

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
November 21, 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) and Dr. Linda Hirsch (Assistant Superintendent). Ms. Joanna Johnson is not present tonight.

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 comment session.

CHS Student Representative Announcements

Lana said that term 2 has started. The musical *Mama Mia* was presented last week with four “phenomenal shows”. Congratulations to all the performers and crew! Today was the Pep Rally which was LOUD and lots of FUN! The Thanksgiving football game will take place against Billerica on Wednesday at 4:00 p.m. at Fenway Park! The game will be live streamed.

Keya added that the senior class organized a food drive, and all food will be donated to McCarthy’s Project 300. Other items collected will be donated to the Chelmsford Food Pantry. The Interact Club collected donations of hats, mittens, scarves, and warm socks which were delivered to the Lowell Transitional Living Center. This past Saturday over 1100 music students across the Northeastern District of Massachusetts auditioned for the 2023 Northeast Senior District Music Ensembles. Forty percent of those who auditioned were chosen to participate in this prestigious event. Twelve of them were from CHS including Keya! (applause)

Good News

Dr. Hirsch wished everyone a Happy Thanksgiving!

Public Comments

None

New Business

1. Presentation: Strategic Plan Steering Committee – Operations & Facilities

Dr. Lang presented an update on area five, which is the Facilities and Operations segment of the Strategic Plan. His presentation was accompanied by a slide show which may be found in tonight's agenda packet.

He thanked Brian Curley, Bill Silver, Rob Asselin, Peggy Gump, John McIsaac and Donna Omobono for all their work on this area of the Strategic Plan. High academic achievement is the forefront of our action theory and this year the focus will be on mathematics in addition to reading and literacy. Facilities need to be the best for students and staff. Strategic maintenance and capital projects help to keep our buildings at the best for education. The long-term outlook includes the potential of a new school building. The MASC will be meeting in December and will advise if our new building project has been approved. We measure success by the APPA industry standard of cleanliness and maintenance of all our schools. Initiatives include projects to address the safety of our buildings; repairs and maintenance and capital projects sponsored by The Town. Most short-term capital projects are completed during the summer months when school is not in session. An effort is underway to inform the teaching staff of the cleanliness expectations for the buildings so that areas that are not up to par may be remedied quickly. Checklists and processes are being created for the school's concerning cleanliness and will be shared in January. Benchmark data collected over the past year will help with this undertaking.

2. Recommended Update to 2023/24 School Year Calendar

The presidential primary election has been scheduled for Tuesday, March 5, 2024. It is best to have early release days on the days of election, so Dr. Hirsch proposes changing the scheduled PD from March 6th to March 5th.

Mr. King motioned to move the previously scheduled half day Professional Day from Wednesday, March 6, 2024, to Tuesday, March 5, 2024. Ms. Santos seconded. Motion carries 4-0.

3. Recommended Update to 2023/24 School Committee Meeting Schedule

School Committee meetings are not held on election days. With the primary election scheduled for Tuesday, March 5, 2024, Dr Lang requests that the meeting for that night be rescheduled to March 12th and that the meeting scheduled for March 19th be changed to March 26th.

Mr. King motioned to move the previously scheduled School Committee meeting of Tuesday, March 5, 2024, to Tuesday, March 12, 2024, and a previously scheduled School Committee meeting of Tuesday, March 19, 2024, to Tuesday, March 26, 2024. Ms. Santos seconded. Motion carries 4-0.

Public Comments

none

Reports

1. Liaison Reports

None

2. Action/ New Items

Ms. Santos requests the enrollment status with a focus on class sizes at CHS in each class. Also, she would like to find out about new course offerings at CHS, particularly in history, arts and humanities.

Mr. King would like to see a report on how we are doing for substitutes.

Ms. Newcomb has heard that some changes may be occurring in IEP formats. The pilots are taking place in other districts this year and will be implemented for the 2024/25 school year. Dr. Lang will plan on having Amy Reese and others report on the IEP changes at a meeting this spring.

Tri-Board will meet on December 11, 2023. The Select Board is looking for a representative from The Committee to work on their strategic plan. Anyone who is interested should let Ms. Newcomb know.

Adjournment (6:51 p.m.)

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

*Respectfully submitted,
Sharon Giglio,
Recording Secretary*