



Chelmsford School Department School Committee

Notice of Public Meeting

Email Posting to townclerk@townofchelmsford.us Thank you.

As required by G.L. c. 30 A, §18-25

Filed with Town Clerk:

DATE: Tuesday March 25, 2025 TIME: 6:00 p.m. ROOM: Conf. Room 1

PLACE: CPS Central Administration Office ADDRESS: 230 North Road

The Chelmsford School Committee (CSC) intends to conduct an in-person meeting on the date and time specified. The meeting will be live-streamed by Chelmsford Telemedia for interested community members to access and watch. Interested community members may e-mail Superintendent of Schools, Dr. Jay Lang, at langj@chelmsford.k12.ma.us prior to 12:00 p.m. on Tuesday March 25, 2025 to be scheduled to provide in-person input under the public participation portion(s) of the agenda.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CHAIR OPENING STATEMENT

CONSENT AGENDA

1. Approval of the minutes of the regular school committee meeting of March 11, 2025

CHS STUDENT REPRESENTATIVE ANNOUNCEMENTS

GOOD NEWS

PUBLIC COMMENTS:

The School Committee will hear from members of the public on items listed under New Business on the posted agenda. Speakers are asked to limit comments to 3 minutes to allow others an opportunity to speak. The School Committee will not respond directly to public comments, however will try to address comments when the item is reached on the agenda.

NEW BUSINESS

1. Spotlight on the Departments & Schools: Mathematics & Byam Elementary School
2. Reschedule April 8, 2025 School Committee Meeting Date
3. FY2025 Budget Projection
4. FY2025 Recommended One-Time Budget Expenditures

5. FY2025 Recommended Budget Transfers
6. Personnel Report: February 2025
7. Approval of Field Trip & Travel Requests

REPORTS

1. Liaison Reports

ACTION/NEW ITEMS

1. Request for Reports & Updates

PUBLIC COMMENTS:

The School Committee will hear from members of the public on general matters of education interest. Speakers are asked to limit comments to 3 minutes to allow others an opportunity to speak. The School Committee will not respond directly to public comments, however will try to address comments at future meetings.

ADJOURNMENT

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
March 11, 2025
Meeting Minutes**

Members Present: Mr. Dennis King (Chair), Ms. Maria Santos (Vice Chair), Ms. Diana Lebeaux (Secretary), Ms. Susan Mackinnon and Mr. John Moses.

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

Call to Order

Mr. King called the meeting to order at 6:03 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 Policy. 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 February 25, 2025**

Mr. Moses motioned to approve the regular school committee meeting minutes of February 25, 2025. Ms. Lebeaux seconded. Motion carries 4-0. Ms. Santos was out of the room during this vote.

CHS Student Representative Announcements

Lana said that the Class of 2026 elections took place last week. Congratulations to the four winners! There were seven finalists at the Career Development Conference with several moving on to the International Career Conference and three who will be attend the ICDC Leadership Academy! This week the “House Olympics” is being held where Hawthorne, Emerson and Whittier battle for most school spirit.

Patrick added that this week is also CHS Spirit Week. Tomorrow is an early release day. Registration for spring sports are taking place until March 13th. Winter sports are completed with congratulations to all coaches and teams. The “Shamrock Shuffle Dance” will be held on Friday March 14th. The CHS Math Team took first place at the UMASS Lowell Mathematics Challenge!

Good News

Dr. Hirsch shared that Parker Middle School will be putting on their play, *The Wizard of Oz*, this coming weekend.

Mr. King added that congratulations go to Thomas Brown, of the CHS Wrestling Team who won his third New England title to go with his fourth All State title, fourth Divisional Title and the Sectionalist title! He is one of the “most successful wrestlers in Massachusetts history!”

Public Comments

None

New Business

1. Spotlight on the Departments: Fine & Performing Arts (K-12)

Dr. Lang welcomed Dr. Christina Whittlesey, Department Coordinator for Fine & Performing Arts, to the meeting to provide a spotlight on her department. She is honored to present in March because it is both “National Youth Art Month” and “Music in our Schools Month”. She started by saying the rigorous curriculum of her department is aligned with State Standards. In 2019 DESE introduced a new arts frameworks which are anchored by the State Artistic Practice Standards. These allow k-12 students to achieve “artistic literacy”. This approach successfully prepares students for college, careers and civic participation. Students present original works and also respond to the works of others. Additionally, increased collaboration for art teachers K to 12 is happening. Dr. Whittlesey (and on behalf of the CHS art teachers) enthusiastically thanked all involved for the renovations which updated the CHS art rooms! Currently, hundreds of pieces of student art work are on display at the Chelmsford Public Library as part of “Youth Art Month”! Also 64 Chelmsford Public Schools artists have work seen at the “Massachusetts Art Educators Association Exhibit”. The following CHS students: Arnav Gandhe; Karen Khela and Melanie Lалlos have had works accepted for the UMASS Lowell’s Fourth Annual High School Exhibition! Additionally, The Studio Three students are participating in the “Memory Project” again this year. They create portraits for children around the world who have faced substantial challenges such as neglect, abuse, loss of parents, violence, war and extreme poverty”. The portraits this year were done for students in Malawi and being sent to the children there for them to keep. This year’s CHS musical, *Beauty and the Beast*, was entered into the TAMY Awards. The results will be posted in the spring. The Theatre Guild won several awards in the preliminary round and will advance to the semi-finals. Each March and April many music students participate in music festivals. This year eight grade 4-6 will participate in the Massachusetts Music Educators Association’s (MMEA) All State Treble Choir! Seven CHS students will participate in the MMEA’S All State Ensembles at Symphony Hall in Boston. Ryan Blaine will represent Chelmsford at the National Association of Music Educators All Eastern Festival in Connecticut in April. The “thriving A Capella program at CHS and middle schools” is proud that “The Thursdays” and “The Crescendos” placed first and second at The International Championship of High School Acapella quarterfinals and will advance to the semi-final round. Congratulations to all of these successful artists who have shown dedication to their craft! To view this entire presentation and to enjoy tonight’s wonderful performance by The Thursdays, please view this on Chelmsford Telemedia/You/Tube!

