

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
Ripley Building
November 22, 2016

Present: Wallace Johnston, Chair, CSC; CCSC
Heather Bout, Vice Chair, CSC; CCSC
William Fink, Chair, CCSC
Dan Conti, Vice Chair, CSC; CCSC
Johanna Boynton, CCSC: CSC
Bob Grom, CSC; CCSC

Absent: Mary Storrs, CCSC

Present from Administration: Diana Rigby, Superintendent of Schools, CPS & CCRSD
John Flaherty, Deputy Superintendent of Finance & Operations, CPS & CCRSD

I. CALL TO ORDER

The session was called to order by Mr. Fink for CCSC at 6:02PM and he noted that the meeting is not being recorded. A motion was made by Ms. Boynton, seconded by Mr. Johnston, that the CCSC enter into Executive Session under Purpose 3 of the Open Meeting Law: To discuss strategy with respect to collective bargaining as an open meeting will have a detrimental effect on the litigating position of the public body and return to Open Session at approximately 6:30PM. The motion passed by roll call: Bout, aye; Johnston, aye; Fink, aye; Conti, aye; Boynton, aye; Grom, aye.

The session was called back into order by Mr. Fink at 6:38PM and he noted that the meeting was being recorded. Mr. Johnston called the CSC to order.

II. PUBLIC COMMENTS

1. Dr. William Plummer, 129 Arena Terrace, Concord, MA. Mr. Plummer stated that there was a special Town Meeting back in 2014 that authorized the land purchase at Knox Trail to facilitate in-house bus operation. He stated that this land couldn't be used for supporting outsourcing of any kind, including driving through that property if it involved outsourcing. He noted that he was drawing attention to this fact due to the outsourcing options on the Late Start issue. He also noted that if the buses were outsourced, they would be able to be parked in the possible new parking area at the high school, but that the area would need to be reshaped since it looked like it was primarily for cars. Mr. Plummer noted that there would be an operational savings of about \$140,000 by cutting some of the routes to Knox Trail. He suggested looking into the budget opportunity of reshaping that parking lot and using it for buses.

2. Yuval Erlich, 4 South Meadow Ridge, Concord, MA. Mr. Erlich stated that a few weeks ago, the parents of CMS students, including him, received an email from the principal regarding graffiti in the boys bathroom. He stated that after looking into this matter, he found that there are multiple cases at the middle school and included racists remarks about African American students in the school as well as swastikas. Mr. Erlich stated that this shouldn't be an issue that is handled separately by each principal and that this should be the 1st priority for the SC and the District. He stated that 3 steps should occur: 1) the SC and District should acknowledge that a problem exists and that it could escalate 2) The SC and District should immediately create a policy prior to an issue occurring 3) The SC, District and Police should create a policy on how to handle the issues when they occur. Mr. Erlich stated that he received another email updating parents on the issue and he noted that the steps that were taken were not enough, noting that students and parents don't know how it was handled.

3. Jimmy McKenna, 32 Magnolia Street, Concord, MA. Mr. McKenna stated that he was a Special Ed Tutor at the High School as well as the faculty advisor for JSA – Junior State of America. He stated that the trip to the Fall State Convention was being voted on tonight and noted how the students would be moderating the discussions as well as discussing with each other. He urged the SC to vote for the trip so the students could attend.

4. Diane Proctor, 57 Sudbury Road, Concord, MA. Ms. Proctor stated that she was reporting from the League of Woman Voters and would like to thank the SC for their confidence and trust in the League to select a Citizen at Large. She stated that they went about the process as publicly and transparently as they could and that the process has been affective. She stated that they chose a regular delegate, Anne Rarich, as well as an alternate, Eric Van Loon. Ms. Proctor thanked the SC for thinking about the citizens.

5. Dean Banfield, 73 Walden Terrace, Concord, MA. Mr. Banfield stated that he has noticed a few areas of improvement in the School Budget after beginning to serve on FINCOM. He stated that they had received highly detailed information at FINCOM and that the SC has not received that level of information. He also stated that the citizens have a very limited view and need to be drawn into the budget. He noted a state law that requires the SC to hold a public hearing to publish the proposed budget in detail. He stated that he looked back at records from 2010 and forward and found that this has not been done. He requested that the SC follow this state law, noting that it was included in the letter he sent to the SC.

