

**CHELMSFORD SCHOOL COMMITTEE
REGULAR MEETING
June 16, 2026
Meeting Minutes**

Members Present:

Ms. Maria Santos (Chair), Ms. Susan Mackinnon (Vice-Chair), Ms. Diana Lebeaux (Secretary), and Mr. Dennis King. Mr. John Moses arrived at 6:11 p.m.

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. Santos 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 June 2, 2026**

Ms. Mackinnon moved to accept the minutes of the School Committee meeting of June 2, 2026. Ms. Lebeaux seconded. Motion carries 4-0.

GOOD NEWS

Ms. Santos shared that she "was really, really happy at graduation and I've been happy ever since"! She has received positive comments from community members concerning this year's graduation! Dr. Lang added that for the second year staff from elementary and middle schools have been included which has been well-received. Dr. Hirsch stated that today was the last day for teachers, so the school year is over! Ms. Santos added that soon The Committee will be able to walk in the July 4th Parade.

PUBLIC COMMENTS:

None

NEW BUSINESS

2. Ratification of MOA: Chelmsford Federation of Teachers – Building Custodians

Dr. Lang has invited Interim Town Manager John Sousa to join tonight's meeting for this item. Dr. Lang shared that a tentative agreement with the custodians has been reached and is in tonight's agenda packet including salary schedules. Dr. Lang added that the Union ratified this contract last week. Like the other contracts in the district this one calls for a 3% COLA increase in years one, two and three. Dr. Lang presented updated highlights of the contract.

Ms. Mackinnon moved to approve and ratify the Memorandum of Agreement between the Chelmsford School Committee and the Chelmsford Federation of Teachers Building Custodians Unit from the period July 1, 2026 through June 30, 2029. Ms. Lebeaux seconded. A roll call vote was taken. Motion carries 5-0 (including a vote by Mr. Sousa).

3. Parker Middle School Building Project Status Update

Mr. King shared that the Public Forum took place last Thursday following a meeting of the Building Committee. The Committee voted to select a "construction manager at risk" model which provides added flexibility during construction. The Committee is looking to form an advocacy group for this project and welcomes community members to join. On June 24th we will attend the official meeting of the MSBA for final approval for the project! Dr. Lang thanked Chelmsford Telemedia for their continued coverage of this important project!

4. Spotlight on the Departments: World Languages & Cultural Exchange Programs

Ms. Danja Mahoney, Department Coordinator for World Language & Cultural Exchange Program, came to the table to provide updates for the Committee. World language instruction in Chelmsford begins in 7th grade with a choice of Spanish or French. In 6th grade information is sent home to families to assist with student choices. At CHS American Sign Language is also offered. Chelmsford adheres to DESE's World Language Frameworks from 2019, as well as the Massachusetts World Language Framework dated 2021. Assessment takes place in: reading; writing; listening; speaking and signing. This is the second year of using the Wayside Learning Program including aLingo (an online learning component). All classrooms have reading libraries which support this year's new initiative of Free Voluntary Reading (FVR) during Spanish and French class times. This has proven successful and will continue.

The Massachusetts State Seal of Biliteracy highlights the work being done here in Chelmsford which originated from the "Language Opportunity for Our Kids (LOOK) Act" in 2017. Our district was an early joiner in that initiative. Seal of Biliteracy awards appear on students' transcripts. Many Massachusetts colleges offer up to 12 college credits for matriculating students. UMASS Amherst offers 16 credits for students who receive the Massachusetts Seal of Biliteracy with Distinction. This year at CHS students in grades 11 and 12 were tested in ten languages and more students qualified through AP testing. On Senior Awards Night a total of 69 students received Massachusetts Language awards. Ms. Mahoney has proudly listed the awards and students who received them in her slide show tonight!

The World Language Honor Societies at CHS inducted students of French, Spanish and ASL. They collaborate on fund raisers and projects which provide services to the Chelmsford Community. Cultural exchanges take place virtually and with field trips to other countries.

CHS hosted a French Public Speaking Competition this year which included students from Tewksbury and Andover as well as Chelmsford. Five CHS language students will travel abroad this summer. Several ASL students went to Northeastern University for a full day of “signing” with students from other districts. In May, the McCarthy eighth graders toured Quebec City. CHS will host a trip to South Africa in February 2027. In the future the World Language Department: will continue to promote The Sea of Biliteracy; “home language tutoring” will be implemented; continued participation in the DESE World Language Advisory Team; more local travel will take place; proficiency approaches will continue to be implemented and Free Voluntary Reading will continue. This presentation and accompanying slides were well received tonight and may be fully viewed on Chelmsford Telemedia YouTube.

