

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee  
Concord School Committee  
Ripley Building  
March 27, 2018

- Present: Heather Bout, Chair, CSC; CCSC  
Johanna Boynton, Vice Chair, CSC; CCSC  
Dan Conti, Chair, CCSC; CSC  
Robert Grom, Vice Chair, CCSC; CSC  
Wallace Johnston, CSC; CCSC  
Melissa McMorrow, CCSC
- Absent: Mary Storrs, CCSC
- Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD  
John Flaherty, Deputy Superintendent of Finance & Operations, CPS & CCRSD

**I. CALL TO ORDER**

Mr. Conti called the CCSC meeting to order at 6:30 PM and he noted that the meeting was being recorded. The CSC meeting was then called to order by Ms. Bout.

**II. RECOGNITIONS**

A. Nordic Ski and Diving State Champions – Livy Poulin and Charlie Reichle (state champs in diving). Matt Goldberg, Head Coach of the Swimming and Diving team, introduced students Lily Poulin and Charlie Reichle. He noted that Charlie is a freshman and was able to win every competition throughout their dual-meet season and became state champion for diving. Mr. Goldberg stated that Livy is a junior and finished 4<sup>th</sup> in the dual-county league in the 50m freestyle and won the state championship for diving. He noted that they are both being recognized by the Boston Globe All Scholastics, noting that Livy will also be recognized by the Boston Herald.

Jeff Campbell, Nordic Ski Team coach, thanked the SC and Athletic Department for all of their support. He stated that they won the dual-county, noting that Henry Johnstone won the championship. He noted that 4 members of the team were nominated for Globe All-Scholastics. Will Meehan, Nordic Ski Team captain, stated that they had reached for the goal of winning since coming in 2<sup>nd</sup> last year. He thanked the support of the coaches and the Athletic department. He noted that this title is the first title in over 30 years. Dr. Hunter congratulated both coaches and thanked them for all that they do in support of the kids.

Mr. Conti recognized the 6<sup>th</sup> grade band for a gold medal at MICCA (Massachusetts Instrumental and Choral Conductors Association). Ms. Boynton stated that the 7<sup>th</sup> and 8<sup>th</sup> grade bands won a silver medal and Ms. McMorrow stated that the CCHS combined chorus won silver and the select chorus won gold. The CCHS Concert Band and Orchestra both won gold medals.

**III. PUBLIC COMMENTS**

1. Colleen McPhee, 551 Elm Street, Concord, MA. Ms. McPhee stated that she has a junior and sophomore at CC, noting that her junior leaves an hour early in the morning to get a parking spot at school. She stated that it's very impactful to the family and that she relies on them being able to park. She noted her concern of hearing issues with seniors having reserved, paid spots, but finding their spots taken when arriving at school. She stated that the parking issue is impactful to families, not just students.

2. Judy Vaughan, 59 Elm Street, Concord, MA. Ms. Vaughan stated that she has a senior, sophomore and future freshman. She stated that when she came to register her son, that there was nowhere to park and that people had to park in reserved spots. In response to Mr. Johnston's recommendation of having more students carpool, she stated that her daughter has been carpooling since freshmen year, but noted that new drivers are not allowed to drive with other people in the car. She also spoke regarding the recommendation of having students take the bus, and she stated

that with sports, jobs an open campus, taking the bus isn't always an option. She noted that any solution to the parking issue would be appreciated by students, teachers and parents.

3. Jane Ruediger, 47 Southfield Circle, Concord, MA. Ms. Ruediger stated that she has 3 children, 1 currently at CC and 2 who have graduated. She stated that the stress over parking is the worst she's seen since her kids have been attending CC. She stated that her junior leaves the house at 6:30 AM to get a parking spot, noting that leaving this early doesn't always ensure a spot. She stated that her neighborhood does not have a bus since it is less than 2 miles. She stated that many students have jobs and need a car to get to their jobs. She noted that the golf team needs to bring their golf clubs to practice, so they need cars to get to the golf course since there is no bus.

4. Tracey Marano, 39 Partridge Lane, Concord, MA. Ms. Marano stated that she has a senior who often finds her spot that is paid for taken when she gets to school, noting that it is usually a parent who has taken her spot. She recommended supporting Dr. Hunter in adding additional parking spaces.

5. Denise Jantzen, 126 Partridge Lane, Concord, MA. Ms. Jantzen stated that she went to CC to chaperone and that every visitor spot was taken, noting that she had to park in the CCTV spot. She stated that another chaperone had to park in Mr. Nichols spot. She stated the importance of providing visitor spots.