III. READING OF THE MINUTES

A. Open Session

Joint Meeting – 10/18/16, 11/1/16. A motion was made by Ms. Boynton, seconded by Mr. Johnston, to approve the Joint Meeting minutes from the 10/18/16 and 11/1/16 Joint meetings. The motion was unanimously approved.

CPS Meeting – 11/8/16. A motion was made by Ms. Bout, seconded by Ms. Boynton, to approve the CPS Meeting minutes from the 11/8/16 CPS Meeting. The motion was unanimously approved.

IV. CHAIRS REPORT

Mr. Fink stated that he and Mr. Johnston attended a Chairs Breakfast on November 16th. He noted that the Public Forum is now on November 30th at 7:00PM at Alcott, which is a change from November 29th. Mr. Fink stated that they received 6 emails, several regarding procedure. He stated that they received an invitation from CCTA to attend school like they had last year.

V. CORRESPONDENCE

A. Concord Board of Health Letter 10/24/16. Ms. Rigby stated that she received a letter from the Concord Board of Health, which stated that no organic chemical compounds or materials were found in the artificial turf ground water samples and that the field would be tested again in Spring, 2019.

B. The Guild for Human Services. Ms. Rigby stated that she received an invitation from The Guild for Human Services to attend their Open House on Thursday, December 8th at 6:30PM.

VI. RECOGNITIONS

A. CCHS Senior Linnea Hubbard-Nelson. Ms. Rigby, on behalf of Principal Mike Mastrullo, recognized CCHS Senior Linnea Hubbard-Nelson for attending the National Association for Music Education's 2016 All Nationals Honor Choir on November 14th in Grapevine, Texas.

B. CCHS Cross Country team qualified for the All-State Championships. Ms. Rigby recognized the CCHS Cross Country team and coaches, Lane, McCabe and Bruno, for qualifying for the All-State Championships.

VII. REPORTS & ISSUES FOR DISCUSSION

A. Landfill Remediation – Parking spaces. Mr. Fink stated that Weston & Sampson reps were present to help understand alternatives and costs for the landfill remediation. Weston & Sampson reported on the cost on many alternatives, including practice athletic fields, competition athletic fields, a 6-lane track & field and an 8-lane track & field. They stated that the cost for the baseline cap as presently designed is \$829,500, noting that the total cost, including design and LSP costs is \$987,500. They stated that the added cost to build a practice athletic field at present day, including LSP and design costs is \$1,179,500. They reviewed the landfill design, including a comparison of the current cap, future use alternatives and flexible cross sections. They also reviewed the cost savings of using a modified

flexible cap in present day and the savings ranged from \$15,500 for the competition fields to \$117,500 for an 8-lane track & field. Mr. Fink asked if the difference in cost to do the flexible design versus the original design is about \$70,000 today and Weston & Sampson affirmed his understanding. Mr. Fink inquired about the possibility of footings and drainage. They stated that the baseline cap design includes drainage as well as the alternative designs and that the contaminated soil would have to be touched if considering footings. Mr. Flaherty asked if the upgraded fill provides a faster transfer of water than common fill and they stated that it does. Ms. Boynton asked if the prices listed included the actual track and Weston & Sampson stated that the cost of the track was included. Ms. Boynton noted that these cost savings were based on constructing the track or competition field in the year 2020.

Mr. Conti questioned the proposed 80 parking spaces on the diagram provided and Mr. Flaherty stated that the proposed area was not contaminated. Mr. Conti questioned if having a parking lot with 80 spaces precludes having the track and Ms. Rigby stated that yes, there cannot be both. Weston & Sampson stated they could accommodate the practice or competition fields with the parking spaces but that they could not do a track and the parking spaces. The SC thanked Weston & Sampson. Mr. Johnston stated that there would be a public hearing on the remediation on November 30th with Weston & Sampson in attendance and then a vote would be taken at the December 13th meeting.