5. Presentation: CPS Strategic Plan Implementation Update – DMGroup

Maggie from the DM Group came to the table to provide updates in her end-of-the-year report on the CPS Strategic Plan. We are concluding the fourth year of a five-year plan. This update follows the progress since October 2025 of the five initiatives. The Steering Committee continues to meet every six weeks, while the different subcommittees’ meet on their own schedule. Regarding the Academic Achievement Priority all initiatives were met. Over 120 teachers were trained toward the reading goals. Many resources have gone into 8th grade math and improvement has been significant with 11% growth in the past four years. Concerning the Equity Priority all initiatives were completed with mixed results in the metrics where improvements were shown but not all target goals were met. A big win here was regarding “paraprofessional/paraeducator onboarding”. More work will be done on inclusion of special education students in the “least restrictive environment” in the coming year. Also, more work will be done on closing the gaps between students with disabilities and those who are economically disadvantaged. For Social-Emotional Learning Priority to provide students with a “sense of belonging” for 6th to 12th graders great growth was demonstrated. Again, all initiatives were met. Midyear using Panorama surveys student growth was measured to assure more concentration on SEL standards by putting tiered supports in place. The coming school year there will be a focus on providing a sense of belonging for students transitioning from elementary school into the two middle schools. The Human Capital Priority surveys just concluded today so metrics are not available tonight, but all initiatives were met. Progress here will be addressed at a future meeting. Concerning the Operations and Facilities Priority all targets were met, and all initiatives completed! It is time to decide which initiatives should be continued and where new initiatives will be created for next school year. Dr. Lang added that the partnership and relationship with the DM Group has been great from the beginning and the six weeks meeting schedules provided the ability to make ongoing adjustments. Next year we will see where we are at and draft a whole new set of initiatives to guide the next three to five years. The next plan will be finalized in early winter to inform the budgeting process for the next school year. At a “retreat” this Thursday discussions will take place regarding plans for next year.

6. K – 12 Technology Update

Bill Silver, Director of Information, Communication, and Technology Services came to the table to provide his update for the year. He began, as he always does, by expressing appreciation for his team who are “the best staff that you could possibly hope to have!”. At Harrington Elementary School this year a new updated system for clocks and Public Address tying into the Emergency Notification System (ENS) was installed which was successful and will be done at the other elementary schools this summer.

All schools now have “secure vestibules” which allows a safe welcoming of guests. It is possible to “pre-screen” guests prior to their arrival now. During the summer new “intrusion systems” will be installed in each building which will change the keypads and install motion detectors on the first floor of the buildings. All “Voice Over IP phones” will be upgraded across the district. The fine arts labs and TV production lab will be completely refreshed. Also, this summer, the South Row Library will be updated and enlarged. Additionally, the CHS School Store will be updated. “Parent Square” will replace “Connect Ed” as the new platform for communication with families. Regarding, Gen AI: surveys have been done; workshops began in March and staff guidelines were issued. More staff PD will take place during the upcoming school year for AI. Students will not yet have AI access on Chelmsford Public Schools’ devices. Mr. Silver also included a slide showing how much time students in each grade spend on technology during a week in school and was pleased with the outcomes. The “Team” closed out almost 8,000 work tickets this past school year!!! This presentation was well-received by all in attendance. You may view it in its entirety on Chelmsford Telemedia You/Tube. The AI survey results are especially interesting.

7. 2025/26 School Committee End-of-Year Goals Review

Dr. Lang shared that at the end of each school year a review is done of goals set by the School Committee for the school year. He thanked Mr. King for assisting him with putting the superintendent’s progress toward goals together. The Committee was pleased with all the accomplishments during the year. The Chair and Mr. King will be meeting this summer to review the Committee’s policies. The interactive panels in all classrooms were refreshed completely during April vacation week. The PAC has received an updated sound system which is great improvement over the previous system.

8. 2025/26 Superintendent End-of-Year Goals Review

Dr. Lang thanked Dr. Hirsch for helping to format and keep track of this year’s initiatives. He is pleased with how the initiatives lined up with the Strategic Plan. He looks forward to planning for the fifth year of the current Strategic Plan.

