

**CHELMSFORD SCHOOL COMMITTEE  
REGULAR MEETING  
April 15, 2025  
Meeting Minutes**

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

Mr. King called the meeting to order at 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 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 March 25, 2025**

**Ms. Santos motioned to approve the minutes of the School Committee meeting of March 25, 2025. Ms. Lebeaux seconded. Motion carries 4-0.**

**CHS Student Representative Announcements**

Lana shared that CHS students watched *Hunter and Cameron Flores: The Sober Truth*. The presentation centered on the dangers of "gateway drugs" as demonstrated through first person experiences by both brothers. Katie Greer presented again focusing on "online health and safety". Both presentations were well-received. Last Monday was the first day of "Seniors' Internship". Lana is interning at a law firm "and it's going quite well"! The CHS United Nations Club had three delegates attend the UMASS Lowell Model UN Conference and were awarded "top honors" by being named the UML MUN Best Delegation of 2025! The CHS Symphony Band was awarded "gold" by the Massachusetts Instrumental and Choral Conductors Association!

The Middle Eastern and Muslim Association Clubs hosted a "henna night" on March 21<sup>st</sup> which also included food, music and Turkish Coffee. Juniors at CHS were in invited to a "Career Breakfast" this morning where they were able to meet with many people to discuss job skills. Tonight, Patrick is attending "Winter Sports Awards"!

## **Good News**

Dr. Hirsch announced we are now in the fourth term or third trimester (for elementary schools). School vacation takes place next week. She and Dr. Lang attended the Eid Festival last week at the Chelmsford Community Arts Center.

## **PUBLIC COMMENTS:**

None

## **NEW BUSINESS**

Mr. King turned the meeting over to Dr. Lang for Committee Reorganization since this is the first meeting since the recent election during which both Mr. Moses and Ms. Santos were re-elected,

### **1. Reorganization of School Committee**

#### **a. Election of School Committee Chair**

**Ms. Mackinnon nominated Dennis King to continue as The Chair. Ms. Santos seconded. A roll call vote was taken. Motion carries 4-0.**

#### **b. Election of School Committee Vice Chair**

The meeting was turned over to the newly re-elected Chair.

**Ms. Lebeaux nominated Maria Santos to continue as Vice Chair. Ms. Mackinnon seconded. A roll call vote was taken. Motion carries 4-0.**

#### **c. Election of School Committee Secretary**

**Ms. Santos nominated Diana Lebeaux to continue as Secretary. The Chair seconded. A roll call vote was taken. Motion carries 4-0.**

### **2. Spotlight: CHIPS & Community Education Programs**

Ms. Megan McGuirk, Coordinator of the Chelmsford Integrated Preschool (CHIPS) Program, came to the table to provide an update on CHIPS. She began by describing the make-up of the eight inclusive classrooms with a total of over 190 students enrolled. The school population is a mixture of “typically developing students and students who have identified disabilities”. Students whose disabilities require ABA instruction receive these services. Communication and motor supports are embedded and speech, occupational and physical therapies are provided as required. Most students attend for a half day from two to four days a week for sessions lasting two and one-half hours. The curriculum is “language rich” in a “sensory friendly environment”. Three and four-year-olds receive standards-based report cards. Ms. McGuirk’s slide show includes many photos of CHIPS students enjoying themed hallways for exciting enrichment programs including: space, under-the-sea and winter wonderland among others. Favorite events include “Touch a Truck” and “Book of the Month”. The CHIPS PTO and families are extremely active, supportive and involved!

Next, the meeting was joined by Ms. Robyn Adams, Director of Community Education, who provided an overview of all the programs offered by Community Education. A wide variety of evening classes are offered for both adults and children. Many fitness classes are included in the program. The Extended Day Program is offered before and after school for elementary schools and Parker Middle School with: yoga; fun gym games; the bookmobile; crafts; traditional board games and special guests. Outdoor activities often take place. Childcare is provided through “Lion’s Pride and Lion’s Pride North” for children from 18 months through entering kindergarten. The Chelmsford Public Schools’ curriculum is used. There is hands-on STEM learning each week and activities include yoga and puppets. The teachers create different themed fun activities for the children. Even live goats come to visit! There are also programs to cover vacation weeks along with Summerfest and Summerquest. Sadly, both programs are already filled for this summer. All Community Education programs are self-funded and are one of our revolving funds.

