

# Chelmsford School Department School Committee

## *Notice of Public Meeting*

Email Posting to [townclerk@townofchelmsford.us](mailto:townclerk@townofchelmsford.us) Thank you.

Filed with Town Clerk:

As required by G.L. c. 30 A, §18-25

**DATE: Tuesday February 2, 2021 TIME: 6:00 p.m. ROOM: Conf. Room 1**

**PLACE: CPS Central Administration Office ADDRESS: 230 North Road**

The Chelmsford School Committee intends to conduct an in-person meeting on the date and time specified, however all public participation will take place remotely, not in-person. The meeting is not open to the public for in-person participation. The meeting will be live-streamed by Chelmsford Telemedia for interested community members to access and watch. Interested community members may e-mail Superintendent of Schools, Dr. Jay Lang, at [langj@chelmsford.k12.ma.us](mailto:langj@chelmsford.k12.ma.us) prior to 5:00 p.m. on Tuesday February 2, 2021 to be recognized to provide remote public input under the public participation portion(s) of the agenda via a GoToMeeting link that will be provided.

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **CHAIR OPENING STATEMENT**

### **CONSENT AGENDA**

1. Approval of the minutes of the regular school committee meeting of January 19, 2021

### **CHS STUDENT REPRESENTATIVE ANNOUNCEMENTS**

### **GOOD NEWS**

**PUBLIC COMMENTS:** The School Committee will hear from members of the public on items listed under New Business on the posted agenda.

### **NEW BUSINESS**

1. Presentation: Spotlight on the Schools – McCarthy Middle School
2. Presentation: Spotlight on the Departments – Mathematics
3. Update on HVAC Assessment
4. Update on CPS Website Redesign

5. Superintendent's Recommended FY2022 Budget
6. COVID Update
  - a. Close Contact Definition
7. 2019/20 - 2020/21 Term 1: Student Grade Data Comparison
8. 2019/20 - 2020/21 Term 1: Student Attendance Data Comparison
9. 2021/22 Kindergarten Entrance Age Policy Waiver

**REPORTS**

1. Liaison Reports

**ACTION/NEW ITEMS**

1. Request for Reports & Updates

**PUBLIC COMMENTS:**

The School Committee will hear from members of the public on general matters of education interest.

**ADJOURNMENT**

**CHELMSFORD SCHOOL COMMITTEE  
REGULAR MEETING  
January 19, 2021  
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. An Executive Session was held earlier this evening.

**Consent Agenda**

1. **Approval of the minutes of the regular school committee meeting of January 5, 2021.**

**Ms. Newcomb motioned for the school committee to accept the minutes of the regular school committee meeting of January 5, 2021. Mr. Moses seconded. Motion carries 5-0.**

**CHS Student Representative Announcements**

Dr. Lang re-introduced Sudeep and Katrina who will continue to be student reps and will join the meetings virtually beginning this evening.

Sudeep shared that semester two will be starting on January 26<sup>th</sup>. Sudeep has been part of the hybrid learning model and feels that it has gone well. He did express concern over the amount of screen time required.

Katrina is enrolled in the remote learning model. Although it requires a lot of screen time she does feel that the “break out rooms” are beneficial in that they allow conversations between students in the class. Overall, her experience has been “pretty good”.

## **Good News**

Dr. Hirsch shared that a collaboration between the different levels of education on types of learning is going on through the pandemic. This document was a team effort of many school districts with many highlights from Chelmsford. It was included in last week's newsletter.

Ms. Newcomb received a note from The Table of Plenty to thank families of Byam Elementary School for their food drive in December, and the families of Harrington School for food donations made this month.

## **Public Comments**

Lauren Cochran and Katy Sullivan from the teacher's union joined the meeting remotely. Ms. Cochran spoke first to provide an update from the Chelmsford Federation of Teachers. She is aware that questions are not answered during the Public Comments time but will pose questions/concerns which she looks forward to being resolved. Ms. Sullivan expressed concerns about the two COVID dashboards (one that tracks students and staff who have been in the schools, and another which tracks students and staff who have not been in the school buildings). Her question is "are there two dashboards?". Ms. Cochran wants to know why contact tracing information is shared often after the quarantine period has ended. This leads to staff not being in quarantine when they should have been. She would like The Committee to share the protocols for this with the union. Ms. Sullivan is concerned about the sprinkling of remote students into hybrid classes. She would like Dr. Lang to share data on this with The Committee. She is also concerned that the data at CHS is inaccurate with many students not attending hybrid classes and staying remote. She is concerned that the MOU is not being honored. She would like to see staff sign off in acceptance of the number of remote students in their classes. Ms. Cochran is concerned about inconsistencies in staff being able to teach remotely at different schools. She would like central administration to intervene to assure that AFT members are "treated fairly and equally with regards to remote assignments". Regarding standards-based report cards, Ms. Sullivan asked if parents of middle schoolers are aware of report card changes in September of 2021 and how many parent meetings have been held concerning these changes. Ms. Cochran appreciates regular meetings with Dr. Lang and open communication with The Committee.