9. 2025/26 CPS Year-in-Review

Dr. Lang included a memorandum in tonight’s packet providing highlights of the 2025/26 school year in review which he does annually. The Fiscal Audit for 2025 was completed for another great audit year. Thanks to Ms. Johnson-Collins and her staff for their hard work. The FY2026 budget went “very well” also with our reserve funds looking great for next year. Preparing the FY2027 budget was more challenging than usual as it will be a “lean year” but we were able to have a level service budget with a \$2.5 million increase. This spring’s Town Meeting was a success with good support for our budget. Much of this year’s effort was devoted to the “Parker School Building Project” and we are flying through the “Feasibility Study” and will meet with the MSBA full board next week to move forward with a final product to be revealed in October! A special Town Meeting will be held in January with a Town vote on the initiative in February.

Generative AI was introduced, and implications regarded for policy and school practice. Lastly, Strategic Planning with The DM Group continues as we move forward with year five and begin to plan for the future three to five years with DM Group.

10. FY2025 MA DESE End-of-Year Audit Report

Ms. Johnson-Collins included a memorandum and the full audit report in tonight's agenda packet. There were no financial reporting recommendations thanks to her team and the district leadership's good work.

Ms. Mackinnon moved to accept the fiscal year 2025 Massachusetts DESE End-of-Year Audit Report. Ms. Lebeaux seconded. A roll call vote was taken. Motion carries 5-0.

11. FY2026 Recommended Budget Transfers

Ms. Mackinnon moved to approve the fiscal year 2026 local operating budget transfer of \$5,500 from the account noted to the custodial salaries account as presented, Ms. Lebeaux seconded. A roll call vote was taken. Motion carries 5-0.

Ms. Mackinnon moved to approve this fiscal year 2026 local operating budget transfer of \$17,000 from the account noted to the special education legal services account as presented. Ms. Lebeaux seconded. A roll call vote was taken. Motion carries 5-0.

12. Vote to Approve FY2027 Non-Affiliated Staff Salary/Rate Increases

Ms. Mackinnon moved to approve the 3% increase to the annual salary or hourly rate of pay to the non-affiliated staff as specified at this School Committee meeting effective July 1, 2026. Ms. Lebeaux seconded. A roll call vote was taken. Motion carries 5-0.

Ms. Mackinnon moved to approve an increase to the hourly rate of pay or stipend for the non-affiliated employees in Community Education as specified effective July 1, 2026. Ms. Lebeaux seconded. A roll call vote was taken. Motion carries 5-0.

13. Personnel Report: May 2026

Ms. Mackinnon moved to accept the personnel report from May 2026 as presented. Ms. Lebeaux seconded. Motion carries 5-0.

REPORTS

1. Liaison Reports

Ms. Lebeaux attended the last Parker/McCarthy PTO meeting where they spoke of many successful end-of-year activities for students and positive staff appreciation events. The spring recycle day for McCarthy and Center School was a huge success where \$16,000 was collected! The combined PTO still needs families to step up and join the board, so they will complete their elections in the fall.

Ms. Mackinnon went to the Chelmsford Friends of Music meeting. This group is supported by both families and students and sponsors many events.

The "Bottle and Can Drive" is a big fund raiser which takes place at McCarthy on the second Saturday of each month. They were able to award several scholarships this year with some of the profits and provided financial assistance for students attending music camps. They also supported student participation in many music festivals.

Ms. Santos attended the CHS PTO meeting where they shared that 172 students participated in the "After Prom"!

ACTION/NEW ITEMS

The Chair stated that a reconciliation was reached today by The Commonwealth on a bill supporting "early literacy legislation". More information should be available soon. The governor is expected to sign the bill. Ms. Santos would like a discussion of this on the agenda in one of our upcoming meetings to speak of how Chelmsford will comply. Dr. Hirsch has spoken of this at past meetings. Dr. Lang is hopeful that other bills will pass the State Legislature and may also be discussed at meetings in the near future.

PUBLIC COMMENTS

None

ADJOURNMENT at 8:09 p.m.

Ms. Mackinnon moved to adjourn. Ms. Lebeaux seconded. Motion carries 5-0.

Respectfully submitted,

Sharon Giglio, Recording Secretary