



Chelmsford School Department School Committee

Notice of Public Meeting

Email Posting to townclerk@townofchelmsford.us Thank you.

As required by G.L. c. 30 A, §18-25

Filed with Town Clerk:

DATE: Tuesday April 13, 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 prior to 5:00 p.m. on Tuesday April 13, 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 March 16, 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. Reorganization of School Committee
 - a. Election of School Committee Chair
 - b. Election of School Committee Vice Chair
 - c. Election of School Committee Secretary

2. Presentation: Chelmsford and State School Funding
3. FY2020 MA DESE End-of-Year Audit Report
4. HVAC Assessment Update
5. Return-to-School Update
 - a. Community & School Covid Data Trends
 - b. Staff Covid Vaccination
 - c. Staff & Student Covid Pool Testing
 - d. Elementary School Return to Full In-Person Learning
 - e. Planning for Middle and High School Full In-Person Learning
 - f. MA DESE Waiver Request Approved: Grade Level Configuration
 - g. MOA Reopening Schools Amendment

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
March 16, 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."

1. Approval of the minutes of the regular school committee meetings of February 23, 2021, and March 2, 2021.

Ms. Newcomb motioned for the school committee to approve the minutes of the regular school committee meetings of February 23, 2021, and March 2, 2021. Mr. Moses seconded. Motion carries 5-0.

Good News

Dr. Hirsch shared that on March 12th, the CHS acapella groups participated in a virtual northeast quarter final of the International Championship of High School Acapella. The Crescendos ranked in second place and The Thursdays ranked first! The award for best solo went to Jackie P. of The Thursdays. The competition videos are available on the District Website. Ms. Newcomb recognized Amanda Roeder's dedication to these groups and the process involved in submitting entries during COVID. The groups have done well under her guidance.

Public Comments

Peter Molloy, a parent from Three Village View Road, called in and thanked all for the effort put into to the current school year. He was critical of the communication in the process of rolling out standards-based report cards. He noted the lack of major stakeholders being polled on the subject. He is also troubled that teachers have been using their planning time to work on the standards-based report card issue during this current school year.

Shelley Bethel, a parent of CPS students, a teacher at McCarthy and the CFT Secretary, expressed concern, that despite the move to standards-based report cards being put on hold, changes are being made in X2 this September to include standards categories instead of the categories currently used. The April 7th, PD is scheduled for this focus. She wonders if the report cards are being changed and when parent input will be heard for future changes. She stated that PD this school year has been centered on standards-based report cards. The PBIS initiative has been ignored during this pandemic school year in favor of the focus on report cards. Staff and students would have benefitted more by PD which addressed students' behavior interventions and support strategies to help them "build confidence and self-worth". She is speaking on behalf of the middle school teachers who feel the change to standard-based report cards is being rushed. She would like the reason for this to be discussed later in tonight's meeting. She requests that the April 7th, PD day be used as a building day to build morale and provide staff with information on what school will look like when students return for the full day. She would like the report card changes to be addressed after the pandemic is over.

The Chair read an email from Kristen Williamson, of three Prairie Road and a parent of a 6th grader and 9th grader. Her question was about the standards-based report cards not being implemented for the 2021/22 school year. She would like The District to go forward with their plan of providing an information session on standards-based report cards. Parents would like the opportunity to ask questions directly. She was disappointed that a meeting scheduled for March 31st was cancelled.

The Chair also read an email from Christine Maher, a parent of a 9th grader and a 2nd grader, who would prefer the District **not** move to a standards-based grading system at the middle school level. She is in favor of it at the elementary level but prefers letter grades for middle and high school students, because she believes this grading system provides more motivation.

New Business

1. Presentation: Spotlight on the Schools – Byam Elementary School

Jason Fredette, the principal of Byam Elementary School, introduced some of the Byam students and staff and provided a slide-show and overview of what is happening at their school and how they "adapted" to their new way of life and approached school creatively. Betsy Dolan, Byam's assistant principal introduced: Betsy Driscoll the school's librarian; Kathy Jackson from the fourth-grade team; Amy Brown the art teacher; and Christy Streeter and Karla Kookan with their third-grade student, Finn O'Leary.

Highlights included Ms. Driscoll's and her bitmoji library which is her virtual classroom where students may click on a book and see the video recoding of Ms. Driscoll reading the book aloud. She has recorded several hundred books for her students. Dozens of her third and fourth graders also recorded read-aloud books to share with the younger grades on a voluntary basis. She plans to continue this even when everyone returns to school. She has also been doing book clubs related to the reading curriculum.

Ms. Jackson shared information on virtual field trips available to the fourth graders. A virtual visit to The Marine Science Center in Florida's "Rescue, Rehab and Release Program" was donated by a fourth-grade parent. The students toured the center and learned about rescued turtles, which relates to their science curriculum. They are looking forward to an author visit and creating fictional characters of their own.

Art teacher, Mrs. Brown, was pleased to show everyone the Byam art room. This year's focus was on creativity and using multiple materials. Each student was given a "home art kit". Many of the projects provided opportunities for families to work together. Children created their own amusement parks. An application called Padlet allowed students to share and appreciate one another's work. Soon a family paint night will be held with the help of the BSA and 80 families have already registered for this.

Tonight's presentation concluded with poetry with the assistance of Lyn Hoopes, a poet in residence, who has been working with Byam children for twenty years and encourages "free verse" writing. This year she "visited" the students via Google and read her poems aloud and shared photos from animals and plants for inspiration. A photo was sent to each student. Google Jamboard and Google slides were used for Ms. Hoopes to work virtually one-on-one with the student poets as they created. The last slide featured Finn sharing his picture and reading his poem entitled *Little Loon*. His poem received applause from the School Committee and Administration! Tonight's presentation may be viewed on Chelmsford Telemedia YouTube.

2. Presentation: Spotlight on the Departments – World Languages & Exchange Programs

Ms. Jessica Nollet, Department Coordinator for World Languages and Student Exchange Programs, shared her department's updates. This was the first year in which CHS offered American Sign Language for students. This is available as a two-year commitment to fulfill the CHS language requirement for graduation but may also be taken as an elective. Also, this year an ASL club has been run for the two middle schools. ASL has been received with enthusiasm.

Travel was prohibited this year due to COVID, so exchange programs could not take place. CHS world language classes have paired with classes in other countries for students to share and practice their language skills. She shared correspondence between CHS French 2 and 3 students and their partners in Quebec. Spanish 2 students also shared with partners in Argentina. In addition, Spanish 2 students have shared with students in Madrid, Spain. Sharing has been done successfully in letters, photos and Google docs.

In the middle schools this year fun lessons using technology have been embraced by the teachers and students. Music has been the focus during March.

Last year Chelmsford began participation in the "Massachusetts State Seal of Biliteracy". This allows seniors who demonstrate proficiency in English and a world language to have a special seal affixed to his or her diploma. Proficiency is demonstrated in reading, writing, listening and speaking. Last year 17 students opted for this, while this year 26 students did. Proficiency is demonstrated through an online exam or portfolio assessment. Over 65 different world languages are spoken by students and families in the Chelmsford Public Schools. Students may qualify for the State Seal for languages they have learned in school, or languages they have spoken for many years or speak at home with their families. Ms. Nollet's full presentation and slide show may be viewed on Chelmsford Telemedia YouTube.

3. Return-to-School Planning Update

As a recap of the last meeting, Dr. Lang reminded all that phase one will add Wednesdays as a half day beginning on March 24, 2021. Phase two will extend half days to full days but retaining existing cohorts.

Phase three would be to bring everyone back to in-person learning. Positive feedback was received from staff and families alike. However, the Board of Elementary and Secondary Education for the State met and changed criteria for “student learning time”. The Commissioner has stated that the regulations state that all K-5 students should be back to school by April 5th, followed by middle school students returning on April 28th and a future date to be determined when high school students must return to “full in-person learning”. The only waiver to the regulations which CPS qualifies for is to have the fifth graders return to school with the rest of the middle school students on April 28th. Dr. Lang recommends applying for this waiver. COVID protocols will continue for the rest of this school year and maybe into the fall.

a. Community & School COVID Data Trends

The first slide in tonight’s presentation is an update chart with this data. The trend is down for both the community and the schools.

b. Staff COVID Vaccination

Per the Governor **all school staff qualify for the vaccine**. 717 CPS staff previously expressed interest in receiving the COVID vaccine. As of tonight, we have over 500 staff who have received the vaccine (66%) or have a scheduled appointment to do so.

c. Staff & Students COVID Pool Testing

Two weeks ago, families were sent information and an online consent form to participate in this voluntary program with no charge to the staff or families. 865 in-person students have consented to participate, as well as 296 staff members. Pool testing began yesterday but does not include remote students. There were no positive test results. (Last week’s pilot test of staff members revealed one staff member who did test positive and necessary protocols are being followed.) A dashboard for the pool testing will be on the District’s website by the end of this week. More students and staff can register for pool testing at any time. At this point in the meeting a demonstration of pool testing was done by The Committee. To fully appreciate this and the entirety of Dr. Lang’s presentation, please view tonight’s meeting on Chelmsford Telemedia YouTube.

d. MCAS Update

Dr. Hirsch shared that the Legacy Biology Test (paper-based) is scheduled for honors biology students From June 1st through 11th. Students will be required to come to the school for testing. Although this is a federal testing requirement, many in Massachusetts would like to see it and MCAS postponed until next year. The Committee agreed to work on contacting officials to request postponing this year’s testing. There is no firm date for AP testing yet.

e. Planning for Elementary and Middle School Full In-Person Learning

Dr. Lang stated that a full return to school (in-person, five days a week, full-days) will begin for elementary students on Monday, April 5, 2021. For middle schools the date is Wednesday, April 28, 2021. The date for CHS are to be determined. Over the next few weeks, schools will be hosting meetings to help students transition back to school which will cover all the safety protocols and setting building expectations (much like what is done at the opening of school each year at summer’s end). Families will be surveyed, looking at the April return dates, to choose fully remote or full in person for the remainder of the school year. In discussion, The Committee, expressed the importance of returning the CHS students to school as soon as possible. Dr. Lang said he and the union looked at the first week in May for returning to high school.

The April 5th and April 28th dates are the last acceptable dates for DESE. The District may choose to use earlier dates. At this point April 5th for elementary is a firm date. The middle school and high school dates will need to be worked out with the union. Once the return to school date has been reached the hybrid model of learning will no longer be offered. Early survey results show 85% opting for a full return and 15% choosing to remain remote. The fully remote option will not be offered for the 2021/22 school year. Once in-person learning has been implemented, students who are in-person but need to quarantine due to COVID, will be allowed to link remotely to their regular classroom while the need to stay out of school. The District will do its best to keep students with the teachers they have had this year, but a few changes may need to be made. Students will be kept three feet apart, not six feet when in-person learning returns. "During meal and snack breaks, when students are not wearing masks, a six-foot physical distance will be maintained. As the weather improves, the use of outdoor spaces will be encouraged." To maintain six-foot distancing during lunch, some of the students may need to eat in the classroom while others will go to the cafeteria. The cafeteria tables are being replaced by desks to allow for six feet of distancing. It is possible that the larger rooms will need to be repurposed for classrooms, which may necessitate the specialists for music, art, PE and library to travel to the individual classrooms. Tents are on order to provide for outdoor learning and breaks as the weather improves.

