

**CHELMSFORD SCHOOL COMMITTEE  
REGULAR MEETING  
April 23, 2019  
Meeting Minutes**

**Members Present:** Mr. Dennis King (Chair), Mr. John Moses (Vice Chair), Ms. Maria Santos (Secretary), and Ms. Donna Newcomb. Mr. Al Thomas is not present at tonight's meeting.

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

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 April 9, 2019.**

**Mr. Moses motioned to approve the minutes of the regular school committee meeting of April 9, 2019. Ms. Newcomb seconded. Motion carries 4-0.**

**CHS Student Representative Announcements**

None.

**Good News**

Dr. Hirsch shared that the 7<sup>th</sup> Grade McCarthy Band and three CHS band students earned positions in the John Phillip Sousa National Honors Band. They performed at Mechanics Hall last weekend. "The Thursdays" will be competing at the International Competition of High School Acapella in New York City this weekend. 114 students will be inducted into the National English Honor Society on May 1, 2019, at CHS. On April 10<sup>th</sup>, Mr. Richter's civics class went to the State House and had lunch with the entire group of Chelmsford delegates. Harrington held a fund raiser where their principal was duct taped to the wall! McCarthy celebrated their "Cause Day" which culminated in a student/staff volleyball game. Students selected from 19 different causes to support. Center School celebrated the conclusion of MCAS with a third and fourth grade dance. Sixty-four cockroaches were delivered to the middle schools for a lab. Cockroaches do "hiss"...Mr. Morris will talk more about this lab when he presents this evening.

**Public Comments**

None.

## **New Business**

### **1. School Resource Officer Program Update**

Chief Jim Spinney, of the Chelmsford Police Department, updated the Committee. He shared that last week a collaborative training was held at McCarthy which included **all** first responders from Chelmsford. He is grateful to the Police and Fire Departments, Trinity and Greater Lowell EMS, and to the school district for allowing this to take place in a school setting, which is the best location for this type of training. Safety in the schools keeps improving with more cameras installed in schools, ALICE Training, safety drills in schools, and the increasing presence of "School Resource Officers" in the schools. He is requesting that the Town add an additional officer in his FY2020 budget, which will allow each middle school to have a full time SRO. He stressed the importance of trust and two-way sharing between the students and the SROs. Although there are not SROs at the elementary schools, the officers assigned to the sectors including the schools do visit on a regular basis.

### **2. Spotlight on the Departments: Science K-12**

Jonathan Morris, K – 12 Department Coordinator for Science, along with Dr. Linda Tanini, biology teacher at CHS, and two fourth grade students from South Row Elementary School, presented and shared a slide show which provided updates on the new science frameworks (Next Generation Science Standards); what is new in science at the high, middle and elementary schools; and the future of science in the Chelmsford Public Schools. Additionally, he shared how math and ELA are integrated into the science curriculum. Science is student driven in the district, involves hands-on investigations and encourages career opportunities in the field by joining with local businesses. His fourth grade assistants demonstrated how they built an electro magnet for The Committee. Mr. Morris also spoke about AP offerings at CHS and dual enrollment with Merrimack Community College. Dr. Tanini addressed the changes in the standards and biology curriculum. Both spoke briefly about MCAS assessments in science. The United Nations Sustainable Development Goals are also integrated into the science curriculum.

### **3. Draft Agenda for the School Committee Public Forum on Monday, May 6, 2019**

Dr. Lang shared the proposed agenda for the upcoming forum, as well as a promotional poster. Both were met with approval by The Committee. The meeting will be held at the Police Department at 7:00 p.m.

### **4. School Committee Liaison Assignments**

The new assignments generated by The Chair were shared with The Committee. The assignments met with the verbal approval of The Committee.

### **5. School Committee Warrant Signing Schedule**

The presented schedule met with the verbal approval of The Committee.

### **6. FY19 Financial Report – 3<sup>rd</sup> Quarter (January – March 2019)**

Ms. Johnson-Collins included a memorandum and spread sheets in tonight's agenda. She articulated this quarter's updates for The Committee and answered any questions which arose. No action is required tonight.

**7. Vote: Approve and Authorize Funding for the Westlands School Playground Renovation**

Ms. Johnson-Collins included a memorandum in tonight's agenda detailing the RFP for playground renovation at Westlands.