Arun Venugopal, CHS Alumni (2015), joined the meeting virtually to present "Chelmsford CARES and the Antiracism Movement". Mr. Venugopal is the liaison for The Town and Chelmsford Public School's administration for this initiative. He shared a slide show concerning this initiative while enlightening the audience on the details. The group was grown by public interest after the George Floyd Vigil held on June 5, 2020, on the Chelmsford Commons. Its purpose is to unite the various antiracist organization and resources in and outside Chelmsford. The full presentation of this important coalition, its goals and action plans may be viewed by watching tonight's meeting on Chelmsford Telemedia.

The Chair has received emails asking about changes to close contact protocols (with particular concern about younger students) and testing for COVID which may create anxiety for younger children.

## **New Business**

### **1. Presentation: Spotlight on the Schools – Community Education Program**

Robyn Adams, Director of Community Education, joined the meeting virtually for her presentation and included her slide show in tonight's agenda packet. She detailed: The Extended Day Program (2019-2020 school year); Adult Education (2019-2020); Summer Quest (6<sup>th</sup> grade – 9<sup>th</sup> grade beginning in 2019); virtual classes offered during COVID; Lion's Pride (full-day preschool); and community outreach.

She also shared upcoming plans. Her entire presentation, including wonderful photos may be viewed by watching tonight's meeting on Chelmsford Telemedia. Her presentation was appreciated by all at the meeting.

## **2. 2021/22 Kindergarten Registration**

Ms. Johnson-Collins shared information on this year's registration, which will take place by appointment at the PAC on January 20<sup>th</sup> and 27<sup>th</sup>. A checklist is shared in tonight's packet to assure parents will bring all needed documentation with them. The next wave of registrations will take place in April. Packets may also be delivered to Central Office.

## **3. 2021 MCAS Assessment and Accountability Update**

Dr. Hirsch shared the third update from DESE this evening. Her memorandum and that from Commissioner Riley from DESE are both included in tonight's agenda packet. The class of 2021 will still meet the competency determination by attending their ELA and Math classes at CHS and meeting Chelmsford's requirements for graduation. Students who will need support because of not passing assessments previously will be offered assistance this summer. MCAS testing for grades three through eight will be shortened. Details on the timing and length of sessions will be forthcoming. Grades five and eight will also take the engineering and science MCAS, which will be shortened as well. Accountability for school districts will not be measured, instead test data will be diagnostic at this time. The information will be shared with the schools when received. Access testing for ELL students is currently taking place. Biology tests will be an option for ninth graders this year. Additional details on how the tests will be administered are not yet determined.

## **4. Diversity and Inclusion Subcommittee Meeting Update**

Dr. Hirsch met with Education Working Group Sub-Committee from the Town of Chelmsford Diversity, Racial Equity, and Inclusion Committee (DREIC) on January 12<sup>th</sup>. She was able to share what is currently happening in The CPS as well as the outlook for the near future and upcoming curriculum changes. Recommendations for future readings for PD were shared as well as plans for speakers for staff and parents. Future meetings are being planned and will be scheduled on a regular basis.

## **5. FY2021 Budget Report: 2<sup>nd</sup> Quarter Financials**

Ms. Johnson-Collins shared a memorandum and detailed spread sheets in tonight's agenda packet and spoke to The Committee about the information covering the months from July through December. Overall the report is favorable.

## **6. Recommended FY2021 Budget Transfers**

**Ms. Newcomb recommend the School Committee vote to approve the FY2021 local operating budget transfer for the Chelmsford Public Schools as presented. Mr. Moses seconded. A roll call vote was taken. Motion carries 5-0.**

## **7. FY2022 Budget Calendar and Discussion**

Dr. Lang will roll out the proposed budget for FY2022 at the meeting on February 2, 2021. The first meeting on deliberations will take place on February 23<sup>rd</sup>.

## **8. COVID Testing Data, Notification and Close Contact Update**

Dr. Lang recommends a revision of notification of positive COVID cases within the schools. Thus far notifications are sent even if those who tested positive were remote students who had not attended school. He believes it better to only notify when those who test positive have attended school and have been a close contact of the notified receiver. CPS still posts weekly updates by school of COVID data. He will update the process in his next newsletter and plan to put the process in place on January 25, 2021. The Committee discussed this recommendation at length. The Committee's consensus was that notifications need not be sent out in the cases where a positive COVID test involved remote students/staff who had no presence in the schools.

Dr. Lang also wanted to clarify "close contacts". Looking at data since the school year began, he feels that we have been "overidentifying" what is a "close contact". This has resulted in entire classes being quarantined for up to 10 days. Dr. Lang would like to align with the CDC definition: "Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated." The CDC guidelines are followed by most of the school districts in the area. Committee members suggested to **not adopt** the CDC guidelines until after February vacation and when more data on mutated strains of COVID is available. The Chair suggested this issue be tabled and revisited at the next meeting on February 2, 2021.

## **9. COVID Pooled Testing Initiative for K-12 Schools**

Dr. Lang included a memorandum and a DESE Power Point in tonight's agenda packet on the proposed "pooled testing initiative". DESE will be offering a pilot program and more information will be presented on January 22<sup>nd</sup> via a webinar. DESE would fund the initial six weeks of the testing, with The District being responsible for the cost after that. Pooled testing allows more people to be tested at a lower cost. This would allow small groups to be tested but would only cost what a single test would. If the swabs put in the pool are all negative, no further testing is required, and the participants are all deemed negative at that moment in time. If the pooled test is positive, all members of the group would quarantine and be tested separately. The quick test would reveal who in the group is positive and only that person would have to proceed with quarantine protocol. Participation would be voluntary. If Chelmsford participates it might hasten the timeline for students and staff to return to school. Staff vaccinations will also help for an earlier return to school. More information is forthcoming.