"The addition of Wednesday as a ½ in-person day, rotating cohorts, will still be implemented as planned, beginning Wednesday March 24, 2021. The first week of implementation will have students in Cohort A in-person on Monday (3/22), Tuesday (3/23) and Wednesday (3/24). Students in Cohort B will attend in-person on Thursday (3/25) and Friday (3/26). The second week, students in Cohort A will attend in-person on Monday (3/29) and Tuesday (3/30). Students in Cohort B will attend in-person on Wednesday (3/31) and Thursday (4/1). There is no school on Good Friday, April 2, 2021."

Concerning transportation, any student who resides more than one mile from school may ride the bus at no cost for the current school year. For CHS the shuttle runs are continuing. There will not be before and after school child care this school year. The plan is for this to be in place for the 2021/22 school year.

f. Vote on MA DESE Waiver Request: Grade Level Consideration

Ms. Newcomb motioned for The Committee to support a grade level configuration waiver to delay the implementation of full-time learning in person for our grade five students until April 28, 2021, the date middle school student in grades six through eight are required to return to full-time in person learning. Mr. Moses seconded. Motion carries 5-0.

4. Middle School Standards Based Reporting Update

Dr. Hirsch has included a memorandum in tonight's agenda packet concerning standards-based reporting which has been in the works for about two years. These report cards have been in place in the elementary schools for six years. Some work on this initiative for the middle schools has continued since last spring. Her presentation tonight and slide show present data from the parent survey. Close to 70% of responses indicated that families would like a combine SBRC (standards-based report card) with an equivalent alpha (A, B, C, etc.) grade. This type of hybrid grading is being considered and PD will take place on this on April 7th, where behavior comments will be updated. The parent meeting for March 31st was cancelled, due to the additional considerations given to the grading process.

5. Vote on School Choice Program: 2021/22 School Year

Ms. Newcomb motioned to accept thirteen (13) additional/new students at Chelmsford High School in Grade 9 under the Commonwealth of Massachusetts School Choice Program in the 2021/22 school year, bringing the total School Choice participation in the Chelmsford Public Schools to fifty (50) enrolled students in the 2021/22 school year. Mr. Moses seconded. A roll call vote was taken. Motion carries 5-0.

6. Personnel Report: February 2021

No action required.

Liaisons

Mr. Doherty shared that CHIPS PTO is working on the “free little library”. Their sock drive ended Friday and was greatly successful! They are looking forward to springtime activities for the children.

Ms. Santos said that the McCarthy PTO will offer a teacher lunch this month. Currently they are running a virtual book fair. Also, they are using funds from Project 300 for The Table of Plenty and The Pantry. Harrington is running a book fair now. They have a fund raiser tonight at Brick House. The EL Council met with presentations by the public library discussing the variety of resources that are available to the English language learners. The library also offers a “Conversation Meet” for adult English language learners. The Wellness Committee continues to work on rewriting policy.

The Chair and Mr. Doherty went to the Finance Committee meeting, where Dr. Lang’s presentation was well received. The Council of Chelmsford Schools will be meeting tomorrow night.

New Items

The next regular School Committee meeting will be held on April 13, 2021. The *How to Be an Antiracist* book meeting will be held on April 20th.

Public Comments

Sarah Evans, a CHS junior, sent an email to be read. Ms. Newcomb shared it. Sarah questions the situation which will allow to students to attend remotely after the return to in-person learning, in the event of the need to quarantine due to COVID. She is concerned that students who are sick with non-COVID illnesses (such as colds and coughing) will feel they need to go to school. She asks that The Committee be lenient and allow students in this situation to be able to attend remotely. Dr. Lang understands her concern but DESE will determine which students may attend remotely.

Adjournment (9:19 p.m.)

Ms. Newcomb motioned to adjourn at 9:19 p.m. Mr. Moses seconded. Motion carries 5-0.

*Respectfully submitted,
Sharon Giglio, Recording Secretary*

CHELMSFORD PUBLIC SCHOOLS

Jay Lang, Ed.D., Superintendent

Memorandum

To: Members of the School Committee
From: Jay Lang, Ed.D., Superintendent of Schools
Date: April 9, 2021
Re: Chelmsford and State School Funding Report

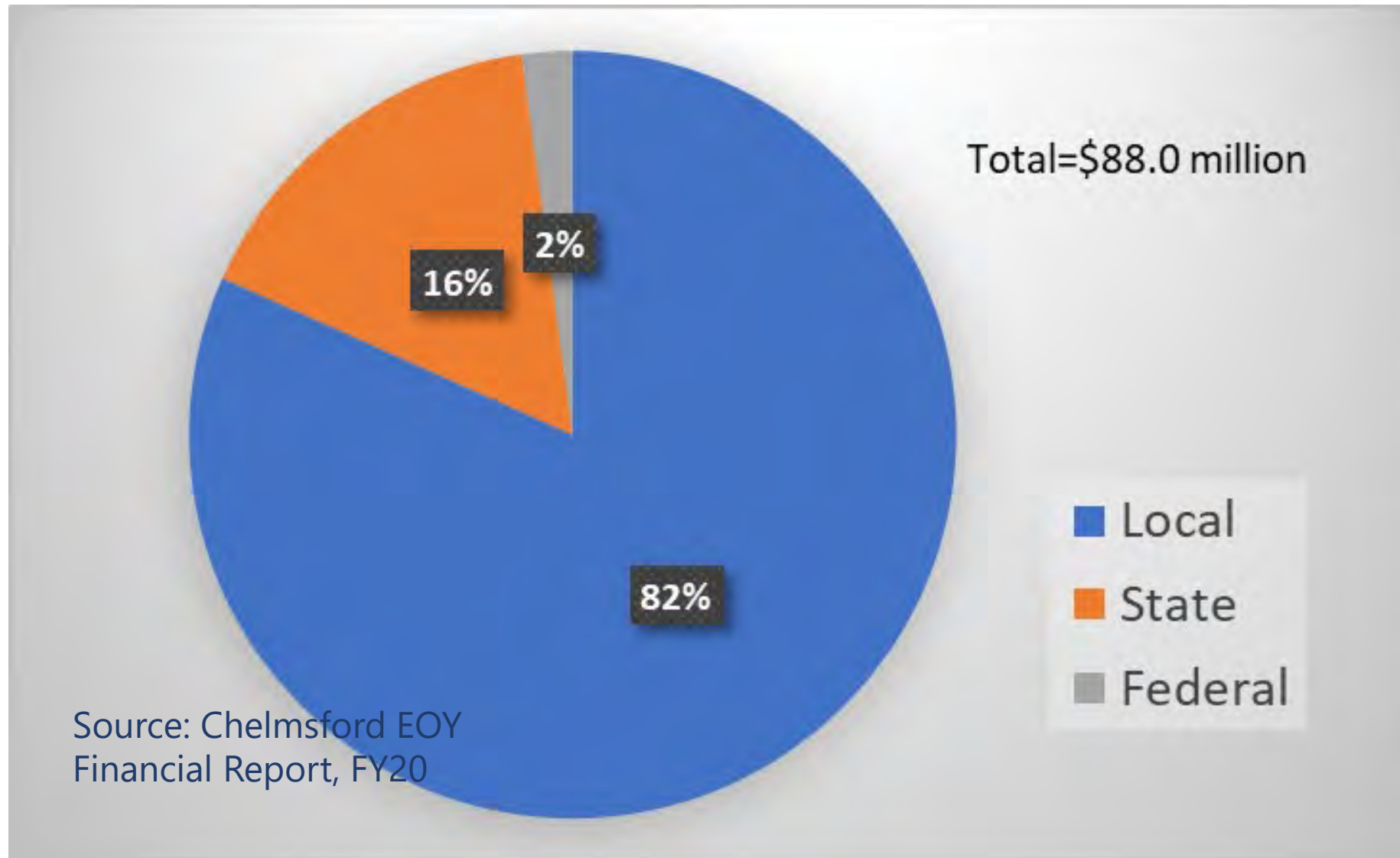
I have invited Mr. Roger Hatch, retired MA DESE school finance administrator, to remotely join our school committee meeting next week to review an updated report he provided pertaining to how state funding (Ch. 70 aid) affects school finances in Chelmsford – historically, at the present time, and looking into the future – in light of enacted legislation at the state level. A copy of Mr. Hatch's report is attached for your review in advance of the meeting presentation.

Chelmsford and State School Funding

February 2020

Roger Hatch, Retired Administrator ESE School Finance
rmhatch@verizon.net

Chelmsford School District Revenue Sources FY20



Chelmsford Spends Below State Average in Most Categories

FY19 Expenditures Per Pupil, Chelmsford and Selected Districts													
LEA	District	Total FTE Pupils	Administration	Instructional Leadership	Teachers	Other Teaching Services	Prof Development	Instruct'l Materials & Tech	Guidance, Counseling and Testing	Pupil Services	Operations/Maintenance	Insurance, Retirement Programs and Other	Total Expenditures
0009	Andover	6,089.0	\$422.36	\$1,112.33	\$7,115.96	\$1,950.15	\$221.34	\$326.22	\$647.18	\$1,360.75	\$1,594.73	\$2,844.49	\$18,649.01
0014	Ashland	2,936.1	\$580.18	\$687.78	\$5,765.49	\$1,248.89	\$69.08	\$334.32	\$630.14	\$1,433.91	\$859.04	\$2,028.34	\$14,501.46
0031	Billerica	5,023.9	\$352.22	\$917.51	\$6,848.94	\$1,537.21	\$142.14	\$257.15	\$737.46	\$1,465.90	\$1,322.16	\$3,024.29	\$17,178.93
0056	Chelmsford	5,273.2	\$394.97	\$834.48	\$5,931.13	\$1,161.30	\$21.97	\$626.07	\$411.72	\$1,756.67	\$1,017.01	\$2,321.82	\$15,636.63
0167	Mansfield	3,865.7	\$419.37	\$921.82	\$7,110.39	\$1,350.76	\$166.77	\$428.31	\$539.43	\$1,514.81	\$1,175.98	\$2,927.86	\$17,343.60
0171	Marshfield	4,148.7	\$404.01	\$1,142.94	\$6,011.18	\$1,281.39	\$0.00	\$238.55	\$485.01	\$1,134.56	\$1,011.08	\$1,902.42	\$14,582.04
0178	Melrose	4,236.1	\$502.64	\$806.47	\$4,593.77	\$1,124.87	\$206.55	\$152.79	\$321.76	\$940.73	\$896.45	\$2,225.36	\$12,400.98
0198	Natick	5,651.5	\$701.89	\$1,081.05	\$6,071.19	\$1,354.86	\$147.93	\$379.77	\$578.65	\$1,718.89	\$1,145.45	\$2,012.94	\$16,195.00
0211	North Andover	4,874.1	\$472.37	\$749.61	\$5,180.97	\$1,345.71	\$51.07	\$345.83	\$448.70	\$1,635.44	\$973.12	\$1,969.09	\$14,191.06
0212	North Attleborough	4,386.1	\$397.27	\$805.86	\$5,451.44	\$1,105.52	\$43.88	\$509.51	\$302.36	\$1,159.35	\$992.87	\$2,637.85	\$13,849.66
0271	Shrewsbury	6,421.8	\$351.60	\$777.77	\$5,323.22	\$1,681.21	\$207.66	\$441.44	\$383.20	\$1,587.14	\$840.87	\$1,946.26	\$14,247.97
0305	Wakefield	3,629.4	\$372.31	\$987.56	\$6,118.79	\$1,049.56	\$171.02	\$335.44	\$435.43	\$1,505.36	\$1,539.05	\$2,766.01	\$16,245.47
0326	Westford	5,166.2	\$339.86	\$960.41	\$6,240.88	\$1,213.94	\$37.11	\$233.01	\$471.45	\$1,500.94	\$1,158.27	\$2,161.78	\$15,130.56
0000	STATE TOTALS	984,491.4	\$537.43	\$1,095.51	\$6,419.02	\$1,400.12	\$161.96	\$480.59	\$536.46	\$1,727.93	\$1,298.40	\$2,924.08	\$17,149.00

Source: ESE School Finance

Goal of the Chapter 70 formula

- To ensure that every district has sufficient resources to meet its foundation budget spending level, through an equitable combination of local property taxes and state aid.