### **3. Reminder: 2025/26 School Year – Kindergarten Registration Dates**

Ms. Johnson-Collins stated that on May 7<sup>th</sup> from 9:00 a.m. until 6:00 p.m. at Central Office families may make an appointment and come in during that time frame and register their child with the clerk from the elementary school which their child will attend.

### **4. Anticipated Last Day of School: Students & Staff**

Dr. Hirsch stated that there was only one non-school snow day this winter. If any days are lost between now and May 31<sup>st</sup> those days will need to be made up. If no more days are missed the last day for students will be June 17<sup>th</sup> and that is a half day for students and a full day for staff. The last day for staff will be June 18<sup>th</sup> which will be a half day.

### **5. FY2025 Budget Report: 3rd Quarter Financials (July 2024 - March 2025)**

Ms. Johnson-Collins included the 3<sup>rd</sup> quarter financials in tonight’s agenda packet. Most categories remain “favorable”. Transportation costs are currently unfavorable by \$127,689 due to additional special education transportation costs both within the district and out of district. A \$180,000 payment was made to the schools from the “West Campus” developer. This money goes into the “gift and donation account” (#503).

### **6. Personnel Report: March 2025**

No action required.

### **7. 2025/26 School Committee Meeting Schedule**

Dr. Lang included a draft meeting schedule for the 2025/26 school year. The meeting scheduled for April 7<sup>th</sup> will be changed to April 14, 2026.

**Ms. Santos motioned to accept the School Committee Calendar for the 2025/26 school year for the School Committee meetings as amended. Ms. Lebeaux seconded. Motion carries 4-0.**

## **8. 2025/26 School Committee Liaison Assignments**

The Chair suggested this be voted on at the next meeting. Anyone who would like a change should email Mr. King.

## **9. Valley Collaborative Quarterly Report – FY2025 (3rd Quarter)**

**Ms. Santos motioned to accept the Quarterly Report for the Valley Collaborative for FY2025 third quarter as presented. Ms. Lebeaux seconded. Motion carries 4-0.**

## **10. Approval of Field Trip & Travel Requests**

**Ms. Santos motioned to approve the field trip for McCarthy Middle School eighth grade students on June 12, 2025, to Mel's Funway in Litchfield, New Hampshire. Ms. Lebeaux seconded. Motion carries 4-0.**

**Ms. Santos moved to approve the field trips numbered 2 through 7 on the "Approval of Field Trips Request Form" for The Community Education Program as presented. Ms. Lebeaux seconded. Motion carries 4-0.**

## **REPORTS**

### **1. Liaison Reports**

Ms. Mackinnon attended the final meeting of the town's Strategic Planning Committee this evening where the completed plan was edited after being presented to The Select Board. It will be presented at the Town Meeting this month. Then implementation will begin in 2026. Harrington's PTO has many upcoming events including celebrations for the fourth graders who will head to Parker next year. Their Calendar Raffle raised \$10,020! The CHIPS PTO and staff work so well together! The Council of Chelmsford Schools is encouraging all the PTOs to share and work together.

Ms. Lebeaux has heard from South Row, Parker and McCarthy that MCAS is going well. South Row had a successful multi-cultural event. They are putting together a committee to plan on how to spend their \$20,000 windfall. McCarthy is planning events for incoming sixth graders and eighth graders who are heading to CHS. Parker's STEM Fair was a success. Eighteen CHS students are currently interning at Parker. A Panorama SEL survey has taken place. The "We are Parker" fest on June 11<sup>th</sup> will involve cultures and communities attending the school including a "cabaret" and outdoor games.

Ms. Santos shared that on May 3<sup>rd</sup> a recycle "junk" day will be held at McCarthy. The CHS After Prom event is planned and good to go!

The Chair thanked Dr. Lang for his budget presentation to the Finance Committee. The School Building Committee met and approved "Left Field" as the project manager. Their meeting on April 24<sup>th</sup> at 6:00 p.m. will be televised.

## **ACTION/NEW ITEMS**

1. Request for Reports & Updates

The Chair shared that the next meeting will be on April 29<sup>th</sup>. April 28<sup>th</sup> is the first Town Meeting at 7:30 p.m.

## **PUBLIC COMMENTS:**

None

**ADJOURNMENT at 7:33 p.m.**

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

*Respectfully submitted,  
Sharon Giglio,  
Recording Secretary*