## **10. Personnel Report: December 2020**

No action required tonight.

### **Liaisons**

Mr. Doherty attended the CHIPs PTO meeting. They are looking into enrichment programs for the spring which could take place outside. Their "sock drive" will be February 8<sup>th</sup> until March 12<sup>th</sup>. New members are always welcome.

Ms. Santos shared that the Harrington Holiday Store was a success. They are also helping with the food drive this month. She also announced that Mr. Doherty has been cast in The Theatre Guild's upcoming mystery movie!

Mr. King shared that The Chelmsford Council of Schools will meet tomorrow virtually.

**Public Comments**

The Chair received two comments via email expressing opposite opinions about the changing of the COVID testing information.

**Adjournment (9:00 p.m.)**

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

*Respectfully submitted,  
Sharon Giglio, Recording Secretary*

# CHELMSFORD PUBLIC SCHOOLS

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Jay Lang, Ed.D., Superintendent

## **Memorandum**

To: Members of the School Committee  
From: Jay Lang, Ed.D., Superintendent of Schools  
Date: January 31, 2021  
Re: Spotlight on the Schools: McCarthy Middle School

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Attached please find a PowerPoint presentation provided by McCarthy Principal Kurt McPhee in advance of the meeting presentation. I look forward to hearing the presentation and discussing the good work that is occurring at McCarthy Middle School with the members of the school committee.

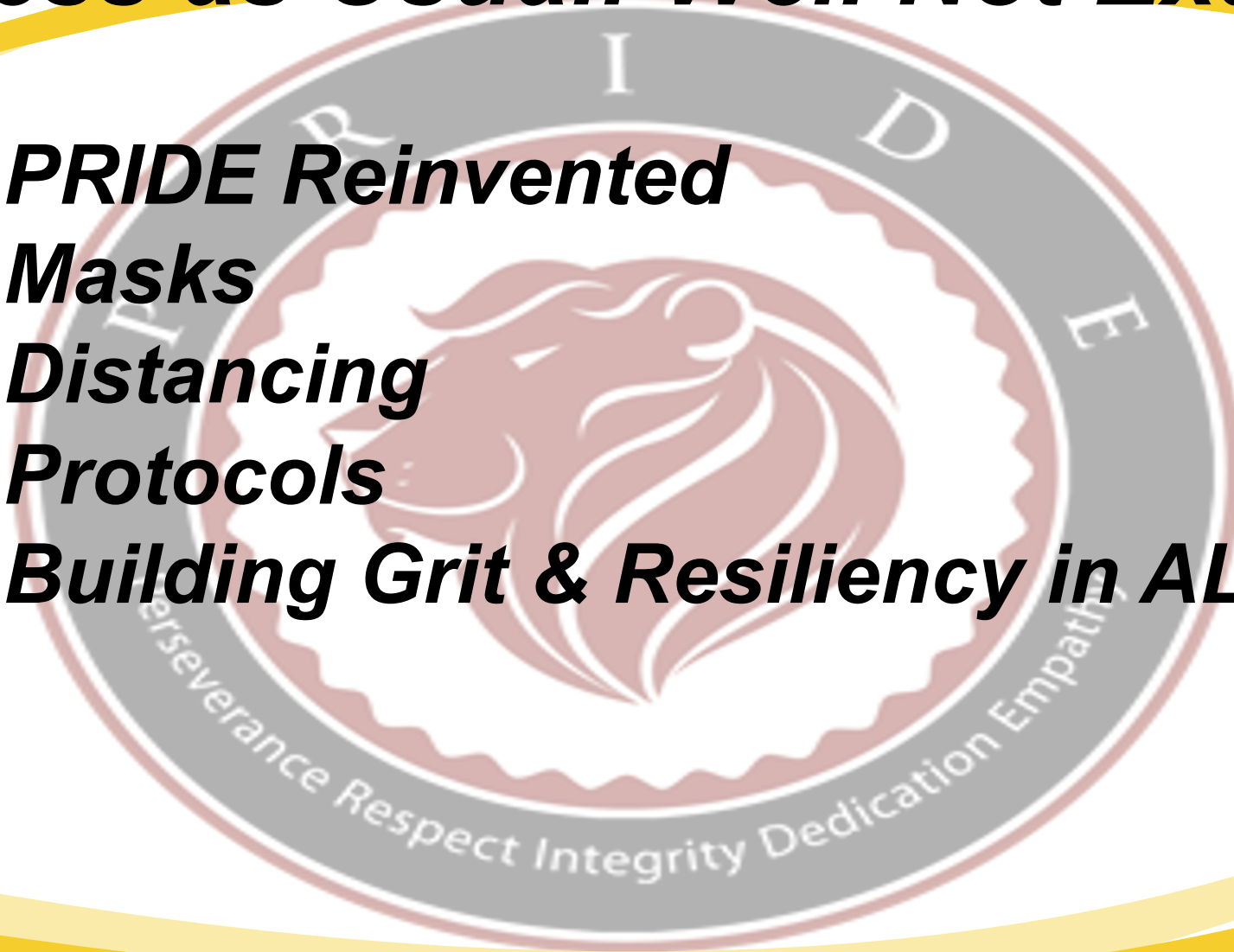


# McCarthy Middle School- *Just Like Any Other Year!*

School Committee Presentation  
February 2, 2021  
Mr. McPhee & Mrs. Calobrisi

# ***Business as Usual! Well Not Exactly...***

- ***PRIDE Reinvented***
- ***Masks***
- ***Distancing***
- ***Protocols***
- ***Building Grit & Resiliency in ALL!***