2. Vote on School Choice Program: 2025/26 School Year

Dr. Lang included a memorandum in tonight’s agenda packet and spoke about the continuing “School Choice Program” which allows students from other districts and attend public school in Chelmsford. Each year 40 or 50 of these students come to school here and there is a revenue offset of \$5,000 per student.

This money helps to fund the 1:1 computer initiative. Usually the students will attend CHS and join the school as freshmen and continue at CHS through graduation. We are looking to admit ten freshmen for the next school year. If more than ten apply a lottery is held to determine admission.

Ms. Santos motioned to accept ten additional students at Chelmsford High School in grade nine under The Commonwealth of Massachusetts School Choice Program bringing the total School Choice participation in the Chelmsford Public Schools to 40 enrolled students during the 2025/26 school year. Mr. Moses seconded. Motion carries 5-0.

3. Approval of Field Trip & Travel Requests

Ms. Santos motioned to approve the four high school field trips and travel requests as presented. Mr. Moses seconded. Motion carries 5-0.

Reports

1. Liaison Reports

Ms. Lebeaux attended the South Row PTO meeting. They have a committee looking into how to use the \$20,000 sweepstakes windfall they are receiving. Global Field Day was held in February. When they had their recent ALICE Drill they were able to use to new security updates which worked well. Over 100 students participated in the Science Fair in February! A "Multi-Cultural Festival" will be held on April 5th.

Ms. Mackinnon shared that the CHIPS PTO is very busy with enrichment programs! Their "Spirit Day" will be April 8th. They collected 629 pairs of socks for their Community Service Project! They have upcoming story and music enrichment programs. Harrington PTO held a "Multi-Cultural Night". They will host a STEAM Fair on April 15th, in collaboration with UMASS Lowell. There will be a pasta dinner held in April. Today they had a visit from New House Wildlife Rescue with a beaver and groundhog in attendance! The Chelmsford Friends of Music is looking for help with the bottle and can drives which are held monthly on the second Saturday. May 10th a middle school talent show will be held in collaboration with The Chelmsford Center for the Arts. Scholarships are available for music camps or college with applications available on their website.

Ms. Santos added that the CHS PTO shared that everything is on track for the After-Prom Program. Pickle Ball will host a tournament on May 3rd. The PTO held a "Thanks a Brunch" event for CHS Staff! Center School's Science Fair will be held tomorrow evening. The Chelmsford Council of Schools stated that the Katie Greer presentation was well received!

Action New Items

Mr. Moses requests updates on federal executive orders that have an impact on education. He is hoping updates come from DESE or The State Attorney General or other sources. Dr. Lang responded that we get legal alerts from our law firms. The Massachusetts Attorney General's office also updates us and provides guidance along with DESE. Many of the educators' associations also provide updates. Ms. Johnson-Collins also keeps current on federal funding and changes that may occur. She will present the third quarter projection soon which will include federal Title I and IDEA grant funding.

Ms. Lebeaux would like an update on the OPM for the Parker School project. Dr. Lang said that four firms will be interviewed on March 19th. A recommendation will be made to the larger building committee in April. May 12th the MSBA will offer approval.

The Town's Strategic Plan will be presented to the Select Board.

Due to a request The Chair announced there will be a debate for candidates hosted by the Chelmsford Democratic Committee on March 19th at the Police Department from 7:00 to 9:00 p.m.

Public Comments

None

Adjournment: 6:53 p.m.

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

*Respectfully submitted,
Sharon Giglio,
Recording Secretary*

CHELMSFORD PUBLIC SCHOOLS

Jay Lang, Ed.D., Superintendent

Memorandum

To: Members of the School Committee

From: Jay Lang, Ed.D., Superintendent of Schools

Date: March 21, 2025

Re: Spotlight on the Departments & Schools: Mathematics & Byam Elem. School

Attached please find a PowerPoint presentation provided by Ms. Katherine Richard, Department Coordinator for Mathematics, and Mr. Jason Fredette, Byam Elementary School Principal. I look forward to hearing how the new mathematics program is being implemented at Byam and look forward to the presentation and discussing the work that is ongoing in the district and Byam Elementary School.



