

# Chelsea Community Schools Advisory Board Meeting

Recreation & Cultural Affairs Division

Meeting Minutes

July 13, 2021 5:30 – 6:30pm

Williams School Building, 180 Walnut St, Chelsea, MA

**Members:** Christopher Marroquin, Vanesa Mendoza-Mercado, Alice Murillo, Kevin Sandoval  
Mohamed Qasim,

**Staff:** Bea Cravatta, Omar Miranda

## I. Welcome

## II. Minutes

- May and June minutes reviewed and approved unanimously

## III. Administrative Code Changes

- Community Recreation Advisory Board - new name that will take place Aug 1, 2021
- Changing board membership requirements from 9 members to 7
- Future meetings will continue on zoom with occasional in person meetings

## IV. Staff Hiring Updates

- Community Recreation Manager
  - Had multiple great candidates, will be offering to one person but will need to wait for final references and hope we will have more information next month
- Program Assistant
  - Looking for two knowledgeable staff members with strong people skills
- Permit & Billing Management Assistant
  - Still looking for candidates
- Activity Specialist
  - Looking for instructors for a variety of Martial arts, yoga, youth sports,
- ESOL Curricula Coordinator and Instructors
  - Hired an ESOL Coordinator but we are still looking for new instructors

## V. Summer and Fall Programming

- If school staff are not present in the building we can use facilities and staff/participants do not need to wear masks
- Tenacity - 6 week program around literacy and tennis located at Voke park
  - First morning programming, more conversations are needed to think about how we can expand morning programming
  - Hired two high school students to support
- Prehistoric Adventures: Action, Art, & Exploration in collaboration with Harvard
- Waiting to hear about regulations for the fall - what will COVID regulations mean for classes
- Thinking about creating "how to" video tutorials (health, permitting, other services available)
- Potential ideas for fall programming:
  - Book clubs, discussion groups, STEM challenges for students

## VI. Adjourn

Motion to adjourn: 1st: Mohammed 2nd: Alice

Meeting adjourned at 6:30

Next meeting: Tuesday, August 10, 2021 at 5:30 (Virtual)

Recorder: Vanesa Mendoza-Mercado

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