B. Later Start Time for CCHS. Ms. Boynton stated that they identified scenarios regarding additional busing. Mr. Flaherty stated that there are 3 tiers currently: high school and K-5, which use the maximum portions of the fleet and the MS tier, which doesn't use the maximum number. He noted that during the MS tier is when they accomplish the private school transportation. He stated that the MS portion is more flexible than the HS and K-5. Mr. Flaherty also noted that in the K-8 District, the required hours are 900 hours and the required hours for the HS are 990. He stated that they need 45 minutes between each tier for the buses. He reviewed the 3 scenarios of different start times as well as: buying/leasing 5 buses and hiring 5 drivers, contracting METCO transportation, hiring private contractor for "Carlisle" routes, hiring private contractor for all CCHS - HTS routes. Mr. Flaherty stated that he would need to compare the costs for outsourcing the METCO Home To School routes against the \$350,000 to see what was most advantageous. He recommended that the SC authorize a bid, and noted that if the authorization was given at tonight's meeting, that he could have a real bid number back before the Warrant is submitted on January 2nd. Ms. Rigby noted that METCO Inc. had previously provided transportation for Concord and Concord-Carlisle for 20 years in the 1960's and 1970's. Mr. Fink questioned why no bids were received for private contractors for the "Carlisle" routes as well as the private contractor for all CCHS - HTS routes. Mr. Flaherty stated that the people who came to the bid opening did not feel like there was a demonstrated resolve to go forward. Mr. Flaherty stated that if the SC wants to get the numbers, that the vendor community needs to see a supported vote. Ms. Bout questioned how many other towns use METCO transportation and Ms. Rigby stated that 50% do. Mr. Flaherty stated that he believes 85-90% of the Districts in MA outsource. Ms. Bout stated that she was nervous about the fact that outsourcing was brought up in the past and the feeling was that outsourcing was not good enough, but now the fact that they are discussing it for METCO students could be perceived negatively. Ms. Boynton stated that METCO Inc. offers this option for communities in order to serve their kids best. Ms. Bout stated that this might be a better solution for the students travelling in and out of Boston. Ms. Boynton stated that this could be a time benefit as well for the students coming in from Boston.

Mr. Johnston asked if there would be any control over the buses if contracted with METCO Inc. Mr. Flaherty stated that they could make certain specifications and requirements of the buses, noting that the contract would be with the District. The SC discussed the 3 different start time scenarios. Mr. Johnston noted that in order to view the true cost comparisons of buying buses, they would need to consider the life of the buses as well as other data on the buses over time. Mr. Grom stated that he felt it was important to get different cost options, but noted his concern that the community has not been involved in the overall later start time discussion. Ms. Boynton stated that the Later Start Time Committee's report was provided in the newspaper and the sleep panel discussion was held. Ms. Boynton recommended getting all of the information first. Ms. Bout agreed that they should get all of the information, but felt that they need to go out to the public with different options instead of one recommendation. She noted that the feedback from the public is just as important as the cost information.

Ms. Rigby noted that the public hearing is at the end of February and that it would be helpful if the SC had a position by then. Ms. Boynton recommended moving forward in getting the METCO Inc. bid and the possibility of getting input with the goal of the end of February. Mr. Conti stated that he feels its critical not to rush this and set it back a number of years. Ms. Boynton stated that she would work with Mr. Flaherty to get a realistic timeline.

A motion was made by Ms. Bout, seconded by Ms. Boynton, to waive the practice of discussing something at one meeting and voting at the next. The motion was unanimously approved.

A motion was made by Ms. Boynton, seconded by Ms. Bout, to outsource CPS METCO Home to School Routes student transportation services, provided this cost is determined to be advantageous to the School District. Mr. Flaherty noted that they are not required to award a contract. Mr. Grom and Mr. Conti stated that they did not feel comfortable with this motion. Mr. Flaherty stated that they are under no obligation to award the bid.

Public Comments: Cynthia Rainey stated that the agenda items are not only for the SC to vote, but also for the citizens to know that they can come and witness discussions. She noted that the community had no idea that they were considering this tonight.