Mathematics Curriculum Updates

March 25, 2025

Katherine Richard
K - 12 Mathematics Coordinator

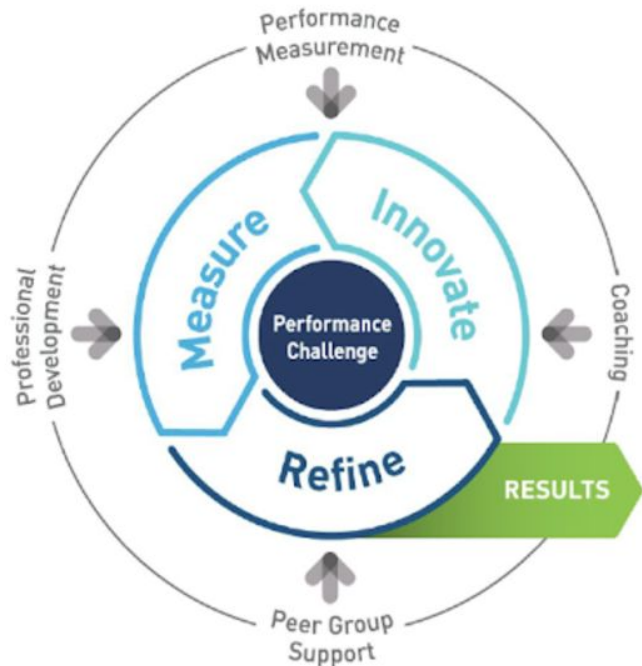


Agenda

- Breakthrough Results - Update
- Reveal Implementation - Year 2
- Meet the Math Instructional Specialists
- Reveal in the Classroom

The Breakthrough Team Approach posits that the most powerful way to develop leaders is for people to learn leadership skills while working to achieve real performance results

“Successful Change Programs Begin with Results”



- Districts launch multiple teams, focused on a strategic district initiative, simultaneously
- Each team is a **cross-functional group of five to seven** members.
- Each Team identifies a performance objective to achieve within **10 weeks**
- **Teams formulate SMART goals** (Specific, Measurable, Aggressive yet Attainable, Relevant, and Time-Bound) that are highly specific and relevant to the team members based on performance objective.
- Teams test innovative strategies, track weekly progress, learn quickly from successes and failures, and **iterate quickly to achieve results**.
- **Just-in-time performance coaching** helps team members develop the skills needed to address challenges and overcome obstacles.



Breakthrough Results Schedule

Month	Week	Milestone
February	2/3	Reflection/Re-Launch (2/3) Pre-assessment (2/6)
	2/10	SMART Goal Week/Week 1
	2/17	<i>School Closed</i>
	2/24	Week 2
March	3/3	Week 3 – PM1
	3/10	Week 4
	3/17	Week 5 – PM2
	3/24	Week 6
	3/31	Week 7 – PM3
April	4/7	Week 8
	4/14	Week 9 – Post-assessment

9 Week Performance Cycle

Weekly:

- Team Lead meeting with Performance Coach: 1 hour per week for support and planning
- Team meetings with Performance Coach, led by Team Lead: 1 hour per week for reviewing progress and data
- Progress Monitoring



Reveal Math supports a
student-centered approach to
learning mathematics, which means
more student engagement and a
deeper understanding of math.



Implementation Support

Year 1 - LAUNCH

Program Specific training for all teaching staff facilitated by Reveal trainers



Year 2 - PLAN

A series of Professional Development Sessions facilitated by the Math Specialists on:

Planning with Intentionality

1. Plan using Exit Tickets
2. “Develop the Math” portion of a Reveal lesson
3. Student discourse and manipulatives

Year 3 - TEACH

Professional Development Sessions on:

Teaching with Purpose

1. Standards for Math Practice (SMP)
2. Number Routines
3. Differentiation

Math Instructional Specialists

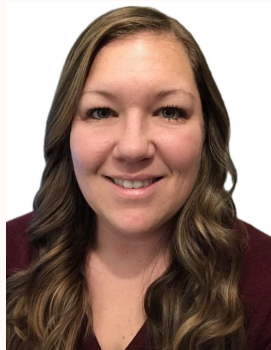


Math Instructional Specialists

Who Are They?