#### **IV. REPORTS FOR DISCUSSION**

A. CCHS Graduation Requirements. Mike Mastrullo, CCHS Principal, and Alison Nowicki, Guidance and Counseling Department Chair, spoke regarding CCHS graduation requirements. Mr. Mastrullo noted that it was not a total overhaul of the graduation requirements, but a simplification. Ms. Nowicki reviewed the current credit distribution requirements and the changes to the requirements, noting that the total credits would remain the same as well as credits for: English, Math, Social Studies, Science, Health & Fitness and Community Service. She stated that changing the requirements offers more flexibility and clarity. She noted that there are a large number of students with disabilities, and the changes would allow them to achieve the graduation requirements without needing to waive requirements. Ms. Nowicki noted that these requirements are similar to like districts. She stated that the new requirements would be implemented for the Class of 2022. Dr. Hunter suggested that the SC consider this as the 1<sup>st</sup> reading and they can vote at the next meeting.

B. CCHS Special Education Review. Mr. Mastrullo stated that they decided to do a more comprehensive special education program review in addition to the required 6-year DESE review. He reviewed the current Special Ed model, noting that it relies heavily on tutors. He stated that there is not enough contact time between Special Ed teacher and students. He stated that West Ed began the review last fall and brought 8 recommendations, including: create RTI framework, provide a continuum of services, place tutors in general ed to provide support, provide direct instruction in special ed and general ed intervention classes, reduce homework, use data systems to identify students progress, create a more balanced climate and identify ways to improve communication within the school community. Mr. Mastrullo stated that they've had 2 retreats and have 2 more scheduled and have district wide RTI development to look at Tier 2 interventions. He noted that they are prioritizing the list of recommendations.

Mr. Conti acknowledged Mr. Mastrullo's efforts on the parking situation. Dr. Hunter noted the energy and enthusiasm at the retreats, noting how motivating it was to see. Ms. Boynton thanked Mr. Mastrullo for his presentation.

C. Discussion of Board of Health Presentation re: Retail Marijuana. Ray Considine, Chairman of the Board of Health, and Alma Healy, RN, spoke regarding retail marijuana and Article 30. Mr. Considine stated that if no action were taken, that there would be ample ways to purchase marijuana in town, noting that regardless, residents would be able to grow their own marijuana. Ms. Healy stated that they are concerned with the young adolescent brain. Ms. Bout stated that they need to decide if they are going to take a position and if so, what position. Mr. Considine stated that Article 31 would allow them to collect a 3% tax on retail marijuana sales and Article 32 would extend the moratorium from July 1<sup>st</sup> to December 31<sup>st</sup> to allow the town time to come up with provisions and bylaws regarding retail establishments. Mr. Grom stated that he was in favor of taking a position on Article 30. Ms. Boynton stated that they have never taken political positions as a body and that it's not their purview and sets precedence for taking positions, although she cares deeply about the question. Ms. McMorrow agreed with Ms. Boynton that it was a slippery slope. Ms. Bout stated that she agrees with Mr. Johnston to be in the gray area, but personally is also against it. She noted that having an opinion on the issue is different than taking a stand, noting that she supports taking a stance. Mr. Conti

stated that he feels they shouldn't take a stance. Mr. Johnston noted that they didn't take a position on Question 4 and he feels they shouldn't take a position on this.

A motion was made by Mr. Johnston, for both CSC and CCSC, seconded by Ms. Bout, for both CSC and CCSC, that the CCSC and CSC take a position on Warrant Article prohibiting the retail sale of marijuana in Concord. Ms. Bout and Mr. Grom voted in favor of taking a position. Mr. Johnston, Mr. Conti, Ms. McMorrow and Ms. Boynton voted against taking a position. The motion failed.

Ms. Bout stated that she was in favor of the article personally. Mr. Grom stated that he was in support of the article as well and that having a retail establishment in town would give the wrong impression to those under 18. Mr. Conti stated that he was in favor of the article, noting that they could find other ways of generating tax revenue. Mr. Johnston stated that he was in favor of anything that helps kids stay away from substances, noting that the SC needed to recognize what their boundaries are and also noted all of the hard work that the Board of Health has done. The SC thanked the Board of Health for attending.