**Mr. Moses motioned to accept the base bid submitted and award the contract for the Reconstruction of the Westlands Playground at the Community Education Building, located at 170 Dalton Road, Chelmsford, MS 01824 to UltiPlay Parks & Playgrounds, Inc., 43 Main Street, Blackstone, MA 01504, in the amount of \$345,369. Ms. Newcomb seconded. A roll call vote was taken. Motion carries 4-0.**

**8. Vote: Approve and authorize funding for the Westlands School Air Conditioning Project**

Ms. Johnson-Collins included a memorandum in tonight's agenda detailing the RFP for the air conditioning project at Wetlands School.

**Mr. Moses motioned to accept the base bid and award a contract for the supply and installation of a Mini-Split Ductless Air Conditioning System at the Community Education Building, 170 Dalton Road, Chelmsford, MA 01824 to Johnson Controls, 39 Salem Street, Lynnfield, MA 01940, in the amount of \$109,000. A roll call vote was taken. Motion carries 4-0.**

**9. Vote: Approval of Net School Spending (NSS) Agreement – MA DESE EOYR INDIRECT Cost Allocation**

Dr. Lang's memorandum, included in tonight's agenda packet, explains this agreement. He recommends The Committee vote accept the provisions as outlined.

**Mr. Moses motioned to approve the Net School Spending Agreement for Massachusetts DESE Indirect Cost Allocation as presented. Ms. Newcomb seconded. A roll call vote was taken. Motion carries 4-0.**

**10. CHS Athletics Turf Field Signage Proposal – Follow-Up**

Dr. Lang's memorandum reviews information supplied by CHS Athletic Director, Dan Hart, and presented to The Committee at the April 9, 2019, meeting. He is seeking The Committee's approval to move forward with this proposal for the fall of 2019.

**Mr. Moses motioned to approve the Chelmsford High School turf field signage proposal. Ms. Santos seconded. A roll call vote was taken. The motion carries 4-0.**

**11. Occupational Therapy (OT) Staffing Recommendation**

Dr. Lang's memorandum addresses a request from Student Services to change a full-time Certified Occupational Therapy Assistant (COTA) to a full-time Occupation Therapist (OT) position. The salary differential is approximately \$1,092.

**Mr. Moses motioned to approve the Occupational Therapy staffing recommendation. Ms. Newcomb seconded. A roll call vote was taken. Motion carries 4-0.**

## 12. Student Services Update

Ms. Amy Reese, Director of Student Services, spoke to The Committee and updated them on Student Services, including actions ongoing for SEPAC. She provided details on the 504 process and also addressed parent concerns for specialized transportation issues. Her slide show is included in tonight's packet. To fully appreciate the details she shared, viewing her full presentation on Chelmsford Telemedia/YouTube is recommended. No action is required by The Committee this evening.

## 13. CHS Junior Job Shadow Recommendation

Principal Murray and Dean Blagg shared information on "Job Shadow Day" to be held on May 21, 2019. Junior students will spend a minimum of four hours on that day shadowing an employee (sight mentor) in a career that interests them and will follow-up by sharing the insights gained by writing a reflection piece. This program was kicked off on March 12<sup>th</sup> at a career exploration breakfast for all juniors.

## 14. CPS Organization Chart

Ms. Santos had requested this chart. Dr. Lang included the chart in tonight's agenda packet. An augmented chart will be presented at a future meeting.

## 15. Personnel Report: March 2019

No action required.

## 16. Approval of Conference and Field Trip Requests

**Mr. Moses motioned to approve the conference and field trip requests as noted in tonight's agenda packet. Ms. Newcomb seconded. Motion carries 4-0.**

## Reports

### Liaison Reports

Ms. Newcomb attended SEPAC's "Day on the Hill" in Boston with representatives from Chelmsford and Westford. The meetings with elected officials went well. Ms. Newcomb also attended a forum in Lowell which presented results from the Foundation Budget Review.

### Action Items

The Chair reminded The Committee that Monday is Town Meeting and Wednesday is "Day on the Hill".

## **Public Comments**

Kristin Erickson, of 291 Acton Road, SEPAC co-chair, thanked Ms. Reese and others for taking the time to work with the results of the parent survey. She also thanked Ms. Newcomb for all her support. There will be a SEPAC meeting this Thursday evening at the CHS Learning Commons.

## **Adjournment**

Mr. Moses motioned to adjourn tonight's meeting at 9:08 p.m. Ms. Newcomb seconded. Motion carries 4-0.

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

*Respectfully submitted by Sharon Giglio*