Amanda Bernier

Byam Elementary School
Harrington Elementary School



Lesley Yanka

South Row Elementary School
Center Elementary School





Math Instructional Specialists

Their Role

❖ Coach Teachers in **Best Practices**



❖ Support Staff in the **Implementation of Reveal Math**



❖ Research and Provide **Innovative Strategies and Resources**

❖ **Collaborate** with Teachers





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Reveal in the Classroom

Byam Elementary School

Amanda Bernier, Krissy Babson,
Grade 4 Students



Developing the Math

Strategies to Promote Student Discourse

01

Sentence starters

Provide structure and framework for math talk

02

Model with Manipulatives

Provides pathways for students to discuss their thinking and understanding

03

Emphasize Math Vocabulary

Use consistent, appropriate math vocabulary in discussions

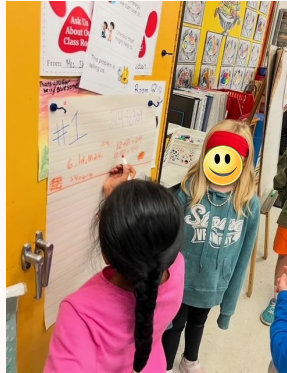
04

Vertical Whiteboard Spaces

Enhance collaboration, discourse, and easily promote the sharing of ideas

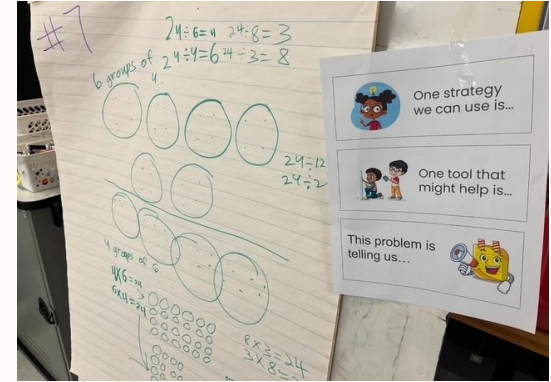


What Can This Look Like?



Partner Work

Students work in partners/groups based on researched based practices to showcase their thinking and share ideas. Teachers facilitate learning and discourse as well as lesson synthesis



Posters and Sentence Starters

Posters hold visual representations of student thinking that can be debriefed as a class.

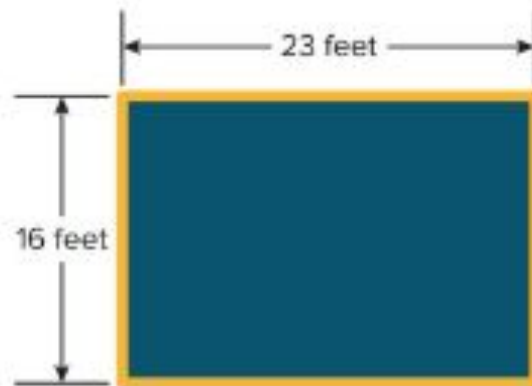
Sentence starters support discourse

How this Connects to Reveal

Learn

Paul's classroom is getting new carpet.

How many square feet of carpet does the room need?



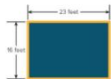
Explore & Develop

20 min

Learn

Paul's classroom is getting new carpet.

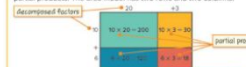
How many square feet of carpet does the room need?



An area model and partial products can help you solve the problem.

This equation represents the problem.
 $a = 16 \times 23$

You can decompose the factors 16 and 23 to find the partial products. The area model has two rows and two columns.



Add the partial products.

$$200 + 30 + 120 + 18 = 368$$

The room needs 368 square feet of carpet.

You can find the product of two 2-digit factors by decomposing both factors and finding partial products, then adding the partial products.

Work Together

Bay Meadows Elementary School has 15 school buses. Each bus can carry 65 students. How many students can ride a bus to school? Use an area model to show using partial products to solve.

1 Pose the Problem

STEP Pose Purposeful Questions

- What operations and strategies could you use to solve the problem?
- How could you represent the problem?
- How is solving this problem similar to other problems you have solved in the past?

2 Develop the Math

Choose the option that best meets your instructional goals.

MLR Co-Craft Questions and Problems

Ask students to work with a partner to create a problem similar to the Learn page. Then, have them work with another pair to compare their problems. Then, working as a group, have them explain how to use partial products to solve both problems.

CHOOSE YOUR OPTION

Activity-Based Exploration

Students explore ways to find the product of two 2-digit factors.

Materials: index cards

Directions: Provide pairs of students with index cards with 2-digit by 2-digit multiplication problems written on them. For each problem, one partner will draw a rectangular area to represent the problem, and the other partner will use the partner's drawing to partition the rectangle. Both partners will then work to find the partial products and the total product.

STEP Implement Tasks That Promote Reasoning and Problem Solving

- How did you determine how to partition your area model?
- How did you apply the Distributive Property to solve the multiplication problem?
- How can you use what you know about multiplying multi-digit factors by one-digit factors to multiply these numbers?

Math Is... Thinking

Why does the area model have two rows and two columns? Students make sense of quantities and their relationships in

Guided Exploration

Students extend their understanding of using partial products to multiply multi-digit factors by 1-digit factors to multiplying two 2-digit factors.

STEP Use and Connect Mathematical Representations

- How can an equation represent the area model?
- How can you estimate the area?
- **Think About It:** How can you make it easier to solve the problem?
- How can you decompose 16 and 23 by place value?
- What representations can be used to show 16×23 ?
- What is important about the decomposition of any factor when solving a multiplication problem?