Mr. Johnston stated that they were not voting to recommend a monetary expenditure, but to try to inform themselves to have more information for the community. Ms. Boynton noted that they are just doing due diligence of getting the numbers and they need to keep moving forward.

A motion was made by Ms. Bout, seconded by Mr. Johnston and Ms. Boynton, to amend the motion to outsource CPS METCO Home to School Routes student transportation services, provided this cost *and plan* is determined to be advantageous to the School District. Mr. Flaherty noted that they are not legally obligated to award a contract. Mr. Johnston stated that he would rather use the original motion in order to get bids. Ms. Bout was in favor; Ms. Boynton, Mr. Johnston and Mr. Grom were opposed; Mr. Conti abstained. The motion was not approved.

The original motion was voted on. Ms. Bout, Mr. Johnston, Mr. Fink and Ms. Boynton voted in favor of the motion. Mr. Conti and Mr. Grom abstained from the vote. The motion was approved.

A motion was made by Ms. Boynton, seconded by Mr. Johnston, to outsource CCRSD METCO Home to School Routes student transportation services, provided this cost is determined to be advantageous to the School District. Mr. Conti and Mr. Grom abstained from the vote. The motion was approved.

C. FY18 CPS and CCRSD Budget Development. Mr. Flaherty presented the CPS Operating Budget and noted that there has been significant movement with the FINCOM guidelines in each of the budgets. He stated that they had previously been requesting an increase in the CPS budget of \$1,284,606 or 3.6% and that the initial FINCOM guideline provided a 3.08% increase/\$1.1 million, leaving a \$184,600 gap between preliminary recommendations. He stated that FINCOM has increased their number by \$50,000 and then reviewed how they would meet the guidelines, including: reducing the increase requests in non-school bus vehicle maintenance and the increase in maintenance contracted services, reducing capital outlay, reducing maintenance vehicles and custodial overtime. He stated that all of these reductions would allow CPS to meet the FINCOM guideline of 3.22% or \$1,150,000 in growth. He noted that they are preserving the funding for the foreign language program as well as the Latin program at the MS. Mr. Flaherty stated that all of this information is posted on the website and that all of their previous responses to FINCOM, including all of the detailed line items are all still available on the website and has been presented to the SC. Ms. Bout thanked Mr. Flaherty for working with FINCOM on the budgets.

Mr. Flaherty presented on the CCRSD and noted that the regional budget is more complicated because they have to build a revenue projection on it. He stated that FINCOM is most interested in the change in their assessment. He noted that they have had discussions in both towns about OPEB's budgetary impact. He stated that the original budget put forward called for a 5.41% increase, noting that if you looked at the impact on the average increase with OPEB incremental increases, it showed a 3.48% increase in the last 5 years. He stated that the budget is currently \$27,967,000 and the gap between the FINCOM revised guidelines would require about \$164,000 of cuts in the operating budget. He noted that there are 2 ways to address the assessment issue with the regional budget: changes in the revenue component and changes in the expense component. He stated that they are down from a 5.41% increase to a 5.11% increase. He stated that after the adjustment is made for the incremental OPEB increase of \$145,000, that it is a 4.56% increase in the operating budget. He stated that they are able to maintain their commitment for \$850,000 to OPEB. He stated that the operating budget impact is \$1,358,619 and the incremental increase is \$145,000, noting that a little over 10% of the increase will be dedicated to the OPEB incremental increase. He stated that they needed to take actions to meet FINCOM's growth of \$900,000. He stated that they needed to reduce Concord's assessments by

\$120,000 and Carlisle's by \$43,000. He recommended that the in district contribution be increased by \$50,000 and that the transportation reimbursement calculation be revised. He stated that half of the gap is covered by growth on the revenue side. Mr. Flaherty stated that they are reducing some of the increases previously requested, including: increases in music equipment, science equipment, capital outlay and building maintenance. He also stated that they are expanding the list of reductions previously identified to include: computer hardware, computer software support, copier purchase and equipment. He stated that this provides 1.29% of reductions against the list of previous adds and nets out to a 5.11% increase in the operating budget, equal to the FINCOM guideline. The SC thanked Mr. Flaherty for all of his work. Ms. Rigby thanked Karle Packard from FINCOM who was present at the meeting.

