

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
April 11, 2023
Meeting Minutes**

Members Present: Ms. Donna Newcomb, Mr. Dennis King, Mr. John Moses and Ms. Susan Mackinnon. Ms. Santos is absent tonight.

Also present: Dr. Jay Lang (Superintendent), Dr. Linda Hirsch (Assistant Superintendent) and Ms. Joanna Johnson Collins (Director of Business & Finance). Mr. Paul Cohen, Town Manager, was also in attendance for part of the meeting.

Call to Order

6:00 p.m.

Pledge of Allegiance

Chair Opening Statement

“This 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 the Chelmsford School Committee Public Participation Guidelines. Anyone speaking tonight during the public input portion of this meeting has notified the superintendent’s office of their desire to speak and has been provided with these guidelines. Upon request written comments received no later than 12:00 p.m. on the day of this meeting will also be read and made part of the record of the meeting during the second public comment session.”

Ms. Newcomb welcomed Susan Mackinnon, the newest member of the Chelmsford School Committee.

Consent Agenda

1. Approval of the minutes of the regular school committee meeting of March 21, 2023

Mr. King motioned to accept the minutes from the meeting on March 21, 2023. Mr. Moses seconded. Motion carries 3-0 with Ms. Mackinnon abstaining.

CHS Student Representative Announcements

Keya shared that the junior class held a career breakfast last week and were able to speak to people and professionals from a career of their choice. There were representatives from a variety of fields.

Lana added that senior internships have begun, and they had the first of their weekly check-ins on Monday. “Vacation is coming up!”

Good News

Dr. Hirsch shared that grade seven students just debuted some new biotech activities. More details will be forthcoming on April 25th, which is an important day for the Science Department! 22 elementary and middle school singers participated in the first rehearsal for MMEA (Massachusetts Music Educator Association) All-State Treble Choir. Nine middle and high school ensembles performed at the MICA Festival this past weekend. They won five silver and three bronze awards! On April 29th at the PAC fourth grade students will be able to test drive musical instruments.

Public Comments

None

New Business

1. Reorganization of School Committee

Dr. Lang took over the meeting at this point and welcomed Susan Mackinnon. Elections need to be held tonight for a chair, vice-chair and secretary for the School Committee.

a. Election of School Committee Chair

Mr. King nominated Donna Newcomb for Chair and Mr. Moses seconded the nomination. Motion carries 4-0.

The newly elected Chair opened nominations for the Vice Chair.

b. Election of School Committee Vice Chair

Mr. Moses nominated Dennis King for Vice Chair. Ms. Mackinnon seconded. Motion carries 4-0.

c. Election of School Committee Secretary

Mr. King nominated Susan Mackinnon for secretary. Mr. Moses seconded. Motion carries 4-0.

4. Ratification of MOA: Chelmsford Federation of Teachers – Building Custodians

(Per Dr. Lang's request, this agenda item is being taken out of order.) This is a contract that will begin on July 1, 2023 and be in effect through June 30, 2026. Dr. Lang provided a summary of the contract.

Mr. King motioned to approve the contract with the Chelmsford Federation of Teachers Building Custodians Unit for the period of July 1, 2023, to June 30, 2026, equipped with the terms and conditions as outlined. Mr. Moses seconded. A roll call vote was taken with Mr. Paul Cohen, Town Manager, also voting. Motion carries with four votes "yes" and Ms. Mackinnon voting "present".

2. Spotlight on the Schools: Chelmsford High School

Mr. Steve Murray, CHS Principal, and Alex Cunningham from the CHS College and Career Center joined the meeting to provide updates on activities taking place at Chelmsford High School. Their presentation

began with a video of students expressing their successes and pleasure for choosing CHS as their high school. The full video may be viewed by watching tonight's presentation on Chelmsford Telemedia/YouTube. Highlights featured included music, robotics, athletics, the Early Childhood program, technology, TV/media, marketing, E-sports and American Sign Language. Ms. Cunningham also presented the many ways in which the College and Career Center helps CHS students. Mr. Murray spoke of the NEASC re-accreditation which takes place every ten years. The process included a school-wide reflection in the spring and fall of 2022 with departments looking at their goals, structures and assessments. NEASC reviews this and brings recommendations for growth and improvement charting a plan for the next ten years. Currently CHS is working on the "Vision of a Graduate" using surveys to various stakeholders including area businesses and colleges. Using the data, focus groups will create the "Vision of a Graduate" and make sure this vision is embedded in the curriculum.