Student groups discuss ways to partition the area model to represent decomposing the factors 16 and 23. Students should discuss how the area model represents the quantities in the problem.

- What are some ways you can partition the area model to represent decomposing the factors of 16 and 23?
- What will be true of the area, regardless of how the rectangle is partitioned?

Student Activity

Students from Krissy Babson's 4th grade class at Byam Elementary have agreed to help us showcase what one style of learning and discourse looks like in action in the classroom.

Welcome our 4th graders from Byam School





CHELMSFORD
PUBLIC SCHOOLS

Framing our Work

Implementation Update
Byam Elementary School



Last Year 2024...

BYAM ELEMENTARY

SCHOOL COMMITTEE PRESENTATION

MARCH 12, 2024



Reveal
MATH™



Number Routine: Decompose It!

Number Routine

Decompose It

Decompose $\frac{7}{10}$ in 3 ways.

$\frac{7}{10} = \frac{6}{10} + \frac{1}{10}$

Understand Decomposing Mix

Previous Resource Resource 2 of 6 Next Resource Open Task

A student is writing the equation $\frac{7}{10} = \frac{6}{10} + \frac{1}{10}$ on the screen.





Goal Development

CPS Strategic Plan

The district will focus on mathematical achievement, particularly in elementary and middle grades (K-8), to build a strong foundation for academic success in high school and beyond.

“Chelmsford Public Schools believes that high-quality academic instruction must remain at the forefront of our efforts to support each and every student in Chelmsford. We will achieve this by focusing on building foundational skills in math, where Chelmsford student achievement has lagged behind reading, and by continuing to support reading instruction in order to support academic success across subjects.”



Goal Development



Byam Academic Achievement School Improvement Plan

During the 2024-2025 school year, Byam students will exceed 110% median to Typical Growth on the iReady spring 2025 Math diagnostic.

Planned Activities:

- ☐ Utilize Math Instructional Specialist to build teacher capacity in math instruction
- ☐ Teachers will attend Reveal district and school-based PD during the 2024-2025 school year



Educator Plans



A Majority of Byam Teachers Selected Math Goals as a Part of Their Plans

Both student learning and professional practice goals include professional development and collaboration with the math specialist as a part of their planned activities

Educator plans run on 1 or 2 year goals and Byam educators have used measures matching the School Improvement Plans to measure student progress

Thank
you! ☺

CHELMSFORD PUBLIC SCHOOLS

Memorandum

To: Jay Lang, Ed.D., Superintendent
Members of the School Committee

From: Joanna Johnson-Collins, Director of Business & Finance

Date: March 21, 2025

Re: FY2025 Budget Projection and Recommended One-Time Budget Expenditures

Attached please find a one-page summary of the FY2025 local operating budget and projection by DESE function code categories. As reported in our quarterly financial reports and associated narratives, we are favorable in several categories. Due to favorable variances in these categories, we have included recommendations to apply some of the savings to one-time purchases and associated FY2025 budget transfers.

While there are still three months of activity remaining, the amount of available funds anticipated to be available at fiscal year-end is becoming clearer. A significant factor in the projection of approximately \$ 2.7 million in funds is within the special education tuition accounts since the actual FY2025 pre-paid tuitions (with FY24 funds) were greater than originally budgeted. The second factor in the projection is unexpended/unencumbered salaries and wages for the current fiscal year as explained in the 2nd quarter and monthly financial reports.

As we have presented in prior years, the Superintendent is recommending a multi-phased approach to best manage the anticipated available funds at fiscal year-end; a combination of one-time purchases and potentially pre-paying out-of-district tuitions to offset FY2026 tuitions.

Attached please find the initial list of recommended one-time expenditures for your review and consideration. The one-time expense recommendations are limited to equipment, supplies and/or projects that do not have recurring costs in future fiscal years. Additional items will be brought forward at a future meeting(s) as we are reviewing additional quotes and availability of items.

Thank you for the opportunity to provide this update.