Public Comment: Diane Proctor, 57 Sudbury Rd, Concord, MA. Ms. Proctor questioned the impact of the change in copier budget on access to copiers at the high school. Ms. Rigby noted that they are moving to Google Classroom and the need for paper is decreasing.

D. NESDEC Enrollment Projections. Mr. Flaherty reviewed the long-term outlook from 2006-2016 and stated that there has been consistent historical enrollment for the past 10 years. He stated that after the next 5 years, there is a slight decline but that it might be offset by growth in Concord. He stated that they expect to get the projected assessment ratios between Concord and Carlisle over the next couple of months.

E. Superintendent Search. Ms. Boynton stated that they the focus groups and interviews went great and the consultants were very impressed with how organized it was. She stated they are working on the Leadership Profile and will be bringing it to the next meeting. She stated that she's very appreciative to everyone on the Search Committee and that it's a very representative group.

Vote to approve Screening Committee members for the Superintendent Search. A motion was made by Ms. Boynton, for both CSC and CCSC, seconded by Ms. Bout, for both CSC and CCSC, to approve the screening committee members for the Superintendent Search as listed. The motion was unanimously approved.

VIII. ACTION ITEMS

A. Vote to approve CCHS trips to: Junior State overnight trip to Boston (December 10th-11th, 2016) and American Meteorologic Society trip to Seattle (January 21st -24th, 2017). A motion was made by Ms. Boynton, seconded by Ms. Bout, to approve the requests for the Junior State and American Meteorological Society trips, with the condition that a signed District Insurance Liability Waiver is received from all participants. The motion was unanimously approved.

B. Vote to accept donation from the Institute of International Education. A motion was made by Ms. Boynton, seconded by Mr. Johnston, to accept the \$500 donation to CCHS from the GE Foundation, Institute of International Education. The motion was unanimously approved with gratitude.

C. Vote to appoint Robert Grom to the Policy Subcommittee. A motion was made by Ms. Bout, for CCSC, seconded by Mr. Johnston, to appoint Robert Grom to the Policy Subcommittee. The motion was unanimously approved. A motion was made by Ms. Bout, for CSC, seconded by Ms. Boynton, to appoint Robert Grom to the Policy Subcommittee. The motions were unanimously approved.

D. Vote to award CCHS signage contract. A motion was made by Mr. Johnston, seconded by Ms. Boynton, to award the contract for the installation of signage at Concord-Carlisle High School to Kneeland Construction Corporation of Medford, MA in the amount of \$135,600. Mr. Grom stated that he had a problem with the cost and felt that it was excessive and that it doesn't improve the educational experience/environment for the students. He stated that they could reduce the number and still have attractive and appropriate signs. Mr. Flaherty stated that this cost if for 4 substantial signs that would be architectural statements to cap off a \$93 million project. He also noted that some of the signs are: 25 feet long, 4 feet high and lit (Walden St. entrance); 25 feet long, 3 ½ feet high and lit (Thoreau St. entrance); 2 other substantial signs at the South entrance at the upper and lower area which are a combination of stainless steel and precast concrete. He stated that these are not typical signs for not typical buildings, pointing out that the building will likely be there for 100 years. He noted that they only received one bid and that the first time they went out to bid, they received none. He stated that the cost of these signs against the cost of the building project is

.14% and noted that the money would be coming from the stabilization funds. He also noted that sports teams from other towns have trouble finding the entrances as well as delivery trucks.

Ms. Boynton stated that given the magnitude of the school, the cost of signage, the fact that 4 signs are needed and the fact that it took a long time to get a bid, that it would be a high quality finish to something they are particularly proud of. Mr. Conti noted that he thought the cost was high before realizing that it was for 4 signs. Mr. Flaherty noted that the cost does not just include the signs and that conduit work and electrical costs are also included. Mr. Johnston stated that the cost is high and Mr. Flaherty noted that if they want to change the signs, there would have to be design work, which would cost additional money. Ms. Bout stated that her concern was spending this amount of money with all of the other items in the budget that they are looking at this year. Ms. Rigby noted that there has been no decision on signage for CPS for the last 13 years. Mr. Flaherty stated that they have worked with the NRC on changing some plantings and trees surrounding the signage. Mr. Johnston stated that once the building is done and landfill is capped, they should look into creating a campus committee to make recommendations going forward on issues such as this.