# Trying to Keep Things as Normal as Possible

## **Project 300 - 43<sup>rd</sup> Year**

**Mr. Gallagher & Mr. Sullivan**

- To Project 300 or Not to Project 300? – The Project must go on!
- Reinvented itself
- Set a Schoolwide goal of collecting 15,000 food items - We exceeded with Encouragement & Inspiration from our staff and special guest videos!
- Got some press from NECN, Boston 10 NBC, & WROR
- Student All Star Performances
  - **Emma V. (5), Abigail P. (5) & Sam O. (8)**

# Trying to Keep Things as Normal as Possible

## Afterschool Activities - Virtual

- Yearbook
- **Drama- Mrs. Richardson**
  - **Students: Benny G. (8) & Mia T. (7)**
- The Voice - McCarthy Edition
- Law Enforcement Club
- **Dungeons & Dragons**
  - **Students: Joe E. (8) & Benny G. (8)**
- Writers Society
- **ASL - Ms. Dick**
  - **Students: Jane N. (6), Mia T. (7) & Zoe M. (8)**
- Homework Help
- Stand Up McCarthy
- Jazz Band

# CHELMSFORD PUBLIC SCHOOLS

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Jay Lang, Ed.D., Superintendent

## **Memorandum**

To: Members of the School Committee  
From: Jay Lang, Ed.D., Superintendent of Schools  
Date: January 31, 2021  
Re: Spotlight on the Departments: Mathematics

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Attached please find a PowerPoint presentation provided by Dr. Matthew Beyranevand, Department Coordinator for Mathematics. I look forward to hearing Dr. Beyranevand's presentation and discussing the work that is ongoing in the district with respect to this subject area.

