

**CHELMSFORD SCHOOL COMMITTEE  
REGULAR MEETING  
July 20, 2021  
Meeting Minutes**

**Members Present:** Mr. Dennis King (Chair), Mr. John Moses (Vice Chair), Mr. Jeff Doherty (Secretary), Ms. Donna Newcomb 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. In-person public participation will be taking place tonight in accordance with social distancing and safety protocols established by the Chelmsford School Committee Public Participation Guidelines. Anyone interested in speaking during the public input portion of the meeting would have notified the superintendent’s office by yesterday afternoon and would have been provided with the guidelines and assigned a time to attend the meeting to speak. 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 their comments or questions during our second public input session at the end of the meeting.”

**Consent Agenda**

1. **Approval of the minutes of the regular school committee meeting of June 15, 2021.**

**Ms. Newcomb motioned to approve the school committee meeting minutes of June 15, 2021. Mr. Doherty seconded. Motion carries 4-0 with Mr. Moses abstaining.**

**Public Comments**

Mark Morency of Four Pond Street spoke requesting his street be assigned to Parker Middle School instead of McCarthy. He stated that Dr. Lang has been helpful with this request.

**New Business**

1. **Introduction of Special Education Chair – Dr. Alison Alves-Pigeon**

Ms. Amy Reese, Director of Student Support Services, joined the meeting to introduce Dr. Alves-Pigeon to The Committee. She will be the Team Chair for Byam, Harrington and Parker Middle School. She joined CPS on July 1, 2021 and had previously been employed in Lunenburg in the same role. Dr. Alves-Pigeon stated she has made a smooth transition and is “off to a good start”!

## **2. CHS Innovation Pathways Grant/ Program Update**

Will be presented after item #3.

## **3. Designation of Pond Street to Parker Middle School District**

Dr. Lang included a memorandum in tonight's agenda packet which provides the rationale for this change and Dr. Lang's endorsement. This involves two homes on Pond Street.

**Mr. Moses motioned to support the middle school changes for 3 and 4 Pond Street from McCarthy to Parker Middle School. Mr. Doherty seconded. Motion carries 5-0.**

Stephanie Quinn, Department coordinator for Social Sciences joined the meeting to present her update on the CHS Innovation Pathways. This program will give students a boost on career readiness training. Her slide show providing details is included in tonight's agenda packet along with additional supporting materials. Programs will be offered for Business and Finance as well as Information Technology. Ms. Quinn is hoping that part of the grant may be used to hire a Career and College Readiness Facilitator. Two new pathways will be added once grant funding is approved. One will be for Advanced Manufacturing and the other for Environmental/Life Science. Current CHS teachers are qualified to teach the Pathways courses. Ms. Quinn's presentation was well received by The Committee. She will provide updates as the grant process evolves.

## **4. 2020-2021 CPS Year-in-Review**

As has been his practice each year, Dr. Lang spoke of the past school year and included an extensive memorandum in tonight's packet about the 2020/2021 school year. Dr. Lang spoke highly of the staff's dedication and hard work to provide a quality education during the pandemic which required changes and adaptations as the year progressed and the community health issues changed. His full presentation of highlights may be viewed on Chelmsford Telemedia. He closed by thanking The Committee for their support during the past year.

## **5. 2020-2021 Superintendent's Evaluation Process**

Dr. Lang included a memorandum in tonight's packet and will be emailing supporting documents to The Committee for them to complete the evaluation and forward their final evaluation to Chairman King by July 30<sup>th</sup>. Individual evaluations are confidential, but the final collated document will be made public.

## **6. 2020-2021 End-of-Year Academic Update**

Dr. Hirsch reviewed the data which includes iReady, Acadience Reading, and Rapid Automatized Naming (RAN) testing. Her slide presentation is included in tonight's agenda packet. She compared a pre-COVID year to the current COVID year. Some assessments were done from home and some in school. Utilizing the data will be extremely helpful to staff to learn where each student's needs are at the beginning of the coming school year. New benchmark testing will take place around the fifteenth day of school this fall. Dr. Hirsch's presentation of this complex update may be viewed fully on Chelmsford Telemedia.

## **7. FY2021 End-of-Year Budget Report**

**Mr. Moses motioned for the school committee to approve FY2021 local operating budget transfers totaling \$ 1,109,952 from twenty-nine favorable DESE Categories to the six DESE Categories noted above for the Chelmsford Public Schools. Mr. Doherty seconded. A roll call vote was taken. Motion carries 5-0.**

## 8. FY2021 Recommended Budget Transfers

**Mr. Moses motioned for the school committee approve FY2021 local operating budget transfers totaling \$ 181,311 from twenty-nine favorable DESE Categories to the Food Service DESE Category noted above for the Chelmsford Public Schools. Mr. Doherty seconded. A roll call vote was taken. Motion carries 5-0.**

## 9. FY2022 Recommended Budget Adjustment

Dr. Lang requested a new position for CHS to hire a secretarial staff person to staff a single-entry space for persons wishing to come into the school once the school day has begun. This person would screen people entering the building and would then allow the Supervisors of Students to be available as needed during the school day. This will be discussed again at the next meeting after Dr. Lang has discussed the new position with The Town.

## 10. RFP for Facilities Capital Plan Review and Short/Long-Term Facilities Visioning

Dr. Lang would like to hire a firm to conduct this work. He would like to see the hiring take place in August and believes the time frame for the project would be four to four and a half months. This would involve community sessions to gain input from the stakeholders. The final recommendations would be expected in January to allow for the plans to be addressed in the February budget proposal for FY23. Recommendations would cover the next five to ten years. The cost for the service is not-to-exceed \$75,000. The Committee supports this move.

## 11. 2021-2022 School Calendar – Revised

This calendar includes the addition of the holiday, Juneteenth, which will be celebrated on June 20, 2022. This is the only revision.

**Mr. Moses motioned to accept the revised 2022 school calendar. Mr. Doherty seconded. Motion carries 5-0.**

## 12. August 2021 School Committee Meeting Dates – Revised

Dr. Lang proposes changing the meeting dates in August to August 9<sup>th</sup> and August 24<sup>th</sup>.

**Mr. Moses motioned to change the August School Committee meeting dates to Monday, August 9<sup>th</sup> and Tuesday, August 24<sup>th</sup>. Mr. Doherty seconded. Motion carries 5-0.**

The Chair proposed The School Committee hold a workshop the week of August 16<sup>th</sup>. The Chair will email potential dates and formats to members.

## 13. Personnel Report: June 2021

No action required.

### Action/New Items

Discussion of aspects of returning to school will be addressed at the next two meetings in August.

Adjournment (8:17p.m.)

Mr. Moses motioned to adjourn from regular session to move to executive session for the purpose of discussing strategy with respect to collective bargaining or litigation. Mr. Doherty seconded. A roll call vote was taken. Motion carries 5-0.

*Respectfully submitted,  
Sharon Giglio, Recording Secretary*