Chapter 70 aid is determined in three basic steps

A district's Chapter 70 aid is determined in three basic steps:

1. It defines and calculates a **foundation budget**, an adequate funding level for each district, given the specific grades, programs, and demographic characteristics of its students.
2. It then determines an equitable **local contribution**, how much of that "foundation budget" should be paid for by each city and town's property tax, based upon the relative wealth of the community.
3. The remainder is funded by Chapter 70 **state aid**.

Local Contribution + State Aid = a district's Net School Spending (NSS) requirement. This is the minimum amount that a district must spend to comply with state law.

Student Opportunity Act

- Raises foundation budget rates for employee benefits, special education, guidance/psych, English Learner and Low Income Students
- Passed Fall 2019, not implemented in FY21 due to COVID
- Governor's FY22 budget begins 7 year phase-in
- Fiscal impact severely limited by enrollment declines during pandemic.
- Only 69 (out of 318) operating districts receive more than the \$30 per pupil minimum aid increase

Enrollment Plays an Important Role in Determination of Aid

- Chapter 70 uses a one-year lag in enrollment (FY22 Chapter 70 relies upon October 2020 reporting)
- Statewide, enrollment fell from 938,085 in FY21 (October 2019) to 907,506 (October 2020), a decrease of 30,579 or 3.26 percent
- Chelmsford's foundation enrollment fell from 5,112 to 4,956, a decline of 156 pupils, or 3.05%
- Most school officials expect many of the departed students to return once the pandemic is under control

Foundation Enrollment

- Counts kids the district is financially responsible for
 - Locally-enrolled residents
 - Choiced-out headcounts (but not low-income component)
 - Charter schools
 - Other tuitioned-out pupils (sped, non-resident voke)
- Does not include tuitioned-in pupils (choice, tuition)
 - EXCEPT for their low-income component

Six Major Factors Determine C70 Aid

Foundation Budget

- Enrollment
- Wage Adjustment Factor
- Inflation

Local Contribution

- Property value
- Income
- Municipal Revenue Growth Factor

Chelmsford Foundation Budget FY22

FY22 Chapter 70 Foundation Budget

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	Base Foundation Components						Incremental Costs Above the Base						
	1	3	4	5	6	7	8	9	10	11	12	13	14
	Pre-school	- Kindergarten Full-Day	Elementary	Junior/ Middle	High School	Out of Dist Vocational	Special Ed In-District	Special Ed Tuitioned-Out	-----English Learners-----			Low inc	TOTAL
Foundation Enrollment	77	350	1,881	1,198	1,486	2	188	49	167	26	14	806	4,956
1 Administration	15,607	141,880	762,501	485,633	602,380	811	525,969	146,740	15,825	2,587	1,181	43,629	2,744,743
2 Instructional Leadership	28,187	256,246	1,377,137	877,092	1,087,945	1,464	0	0	27,692	4,528	2,067	206,731	3,869,087
3 Classroom & Specialist Teachers	129,246	1,174,961	6,314,498	3,539,084	6,455,674	14,771	1,735,565	0	193,842	31,692	14,466	2,018,047	21,621,845
4 Other Teaching Services	33,148	301,354	1,619,560	742,520	766,746	1,032	1,620,474	2,242	27,692	4,528	2,067	0	5,121,361
5 Professional Development	5,111	46,491	249,891	172,524	207,505	462	83,722	0	7,911	1,294	590	97,905	873,405
6 Instructional Materials, Equipment & Technology*	18,706	170,062	913,959	582,096	1,155,246	2,721	73,076	0	19,778	3,234	1,476	15,008	2,955,361
7 Guidance & Psychological Services	10,210	92,831	498,898	400,791	605,694	815	0	0	11,867	1,940	886	81,720	1,705,651
8 Pupil Services	3,740	34,017	274,175	285,244	815,873	1,098	0	0	3,956	647	295	424,625	1,843,670
9 Operations & Maintenance	35,890	326,270	1,753,468	1,210,723	1,456,131	3,668	587,532	0	47,471	7,761	3,543	0	5,432,458
10 Employee Benefits/Fixed Charges*	44,530	404,814	2,175,659	1,440,487	1,608,684	3,044	665,590	0	43,515	7,114	3,247	326,438	6,723,122
11 Special Education Tuition*	0	0	0	0	0	0	0	1,393,216	0	0	0	0	1,393,216
12 Total	324,376	2,948,922	15,939,744	9,736,194	14,761,879	29,886	5,291,927	1,542,197	399,549	65,325	29,817	3,214,102	54,283,919
13 Wage Adjustment Factor	100.0%												

Foundation Budget per Pupil 10,953

(State Avg \$13,095)

FY22 Required Contribution: Chelmsford (Town Total)

FY22 Chapter 70 Determination of City and Town Total Required Contribution

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Effort Goal

1) 2020 equalized valuation	6,551,073,600
2) Uniform property percentage	0.3311%
3) Local effort from property wealth	21,689,669
4) 2018 income	2,003,049,000
5) Uniform income percentage	1.4135%
6) Local effort from income	28,312,687
7) Combined effort yield (3 + 6)	50,002,356
8) FY22 Foundation budget	58,045,260
9) Maximum local contribution (82.5% * 8)	47,887,339
10) Target local contribution (lesser of 7 or 9)	47,887,339
11) Target local share (10 as % of 8)	82.50%
12) Target aid share (100% minus 11)	17.50%

FY22 Increments Toward Goal

13) FY21 required local contribution	46,684,327
14) Municipal revenue growth factor (DOR)	2.97%
15) FY22 preliminary contribution (13 raised by 14)	48,070,852
16) Preliminary contribution pct of foundation (15 / 8)	82.82%

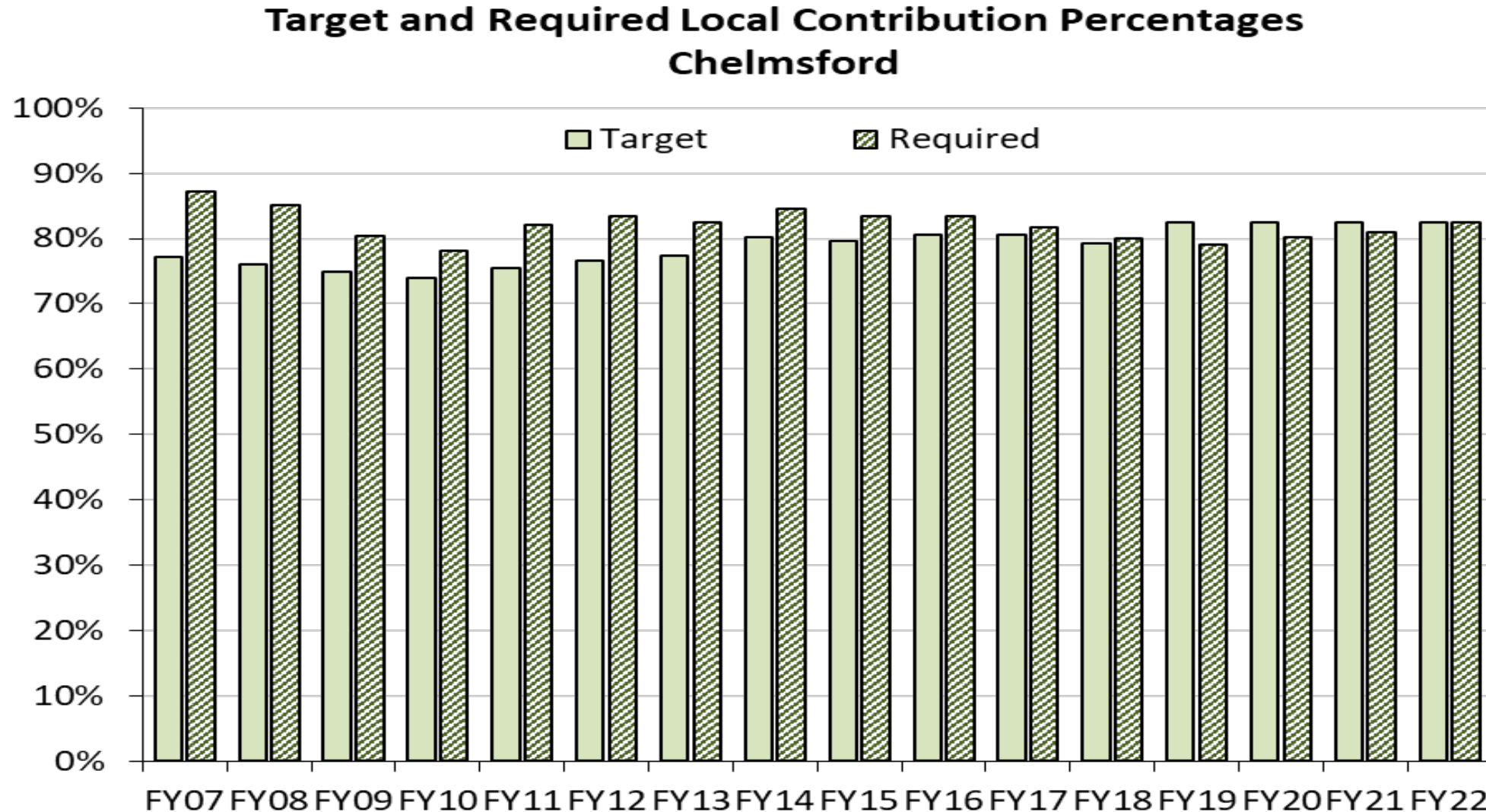
If preliminary contribution is above the target share:

17) Excess local effort (15 - 10)	183,513
18) 100% reduction toward target (17 x 100%)	183,513
19) required local contribution (15 - 18)	47,887,339
20) Contribution as percentage of foundation (19 / 8)	82.50%

If preliminary contribution is below the target share:

21) Shortfall from target local share (10 - 15)	
22) Shortfall percentage (11 - 16)	
23) Added increment toward target (13 x 1% or 2%)*	
*1% if shortfall is between 2.5% and 7.5%; 2% if shortfall > 7.5%	
24) Special increment toward 82.5% target**	

In FY22 Chelmsford's Required Local Contribution Equals its Chapter 70 Target Percentage, For the First Time



Local Contribution Is Apportioned Among Districts To Which A City or Town Belongs

FY22 Chapter 70 Apportionment of Local Contribution Across School Districts

56 Chelmsford	Chelmsford	Nashoba Valley	Combined Total for All Districts
<u>Prior Year Data (for comparison purposes)</u>			
1 FY21 foundation enrollment	5,112	200	5,312
2 FY21 foundation budget	54,223,728	3,465,539	57,689,267
3 Each district's share of municipality's combined FY21 foundation	93.99%	6.01%	100.00%
4 FY21 required contribution	43,879,883	2,804,444	46,684,327
<u>FY22 apportionment of contribution among community's districts</u>			
5 FY22 total unapportioned required contribution ('municipal contribution' tab row 19 or 25)			47,887,339
6 FY22 foundation enrollment	4,956	212	5,168
7 FY22 foundation budget	54,283,919	3,761,341	58,045,260
8 Each district's share of municipality's total FY22 foundation	93.52%	6.48%	100.00%
9 FY22 Required Contribution	44,784,233	3,103,106	47,887,339
10 Change FY22 to FY21 (9 - 4)	904,350	298,662	1,203,012

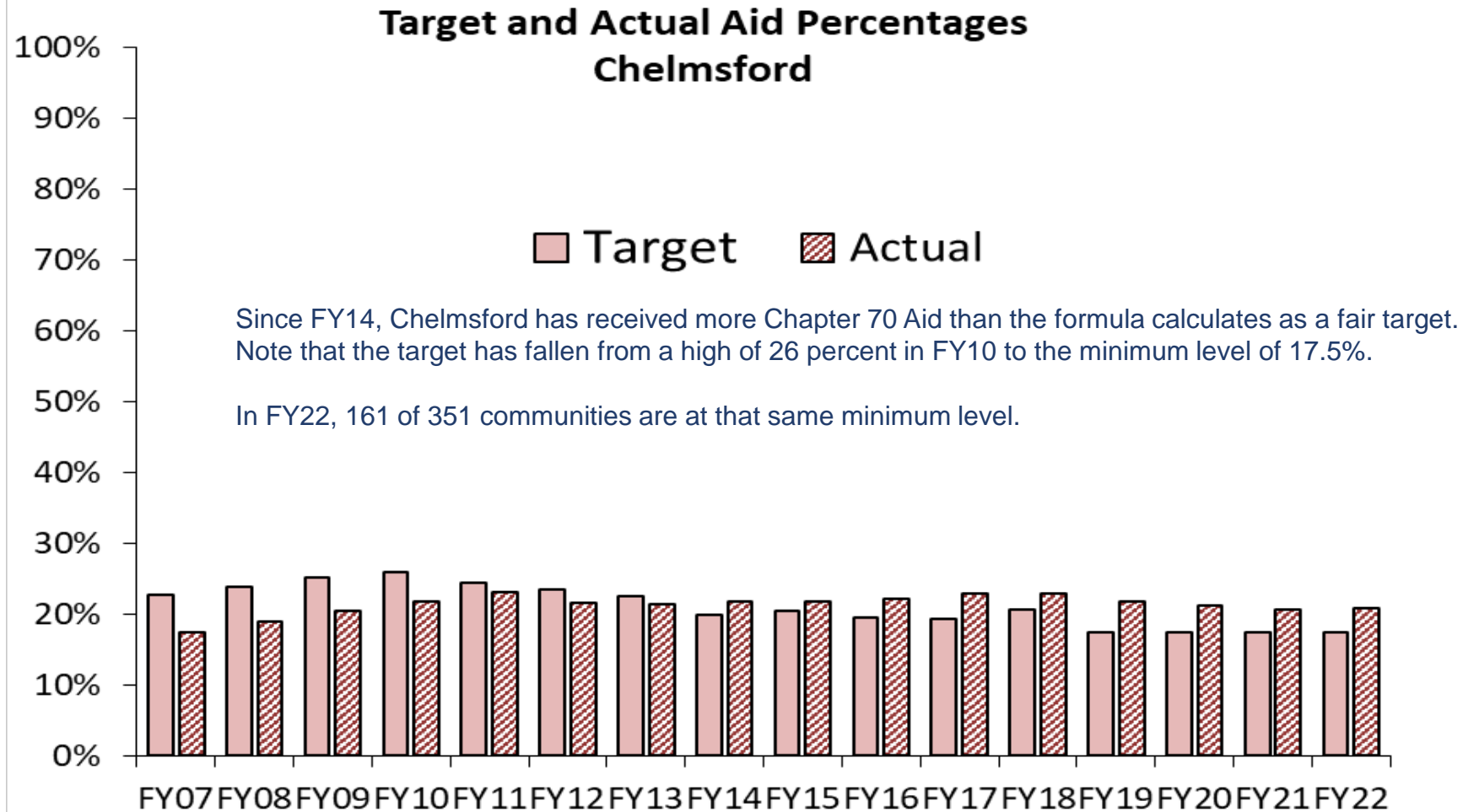
FY22 Chapter 70 Aid Calculation: Chelmsford

Aid Calculation FY22			Comparison to FY21, Chelmsford				
				FY21	FY22	Change	Pct Chg
Prior Year Aid			Enrollment	5,112	4,956	-156	-3.05%
1 Chapter 70 FY21		11,199,428	Foundation budget	54,223,728	54,283,919	60,191	0.11%
			Required district contribution	43,879,883	44,784,233	904,350	2.06%
Foundation Aid			Chapter 70 aid	11,199,428	11,348,108	148,680	1.33%
2 Foundation budget FY22	54,283,919		Required net school spending (NSS)	55,079,311	56,132,341	1,053,030	1.91%
3 Required district contribution FY22	44,784,233						
4 Foundation aid (2 -3)	9,499,686		Target aid share	17.50%	17.50%		
5 Increase over FY21 (4 - 1)		0	C70 % of foundation	20.65%	20.91%		
Minimum Aid			Required NSS % of foundation	101.58%	103.41%		
6 Minimum \$30 per pupil increase	148,680						
7 Minimum aid amount							
(if line 6 - line 5 > 0, then line 6 - line 5, otherwise 0)		148,680					
Subtotal							
8 Sum of 1,5,7		11,348,108					
Minimum Aid Adjustment							

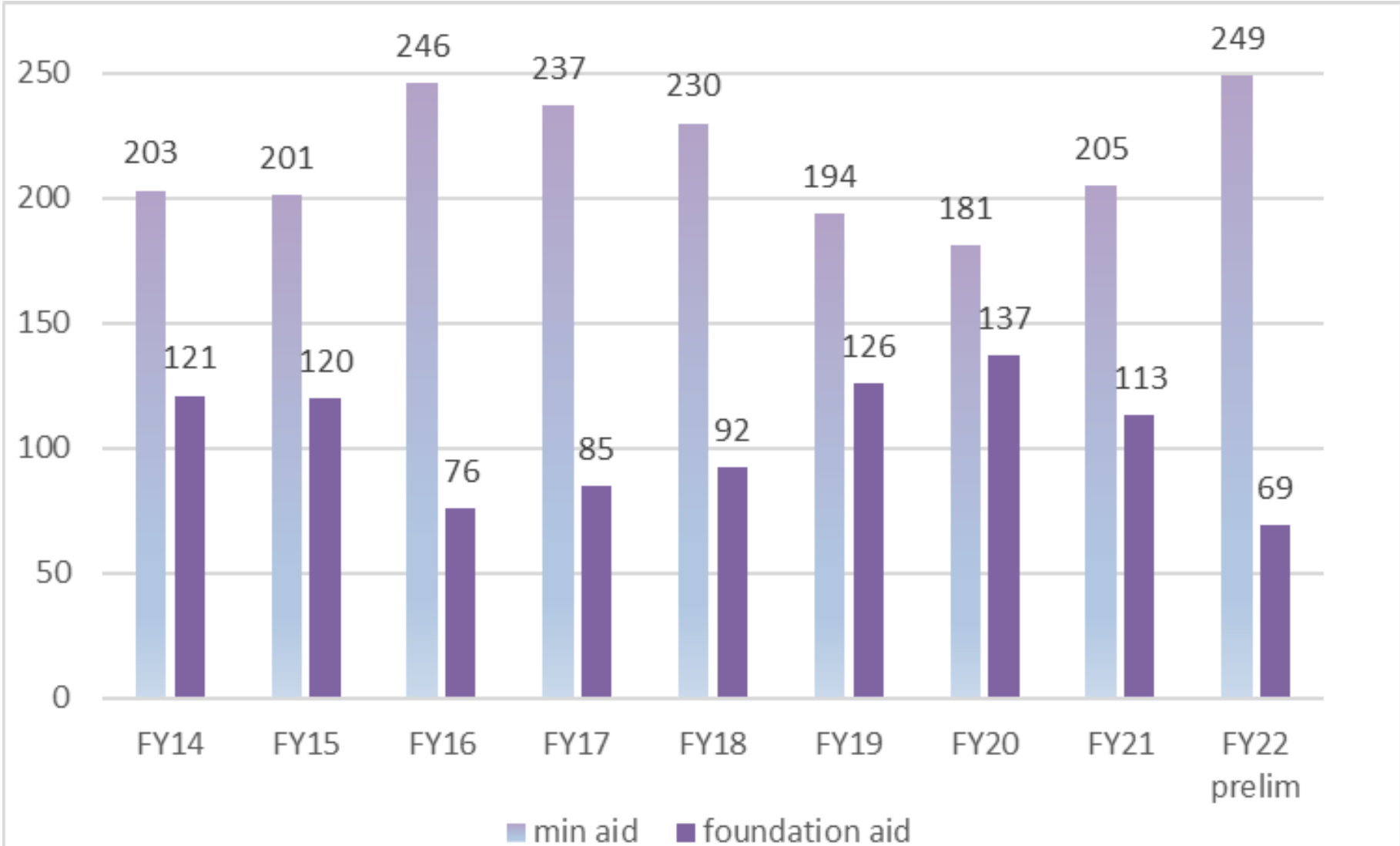
Chelmsford needs \$9,499,686 in aid to reach foundation. But it already receives \$11,199,428 in FY21. It receives the minimum \$30 per pupil increase.

If the enrollment returned to FY21 levels, it's possible that Student Opportunity Act rate increases might generate foundation aid increases in FY23.