D. Warrant Article 13 CCRSD Capital. Dr. Hunter reviewed the capital needs of FY19 – FY23. She stated that the language that is printed within the article limits them addressing the lighting and the paving within the \$1 million. She noted that they couldn't add the parking to this article. She recommended slowing down on the master parking, paving and lighting until a year from now, noting that they are looking into a short-term temporary parking fix. Mr. Flaherty stated that they could revisit the conversation of having a study done to look into the lot of land adjacent to the previously contaminated area as possible temporary parking, noting that the ballpark estimate for the entire endeavor would be under \$150,000 (including the \$8,000 - \$15,000 for the study). Mr. Conti asked if the project could be completed by the next school year and Mr. Flaherty stated that it could if the study was authorized at this meeting and it got through the permitting cycles. Mr. Flaherty stated that this parking area could accommodate roughly 80-100 parking spots. Ms. McMorrow noted that the warrant article and parking discussion are 2 different discussions.

Dr. Hunter stated that she recommended not moving the article so they could make a more comprehensive plan. Ms. Boynton stated that the paving and lighting conversation has been happening for 3 years and questioned the possibility of making the number smaller in the article to clearly define the 2 items, noting the safety and liability issues around the paving and lighting. Mr. Flaherty stated that \$600,000 would cover the cost of the paving and lighting, noting that it would be an authorization to borrow up to that amount. Dr. Hunter stated that it was an issue of timing. Mr. Conti noted that the concerns regarding Article 13 are around lack of specificity. Mr. Johnston stated that he felt they would get more support if they had 1 article that included the parking, paving and lighting. Mr. Grom stated that the Campus Committee's report would be done in May and suggested that their recommendations could be combined with the parking, lighting and paving into 1 article. Ms. Bout noted the sidewalk accessibility and asked if it was included in the paving and Mr. Flaherty stated that it was paving of driveway, but that the sidewalks may be included as part of the asphalt paving.

Ms. McMorrow questioned the lighting issue and asked how long they could wait to improve the lighting. Ms. Boynton noted that they are setting up themselves for liability issues. Mr. Johnston stated that they could vote to not move the article the night of Town Meeting. Mr. Conti noted that the Campus Advisory Committee's report shouldn't have any changes to the driveway. He also noted that CPS has a capital project warrant article each year. Ms. Bout stated that they need to communicate out clearly the costs of each item on the article should they decide to move it.

Mr. Conti stated that they were discussing a temporary solution to the parking situation that would add 80-100 spots. Ms. Boynton asked for agreement on helping to relieve the current parking issue. Ms. McMorrow questioned how long the temporary parking lot could last and Mr. Flaherty stated that the old student parking lot was initially a gravel lot and was there for many years. Dr. Hunter stated that they are only looking for approval from the SC to do a design on a temporary parking lot. Mr. Conti questioned the cost of the study and Mr. Flaherty stated that it would be up to \$15,000. Mr. Johnston noted that the parking issue is distracting the administration to the degree that it's troubling and needs to be solved. Dr. Hunter noted that the issue needs to be solved for the kids. Mr. Conti noted that they let the parking issue play out and that it has taken a substantial amount of time and effort on Mr. Mastrullo and Dr. Hunters parts. He stated that the SC needs to own the issue now. Ms. Bout agreed with Mr. Conti and stated that she is 100% committed to alleviating student stress with the parking issue. She recommended that they do benchmarking with other districts with parking management practices.

A motion was made by Ms. Boynton, seconded by Ms. Bout, to authorize Mr. Flaherty and Dr. Hunter to use up to \$15,000 to do a study for a temporary parking lot on the CCHS campus. The motion was unanimously approved.

A motion was made by Mr. Johnston, seconded by Ms. McMorrow, to move item VIII. A ahead to this point in the meeting. The motion was unanimously approved.

#### **VIII. CORRESPONDENCE**

A. PEG Access Advisory Committee Request. Ms. Bout stated that PEG Access Advisory Committee has requested that the SC nominate a member to their newly formed advisory committee. Karleen Reed, PEG Access Advisory Committee member, stated that their advisory committee includes 7 members and 1 spot is reserved for the SC representative. Due to the upcoming changes in SC members, the SC agreed to nominate a representative at the next SC meeting in the Ripley building.

Mr. Conti stated that he received emails regarding: the budget, athletic fees, student walk out, request to host a radio show at WIQH, parking and budget coffee schedule.

#### **V. READING OF THE MINUTES**

A. Open Session – Jt. Meeting – 2/27/18. A motion was made by Ms. Boynton, seconded by Mr. Grom, to approve the Joint Meeting minutes from 2/27/18. The motion was unanimously approved.

