

**CHELMSFORD SCHOOL COMMITTEE  
REGULAR MEETING  
May 16, 2023  
Meeting Minutes**

**Members Present:** Ms. Donna Newcomb (Chair), Mr. Dennis King (Vice Chair), Ms. Susan Mackinnon (Secretary) and Ms. Maria Santos. Mr. John Moses is not present tonight.

**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 May 2, 2023.

**Mr. King motioned to accept the minutes of the meeting on May 2, 2023. Ms. Santos seconded. Motion carries 4-0.**

**CHS Student Representative Announcements**

Keya shared that the sophomores had math MCAS testing today which will continue tomorrow. Today juniors had a “Job Shadow Day” where they spent the day with a professional from a career in which they are interested. The Crochet Club donated more than 30 hats to patients at Lowell General Hospital who are being treated for cancer. This is the last week of school for seniors. Any seniors who need to take finals will do so next week.

Lana added the seniors are celebrating spirit week this week: Monday - PJ Day; Tuesday - Beach Day; Wednesday – CHS Apparel Day; Thursday – College Apparel Day and Friday – Sundress/Jersey Day. The week of May 30<sup>th</sup> the senior prom will be held. On June 1<sup>st</sup> there will be a senior bar-b-que. On Friday June 2<sup>nd</sup> they will rehearse for graduation with Saturday, June 3<sup>rd</sup> celebrating graduation at the Tsongas Center. The third Annual Emily Myerson Memorial Soccer Tournament will take place on June 11, 2023, at the CHS Stadium.

## Public Comments

None

## New Business

### 1. Spotlight on the Departments: Social Studies

Stephanie Quinn, Social Science Department Coordinator, along with Rachel O'Brien, Class of 2023, and Nhyira Nkansah, Class of 2023, joined the meeting. The presentation will cover: Community Connections; Building Opportunities; Research and Inquiry; Clubs and a glimpse of the future. Opportunities for community connections include 3<sup>rd</sup> graders' visit to the historic Garrison House. "Massachusetts Civics Learning Week" also gave the same 3<sup>rd</sup> graders an opportunity to meet virtually with a judge to learn more about judges' roles in Massachusetts. Additionally, CHS civics classes met with community leaders and some students were able to visit the State House in Boston. Last week the CHS criminal justice classes visited the Chelmsford Police Department which provided students with insight into careers in the criminal justice field. CHS offers several dual-enrollment courses with Middlesex Community College, that allow interested students to earn college credits toward the field of criminal justice.

Rachel spoke of the many related courses she has taken to lead her on the path to a career in criminal justice. She will attend the University of New Hampshire next year for the "History and Law" program which will entail three years of undergraduate courses followed by three years of law school. She has benefitted by taking dual-enrollment classes through Middlesex Community College.

Ms. Quinn shared that from elementary through high school students are able to engage in research and inquiry from K through 12. History's Mysteries: Private I History Detectives are offered free from The State for K through 5<sup>th</sup> grade. For middle and high school students Action Civics Projects are offered which "promotes and enhances civic engagement". Through this, students are able to choose their topic, offer a solution and present this to classmates, teachers and administrators.

Additionally, the AP Capstone research project is available to students at CHS. Nhyira, who is almost a graduate, participated in this program (which culminates in an honor's level thesis). She spoke about her project called "A Tune as Old as Time" which included history and the effects of misogyny/misogyny noir and the ways in which these effect black girls in the Merrimack Valley. Her research included surveys from three area schools. Her conclusion was that there is an effect of misogyny noir in "rap music" on black girls which is a problem not currently a highly prioritized. She researched literature on this topic. Finally, she was able to analyze the data collected. Through this project, Niyira learned the skill of "time management" and improved her ability for public speaking. She also enhanced her ability for networking. She will attend UMASS Lowell next year and study computer science in their honors program.

Ms. Quinn shared highlights of CHS clubs that support social sciences: The Mock Trial Team which had a terrific season; and the Model UN, which earned the Outstanding Delegation Award! Moving forward there will be an 8<sup>th</sup> grade MCAS for civics starting in 2024. Civics is included in the 8<sup>th</sup> grade curriculum and will be expanding to provide opportunities to work with the community for civic engagement for the students. The issue of "Humanities and Ai" continues to be explored. Ms. Quinn added that there will continue to be a review "of curriculum and resources to enhance inclusive and inquiry based instructional practices".

Tonight's presentation may be viewed on Chelmsford Telemedia to be fully appreciated!