CHELMSFORD PUBLIC SCHOOLS
FY25 BUDGET SUMMARY AND PROJECTION

	2024-2025 ORIGINAL APPROVED BUDGET	2024-2025 APPROVED BUDGET TRANSFERS	2024-2025 REVISED BUDGET	2024-2025 ADJUSTMENTS FOR PROJECTION	2024-2025 PROJECTED SPEND
1110 SCHOOL COMMITTEE	34,310		34,310		34,310
1210 SUPERINTENDENT	498,441		498,441		498,441
1220 ASST. SUPERINTENDENT	277,806		277,806		277,806
1230 DISTRICT WIDE	500,700	8,280	508,980		508,980
1410 BUSINESS AND FINANCE	493,157		493,157		493,157
1420 HUMAN RESOURCES	356,507		356,507	(15,000)	341,507
1430 - 1435 LEGAL SERVICES & SETTLEMENTS	123,000		123,000	(20,000)	103,000
1450 DISTRICTWIDE MIS	1,591,197		1,591,197		1,591,197
2110 CURRICULUM DIRECTORS - REGULAR EDUCATION	1,421,383		1,421,383		1,421,383
2110 CURRICULUM DIRECTORS - SPECIAL EDUCATION	1,035,207		1,035,207		1,035,207
2210 SCHOOL LEADERSHIP	3,209,298	1,000	3,210,298		3,210,298
2300 - 2305 CLASSROOM TEACHERS - REGULAR EDUCATION	26,116,527	(50,058)	26,066,469	(311,000)	25,755,469
2310 TEACHERS SPECIALISTS - REGULAR EDUCATION	2,317,006	14,138	2,331,144	(200,000)	2,131,144
2310 TEACHERS SPECIALISTS - SPECIAL EDUCATION	8,419,421	30,362	8,449,783	(44,800)	8,404,983
2320 MEDICAL/THERAPUTIC SERVICES	540,626		540,626		540,626
2325 SUBSTITUTES	811,000		811,000		811,000
2330 PARAPROFESSIONALS	4,815,040		4,815,040	(474,000)	4,341,040
2340 LIBRARY/MEDIA CENTER	838,241		838,241	(62,000)	776,241
2357 PROFESSIONAL DEVELOPMENT	218,775		218,775	(48,000)	170,775
2410 - 2415 TEXTBOOKS & INSTRUCTIONAL MATERIALS	470,324		470,324		470,324
2420 INSTRUCTIONAL EQUIPMENT	183,600		183,600		183,600
2430 GENERAL SUPPLIES	613,258		613,258		613,258
2440 OTHER INSTRUCTIONAL SERVICES - SPECIAL ED	215,000		215,000		215,000
2451 - 2455 CLASSROOM INST TECHNOLOGY & SOFTWARE	785,000	(8,280)	776,720	(40,000)	736,720
2710 - 2800 GUIDANCE & PSYCHOLOGICAL SERVICES	3,084,284	4,558	3,088,842	(30,000)	3,058,842
3200 MEDICAL & HEALTH SERVICES	994,870		994,870	(89,000)	905,870
3300 TRANSPORTATION	4,647,758		4,647,758	216,000	4,863,758
3400 FOOD SERVICES	129,691		129,691	(18,000)	111,691
3510 ATHLETIC DEPARTMENT	876,489		876,489		876,489
3520 OTHER STUDENT ACTIVITIES	204,440		204,440		204,440
3600 SCHOOL SECURITY	218,737		218,737	(15,000)	203,737
4110 - 4210 - 4230 CUSTODIAL SERVICES	2,093,814		2,093,814		2,093,814
4120 - 4130 HEATING OF BUILDINGS & UTILITY SERVICES	1,351,200		1,351,200		1,351,200
5150 EMPLOYEE SEPERATION COSTS	242,777	(34,479)	208,298	(86,000)	122,298
6200 CIVIC ACTIVITIES AND COMMUNITY SVCS	0		0		0
7200 CAPITAL LAND AND BUILDING	0	34,479	34,479		34,479
9300 TUITIONS	4,151,116		4,151,116	(1,520,000)	2,631,116
9300 PREPAID TUITIONS	0		0		0
		<i>recommendations to be presented</i>			
Grand Total	73,880,000	0	73,880,000	(2,756,800)	71,123,200

