

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
September 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 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. The Chair welcomed back our student representatives, Kate Petka and Clare Rigney.

Consent Agenda

1. Approval of the minutes of the regular school committee meeting of August 21, 2018

Mr. Thomas motioned to approve the minutes of the August 21, 2018, meeting as presented. Ms. Skaar seconded. Motion carries 5-0.

2. Approval of the minutes of the regular school committee meeting of September 4, 2018.

Mr. Thomas motioned to approve the minutes of the September 4, 2018, meeting as presented. Mr. Moses seconded. Motion carries 4-1 with Ms. Skaar abstaining.

Student Representatives

Clare reports that the CHS Open House will be this Thursday, September 20, 2018. The first "flex block" will happen on September 26th. The senior class fund raising dance will be held on September 22, 2018.

Kate shared that today's early release provided additional ALICE training for staff. The junior/senior mentors will be meeting with their mentees on September 21, 2018.

Good News

Dr. Hirsch stated that the work on the ALICE protocol today was successful. The Science Department is working with the Energy Conservation Commission and received a grant for \$7,500 for indoor farming and gardening at CHS. Over 200 hundred of our middle and high school students performed at band night during the season's first football game.

Public Comments

None.

New Business

1. Establishment of 2018/19 School Committee Goals.

The Chair included the goals and action plans in tonight's agenda packet.

Mr. Thomas motioned to approve these goals as presented. Ms. Skaar seconded. Motion carries 5-0.

2. Public Forum: School Safety/ Emergency Preparedness – Tuesday, October 9, 2018.

The first School Committee public forum will be held on October 9, 2018, at the police station and will be televised and recorded. All are welcome.

3. Discussion: Later School Start Times (B. Skaar)

A memorandum from Ms. Skaar regarding later start times for middle and high school students is included in tonight's agenda packet. Discussion followed and it was suggested that this be a topic for a second public forum in the near future.

4. Discussion: Extended Learning Time (D. Newcomb)

A committee will be formed to investigate this issue. The number of snow days is a factor in considering options. Ms. Newcomb believes that Dr. Hirsch would be the best person in the district to head this committee.

5. Legal Opinion: CHS Student Parking Fees Revenue – Revolving Fund

Dr. Lang's memorandum on this issue and a letter from Attorney Andrew J. Waugh (both included in tonight's packet) provide clarity on this topic.

Mr. Thomas motioned to shift/transfer the anticipated revenue from student parking fees in the FY19 approved local operating budget from contracted student transportation (3300) to School Security (3600). Ms. Skaar seconded. A roll call vote was taken. Motion carries 5-0.

Mr. Thomas motioned to approve a FY19 local budget appropriation transfer of \$33,300 from School Security – Supervisor of Students (3600) to Transportation – Regular Transportation: Base Contract 3300). Ms. Skaar seconded. A roll call vote was taken. Motion carries 5-0.

6. CHS Student Activity Account Audit (Draft); Policy and Procedure Recommendations

A memorandum and detailed draft report by Ms. Johnson-Collins is included in tonight's packet.

Mr. Thomas motioned to approve the draft report presented as a report in progress. Ms. Skaar seconded. Motion carries 5-0.

7. Report on McCarthy, Parker and CHS Clubs

This report is included in tonight's agenda packet. For more information on discussion of this report, please view tonight's meeting on Chelmsford Telemedia/You Tube.

8. 10 Year Capital Plan Update: D&W items

Dr. Lang included a detailed memorandum and spread sheets addressing this plan. To see the full discussion, please view tonight's meeting on Chelmsford Telemedia/You Tube.

9. 2018/19 School Committee Presentation Schedule: Departments & Schools

No action required.

10. Recommendation to Amend Coordinator of SEL & Counseling Services Job Description

Dr. Lang has included in tonight's packet his recommended amendment to the posted job description.

Mr. Thomas motioned to amend the job description for the Coordinator of SEL and Counseling as presented. Ms. Skaar seconded. Motion carries 5-0.

11. Updates: Ongoing Projects/Initiatives

See Dr. Lang's memorandum on updates in tonight's packet.

12. Review and Approval of School Committee Policies

Mr. Thomas motioned to provisionally approve School Committee Policies "K" and "L". Ms. Skaar seconded. Motion carries 5-0.

13. Approval of Conference and Field Trip Requests

Mr. Thomas motioned to approve the Parker Middle School field trip on June 7, 2019, to Canobie Lake Park, Salem, NH. Ms. Skaar seconded. Motion carries 5-0.

Mr. Thomas motioned to approve Dr. Lang's conference in Houston November 28-30, 2018. Ms. Skaar seconded. Motion carries 5-0.

Reports

1. Liaison Reports

Ms. Newcomb attended South Row's PTO meeting last night. Mr. Moses attended the Byam School orientation. Mr. King attended the Booster's Club meeting.

Action/New Items

Mr. Thomas wonders why enrollment is down in business classes. Dr. Lang will update on this.

Ms. Newcomb stated the SEPAC group will be holding a workshop on Thursday, September 27th called "True Colors". This will take place in the CHS Learning Commons from 7 to 9:00 p.m.

Public Comments

Jeannette Moreau, of Main St. in North Chelmsford, spoke that she attended tonight's meeting because of a social advocacy class she is taking as a social work student.

Adjournment

Mr. Thomas motioned to adjourn tonight's School Committee meeting at 8:32 p.m. Ms. Skaar seconded. Motion carries 5-0.

Respectfully submitted by Sharon Giglio