## **2. Appointment of Superintendent Lang to the Valley Collaborative Board of Directors**

Dr. Lang has been on the Board of Directors of the Valley Collaborative since he joined the Chelmsford Public Schools and would welcome the opportunity to serve again.

**Mr. King motioned to appoint Superintendent Lang to serve as the Chelmsford representative of the Valley Collaborative Board of Directors. Ms. Santos seconded. Motion carries 4-0.**

## **3. 2023/24 Student Transportation Program Registration Dates and Fees**

Ms. Johnson-Collins shared memoranda and spoke about the current school year where the district was serviced by 29 buses daily. She stipulated who needs to pay to ride the bus and how the fee schedule is determined. Registration begins in June and continues through early August. Those who enroll early receive a discounted rate. The registration method is the same as last year and the fee structure is also the same.

**Mr. King motioned to adopt the transportation fee structure for the 2023-2024 school year and establish a regular early, late and half year registration rate with the dates presented. Ms. Santos seconded. Motion carries 4-0.**

## **4. FY2023 Recommended One-Time Budget Expenditures**

Ms. Johnson-Collins shared information in tonight's agenda packet concerning these expenditures.

## **5. FY2023 Recommended Budget Transfers**

Dr. Lang spoke of the rationale behind making budget transfers at this point in the fiscal year to allow for funding of one-time purchases.

**Mr. King motioned to approve the FY2023 local operating budget transfers totaling \$593,361 for the Chelmsford Public Schools as presented. This budget transfer is shifting from five DESE categories that are favorable to six DESE categories where the items should be purchased. Ms. Santos seconded. A roll call vote was taken. Motion carries 4-0.**

**Mr. King motioned to approve the FY2023 local operating budget transfers totaling \$77,000 for Chelmsford Public Schools to purchase new computers for administrative staff as presented. Ms. Santos seconded. A roll call vote was taken. Motion carries 4-0.**

## **6. FY2024 Budget Adjustments**

**Mr. King motioned to approve the FY24 revised summary level account detail as outlined by MA DESE function code totaling \$ 70,700,000. Ms. Santos seconded. A roll call vote was taken. Motion carries 4-0.**

- 7. Update to Policy Handbook for Use of the McCarthy Auditorium & CHS Performing Arts Center**
- 8. Update to CPS Use of Facilities Procedures and Regulations**

Ms. Johnson-Collins included a memorandum and the policy handbook with changes awaiting The Committee's approval in red.

**Mr. King motioned to approve the updates to the policy handbook for the use of the CHS Performing Arts Center and the McCarthy Auditorium and updates to the use of facilities procedures and regulations as presented. Ms. Santos seconded. Motion carries 4-0.**

#### **9. Approval of School Committee Policies**

Dr. Lang shared that during the past winter and early spring all the policies were subject to review to ascertain if they were up to date. The MASC policy updates were reviewed, and work was done to align our policies with theirs. Policy JIC – Student Discipline was not updated at that time. This policy has now been reviewed by the Committee's attorney to be sure the policy reflects the State Statute.

**Mr. King motioned to approve changes to School Committee Policy JIC – Student Discipline as presented. Ms. Santos seconded. Motion carries 4-0.**

#### **10. Personnel Report: April 2023**

No action required.

#### **11. Approval of Field Trip Requests**

**Mr. King motioned to approve the Community Education out-of-state summer field trips as presented. Ms. Santos seconded. Motion carries 4-0.**

#### **Liaison Reports**

Mr. King attended his first meeting of the Alumni Association. This year's scholarship winners will be notified by mail soon.

Ms. Mackinnon attended The Day on the Hill with Donna and Marie on May 4<sup>th</sup>. She was pleased to connect with other MASC members and hear from legislators. Ms. Santos was able to meet with representatives Cataldo and Arciero on that day. They would both like to hear more about the middle school building proposal. She would like to arrange a meeting for The Committee and all the representatives and Senator Barrett. The Chair suggests a meeting after schools are closed for the summer. Dr. Lang would present the history of the building plan to date. Dr. Lang and Ms. Santos will set a breakfast up for this meeting.

#### **Action/New Items**

Dr. Lang shared that an update on the Sidewalk Study will be presented at the June 5<sup>th</sup> meeting.

The Chair would like to discuss the Committee's goals at the second meeting in June.

Dr. Hirsch will share a list of all field trips that are directly related to curriculum and are thus paid for by the Chelmsford Public Schools.

#### **Public Comments**

None

Adjournment (7:31 p.m.)

**Mr. King motioned to adjourn. Ms. Santos seconded. Motion carries 4-0.**

*Respectfully submitted,  
Sharon Giglio, Recording Secretary*