Trends in Target and Actual Aid Percentage of Foundation Budget

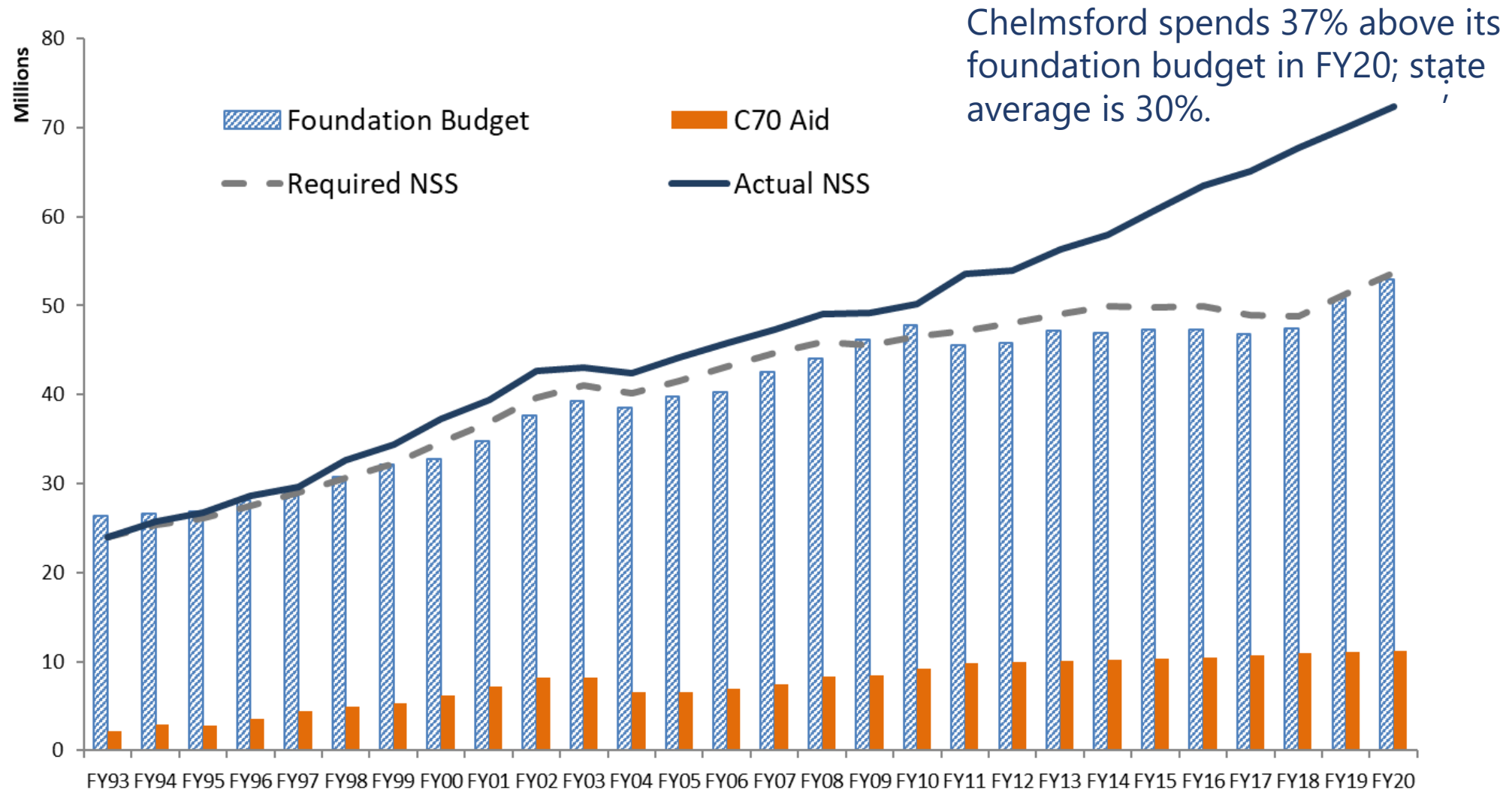


Foundation Aid vs Minimum Aid: Number of Operating Districts



year	minimum increase per pupil
FY14	25
FY15	25
FY16	25
FY17	55
FY18	30
FY19	30
FY20	30
FY21	0
FY22 prelim	30

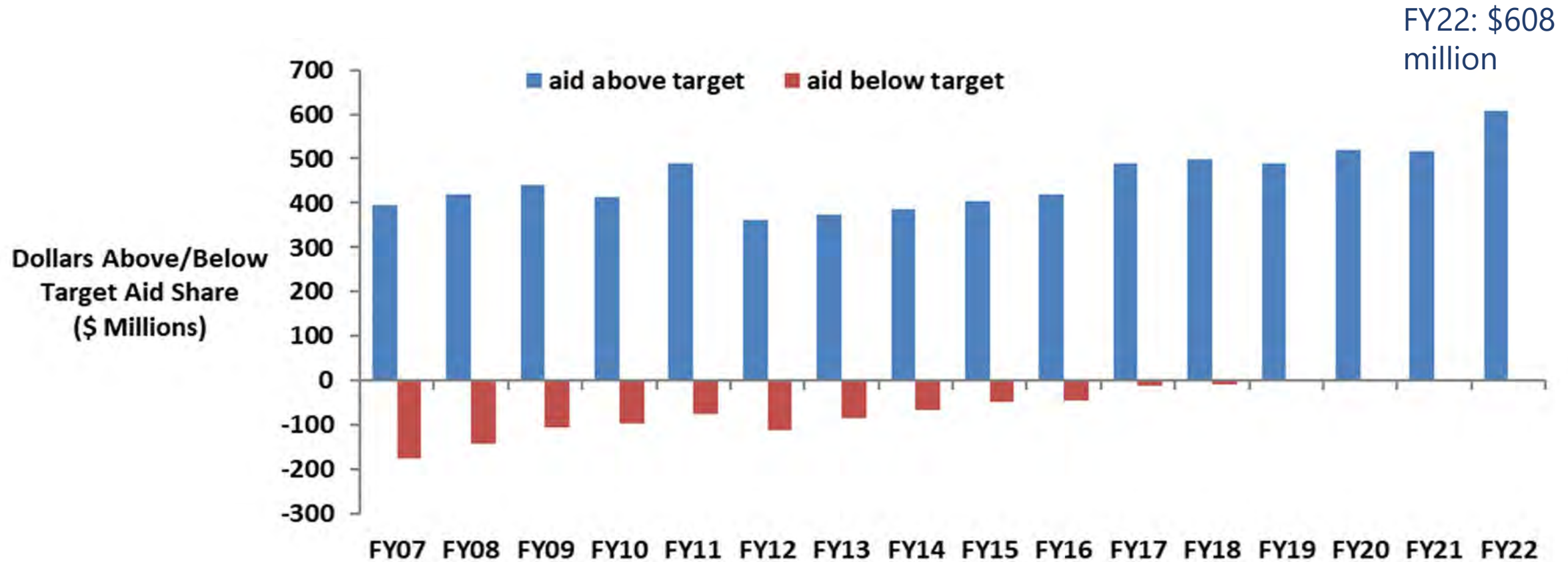
Long Term Trends in Chelmsford's Foundation, Aid and Net School Spending (NSS)



Source: DESE "chapter 70 profile"

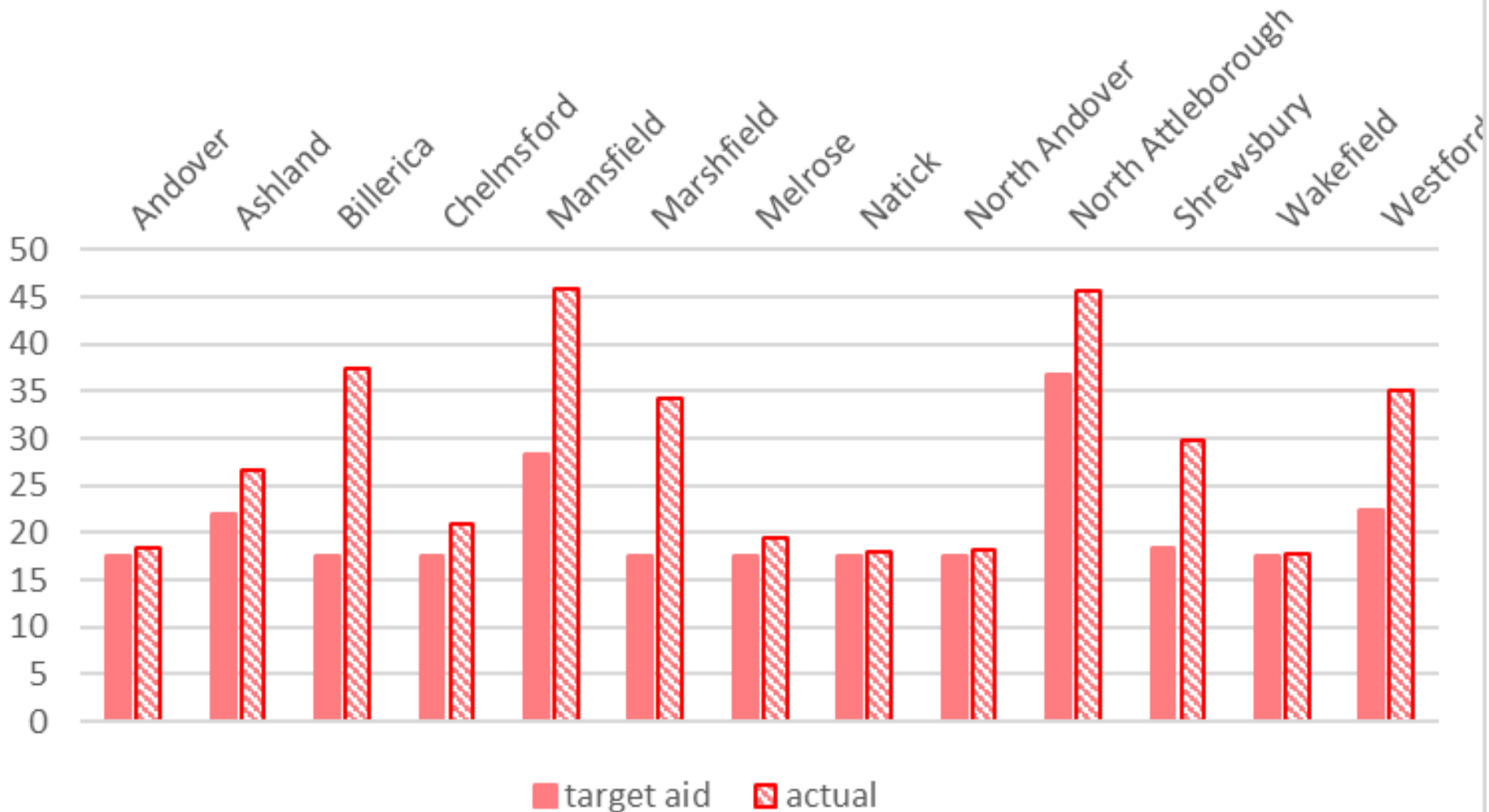
Aid Above and Below Target, FY07 to FY22

Statewide Totals (millions)