Mr. Murray and Ms. Cunningham spoke of the Senior Internship Experience which was introduced by Dean Blagg and supported by Ms. Cunningham. This program allows seniors to take six weeks to intern with a local business to enhance their understanding of careers or college majors and make "informed decisions for life after graduation". This year the seniors may choose to do the internship or community service (non-profit agencies). This year 78 students are participating in the internship which is twice as many as last year. Students in either program are required to "work" for 30 hours each week. At the end of the program students present to a small group and also share a visual exhibition (tri-fold poster or slide show) of their experience with the junior class and faculty. The complete details of the internship and community service programs can be fully appreciated by watching tonight's presentation on Chelmsford Telemedia/YouTube.

3. MA DESE Tiered Focused Monitoring Review (TFM) Final Report

The draft copy of the report which Dr. Lang shared with The Committee several meetings ago has been finalized by DESE with no changes to the draft.

4. Ratification of MOA: Chelmsford Federation of Teachers – Building Custodians

This took place earlier in tonight's meeting.

5. Vote to Approve Assistant Superintendent's Contract

Dr. Lang shared that this had been discussed in an Executive Session and a draft copy of the contract was sent to members of The Committee to review before tonight's meeting. The final document which has been approved by the district's attorney has been given to each member for tonight's meeting.

Mr. King motioned to approve the three-year employment agreement covering the period from July 1, 2023, to June 30, 2026, with Dr. Linda Hirsch to continue to serve as Assistant Superintendent in accordance with the terms and conditions as outlined. Mr. Moses seconded. A roll call vote was taken. Motion carries with three "ayes" and Ms. Mackinnon voting "present".

6. Approval of Non-Affiliated Employees Rate Increase

Ms. Johnson-Collins spoke to her memorandum included in tonight's agenda packet.

Mr. King motioned to approve the increase to the hourly rate of pay or stipend as specified above to positions effective June 26, 2023, at this meeting of the school committee on April 11, 2023. Mr. Moses seconded. A roll call vote was taken. Motion carries with three "ayes" and Ms. Mackinnon voting "present".

7. 2023/24 School Year – Kindergarten Registration Dates

Dr. Lang stated that the second round of kindergarten registration will be held on April 27th at Central Office, by appointment. More information may be found on the district's website.

8. Anticipated Last Day of School: Students & Staff

If there are no more school day cancellations, the last day of school for students will be Thursday, June 15th, and it will be a half-day for students. The last day for staff will be Friday, June 16th, also a half-day.

9. Personnel Report: March 2023

No action required.

10. Approval of Field Trips

Mr. King moved to approve the CHS DECA field trip to Orlando, Florida, for the DECA International Development Conference from April 21 to April 26, 2023. Mr. Moses seconded. Motion carries 4-0.

Mr. King motioned to approve the McCarthy Middle School sixth grade student field trip to Kingston, New Hampshire for the PBIS Team Building Experience on June 6th and June 9th. Mr. Moses seconded. Motion carries 4-0.

Mr. King motioned to approve the Parker Middle School 8th grade field trip to Canopy Lake Park in Salem, New Hampshire on June 9, 2023. Mr. Moses seconded. Motion carries 4-0.

Liaison Reports

Mr. Moses will be attending Byam and Parker PTO meetings on Wednesday.

Mr. King attended Center School's PTO meeting. Their recent "Taste of Chelmsford" fund raiser netted close to \$3,000! They had a ziti supper for fourth grade. Recycling Day will be held on May 13th with McCarthy Middle School. Book Fair will take place from May 19th to the 25th. On May 24th they will hold their "Arts and Culture Night". At the CHIPS PTO meeting Mr. King learned that they collected 464 pair of socks for their "Socks Drive"! They are working on creating a sensory area on the playground and have lots of enrichment activities planned. May 1st to May 5th will be "Spirit Week" and the final teacher appreciation luncheon will take place that week.

The Chair read the final liaison report from Mr. Doherty. The CHS PTO met on April 3rd and spoke to the after prom and final staff appreciation events. Ms. Newcomb also shared that along with Dr. Lang and Dr. Hirsch she attended the "South Row Multicultural Festival". South Row has also invited The Committee to their staff appreciation luncheon.

Action/New Items

The Chair will be sending an email regarding school liaison assignments. May 4th is "The Day on the Hill". MASC's legislative priorities for this year are: full funding for the Student Opportunity Act; children's services safety net; school nutrition and full funding for the circuit breaker. They will also be: reforming the Board of Elementary and Secondary Education; rethinking the State accountability system; earmarking special funding for small and rural districts; retention of Medicaid reimbursement for covered services; charter school oversight and reform and full funding for METCO.

Public Comments

None

Adjournment (6:52 p.m.)

Mr. King motioned to adjourn. Mr. Moses seconded. Motion carries 4-0.

*Respectfully submitted,
Sharon Giglio, Recording Secretary*