Mr. Grom and Ms. Bout opposed the motion and the motion passed, 4 votes to 2.

IX. OLD BUSINESS

A. Transportation. Mr. Flaherty stated that they have the electric bus and charger and they are getting acquainted with the bus and will be training a route driver in the near future. He stated that they would run some routes with the students and go through several charging cycles to make sure they have the dependability and then work into the daily route planning. He stated that they are expecting the Transportation Depot to come online in June.

B. CC at Play. Mr. Conti noted that the meeting was re-scheduled due to the public forum and Ms. Rigby noted that they would be coming in January to the SC.

X. SUPERINTENDENT'S REPORT

Ms. Rigby stated that their expectation is that by the end of the year, all students and teachers will be using Google Classroom. She stated that the K12 Technology Committee is working with colleagues to identify criteria for evaluating all software packages and apps used at the school sites. Ms. Rigby stated that she attended the Suburban School Superintendents Conference that looked at innovation and technology and noted that there are several websites included in the report. She also noted the INCubatoredu program in which students become entrepreneurs. She stated that the high school team is looking into the possibility of changing the High School project and are looking into this program. Ms. Rigby stated that the K12 STEAM Committee is working with the Science teachers to create STEAM design challenges at each grade level and at the K8 level, each student is expected to have 2 in depth STEAM design challenges per year. She also noted that they are working on the Innovation Lab at Ripley. Ms. Rigby stated that one of the K12 Social Studies projects is the African American History and the Story of Concord and a team of teachers is working on curriculum and resources that highlights Concord's African American history. She noted that Concord Ed Fund is sponsoring some of the work. Ms. Rigby reviewed the proposed Bell Schedule for 2017-18 at CCHS to include more collaboration time for teachers. She noted that it includes an early release every week, an X block to allow students to participate in a club and/or student government and shorter lunch periods. She noted that the proposed schedule would be voted on by the faculty in January to be implemented in fall of 2017.

Ms. Rigby reminded the SC that there would be a public hearing on the budget on December 13th from 5:30-6:30PM. She also reminded the SC that the Town Coordination meeting is December 3rd at 8:30AM.

Mr. Johnston recognized Mr. Erlich's earlier remarks and noted the increase in these types of behaviors across the country, stating that they need to keep an eye on racist remarks and unhealthy behavior towards each other. He noted that this is totally unacceptable.

XI. ADJOURNMENT

A motion was made by Ms. Boynton for both CCSC and CSC, seconded by Mr. Johnston for CCSC and Ms. Bout for CSC, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 10:10 PM.

Respectfully submitted,
Erin E. Higgins

Approved: 1/24/17

Abbreviations:

CASE	Cooperative Association for Special Education
CSC	Concord School Committee
CCSC	Concord-Carlisle Regional District School Committee
CPA	Community Preservation Act
CPC	Community Preservation Committee
CPS	Concord Public Schools
CCRS	Concord-Carlisle Regional School District
CCHS	Concord-Carlisle High School
CHPS	The Collaborative for High Performance Schools
CSEC	Comprehensive Sustainable Energy Committee
CPW	Concord Public Works
CTA	Concord Teachers Association
DESE	Department of Elementary & Secondary Education
FAAC	Financial Audit Advisory Committee
FINCOM	Finance Committee
MASC	Massachusetts Association of School Committees
MIAA	Massachusetts Interscholastic Athletic Association
MSBA	Massachusetts School Building Authority
NEASC	New England Association of Schools and Colleges
OPEB	Other Post-Employment Benefits
RTI	Response to Intervention
SEPAC	Special Education Advisory Council
YRBS	Youth Risk Behavior Survey