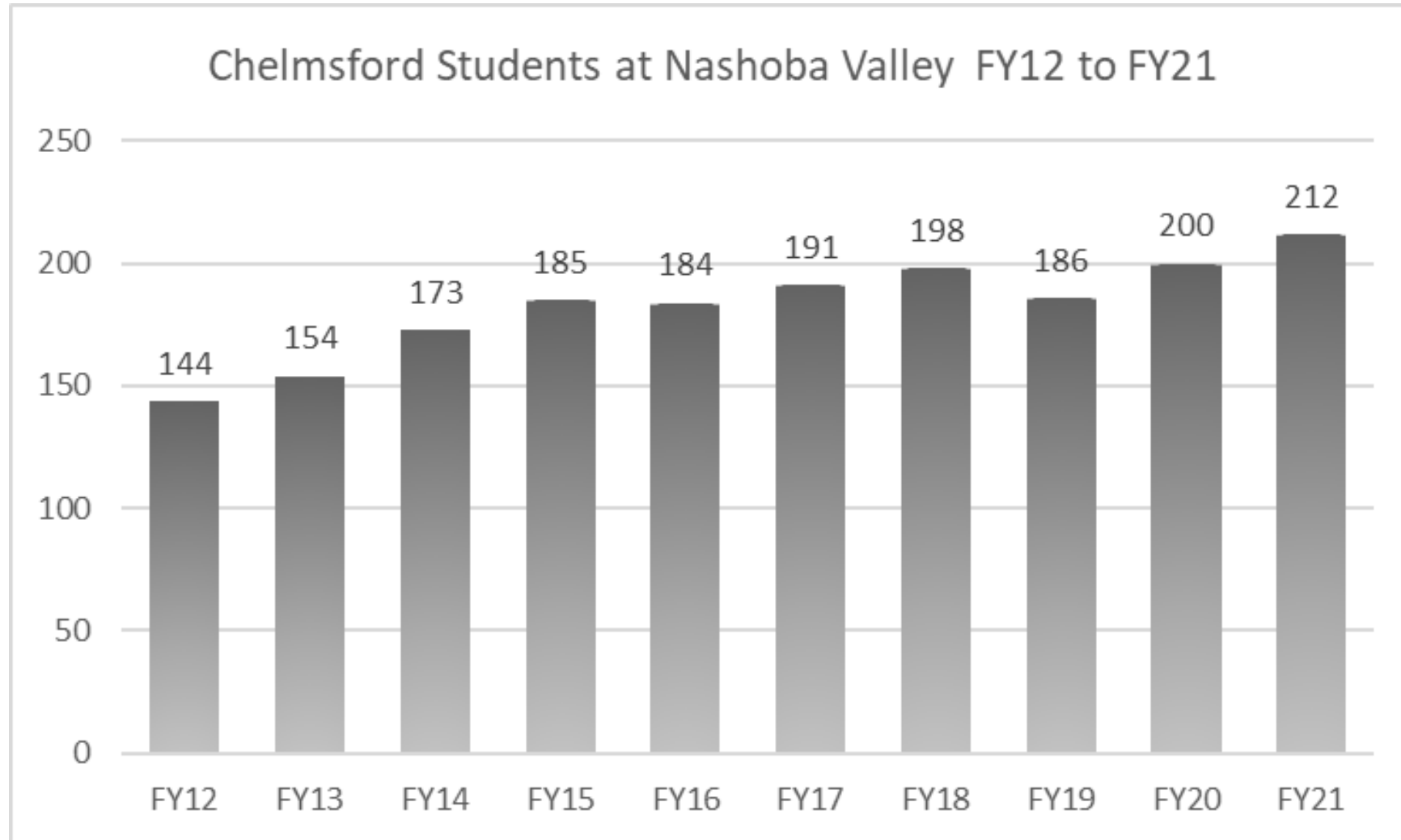


Source: DESE Chapter 70 workbook

Target and Actual Aid as Percentage of Foundation Chelmsford and Comparison Districts, FY22

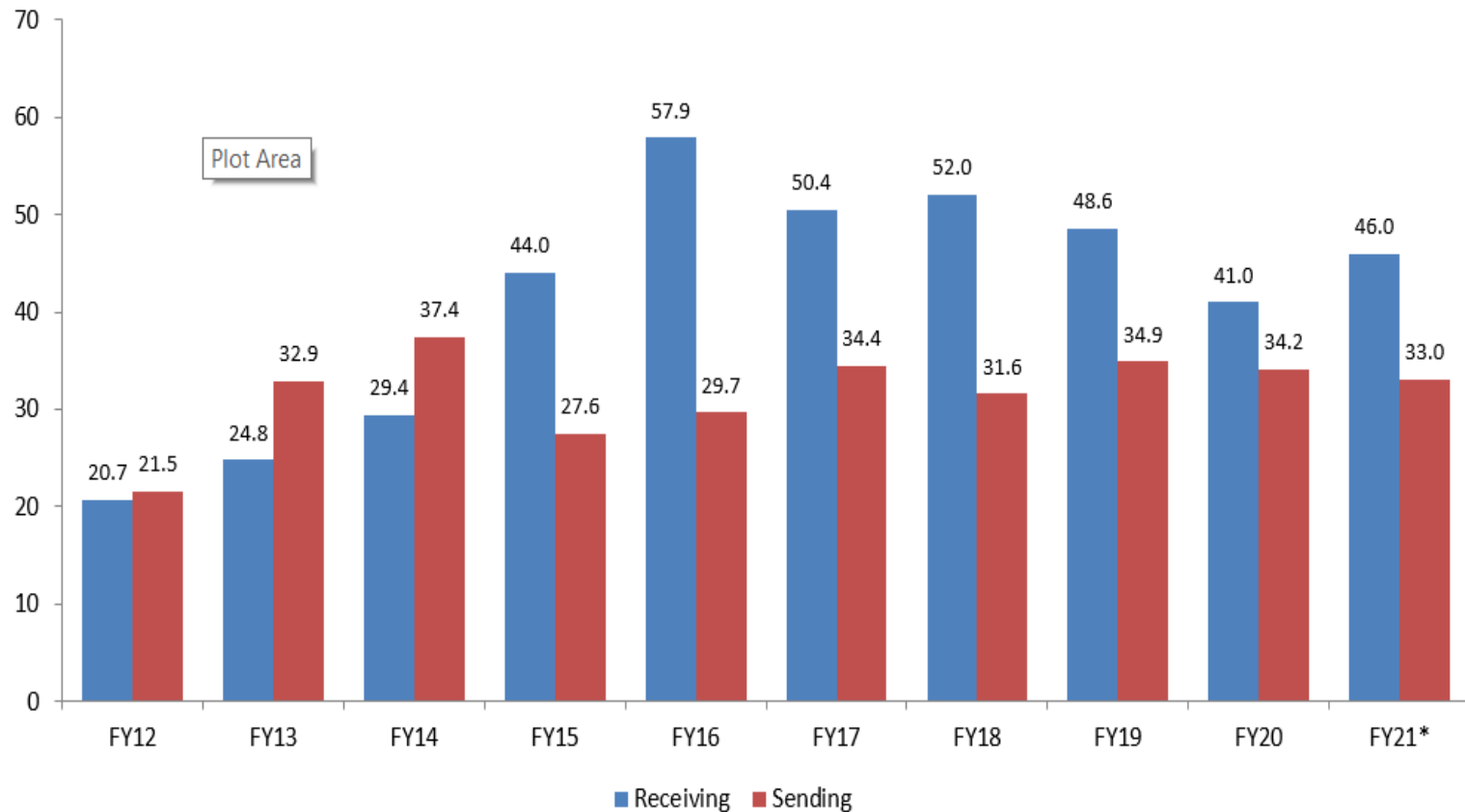


Chelmsford Students at Other Districts



Source: DESE Chapter 70 apportionment files

Chelmsford School Choice: Receiving and Sending

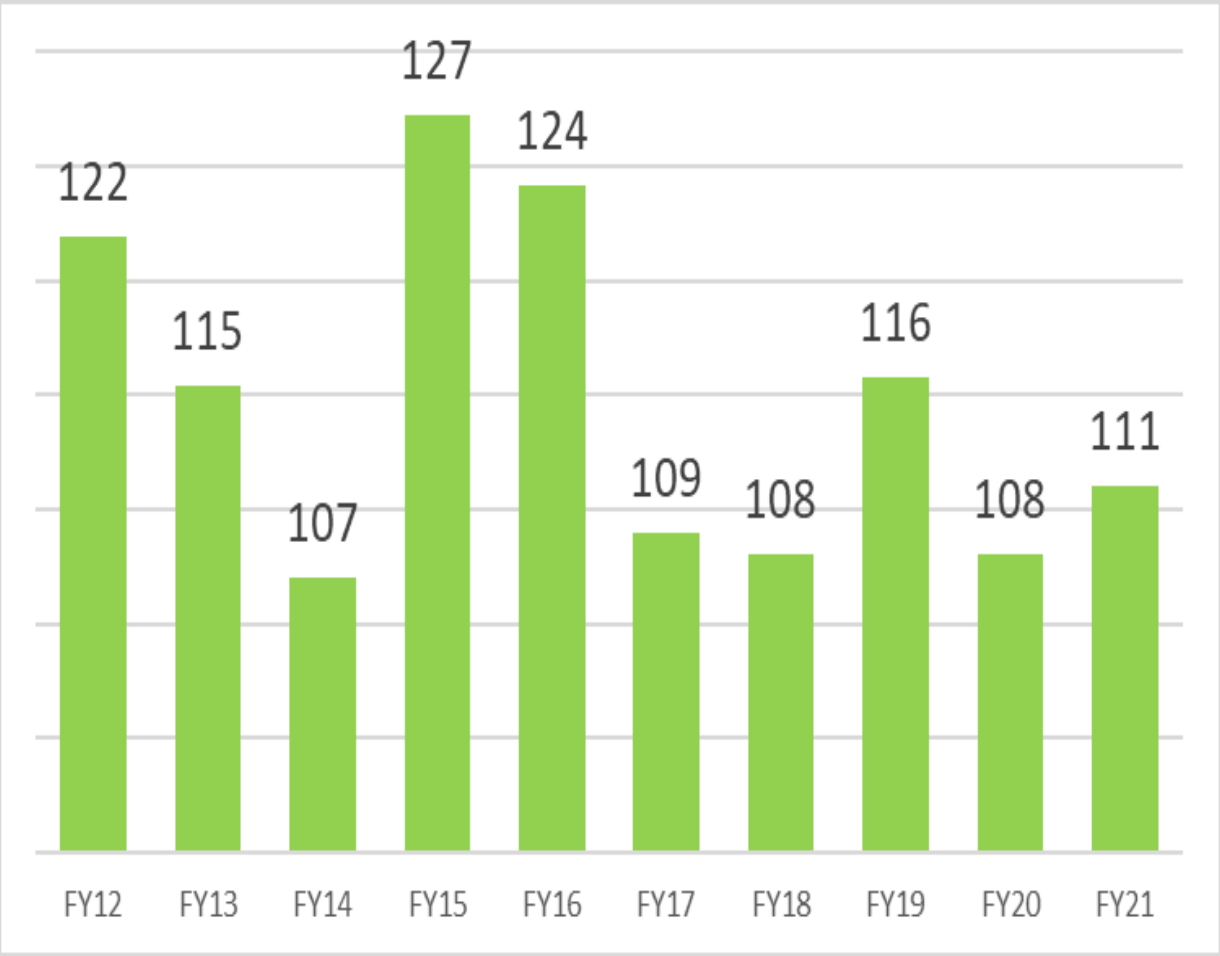


*Preliminary

Source: DESE School Finance

Non-Resident Incoming Choice	
Billerica	2.0
Dracut	2.0
Lowell	35.0
Methuen	1.0
Tewksbury	1.0
Tyngsborough	3.0
Westford	1.0
North Middlesex	1.0
Total	46.0
Chelmsford residents at other districts	
Burlington	4.0
Littleton	0.0
Westford	16.0
Ashburnham-Westminster	2.0
Ayer Shirley	0.0
Nashoba	1.0
MA Virtual Academy at Greenfield	1.0
TEC Connections Virtual Academy	9.0
Total	33.0

Chelmsford Residents at Charter Schools



CharterSchool	Campus Location	Oct 1 2020
INNOVATION ACADEMY	TYNGSBOROUGH	92
LOWELL COMMUNITY	LOWELL	8
LOWELL MIDDLESEX ACADEMY	LOWELL	1
PIONEER CS OF SCIENCE	EVERETT	1
COLLEGIATE CS OF LOWELL	LOWELL	9
Total		111

Source: DESE School Finance

ESE School Finance and Chapter 70 web page

The screenshot shows a web browser window with the address bar displaying <https://www.doe.mass.edu/finance/chapter70/>. The page has a blue header with the text "School Finance and District Support".

