

**CHELMSFORD SCHOOL COMMITTEE  
REGULAR MEETING  
August 15, 2023  
Meeting Minutes**

**Members Present:** Ms. Donna Newcomb (Chair), Mr. Dennis King (Vice Chair) and Ms. Maria Santos. Ms. Susan Mackinnon and Mr. John Moses are absent this evening.

**Also present:** Dr. Jay Lang (Superintendent), Dr. Linda Hirsch (Assistant Superintendent) and Ms. Joanna Johnson Collins (Director of Business & Finance).

**Call to Order**

Ms. Newcomb called the meeting to order at 6:00

**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 input session.”

**Consent Agenda**

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

**Mr. King motioned to accept the minutes from our meeting on August 1, 2023. Ms. Santos seconded. Motion carries 3-0.**

**Good News**

Dr. Hirsch shared that some of the middle school teachers have started to come in and get their classrooms ready. Some students are coming for practices, so the schools are beginning to look alive!

**Public Comments**

None

## **New Business**

### **1. 2022/23 Superintendent's Performance Evaluation**

Dr. Lang stated that his evaluation for the 2022/23 school year is the first item on tonight's agenda. He emailed the summative copies to the Committee. Each member had submitted their ratings to The Chair who pulled together a narrative of the submissions as a report of progress tonight and may be found in tonight's agenda packet as well as on the website. Ms. Newcomb read the entire narrative. It is available to be viewed on Chelmsford Telemedia. The rating rubric is included in tonight's agenda packet. Mr. King spoke of wrapping up the Strategic Plan and the Special Education review. He also mentioned: the updated facilities plan; curriculum updates; equity/diversity training; and safety updates. He is grateful for the good use of ESSER funds. Ms. Santos added that Dr. Lang has been exemplary in maintaining a management team and even improving upon the team that existed coming out of COVID. She appreciates the stability as well as exemplary work in budget and finance. She believes that under Dr. Lang's leadership high goals have been set for excellence. She commented on the leadership exhibited by Dr. Lang with the middle school realignment project.

**Mr. King motioned to accept the 2022/2023 performance evaluation of Superintendent Lang with an overall rating of Exemplary as presented. Ms. Santos seconded. Motion carries 3-0.**

### **2. 2023/24 Return to School Update**

As of last Friday, Dr. Lang shared that there were 5211 students registered for school. His slide show included in tonight's packet provides enrollment details for individual schools and grade levels. Most elementary schools have four or five classrooms per grade level. Byam will have five kindergarten classes as will Center School. Emergency housing for homeless families may increase the enrollment at Center as well. After the middle school realignment, the two schools have an almost equal number of students with 794 at McCarthy and 808 at Parker.

Ms. Johnson-Collins included a memorandum in tonight's packet in which she shared the good news that the approved 2024 budget for Massachusetts will make up the difference for the cost to families for school breakfast and lunch! These meals will be at no cost to families for another year. Families still need to fill out the application for free and reduced lunch which may entitle them to additional benefits from The Commonwealth or the district (free bus passes for example). 3,132 students have registered for bus passes so far, which is close to the 3,400 students transported annually on the 29 school buses. Families who do not have to pay for bus passes still need to register.

Dr. Lang updated progress on the capital projects. McCarthy has seen renovation on eight science labs (plumbing may be completed after the opening of school); new flooring was installed in the modular classroom and the gymnasium floor was resurfaced; the fitness room and teachers' room were renovated. The kitchen renovation at McCarthy will be ready a few weeks after school reopens. Meals will be brought to McCarthy and eaten in the cafeteria for the beginning of school. Materials for both middle schools were packed up and have now been moved to their new location. Middle school teachers have already come in to prepare their classrooms. Byam's teachers' room was renovated, and Center Schools' room received new furniture. Center also had added more playground equipment. At Harrington the playground grounds were enhanced to provide better wheelchair access. South Row saw renovation of the teachers' room. Westlands had bathroom renovations and CHS received new carpeting in the Learning Common and Yearbook Room. Next summer the high school kitchen will be done. At Parker the modular classroom floors were replaced and the teachers' room was renovated. It was a busy summer! Mr. King wanted to thank Brian Curley for all the work that took place!

**3. Memo - Personnel Report: July 2023**

No action required.

**Action/ New Items**

The finalized school safety report will be presented in an upcoming executive session.

Strategic Plan updates for year two will take place in January and July.

**Public Comments**

none

**Adjournment (7:28 p.m.)**

**Mr. King motioned to adjourn. Ms. Santos seconded. Motion carries 3-0.**

*Respectfully submitted,  
Sharon Giglio,  
Recording Secretary*