FY2025 One-Time Purchase Recommendations

Amount	Description	School	Contact	FY25 Budget Transfer From DESE Category		To DESE Category	
\$ 1,856	Purchase a digital piano	Byam Elementary School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 2,065	Purchase and install skylight shade in library	Center Elementary School	Dianna Fulreader/ Brian Curley	Library / Media Center	2340	Maint of Bldgs/Grounds	4210
\$ 2,544	Purchase and install shades in main office and principals office	Center Elementary School	Dianna Fulreader/ Brian Curley	Classroom Teachers	2305	School Leadership-Bldg	2210
\$ 27,097	Purchase student chairs for world language lab	Chelmsford High School	Danja Mahoney/Bill Silver	Classroom Teachers	2305	General Supplies	2430
\$ 3,140	Update biotechnology lab with new outlets and lighting (LED panels)	Chelmsford High School	Jon Morris	Classroom Teachers	2305	Maint of Bldgs/Grounds	4210
\$ 7,800	Purchase classroom sets of Ti-84 plus CE graphing calculators	Chelmsford High School	Katherine Richard	Classroom Teachers	2305	General Supplies	2430
\$ 6,000	Purchase 1 bass and 1 cello for orchestra	Chelmsford High School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 12,286	Purchase 2 tubas for band	Chelmsford High School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 38,881	Purchase snowrator MAG with attachments for snow removal	Chelmsford High School	Brian Curley	Paraprofessional	2330	Maint of Bldgs/Grounds	4210
\$ 125,000	Purchase back to school supplies for students	Districtwide	Jay Lang	Classroom Teachers	2305	General Supplies	2430
\$ 249,884	Purchase 18 replacement copiers at all schools due to age, repair history and number of copies on the machines (originally purchased in Jan 2020)	Districtwide	Bill Silver/Joanna Johnson-Collins	Paraprofessional	2330	Districtwide (Copiers)	1230
\$ 10,443	Purchase SpaceVac high level cleaning system to clean inaccessible areas from ground level	Districtwide	Brian Curley	Paraprofessional	2330	Maint of Bldgs/Grounds	4210
\$ 2,250	Paint and stripe recess hardtop for different activities (game court lines, color keys, hopscotch, 4 square)	Harrington Elementary School	Rob Asselin	Paraprofessional	2330	Maint of Bldgs/Grounds	4210
\$ 10,925	Purchase and install power outlet strips in several classroom lab spaces	McCarthy Middle School	Jon Morris	Classroom Teachers	2305	Maint of Bldgs/Grounds	4210
\$ 8,100	Purchase 1 bass and 2 cellos for orchestra	McCarthy Middle School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 1,014	Purchase a piccolo for band	McCarthy Middle School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 70,080	Remove 4 accordian walls and replace w/solid walls and fire rated doors	McCarthy Middle School	Brian Curley	Paraprofessional	2330	Capital Land & Bldgs	7200
\$ 38,881	Purchase snowrator MAG with attachments for snow removal	McCarthy Middle School	Brian Curley	Paraprofessional	2330	Maint of Bldgs/Grounds	4210
\$ 16,994	Purchase and install sound absorbing panels in the band room	Parker Middle School	Josh Blagg/Brian Curley	Classroom Teachers	2305	Maint of Bldgs/Grounds	4210
\$ 6,600	Install deescalation space in Parker SAIL classroom	Parker Middle School	Josh Blagg /Amy Reese/Brian Curley	Classroom Teachers	2305	Maint of Bldgs/Grounds	4210
\$ 6,000	Purchase and install custom wall pads in deescalation space	Parker Middle School	Amy Reese / Brian Curley	Classroom Teachers	2305	Other Instructional Svcs	2440
\$ 13,449	Purchase 12 tables and 30 stools for upstairs art room	Parker Middle School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 10,382	Purchase 13 tables, 24 chairs and 8 stools for general music room	Parker Middle School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 12,737	Purchase violins, violas, cellos, basses, racks and bags for orchestra	Parker Middle School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 3,259	Purchase a majestic brand 3 octave vibraphone for band	Parker Middle School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 1,313	Purchase 20 stools for downstairs art room	Parker Middle School	Christy Whittlesey	Classroom Teachers	2305	General Supplies	2430
\$ 19,047	Install air conditioning in teacher's lounge / room	South Row Elementary School	Theresa Gilbert/Brian Curley	Paraprofessional	2330	Maint of Bldgs/Grounds	4210
\$ 708,026	TOTAL Recommended One-Time Purchases 3.25.2025						

CHELMSFORD PUBLIC SCHOOLS

Memorandum

To: Jay Lang, Ed.D., Superintendent of Schools
Members of the School Committee

From: Joanna Johnson-Collins, Director of Business & Finance

Date: March 21, 2025

Re: FY2025 Federal Grants Awarded

The Chelmsford Public Schools was awarded seven (7) federal grants in FY2025. The district also receives federal funding from the USDA to support the school nutrition program through a partial reimbursement for meals served (breakfast and lunch) to students. This is an update on approximately \$ 3 million in federal funds and a brief description of the use of the funds within the district.

FY2025 AMOUNT	FUND	NAME
80,679	140	Title II A Teacher Quality
46,750	180	Title III
419,657	305	Title I
15,454	309	Title IV
1,433,698	240	SPED IDEA
40,917	262	Early Childhood SPED
20,000	274	SPED Program Improvement
2,055,291		Total Federal Grants
910,000		Total (estimated) from USDA
2,965,201		Total

The Title IIA grant is used to increase student achievement through comprehensive district initiatives that focus on preparation, training, recruitment and retention of effective educators. This grant primarily funds two instructional coaches who provide professional development around best teaching practices to enhance academic achievement.

The Title III grant provides supplemental resources to improve the education of English language learners. This grant primarily funds ELL tutors to support students at the high school level, ELL teachers to provide before and after school tutoring and extended learning

opportunities, ELL facilitation stipends to implement SEI strategies and professional development for teachers to attend the MATSOL conference.

The Title I grant provides supplemental resources to help low achieving students in high poverty schools meet the states' academic standards. This grant primarily funds a portion (30%) of the Title I Director's salary and up to sixteen (16) math and reading interventionists at three elementary schools and two middle schools.

The Title IV grant provides resources to ensure all students have equitable access to high quality educational experiences that follow one or more of the following priorities: well rounded educational opportunities, safe and healthy students and effective use of technology. This grant primarily funds professional development in support of curriculum training and social and emotional learning activities.

The SPED IDEA (Individuals with Disabilities Education Act) grant provides funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet individual student needs. This grant primarily funds one special education secretary, support staff for students with an IEP (one LPN and up to fifteen paraeducators), and contracted service providers, the largest one being the NECC program.