Navigation Menu (Left):

- Accounting & Auditing ▾
- Chapter 70 Program**
- Charter Schools
- Circuit Breaker
- Educational Collaboratives
- DESE Budget
- Grants/Funding Opportunities ▾
- Nutrition Programs
- Regional Districts
- School Buildings
- School Choice
- School Finance Regulations
- Spending Comparisons ▾
- Transportation
- Chapter 74 Nonresident Tuition
- School Finance Contacts

Chapter 70 Program

The Chapter 70 program is the major program of state aid to public elementary and secondary schools. In addition to providing state aid to support school operations, it also establishes minimum spending requirements for each school district and minimum requirements for each municipality's share of school costs.

Chapter 70 Legislation & Regulation

- Legislation
- Regulations
- Compliance With Net School Spending Requirements
- Student Opportunity Act
- Local Contribution Study
- Local Contribution Study Public Comment
- Retiree Health Insurance and Section 260 of the FY'15 State Budget
- Chapter 70 district profiles
The on-line Chapter 70 database shows, for each school district, yearly spending and state aid totals in comparison to the foundation budget. Trend data is available for each year going back to FY93.
- Chapter 70 Trends in Aid and Local Contribution
This tool shows trend data for the key factors influencing Chapter 70 required local contributions and state aid calculations going back to FY2007.

Chapter 70 State Aid and Spending Requirement

For earlier spending requirements related to Chapter 70 please contact sfinance@doe.mass.edu.

01/27/2021	FY2022 Preliminary Chapter 70 Aid and Net School Spending Requirements
12/14/2020	FY2021 Chapter 70 Aid and Net School Spending Requirements
07/31/2020	FY2021 Administrative Update on Chapter 70 Aid and Net School Spending Requirements

The Windows taskbar at the bottom shows the time as 10:50 AM on 2/17/2021.

CHELMSFORD PUBLIC SCHOOLS

Jay Lang, Ed.D., Superintendent

Memorandum

To: Members of the School Committee
From: Jay Lang, Ed.D., Superintendent of Schools
Date: April 9, 2021
Re: FY20 MA DESE End-of-Year Audit Report

On an annual basis, each school district in the Commonwealth of Massachusetts must have an external audit completed of their end-of-year financial report submitted to the Massachusetts Department of Elementary and Secondary Education (MA DESE). The Town of Chelmsford contracts with Powers & Sullivan, LLC. to perform its external audit responsibilities, therefore representatives of Powers & Sullivan, LLC. performed our external financial audit for the year ending June 30, 2020.

Attached please find a copy of the FY20 MA DESE financial audit report completed for the Chelmsford Public Schools as of June 30, 2020. I would like to take this opportunity to thank Joanna Johnson-Collins, Director of Business and Finance, for preparing and submitting the FY20 end-of-year financial report to MA DESE on behalf of the district. As noted within the financial audit report, there are no financial findings or financial reporting recommendations from the external auditors.

TOWN OF CHELMSFORD, MASSACHUSETTS

***REPORT ON APPLYING AGREED-UPON PROCEDURES
OVER COMPLIANCE APPLICABLE TO
MASSACHUSETTS SCHOOL DISTRICTS'
END-OF-YEAR FINANCIAL REPORT***

YEAR ENDED JUNE 30, 2020

TOWN OF CHELMSFORD, MASSACHUSETTS
REPORT ON APPLYING AGREED-UPON PROCEDURES
OVER COMPLIANCE APPLICABLE TO
MASSACHUSETTS SCHOOL DISTRICTS'
END-OF-YEAR FINANCIAL REPORT

YEAR ENDED JUNE 30, 2020

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Wakefield, MA 01880

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www.powersandsullivan.com

**INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON
PROCEDURES OVER COMPLIANCE APPLICABLE TO MASSACHUSETTS
SCHOOL DISTRICTS' END-OF-YEAR FINANCIAL REPORT**

To the Honorable Select Board
and the School Committee
Town of Chelmsford, Massachusetts

We have performed the procedures specified in the Massachusetts Department of Elementary and Secondary Education's (DESE) Compliance Supplement applicable to Massachusetts School Districts to the End-of-Year Financial Report prepared by the Town of Chelmsford, Massachusetts (Town) for the year ended June 30, 2020. We performed these procedures solely to assist the Town and the DESE in evaluating the Town's assertion that it has complied with the DESE requirements applicable to the preparation and filing of a Massachusetts School Districts' End-of-Year Financial Report. The School District's management is responsible for preparing the End-of-Year Financial Report. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report.

Consequently, we make no representation regarding the sufficiency of the procedures specified in the Massachusetts Department of Elementary and Secondary Education's Compliance Supplement applicable to Massachusetts School Districts End-of-Year Financial Report for the purpose for which this report has been requested or for any other purpose.

No instances of noncompliance with the agreed-upon procedures were noted.

We were not engaged to and did not perform an examination, the objective of which would be the expression of an opinion on the End-of-Year Financial Report. Accordingly, we do not express such an opinion. Had we performed additional procedures other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the Town and the DESE and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

Powers & Sullivan, LLC

March 23, 2021



TOWN OF CHELMSFORD
DPW / DIVISION OF PUBLIC FACILITIES

TO: Jay Lang, Ed.D., Superintendent of Chelmsford Public Schools
FROM: Kathleen Canavan, AIA, Public Facilities Manager
SUBJECT: Update 4: 2021 HVAC Assessment for Chelmsford Public Schools
DATE: April 7, 2021

Phase I: Service Enhancements

- Boston Mechanical Services (BMS) and FMC Technologies Inc. (Controls Contractor)
 - HVAC service contractor is on site daily to address ongoing service calls
 - The controls electrician is physically on site weekly to address ongoing service calls with daily office support when needed
 - Purchasing material for repairs
- At project close out, new process for addressing PM and daily operations will begin

Phase II - A: Assessment and Repair

- BMS and FMC Assessment and Repairs
 - Completed and completing remaining punch list items generated from balancers
 - The equipment and control systems identified for replacement have been moved to the capital project list
- Guardian DOER project complete at McCarthy
- Facilities and Custodians have cleaned UVs at all schools to date, except South Row which is scheduled for April Vacation
- Status of Mechanical Repairs in the Schools – Chart below

School	Unit Ventilators % Complete	RTUs &AHUs % Complete
CHS	100%	100%
Parker	100%	100%
McCarthy	100%	100%
Harrington	100%	100%
Byam	100%	100%
South Row	100%	100%
Center	100%	100%
Community Ed	100%	100%

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

- CMTA Consulting Engineers
 - Has reviewed and accepted all preliminary balancing reports to date
 - Provided additional details when necessary to balancers

- Air Solutions & Balancing, Auburn NH
 - Work in process with priority order based on completed mechanical and control repairs
 - Balancing at CHS begins on 3/30 and should be completed by 04/23. Afterwards, they will return to complete items identified in their punch list
 - Final reports will be provided at the completion of the project
 - Status of the Testing & Balancing in the Schools – Chart below

School	Unit Ventilators % Complete	RTUs &AHUs % Complete
Parker	100%	100%
Community Ed	100%	100%
Byam	100%	100%
Harrington	100%	100%
Center	100%	100%
South Row	100%	100%
CHS	90%	0%
McCarthy	100%	100%

Phase III: Capital Improvements

- April 12th: BMS to provide cost estimates for the replacement of rooftop units at various schools
- April 8th: Meeting with FMC to discuss Capital Improvement Projects

Chelmsford Public Schools Return to School Update

Jay Lang, Ed.D.

Superintendent of Schools

April 13, 2021

Chelmsford Community COVID-19 Data Trends

Dates	Total Case Count	Case Count (Last 14 Days)	Average Daily Incidence Rate per 100,000 (Last 14 Days)	Relative Change in Case Counts	Total Tests	Total Tests (Last 14 Days)	Total Positive Tests (Last 14 Days)	Percent Positivity (Last 14 Days)	Change in Percent Positivity
4/8/2021	2,728	166	33	Higher	65,360	3,547	181	5.1%	Higher
4/1/2021	2,646	125	24.8	Higher	63,592	3,302	137	4.15%	Higher
3/25/2021	2,552	83	16.5	Higher	61,725	3,180	90	2.83%	Higher
3/18/2021	2,499	71	14.1	Lower	60,136	3,267	77	2.36%	No Change
3/11/2021	2,464	75	14.9	Lower	58,517	3,466	84	2.42%	Lower
3/4/2021	2,425	89	17.7	Lower	56,907	3,520	99	2.81%	Lower
2/25/2021	2,384	104	20.7	Lower	55,024	3,521	117	3.32%	Lower
2/18/2021	2,342	127	25.5	Lower	53,303	3,771	142	3.77%	Lower
2/11/2021	2,282	170	33.8	Lower	51,517	4,018	186	4.63%	Lower
2/4/2021	2,214	200	39.7	Lower	49,576	4,117	223	5.42%	Lower
1/28/2021	2,126	246	48.8	Lower	47,540	4,217	270	6.40%	Lower

Chelmsford Schools COVID-19 Data Trends

Dates	Number of In-Person Students with Confirmed Positive Covid Cases and Building Access	Number of In-Person Staff with Confirmed Positive Covid Cases and Building Access
4/1 - 4/7	0	1
3/25 - 3/31	12	3
3/18 - 3/24	2	0
3/11 - 3/17	1	0
3/4 - 3/10	1	0
2/25 - 3/3	0	1
2/11 - 2/24	0	0
2/4 - 2/10	3	1
1/28 - 2/3	4	3
1/21 - 1/27	2	2
1/14 - 1/20	5	2

Chelmsford Schools COVID-19 Pool Testing Initiative

Week	Testing Date	# Students	# Staff	Total Tests Administered	# Tests Positive	# Tests Negative	% Positivity
1	3.15.2021	234	177	411	0	411	0.00%
1	3.18.2021	246	61	307	0	307	0.00%
2	3.22.2021	312	253	565	0	565	0.00%
2	3.25.2021	259	12	271	2	269	0.74%
3	3.29.2021	339	256	595	0	595	0.00%
3	3.31.2021	312	8	320	0	320	0.00%
4	4.5.2021	619	249	868	0	868	0.00%
4	4.8.2021	147	8	155	0	155	0.00%
TOTALS:		2,468	1,024	3,492	2	3,490	0.06%

Note: MA DESE has agreed to pay for all costs associated with COVID pool testing for the remainder of the 2020/21 school year. There will be no cost to CPS for this service.

