

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
January 16, 2024
Meeting Minutes**

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

Also present: Dr. Jay Lang (Superintendent) and 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 comment session.”

Consent Agenda

1. Approval of the minutes of the regular school committee meeting of December 19, 2023

Mr. King motioned to approve the minutes for our meeting on December 19, 2023. Mr. Moses seconded. Motion carries 4-0.

2. Approval of the minutes of the regular school committee meeting of January 2, 2024

Mr. King motioned to approve the minutes from our meeting on January 2, 2024. Mr. Moses seconded. Motion carries 4-0.

CHS Student Representative Announcements

The Committee asked them to stay home tonight because of the weather conditions.

Good News

Dr. Hirsch shared that McCarthy will be performing *Lion King Jr.* from February 2nd through the 3rd. "Please enjoy"! Mr. Moses attended the event where the Byam chorus performed at the State House. It was a successful and positive event.

Public Comments

None

New Business

1. Presentation: Strategic Plan Steering Committee – Social Emotional Learning (SEL)

Dr. Lang introduced: Jason Fredette, Principal Byam Elementary School; Shannon Bischoff, District Coordinator of SEL and Counseling; and Steve Murray, Principal Chelmsford High School. These are the Chairs of the SEL Committee who will present work done last year and the focus for the coming year. Principal Fredette shared that Social Emotional Learning goes hand-in-hand with academic learning. Together these lead to the best potential achievement and support for all students. Ms. Bischoff added that measuring the success of SEL is determined by measuring percentage of students who "feel a sense of belonging in school" and the percentage of students who "report having positive relationships with peers and adults across grades K-12". Principal Murray spoke of three supportive initiatives. The first is to use the data collection and analysis tool, Panorama (a student success platform) "to measure and respond to student data". The second is to implement DEI practices and protocols. Thirdly, "review and enhance transition protocols and practices between levels to support students' SEL needs". The action steps to advance these initiatives are clearly shown in tonight's slide show. The steps for Initiative #1 are all currently "on track" and a deeper dive into the data is ongoing and available to staff on a daily basis. The action steps for Initiative #2 are also "on track". A family and caregiver survey was successful in gaining relevant and positive feedback. Feedback from student affinity groups was extremely helpful in moving forward. For Initiative #3 continuing "to review and establish transition protocols and practices for students at all levels" is on track. Providing more social opportunities will be addressed this spring.

2. FY2024 Budget Report: 2nd Quarter Financials (October 1 – December 31, 2023)

Ms. Johnson-Collins included in tonight's packet a memorandum and supporting documents for the second quarter of the current school year. Most variances are favorable. The transportation account is unfavorable due to transportation of homeless students and special education students currently. This can be resolved in the future without difficulty. Circuit breaker funds for this year will be \$2.5 million per DESE.

Mr. King motioned to accept the report of the second quarter financials as a motion of progress. Mr. Moses seconded. Motion carries 4-0.

3. Recommended FY2024 Budget Transfers

Ms. Johnson-Collins included a memorandum tonight for fiscal 2024 budget transfers.

Mr. King motioned to approve the FY2024 local operating budget transfer of \$1,600 from the account noted to the local Capital Land and Buildings account as presented. Mr. Moses seconded. A roll call vote was taken. Motion carries 4-0.

Mr. King motioned to approve the FY2024 local operating budget transfer of \$6,000 from the account noted to the CHS Science Equipment account as presented. Mr. Moses seconded. A roll call vote was taken. Motion carries 4-0.

4. 2024/25 School Year – Kindergarten Registration Dates

Ms. Johnson-Collins shared that kindergarten registration will take place on January 30th and January 31st here in the Central Office meeting room from 9:00 a.m. to 6:00 p.m. Families need to sign up for an appointment and will be notified by the district of their appointment time. There will be an additional registration set up for April.

5. Memo – Personnel Report: December 2023

No action required.

6. Valley Collaborative 2023 Annual Report

This is shared in tonight's agenda packet.

Mr. King motioned to accept the Valley Collaborative 2023 Annual Report as a report of progress. Mr. Moses seconded. Motion carries 4-0.

7. Valley Collaborative 2024 Winter Newsletter

Included in tonight's packet. They have a very loyal and dedicated staff according to Dr. Lang, who is the Chairman of the Board!

Mr. King motioned to accept the Valley Collaborative 2024 Winter Newsletter as a report of progress. Mr. Moses seconded. Motion carries 4-0.

8. Approval of Field Trip Requests

Mr. King motioned to approve the McCarthy Middle School field trip to Quebec, Canada on April 26th through April 28th, 2024 for students enrolled in French classes. Mr. Moses seconded. Motion carries 4-0.

Reports

1. Liaison Reports

Ms. Santos attended the CHS PTO with a great turnout and are planning for the after-prom breakfast on May 29th. Dining to Donate at The Establishment on January 29th will generate money for the after-prom event. She attended the meeting of the middle school PTO and they are looking for PTO volunteers. They have many upcoming events in February. They are doing a food to donate through WECO online where food is ordered and prepared at home. This will run from January 17th and February 13th. Center PTO had a wonderful turnout and have co-chairs as well as "shadows" for each position. See their website for more information.

Mr. King attended the Permanent Building Committee with Dr. Lang and Ms. Santos. Mr. King offered to serve as the liaison between that committee and The School Committee.

The Chair attended South Row's PTO. Tomorrow the Chelmsford Council of Schools will meet at McCarthy at 7:00 p.m. Thursday the Chelmsford Friends of Music will meet at the public library at 6:30 p.m.

Public Comments

none

Adjournment (7:00 p.m.)

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

*Respectfully submitted,
Sharon Giglio,
Recording Secretary*