next meeting.

6. Vote to Accept Donation: Makerspace at Parker Middle School

(Addressed earlier in tonight's meeting.)

7. 2021 MCAS Assessment and ACCESS Schedule Update

Dr. Hirsch included a memorandum in tonight's packet which addresses the status of MCAS and ACCESS test planning. Originally DESE scheduled MCAS testing for January 2021. Testing for high school juniors has been pushed out until the spring. Seniors will need to be tested in January. ACCESS testing for ELL students will still be held in January as scheduled. Principal Murray is waiting for a date for PSAT testing.

8. FY2022 Capital Plan Update

Dr. Lang presented the projects for consideration this past Thursday. The next meeting will be this coming Thursday. No further action is required tonight.

9. Tri-Board Budgetary Meeting: Monday, January 11, 2021 at 7:00 p.m.

This is a reminder.

10. Personnel Report: November 2020

No action required.

11. Valley Collaborative 2019/20 Annual Report

This is included in tonight's packet.

12. Valley Collaborative Fall 2020 Newsletter

This is included in tonight's packet.

Liaisons

Mr. Doherty shared that CHIPS' PTO held a teacher/staff luncheon last week. Each class teacher also was given an Amazon gift card to help with classroom supplies. Their annual raffle ends today. They were able to sell 2200 raffle tickets. In February they will hold their annual sock drive.

Ms. Santos said that the Harrington PTO met and had their holiday sale in collaboration with Byam, which was successful. McCarthy's PTO shared that their recycle sale went extremely well. Activities for the school will be starting soon. They are hoping to present a student activity that can be done virtually by the entire student body. CHS will be sponsoring a "grab and go" for staff this week. The amount of parent donations for this was amazing. Raffles will also take place during this event.

Ms. Newcomb shared that the Chelmsford Friends of Music will meet this Thursday via Zoom.

New Items

Mr. Moses would like to address food insecurity for the home-schooled population. He requests that information from ProjectBread.org be shared by The District. Dr. Lang will share the information.

Ms. Newcomb would like to see data on the number of students in the hybrid and remote learning plans. She would also like to discuss a recent letter sent by the MASC Executive Board.

The Chair asked Dr. Hirsch if an update on student testing could be shared early in 2021. She will be happy to comply.

Public Comments

None.

Adjournment (9:14 p.m.)

Ms. Newcomb motioned to adjourn. Mr. Moses seconded. Motion carries 5-0.

*Respectfully submitted,
Sharon Giglio*