Staff COVID-19 Vaccination

- K-12 educators and school staff were eligible to schedule COVID-19 vaccine appointments as of March 11, 2021.
- CPS Administration worked to coordinate and schedule appointments through the Chelmsford Board of Health and Lowell General Hospital for staff not able to schedule appointments on their own.
- All CPS staff who desire to receive the COVID-19 vaccine have either received or scheduled their vaccine appointments.

Elementary Return to Full In-Person Learning

Elementary School Level (Grades K – 4)

- Return of Students Full-Time, In-Person, 5 Days each week on Monday April 5, 2021

Elementary School	Full Remote	% Students	Full In-Person	% Students	Total Enrollment
Byam	90	19%	375	81%	465
Center	66	14%	413	86%	479
Harrington	104	21%	387	79%	491
South Row	86	21%	332	79%	418

Middle & High School Return to Full In-Person Learning

Middle School Level (Grades 5 – 8)

- Return of Students Full-Time, In-Person, 5 Days each week on Wednesday April 28, 2021

High School Level (Grades 9 – 12)

- Return of Students Full-Time, In-Person, 5 Days each week on Monday May 3, 2021

Middle & High School Return to Full In-Person Learning

Student Transportation: High School

- We have been and will continue providing shuttle bus service from select locations throughout town, free of charge this year, to grade 9-12 high school students.
- We are doubling the number of shuttle bus stops for high school students as of Monday April 26, 2021 in advance of the return of high school students to full-time, in-person learning. Please refer to the memo in the packet for information on additional bus stop locations.

CHS Events for Graduating Seniors

Event Dates for Seniors

- Friday May 28, 2021 is the last day for seniors
- Tuesday June 1, 2021 is the senior car parade
- Tuesday June 1 – Thursday June 3, 2021 is Senior Send Off to be held at Kimball's Farm in Westford
 - Students were polled – 308 (84%) indicated they would attend; 13 (3%) students indicated they would not attend, and 44 (12%) students did not respond.
- Saturday June 5, 2021 is the graduation exercises
 - 10:00 a.m. at Simonian Alumni Stadium

MA DESE Waiver Approved: Grade Level Configuration

- MA DESE approved our waiver request to delay the implementation of full-time in-person learning for our grade 5 students until April 28, 2021, the date middle school students in grades 6 – 8 are required to return to full-time, in-person learning. A copy of the approval letter is included in the packet.

MOU Reopening Schools Amendment

- We reached agreement with our union on an amendment to the reopening agreement for the 2020/21 school year. The amendment establishes the dates for the elementary, middle and high school students and staff return to full-time, in-person learning. The amendment provides time for staff to attend COVID-19 vaccine appointments and recover if ill, as well as reduces distancing in classrooms from 6 feet to 3 feet. A copy of the MOA amendment is included in the packet.

CHELMSFORD PUBLIC SCHOOLS

Memorandum

TO: Jay Lang, Ed.D., Superintendent of Schools
Members of the School Committee

FROM: Joanna Johnson-Collins, Director of Business & Finance

DATE: April 8, 2021

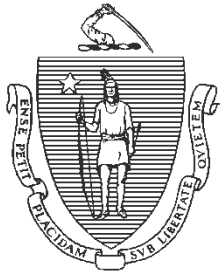
RE: Student Transportation Update: 2020/21 School Year CHS Bus Shuttles

We will be expanding the shuttle bus service for high school students after the April school vacation week, prior to the return of high school students to full-time, in-person learning. This year, instead of the typical high school bus routes with several neighborhood stops, we have twelve (12) express sites throughout town where a CHS student can board the bus in the morning at approximately 6:45 a.m. for an express (shuttle) run to the high school. The busses also run at dismissal time and the drop off location is this same site.

The attachment shows the expanded bus stops. Students will still be required to register to ride the bus, even with no fee, issue bus passes, etc. The expanded bus services will begin on Monday April 26, 2021.

Thank you for the opportunity to provide this update.

CHS BUS SHUTTLES CURRENT BUS STOP (1)	AM PICK UP TIME	# OF RIDERS APRIL 2021	CHS BUS SHUTTLES ADDITIONAL BUS STOPS EFFECTIVE APRIL 26, 2021		
			1ST STOP	2ND STOP	3RD STOP
51 CHS am Vinal Square	6:45 am	11	Vinal Square	North Rd at Technology Dr	
52 CHS am Tyngsboro Rd opp. Wellman Ave	6:45 am	6	180 Tyngsboro Rd near Cross St	Tyngsboro Rd opp Wellman Ave	
53 CHS am Groton Rd at Main St	6:45 am	3	Scotty Hollow at Groton Rd	Groton Rd at Main St	
54 CHS am Main St at School St	6:45 am	2	Main St at Bradford Rd	Main St at School St	
55 CHS am Roberts Field on Old Westford Rd	6:45 am	8	Chestnut Hill Rd and Constoga Rd	Roberts Field on Old Westford Rd	
56 CHS am at 270 Littleton Rd	6:45 am	8	181 Littleton Rd	270 Littleton Rd	
57 CHS am Kate's Corner at Acton Rd	6:45 am	6	Acton Rd at Elm St	Kate's Corner at Acton Rd	Acton Rd at Park Rd
58 CHS am at South Row	6:45 am	19	Concord Rd and Marina Rd	South Row Elem	
59 CHS am Turnpike Rd at Stonegate	6:45 am	16	Turnpike Rd at Mill Rd	Turnpike Rd at Porter Rd	Turnpike Rd at Stonegate
60 CHS am Boston Rd at Library	6:45 am	9	Center Elem	Boston Rd at Library	
61 CHS am Harmony Park on Carlisle St	6:45 am	13	Manning Rd and Carlisle St	Harmony Park on Carlisle St	
62 CHS am North Rd at Dalton Rd	6:45 am	25	Westlands School on Dalton Rd	North Rd at Dalton Rd	
Total		126			



Jeffrey C. Riley
Commissioner

Massachusetts Department of Elementary and Secondary Education

75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-3000
TTY: N.E.T. Relay 1-800-439-2370

March 22, 2021

Jay Lang
Superintendent
Chelmsford Public Schools
230 North Road
Chelmsford, MA 01824
langj@chelmsford.k12.ma.us

Re: Student Learning Time Waiver Request for Chelmsford Public Schools

Dear Superintendent Lang:

I am writing in response to your request for a waiver of the Student Learning Time (SLT) regulations, 603 CMR 27.00. Specifically, in your email sent on March 22, 2021, Chelmsford Public Schools has requested the following:

- Delay implementation of full-time, in-person learning for Grade 5 to April 28, 2021 due to the middle school grade configuration of grades 5-8.

Based on the information provided, your request has been approved. The learning model Chelmsford is implementing prioritizes in-person learning for Grades K-4 and provides a specific plan with implementation date for in-person, full-time learning for Grade 5.

Thank you for your continued work on behalf of students in the Commonwealth. Please contact SLTsupport@mass.gov if you have any questions regarding this response.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey C. Riley".

Jeffrey C. Riley
Commissioner of Elementary and Secondary Education

MEMORANDUM OF AGREEMENT

NOW COME the Chelmsford Federation of Teachers (hereinafter “the Federation”) and the Chelmsford School Committee (hereinafter “the Committee”) and hereby agree as follows:

WHEREAS, on March 5, 2021, the Massachusetts Board of Elementary and Secondary Education adopted additional amendments to Student Learning Time (SLT) regulations on an emergency basis that provide the Commissioner with the authority to determine when district-wide hybrid and remote learning models no longer count for structured learning time; and,

WHEREAS, the Commissioner has elected to use this authority to expand full-time, in-person learning; and,

WHEREAS, the Association and the Committee have met pursuant to Mass. Gen. L. ch. 150E to negotiate changes so that they are in compliance with the new state regulations; and,


WHEREAS, the parties wish to memorialize the terms of their negotiations so that all stakeholders are clear on the timing of a return to full in-person learning for students and staff;

NOW, THEREFORE, the parties hereby agree as follows:


1. The terms and conditions set forth in the parties’ collective bargaining agreement for the period from July 1, 2020 through and including June 30, 2021 shall continue in full force and effect, except as modified by this Agreement.
2. Unless otherwise specifically modified by a term or terms of this Agreement, the remaining language in the September 15, 2020 reopening agreement shall remain unchanged, to the extent still applicable.
3. Effective April 5, 2021, all students, teachers and staff in Grades K through 4 shall return to in-person learning five (5) full days a week, unless the District has approved a teacher or staff member for a remote work assignment.

4. Effective April 28, 2021, all students, teachers and staff in Grades 5-8 shall return to in-person learning five (5) full days per week, unless the District has approved a teacher or staff member for a remote work assignment.
5. Effective May 3, 2021, all high school students, teachers and staff shall return to in-person learning five (5) full days per week, unless the District has approved a teacher or staff member for a remote work assignment.
6. Bargaining unit members are encouraged to speak with their school administrators if they are able to schedule a COVID-19 vaccine appointment on their own. If a vaccine appointment occurs during the work day, members may, with advance notice to their building administrator, leave school to be vaccinated and return to school within an hour and they will not have to use any of their accrued leaves.
7. If a bargaining unit member is ill the day immediately following receiving the COVID-19 vaccine, does not report to work and submits for use of a sick day, the employee may request that one (1) sick day be reimbursed and the District will reimburse one (1) sick day. For processing purposes, the employee will submit their request (retroactive or in the future) via an employer-provided form, attested to by the employee, and provide a copy of the immunization record (vaccine card) uploaded as evidence of the COVID-19 vaccine administration date. A maximum of one (1) sick day, per employee, may be reimbursed/reinstated for the purposes of illness requiring an absence the day immediately following COVID-19 vaccine administration. The reimbursement/reinstatement of a sick day will occur by the end of the fiscal year, June 30, 2021. This benefit shall end on the last day of the 2020-2021 school year.

8. Employees previously granted an unpaid leave of absence for the 2020-2021 school year may voluntarily return to work for the remainder of the 2020-2021 school year if they advise the CPS personnel office of their desire to return to work by no later than Thursday April 1, 2021.
9. There will be six-foot distancing between staff and students, when feasible. The distance between students when in their seats will be not less than three feet. In the event that DESE or the CDC amend their distancing guidance, the parties will reconvene to discuss.
10. This agreement shall sunset on June 30, 2021.


Chelmsford Federation of Teachers


Date


Chelmsford School Committee


Date