



# Chelmsford School Department School Committee

## Notice of Public Meeting

Email Posting to [townclerk@townofchelmsford.us](mailto:townclerk@townofchelmsford.us) Thank you.

As required by G.L. c. 30 A, §18-25

**DATE: Tuesday September 7, 2021 TIME: 6:00 p.m. ROOM: Conf. Room 1**

**PLACE: CPS Central Administration Office ADDRESS: 230 North Road**

Filed with Town Clerk:

RECEIVED  
2021-09-02  
12:09 PM

TOWN OF CHELMSFORD  
PATRICIA E. DZURIS  
TOWN CLERK

The Chelmsford School Committee (CSC) intends to conduct an in-person meeting on the date and time specified. In-person public participation will be **scheduled** to provide social distancing of community members in accordance with the CSC In-Person Public Participation Guidelines. 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](mailto:langj@chelmsford.k12.ma.us) prior to 4:00 p.m. on Monday September 6, 2021 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 August 24, 2021

### **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.

Ms. Latosha Dixon, Town of Chelmsford DEI Committee

### **NEW BUSINESS**

1. School Committee Meeting Schedule – Fall 2021
2. Permission to Post: School Nutrition Dietician

3. Report on the Opening of Schools for the 2021/22 School Year
4. Personnel Report: July 2021
5. Approval of Field Trip and 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.

**ADJOURNMENT**

## Procedure for in-person public participation at school committee meetings

The school committee, adhering to local and state guidelines on conducting public meetings, will determine when in-person public participation is allowed.

If in-person public participation has been deemed allowed, the following procedure will be followed:

- Anyone wishing to speak in-person during the public participation portion of the meeting must provide their name, address and posted agenda item they would like to speak on to Superintendent Lang by no later than 4:00 p.m. on Monday afternoon before the scheduled meeting.
- Please remember that public participation at the beginning of the meeting must be about one of the topics that is on that meeting's agenda.
- All those registered to speak during the public participation portion will be asked to arrive at the Central Administration building between 5:45 p.m. – 6:00 p.m. unless otherwise notified of a different time.
- Those registered to speak must have a mask on when they enter the building and keep their mask on the entire time, including when they get up to address the committee.
- Upon entering the building, all those registered to speak must sign the contact tracing binder at the front desk.
- After signing in, participants may enter the meeting room and take one of the socially distanced seats set up at the back of the room.
- In the event that there are more people registered to speak than can be safely spaced out to ensure social distancing, participants will be given a specific time to attend and will be asked to leave the meeting area when done.
- When it is your turn to speak at the meeting you will be called up to the speaking area to make your comments.
- Please try to keep your comments to no more than 3-5 minutes so that everyone has a chance to speak. Please be aware that the committee will address your comments or questions when the committee gets to that item on the agenda.
- When finished speaking, the speaker will be asked to sanitize the speaking area with the provided sanitizing spray/wipes for the next speaker.
- When the public comment portion of the meeting is completed, participants will be asked to leave the meeting area so that any in-person presenters scheduled for the meeting can enter the meeting area.
- If other groups will be arriving to present or speak after the public input portion of the meeting, the seating area will be sanitized before the next group enters the room.

Those members of the school staff that will making an in-person presentation at the meeting will be given a time to arrive at the Central Administration building and will be asked to adhere to the procedures listed above. If multiple groups are schedule to present, each group will be given a time slot to attend and will be asked to leave the meeting area when done so that the next group can enter.

All members of the public planning to attend to make a comment or a presentation are encouraged to use the provided hand sanitizer when entering and leaving the meeting area. If you are not feeling well on the day of the meeting you are asked to stay home and e-mail one of the members of the committee with your comments rather than attending in person.