CPS Mathematics Department  
School Committee Presentation  
February 2, 2021



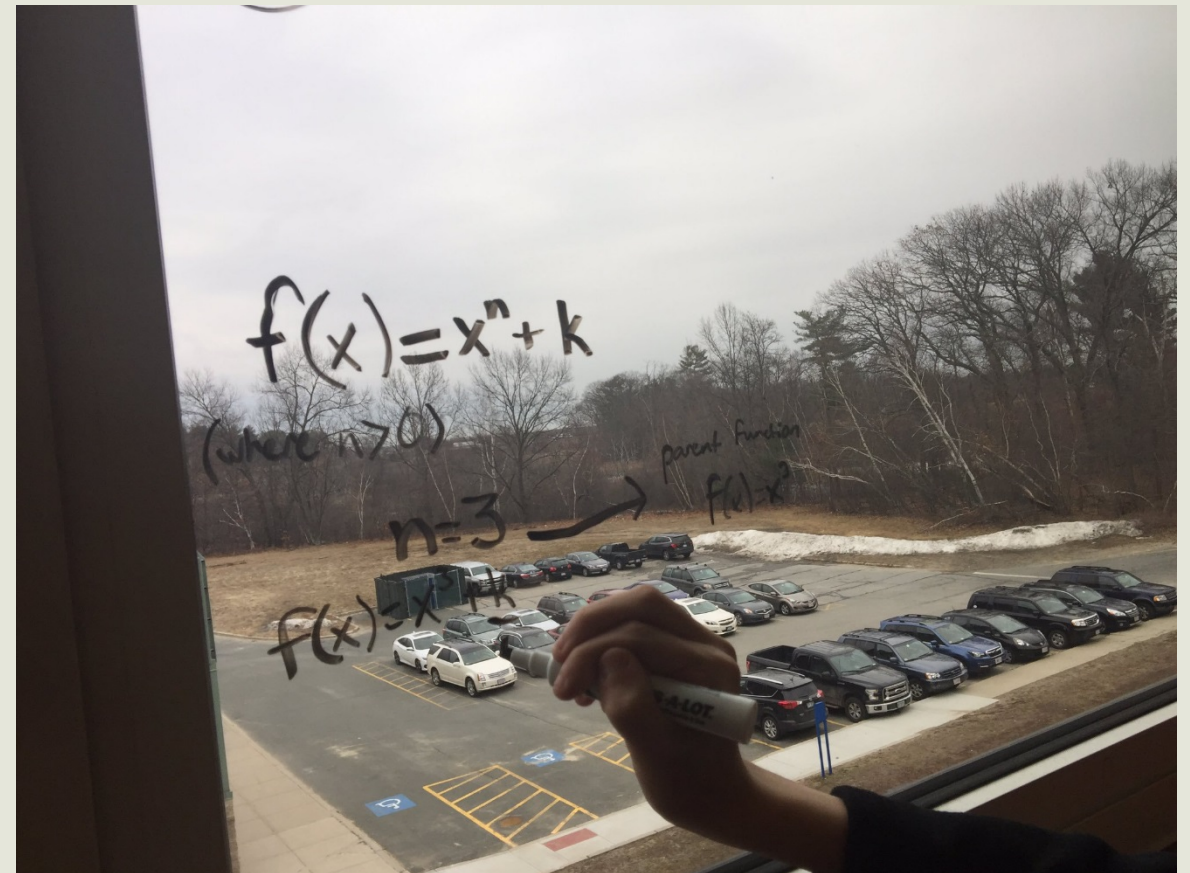
**MATHEMATICS**



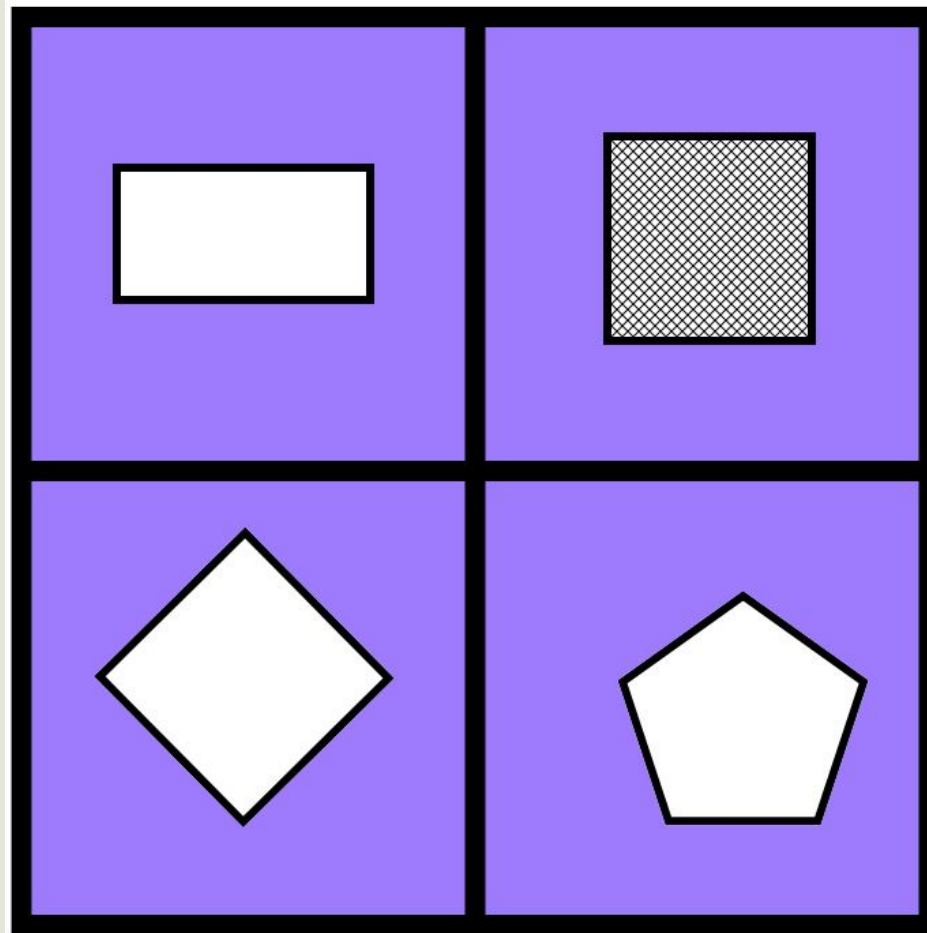


# Overview

- Hybrid and Remote Learning
- Standards-Based Report Card in Middle School
- Questions



# Warm Up: Which One Doesn't Belong?





# Chelmsford Public Schools Philosophy of Teaching Math

- Conceptual Understanding
- Joyful Mathematics
- Growth Mindset





# Hybrid and Remote Mathematics

- Teachers
- Pacing
- Manipulatives
- iReady
- NHS Students
- Assessments
- Honors Placement Process



# Standards-Based Grading Updates

- Standards Completed
- Calibrating Common Assessments
- Determine Comments: Beginning of March
- Parent Night: March 31<sup>st</sup>
- X2 Teacher Training: April

**THANK YOU FOR LISTENING!**



**ANY QUESTIONS?**

Thank You



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**TOWN OF CHELMSFORD**  
**DPW / DIVISION OF PUBLIC FACILITIES**

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**TO:** Jay Lang, Ed.D., Superintendent of Chelmsford Public Schools  
**FROM:** Kathleen Canavan, AIA, Public Facilities Manager  
**SUBJECT:** Update 2: 2020 HVAC Assessment for Chelmsford Public Schools  
**DATE:** January 29, 2021

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**Phase I: Service Enhancements**

- Boston Mechanical Services (BMS)
  - HVAC service contractor is on site daily to address all ongoing service call
  - Sustainability Manager updates work requests
- FMC Technologies Inc. (Controls Contractor)
  - The electrician is physically on site weekly to address ongoing and newly identified issues

**Phase II - A: Mechanical Assessment and Repair**

- Assessment
  - BMS in seventh week of assessment
  - To date BMS has completed approximately 90% of the HVAC Assessment (see chart below)
  - Anticipated completion date Friday 02/05 – weather permitting

School	Unit Ventilators % Complete	RTUs &AHUs % Complete
CHS	100%	<b>0%</b>
Parker	100%	100%
McCarthy	<b>25%</b>	100%
Harrington	100%	100%
Byam	100%	100%
South Row	100%	100%
Center	100%	100%
Community Ed	100%	100%

- FMC is available daily to work with Melissa Joyce and BMS providing controls support to test the mechanical equipment
- Repair
  - Repair and cleaning is ongoing throughout assessment and completed by custodians, facilities staff, BMS and FMC
  - An anticipated 1-4 week rolling timeframe to complete all repairs
  - In addition to the BMS deficiency lists, FMC has ongoing repair work:
    - Retro-commissioning exhaust fans district wide



- Eliminating pneumatic controls on exhaust fans at Center
  - Reprogram controls on dampers at McCarthy School
  - Harrington univent communication failure – repaired
- Deficiency List
  - BMS mechanical list
    - On going effort to buy equipment
    - Repairs in progress
  - FMC controls list
    - On going effort to buy equipment
    - Repairs in progress

**Phase II - B: Testing and Balancing Bid (TAB)**

- CMTA Consulting Engineers
  - Available to work with the TAB Contractor to review specifications and spreadsheet ventilation calculations
- Bid Awarded to Air Solutions & Balancing, Auburn NH
  - \$236,450 Total Base Bid
  - Contract signed and Notice to Proceed on February 10<sup>th</sup>
  - 60 days allotted to complete project
- Testing and Balancing Schedule
  - Anticipated start date: Monday February 15<sup>th</sup>
  - Project schedule sequentially first targeting schools where all repair work is complete
    - Tentative start at the elementary schools

**Phase III: Capital Improvements**

- No updates at this time

**Project Timeline:**

- December 3, 2020: TOC received CMTA HVAC Assessment Report
- December 7, 2020: Kick off meeting with School and Town leadership
- December 8, 2020: FMC controls specialist began weekly shift
- December 9, 2020: CMTA hired for additional services
- December 14, 2020: BMS began mechanical survey with 2 technicians
- December 21, 2020: BMS continued mechanical survey with 3 technicians
- December 22, 2020: CMTA submitted specifications for review
- December 28, 2020: BMS continued mechanical survey with 4 technicians
- December 30, 2020: Bid submitted to CR, Cbuys, Newspaper
- January 6, 2020: CMTA submitted final specifications
- January 13, 2021: Bid documents available online
- January 27, 2021: Bid opening
- February 10, 2021: Contract signed and Notice to Proceed
- February 15, 2021: Awarded TAB contractor begins testing and balancing

# CHELMSFORD PUBLIC SCHOOLS

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Jay Lang, Ed.D., Superintendent

## **Memorandum**

To: Members of the School Committee  
From: Jay Lang, Ed.D., Superintendent of Schools  
Date: January 31, 2021  
Re: COVID Close Contact Definition Update

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We had an initial discussion on this matter at the January 19, 2021 regular meeting of the school committee and agreed to continue the discussion at our next meeting. Below is the information and recommendation provided at our last meeting for discussion purposes:

### **Identification of Close Contacts**

At the beginning of the school year, we adopted and applied a significantly more broad definition of a “close contact” of an individual that has tested positive for COVID-19, resulting in an overidentification of individuals that must be excluded from attending in-person school and quarantine. We adopted a definition of a close contact to include any individual in the classroom with an individual that tests positive for COVID-19. As you may recall, we adopted and agreed to with our employee unions a 6 foot spacing distance guideline in our classrooms, wearing face coverings/masks (with the exception of mask breaks), frequent hand washing and personal hygiene practices, and enhanced/increased building cleaning and sanitization measures. Our efforts have been very successful due to the diligence of our staff enforcing the expectations and students complying with and taking them seriously.

Since the beginning of the school year, we have identified hundreds of students and staff (over 125 alone) as “close contacts” of an individual that tested positive for COVID-19 under our current definition. Being identified as a close contact under our current definition imposes a hardship on the individual (and their family) that is required to remain at home and quarantine for a defined period of time. Given the health and safety precautions and practices we have in place, supported by the consistent negative COVID tests our close contacts received, I feel it is appropriate to alter our definition of a close contact to be in-line with that of the United States Centers for Disease Control and Prevention (CDC). The CDC currently defines a “close contact” as:

Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.





# CHELMSFORD PUBLIC SCHOOLS

Dr. Linda Hirsch, Assistant Superintendent

## MEMORANDUM

To: Dr. Jay Lang, Superintendent  
 Members of the Chelmsford School Committee

From: Dr. Linda Hirsch, Assistant Superintendent *Linda J. Hirsch*

Date: February 2, 2021

RE: SY 2019/20 & 2020/21 Term 1 - Student Grade Data Comparison

As we continue to monitor student progress and changes in instructional practices throughout this pandemic, the middle school and high school continue to review student grades as an indicator of achievement and to develop supports necessary for students. This is a current practice used annually at the two levels after each term to assess student needs. This year in particular, monitoring student grades has helped in providing targeted assistance to families as well as students, as our counselors, teachers, and building leaders have assessed barriers to learning and remedied barriers to continue creating supports for students for the remainder of the school year.

Students whose grades fall below a 70 are the tier targeted for support as the terms are reviewed. These are students that are in danger of failing for the entire year and are in need of the most support. In review this year's grade report in Term 1 to last year's report, we are seeing a significant uptick in students falling below a 70 in grades 5-8. Below is the breakdown of students for Term 1 in the 2019-2020 school year compared to the current 2020-2021 school year.

### Chelmsford High School

School Year	Total Grades Below a 70	Grade 12	Grade 11	Grade 10	Grade 9
19-20 Total Grades	204	65	47	57	35
<b>20-21 (COVID)</b>	<b>495</b>	<b>135</b>	<b>136</b>	<b>108</b>	<b>116</b>
<b>Difference</b>	<b>+291</b>	<b>+70</b>	<b>+89</b>	<b>+51</b>	<b>+81</b>
<b>Total # of Students 20-21</b>	<b>213</b>	<b>62</b>	<b>50</b>	<b>48</b>	<b>53</b>

\*CHS GRADE TERM 1 - SY2020 8/27/10 - 11/1/19 & SY2021 9/16/20 - 11/6/20

### Parker Middle School

School Year	Total Grades Below a 70	Grade 8	Grade 7	Grade 6	Grade 5
19-20	126	34	35	46	11
<b>20-21 (COVID)</b>	<b>352</b>	<b>116</b>	<b>114</b>	<b>92</b>	<b>30</b>
<b>Difference</b>	<b>+226</b>	<b>+82</b>	<b>+79</b>	<b>+46</b>	<b>+19</b>
<b>Total # of Students 20-21</b>	<b>135</b>	<b>48</b>	<b>40</b>	<b>33</b>	<b>14</b>

\*MIDDLE GRADE TERM 1 - SY2020 8/27/19 - 11/25/19 & SY2021 9/16/20 - 11/17/20





# CHELMSFORD PUBLIC SCHOOLS

Dr. Linda Hirsch, Assistant Superintendent

## McCarthy Middle School

School Year	Total Grades Below a 70	Grade 8	Grade 7	Grade 6	Grade 5
19-20	81	28	36	17	0
<b>20-21 (COVID)</b>	<b>213</b>	<b>56</b>	<b>65</b>	<b>68</b>	<b>24</b>
<b>Difference</b>	<b>+132</b>	<b>+28</b>	<b>+29</b>	<b>+51</b>	<b>+24</b>
<b>Total # of Students</b>	<b>112</b>	<b>29</b>	<b>32</b>	<b>35</b>	<b>16</b>

\*MIDDLE GRADE TERM 1 - SY2020 8/27/19 - 11/25/19 & SY2021 9/16/20 - 11/17/20

In response to the increase of students not meeting grade expectations, the schools have put together plans that would make these students a priority for the next tier of students to return to in-person learning 4-days a week, credit recovery options for students at the high school level, and both communication and outreach plans to families that reengage students in school. Once Term 2 grades are posted, the schools will evaluate the effectiveness of these interventions, review the successes, and provide additional intervention plans as needed.





# CHELMSFORD PUBLIC SCHOOLS

Dr. Linda Hirsch, Assistant Superintendent

## MEMORANDUM

To: Dr. Jay Lang, Superintendent  
 Members of the Chelmsford School Committee

From: Dr. Linda Hirsch, Assistant Superintendent *Linda J. Hirsch*

Date: February 2, 2021

RE: SY 2019/20 & 2020/21 Term 1 - Student Attendance Data Comparison

In concert with the Term 1 grade comparison, the schools are also reviewing attendance rates of students during the pandemic and in the different learning models as the school year progresses. Attendance this year is especially important given the complexities of the learning models and how all students have a remote portion to their learning this year. Below are the total attendance rates per school for Term 1 in the 2019-2020 school year compared to the current 2020-2021 school year.

School	2019-2020 Totals	2020-2021 Totals	Difference
<b>High School</b>	<b>1789</b>	<b>2933</b>	<b>+1144</b>
<b>McCarthy</b>	<b>1288</b>	<b>1201</b>	<b>-87</b>
<b>Parker</b>	<b>1115</b>	<b>1657</b>	<b>+542</b>
<b>Byam</b>			
<u>Kindergarten</u>	<b>257</b>	<b>312</b>	<b>+55</b>
<u>Grades 1-4</u>	<b>698</b>	<b>1175</b>	<b>+477</b>
<b>Center</b>			
<u>Kindergarten</u>	<b>248</b>	<b>168</b>	<b>+80</b>
<u>Grades 1-4</u>	<b>616</b>	<b>601</b>	<b>-15</b>
<b>Harrington</b>			
<u>Kindergarten</u>	<b>306</b>	<b>416</b>	<b>+110</b>
<u>Grades 1-4</u>	<b>671</b>	<b>824</b>	<b>+153</b>
<b>South Row</b>			
<u>Kindergarten</u>	<b>284</b>	<b>93</b>	<b>-191</b>
<u>Grades 1-4</u>	<b>627</b>	<b>269</b>	<b>-358</b>





# CHELMSFORD PUBLIC SCHOOLS

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Dr. Linda Hirsch, Assistant Superintendent

## **ELEMENTARY GRADE TERM 1**

Kindergarten: SY2020 8/27/19 - 1/10/2020 & SY2021 9/16/20 - 1/22/21

Grades 1 – 4: SY2020 8/27/19 - 11/25/19 & SY2021 9/16/20 - 12/8/20

**MIDDLE GRADE TERM 1:** SY2020 8/27/19 - 11/25/19 & SY2021 9/16/20 - 11/17/20

**CHS GRADE TERM:** SY2020 8/27/19 - 11/1/19 & SY2021 9/16/20 - 11/6/20

Attendance reporting is a very different process this year than in the past. In a typical year, there was one attendance marking for students, absent. Students are only marked absent when not in school, otherwise they are present. This year, the state has required four (4) reporting measures – virtually present (VP), virtually absent (VA), present (P), and absent (A) for each student. In the beginning of the year, districts needed to record daily student attendance and absences in the local SIS as either in-person or remote, to ensure that these distinct categories are transmitted to DESE in SIMS reporting in the appropriate data elements. If any portion of the school day is in-person, then the day of attendance should be categorized as in-person. This caused many discrepancies as there was no mechanism for remote students to have an in-person attendance code. There have been several changes to the process since the reopening of school because of this discrepancy.

Schools are looking at school attendance as a factor of achievement and to also identify any barriers that prohibit students to access learning. Similar to school grades and achievement, schools continue to provide outreach initiatives for families and investigate other ways to engage and reengage students in school. Also, since there were some changes in attendance reporting from the beginning of the school year, and the end of Term 1, how schools are reporting their attendance will be reviewed once Term 2 data becomes available to see if there are any discrepancies.





# CHELMSFORD PUBLIC SCHOOLS

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Dr. Linda Hirsch, Assistant Superintendent

## MEMORANDUM

To: Dr. Jay Lang, Superintendent  
Members of the Chelmsford School Committee

From: Dr. Linda Hirsch, Assistant Superintendent *Linda J. Hirsch*

Date: February 2, 2021

RE: 2021/22 Kindergarten Entrance Age Policy Waiver

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The Chelmsford School Committee has a mandatory school entrance age policy ([Section J File JEB](#)) for both Kindergarten and Grade 1 students. Currently, students must be five (5) years of age on or before August 31<sup>st</sup> in the year they enter Kindergarten and must be six (6) years of age on or before August 31<sup>st</sup> of the year they enter in grade 1.

Since school districts made changes in their traditional learning models this year, and that Kindergarten is not mandatory in the state of Massachusetts, many parents opted to not enroll their child(ren) in Kindergarten for the 2020 - 2021 school year. Because of this, there have been some requests from parents to enroll their children in Kindergarten rather than grade 1 for the 2021 - 2022 school year. The school district does not have a policy to allow for this and there are other factors affected in granting such a request, including student age span and instructional grouping of students within grade levels. The school committee policy only has a wavier provision for early entrance into grade 1 after completing a private Kindergarten program.

In a typical grade, there is a one year age span between the oldest and youngest student in the class. For Kindergarten that is 5 years, 0 months to 5 years, 11 months with the current August 31<sup>st</sup> cutoff date. This is approximately a 12-month age difference between the oldest and youngest student in the class depending on the day/month of birth. As you move closer to age 6 for Kindergarten, the age span increases to 13 months and above between the oldest and youngest students in the class.

In reviewing the School Committee Policy, factors affected by any changes, and to mirror the waiver process for students who are age 6 and would be enrolled in grade 1, I am recommending a parallel one-year waiver petition process for parents requesting their child(ren) be enrolled in Kindergarten for the 2021 - 2022 school year if their child(ren)'s birthday falls between August 1<sup>st</sup> and August 31<sup>st</sup>. This will allow for some flexibility for those families who did not enroll in Kindergarten, while not creating a large age discrepancy within the grade for all students and will keep appropriate developmental instructional groupings with age-appropriate peers throughout the schooling years. Attached you will see the current policy and the recommended one-year revision to the policy. This policy revision has been reviewed by the school committee's legal counsel, Attorney Waugh.



## Current Policy



### **File: JEB - ENTRANCE AGE / MANDATORY ADMISSIONS**

A child entering kindergarten must be five years of age on or before August 31st of the year in which they are to enter kindergarten. A child entering grade one must be six years of age on or before August 31st of the year in which they are to enter grade one.

A birth certificate and health records must be provided by parents registering their child for kindergarten/first grade. Proof of residency is required.\*

During the school year any family/child moving into Chelmsford from another city, town, or state who has already been enrolled in school, is registered into whatever grade is recommended by the transferring school. Regardless of the grade that a child is being transferred to, proof of residency is required.\*

For transferring into high school, the student will be registered into the grade level in accordance with the number of credits earned toward graduation. Proof of residency is required.\*

For early entrance Grade 1 requests, a waiver from the August 31st entrance age date will be considered only for children who have successfully completed (documentation provided) a full year of kindergarten and whose birth dates fall between September 1st and September 30th.

\*Proof of residency includes, but is not limited to, a purchase and sales agreement with financial commitment, copy of utility bill, and/or rental/lease agreement.

LEGAL REFS.: M.G.L. [15:1G](#)

603 CMR [8.00](#)

### **Current Policy Waiver for Grade 1 Early Entrance**

*For early entrance Grade 1 requests, a waiver from the August 31st entrance age date will be considered only for children who have successfully completed (documentation provided) a full year of kindergarten and whose birth dates fall between September 1st and September 30th.*

### **New Policy Wavier for Kindergarten Retention**

#### ***COVID – 19 Kindergarten Provision For The 2021-2022 School Year Only***

*In order for a student who turned 6 prior to August 31, 2021 to be retained in Kindergarten for the 2021-2022 school year, the District may in its exclusive discretion, issue a waiver for students who are 6 years of age, who have not attended a kindergarten program, and whose birthday falls between August 1<sup>st</sup> and August 31<sup>st</sup>.*