The Early Childhood SPED grant is similar to the SPED IDEA grant but is targeted for early childhood students (ages 3-5). This grant primarily funds 2.5 paraeducators in the CHIPS program.

The SPED IDEA Program Improvement grant provides funds to support schools and districts to implement the IEP Improvement Project, with a strong emphasis on transitioning to the utilization of the newly revised forms and processes. This grant primarily funds ongoing professional development on collaborative goal writing using the new IEP.

Chelmsford's School Nutrition Program provides breakfast and lunch to students each school day. The meals served to students are eligible for reimbursement through a monthly claims process and a portion of the meal reimbursement is from federal funds. In FY2025, the remaining portion of the meal reimbursement is from state funds, therefore there is no cost to the students for breakfast and lunch this school year. These funds are used to fund labor, ingredients and other food and paper products that are required to serve breakfast and lunch to students.

Thank you for the opportunity to provide this update.

CHELMSFORD PUBLIC SCHOOLS

Memorandum

To: Jay Lang, Ed.D., Superintendent of Schools
Members of the School Committee

From: Joanna Johnson-Collins, Director of Business & Finance

Date: March 24, 2025

Re: Recommended FY2025 Budget Transfers

Included in the school committee packet is a summary of one-time purchase recommendations and the associated DESE function code category for each item. FY2025 local budget transfers would be required for a subset of the items listed. Some of the items listed would not require a budget transfer since the category has funds available.

The chart below identifies the DESE function code category to be used in the recommended budget transfers. These categories are also noted next to each one-time purchase recommendation on the right-hand side of the report that is within this school committee packet. Some of the budget transfers will affect multiple account numbers within the DESE category. Rather than list all the detailed account numbers (by school or department) the chart notes the beginning of the DESE category followed by "XXXX".

From		To		Amount
1230XXXX-51050	Classroom Teachers	1243XXXX-54000	General Supplies	230,293
12305178-51050	Clrm Teach CHS Science	12210500-54000	School Leadership Bldg	2,544
12305156-51050	Clrm Teach CHS Math	12440076-54000	Other Instructional Svcs	6,000
1230XXXX-51050	Classroom Teachers	14210000-59238	Maint of Bldgs/Grounds	37,658
12340400-51051	Library/Media Center	14210000-59238	Maint of Bldgs/Grounds	2,065
1233XXXX-51060	Paraprofessionals	14210000-59238	Maint of Bldgs/Grounds	109,502
12330176-51060	Paraprofessionals CHS	11230000-53140	Districtwide (Copiers)	249,884
12330276-51060	Paraprofessionals McC	17200000-57800	Capital Land & Bldgs	70,080
			Total	708,026

I recommend the school committee vote at the regular school committee meeting on March 25, 2025 to approve these FY2025 local operating budget transfers totaling \$ 708,026 for the Chelmsford Public Schools as presented. This budget transfer is shifting from three (3) DESE categories that are favorable to six (6) DESE categories where the items should be purchased.

Thank you for your consideration in approving these budget transfers.

CHELMSFORD PUBLIC SCHOOLS

Office of Human Resources

230 North Road, Chelmsford, MA 01824

Telephone: (978) 251-5100 Fax: (978) 251-5110

To: Dr. Jay Lang, Superintendent of Schools

From: Robyn Corbett, Executive Assistant to the Superintendent

Date: March 12, 2025

Re: Personnel Report – February 2025

Please see the attached Personnel Report which includes retirements, resignations, new hires and assignment changes. Thank you for sharing this report with members of the Chelmsford School Committee.

Personnel Report – February 2025

New Hires

Blake, Zachary

ICTS Computer Technician

Central Administration

Effective date: 3/10/25

Ishtiaq, Hira

Lunch/Recess Aide

Byam Elementary School

Effective date: 2/24/25

Kelleher, Kassie

ABA Paraprofessional

Harrington Elementary School

Effective date: 2/13/25

Kingsley, Cassondra

Interim Special Education Teacher

South Row Elementary School

Effective date: 3/3/25

Koam, Samuth

Paraprofessional

Chelmsford High School

Effective date: 3/10/25

Pratt, Betty

Paraprofessional

Parker Middle School

Effective date: 2/24/25

Williams, Rachel

Lunch/Recess Aide

Byam Elementary School

Effective date: 2/24/25

Resignations:

Burke, Joseph

Lunch/Recess Aide

Byam Elementary School

Effective date: 3/7/25

Ghafourian, Faranak

Paraprofessional

Chelmsford High School

Effective date: 2/21/25

Santos, Arthur

Technology Integration Specialist

Chelmsford High School

Effective date: 3/3/25

Sawyer, Joshua

Paraprofessional

Parker Middle School

Effective date: 2/21/25

White, Tara

Physical Therapist

Chelmsford Public Schools

Effective date: 2/28/25

Retirements:

Lefebvre, Kim

Special Education Teacher

South Row Elementary School

Effective: 2/28/25

Assignment Changes: