

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
July 18, 2018
Meeting Minutes**

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

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 4:00 p.m. and led those in attendance in the Pledge of Allegiance. Chelmsford Telemedia is recording and televising the meeting. The Policy Subcommittee will be meeting tomorrow. The Facilities Subcommittee met. Dr. Lang has placed a folder in the "Drop Box" which prioritizes facilities items. The "Warrant Signing Schedule" has been updated.

Public Comments

None tonight.

New Business

1. Preliminary FY18 End-of-Year Budget Adjustments/Transfers

Ms. Johnson-Collins included a detailed report in tonight's agenda. She reviewed the report at tonight's meeting.

Mr. Thomas motioned to approve the transfer of \$16,168.73 from the General Fund to the Food Service Revolving Fund as necessary. Ms. Skaar seconded. A roll call vote was taken. Motion carries 5-0.

Mr. Thomas motioned to approve the transfer of \$2,561,159 from the Circuit Breaker account to balance the FY18 budget. Ms. Skaar seconded. A roll call vote was taken. Motion carries 5-0.

Mr. Thomas motioned to approve the local operating budgets as transfers as presented totaling \$272,674. Ms. Skaar seconded. A roll call vote was taken. Motion carries 5-0.

2. Approval of 2018/19 Employee Handbook

The handbook is included in tonight's packet. When it is included in the district website, it will be searchable. Staff feedback will be welcomed during the upcoming year. It will be a "living document".

Mr. Thomas motioned to approve the 2018/19 Handbook. Ms. Skaar seconded. Motion carries 5-0.

- 3. Permission to Post: Part-Time Social Worker, CHIPS Program**
- 4. Permission to Post: Certified Nursing Assistant (CNA)**

Mr. Thomas motioned to post a Part-Time Social Worker position for the CHIPS Program and the creation of a Certified Nursing Assistant position. Mr. Skaar seconded. Motion carries 5-0.

5. Review and Approval of School Committee Policies

Mr. Thomas motioned to give provisional approval of School Committee Polices C, D, E, and F. Ms. Skaar seconded. Motion carries 5-0.

Reports

1. Liaison Reports

Mr. Moses spoke highly of the Community Education Program "Summerfest".

Ms. Newcomb shared that SEPAC news that student, Ari Ripoli, went to Washington and met with Elizabeth Warren to talk about legislation and issues regarding dyslexia.

Action/New Items

The next scheduled Committee meeting is August 21, 2018, but an earlier August meeting will be considered.

Ms. Johnson-Collins reported that online bus registration is going well.

Adjournment

Mr. Thomas motioned to adjourn the meeting at 5:09 p.m. Ms. Skaar seconded. Motion carries 5-0.

Respectfully submitted by Sharon Giglio