

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
May 2, 2023
Meeting Minutes**

Members Present: Ms. Donna Newcomb (Chair), Mr. Dennis King (Vice Chair), Ms. Susan Mackinnon (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 & Finance)

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.”

Consent Agenda

1. Approval of the minutes of the regular school committee meeting of April 25, 2023

Mr. King motioned to accept the minutes of our meeting on April 25th. Ms. Santos seconded. Motion carries 4-0 with Mr. Moses abstaining.

CHS Student Representative Announcements

Lana shared that AP testing will take place this week and next week. LIME Club is hosting the 24-hour relay on May 20 through May 21st on the plateau. This will include themed labs, midnight ice-cream, sports competitions and more.

Keya added that the CHS Theatre Guild will be presenting *Frenemy Feud* from May 4th to May 6th at 7:00 p.m. at the PAC. The show is student written and directed. “Junior Job Shadow Day” will be held on May 16th allowing CHS juniors the opportunity to shadow a professional they choose in a specific field.

Good News

Was just shared by the CHS representatives!

Public Comments

None

New Business

1. Spotlight on the Schools: Harrington Elementary School

Principal, Rob Asselin, from Harrington Elementary School along with Mary Shakshober, Pauline Kimsoung, and Heather Fidler as well as student, Jocelyn, came to the table for tonight's presentation. In conjunction with industry-partner, Red Hat (an open-source software company), fourth graders were introduced in January to "STEM design" which is to create a big idea before it goes to the next level which is coding. The project was redesigning new restaurant menus which helped the students to realize that STEM is not limited to science and math but also includes art creativity and 21st century skills. After being introduced to the 'real world problem' students looked at menus from other local restaurants and did a "competitive analysis". Next the students were able to "interview users" (short videos from the fictional restaurant owners and chefs). Finally, the students were able to redesign the menu for the users. This was a pilot program with the hope that it might be brought to the other elementary schools and middle schools in the district. This provided students with a real-life career situation in STEAM that might pique their future interest. Student, Jocelyn, shared her excitement for this project! Tonight's presentation also included slides outlining the process and showing pictures of some very excited students!

2. Presentation: DMGroup – Special Education Opportunities Review Final Report

Dr. Lang shared that this is the second year of the partnership with DMGroup who were hired to work on the strategic plan and also to help with the discovered equity gap between the achievement of special education students and regular education students. DMGroup is providing opportunities to improve upon sustainable access and support for special education students. John J-H Kim, CEO and Founder of District management Group, came the meeting table to review the final report with The Committee. Amy Reese, Director of Student Support Services for the Chelmsford Public Schools, was also present to offer input. Mr. Kim provided a detailed review of the methods, timelines and findings of this project. This led to a "guiding coalition" for change management and ongoing analysis of progress. The recommendations brought forward tonight are "looking at the highest leverage opportunities" with people who have been involved from the beginning and are able to help implement going forward. Qualitative evidence, data analysis and in depth looks at staff schedule sharing all contributed to the recommendations. Mr. Kim's detailed presentation was supported by many slides (many including graphs) and the slides are included in tonight's agenda packet.

Mr. Kim was pleased to share areas of strength in the district: specialized programming; staff dedication; SEL support and early education investment. The recommendations put forward are for the overall system of service and are not specific to any individual student. The first recommendation is to make clear the roles and responsibilities of all staff in special education. The second is to find additional time for learning and supporting students for all schools in the district. In his presentation, Mr. Kim addresses paraprofessional responsibilities and best practices. He also mentioned a nation-wide increase in classroom behavioral issues. He suggests that the roles and responsibilities of paraprofessionals should focus more on supporting student behavioral needs and school duties, rather than providing direct academic instruction. Finding ways to free up special education teachers from duties not related to direct student instruction would also improve student learning. The roles and responsibilities of speech and

language pathologists should also be redefined to maximize the time they spend with students. Scheduling creative student groupings can allow for educators to work directly with students for increased amounts of time as well as the number of students seen. This needs to be accomplished without pulling students out during core instruction time. Having a dedicated services coordinator for speech and language pathologists is recommended. Providing additional time for general education teachers to meet with special education teachers to discuss content and review roles and responsibilities is also good practice.

Tonight's presentation and accompanying slides were comprehensive. The summary included in tonight's meeting minutes can be further appreciated by watching the entire presentation on Chelmsford Telemedia YouTube.

3. 2023/24 School Committee Liaison Assignments

Dr. Lang will make one change to these assignments and share them with The Committee. These assignments will take effect on July 1, 2023.

4. FY2023 Recommended One-Time Budget Expenditures

Ms. Johnson-Collins included support documents for a requested approximate \$1.3 million one-time budget expenditures. These will not be recurring costs for these expenditures. Dr. Lang recommends approval.

Mr. King motioned to approve the FY2023 local operating budget transfers totaling \$1,304,328 for the Chelmsford Public Schools as presented. The budget transfer is shifting from five DESE categories where they are favorable to nine DESE categories where the items should be purchased. Seconded by Mr. Moses. A roll call vote was taken. Motion carries 5-0.

5. FY2023 Recommended Budget Transfers

Ms. Johnson-Collins shared additional budget transfers. Details are provided in tonight's agenda packet.

Mr. King motioned to approve the FY2023 local operating budget transfers totaling \$85,767 for the Chelmsford Public Schools as presented. Mr. Moses seconded. A roll call vote was taken. Motion carries 5-0.

6. CPS Use of Facilities Fee Schedule Updates

Ms. Johnson-Collins discussed the information she shared in tonight's packet.

Mr. King motioned to approve the Use of Facility Rates as presented to be effective July 1, 2023. Mr. Moses seconded. A roll call vote was taken. Motion carries 5-0.

Liaison Reports

Ms. Newcomb attended the South Row PTO meeting last evening and noted they have had a great turnout all year for their meetings. They elected the new board who begin in September.

Action/New Items

The “Day on the Hill” takes place this Thursday.

MASC new resolutions need to be submitted by the beginning of June, instead of the end of June.

Public Comments

None

Adjournment (7:58 p.m.)

Mr. King motioned to adjourn. Mr. Moses seconded. Motion carries 5-0.

*Respectfully submitted,
Sharon Giglio, Recording Secretary*