#### **VI. CHAIRS & LIASONS REPORT**

Mr. Conti stated that he and Ms. Bout attended the League of Women Voters coffee on March 7<sup>th</sup> and thanked the League for hosting. He stated that they were invited by the CCTA to spend a day at CCHS and that CCHS tailor made schedules for each SC member to attend classes on March 6<sup>th</sup>. He noted how amazing it was.

The SC reviewed who would move the articles at Town Meeting. Ms. Bout stated that CPS has 3 articles: She would move the Operating Budget Article, Mr. Johnston would move the Supplemental Appropriation Article (if they need to move it) and Ms. Boynton would move the CPS Capital Expenditures Article. Mr. Conti stated that he would move Article 12 on the Regional Budget and Mr. Grom would move Article 13.

Ms. Bout stated that she attended the Chairs Breakfast on Wednesday, the 21<sup>st</sup>, and shared the fact that they have now met the FINCOM guidelines, noting how appreciative everyone was of all the work done on the budgets.

Mr. Grom stated that the Campus Advisory Committee met and gathered a list of all of the proposals they've received for the campus and will be discussing how to structure the report at their next meeting.

Mr. Conti stated that they need to add an additional joint meeting on April 3<sup>rd</sup>, due to the time sensitive nature of hiring the new finance director. Dr. Hunter stated that there were 2 final candidates for the Director of Finance & Operations, noting that both candidates were very strong. She stated that she will bring forward her first choice candidate and the SC would approve and sign the contract with her. The SC agreed to start the meeting on April 3<sup>rd</sup> at 6:45 PM and enter in Executive Session at the beginning of the meeting.

#### **VII. SUPERINTENDENT'S REPORT**

Dr. Hunter stated that the Strategic Planning the previous night was outstanding, noting that they've had 20 visioning sessions over the last month. She thanked Ms. Boynton for managing the sessions. Dr. Hunter stated that they are meeting on April 24<sup>th</sup> to discuss professional development around cultural proficiency for next year. She noted that the recent religious holidays provided an opportunity to remind teachers of the implementation of the holiday accommodations policy. She stated that she met with the Concord Education Fund and Concord-Carisle Community Chest regarding the current grant cycles. Dr. Hunter stated that the RTI models are continuing to grow and build. She stated that the IFPs for the STEAM lab were opened on Friday, March 23<sup>rd</sup>, noting that the elementary students are still coming in the visit the lab. Dr. Hunter stated that the K-8 Special Education review started last week and will be finishing this week, noting that the report would be finished by the end of the year and would be similar to the high school's report. She noted the outpouring of support in Kristin Herbert's absence.

## **IX. NEW BUSINESS**

A. CCRSD Interim Chair Protocol. Mr. Conti stated that at the 1<sup>st</sup> regular meeting of the CPS SC after Town Meeting, April 24<sup>th</sup>, the new CSC would be seated. He noted that this meeting is a joint meeting and that the CSC would be seated, but Mr. Grom would function as Chair of the CCRSD due to the fact that he is currently Vice Chair. Mr. Conti stated that at the Joint meeting following the CSC meeting, which follows the last of the 2 town elections, the new joint committee would be seated at May 22<sup>nd</sup>.

B. Legal Services. Dr. Hunter stated that this discussion is in no way a reflection of the quality of service they are receiving from legal services. She stated that Ropes & Gray is currently charging an hourly rate of \$1,120. She stated that there is no formal process required, but MASC recommends an RFP process to hear from different firms. Dr. Hunter asked if the SC was interested in having a conversation of continuing with Ropes & Gray. Ms. McMorrow questioned if they should be taking a comprehensive look at all of their legal services. Dr. Hunter stated that this was the direction she was hoping to go in. Ms. Bout stated that the quality of the work they are receiving is very high, but that given the budgetary restraints, she feels that they should take a comprehensive look at their legal services. Dr. Hunter stated that she would bring the SC a comprehensive overview of current legal services.

C. First Reading – School Committee Policies

- File IGD – Curriculum Adoption
- File IJ – Instructional Materials
- File IJ-R – Reconsideration of Instructional Resources
- File IJL – Library Materials Selection
- File IJLA – Library Resources
- File IMD – School Ceremonies and Observances
- File IMG – Animals in School
- File JH – Student Absences and Excuses

Dr. Hunter reviewed edits made to the above SC policies and she and the SC members discussed the policy edits.

D. Superintendent Evaluation. Mr. Conti stated that, regarding the superintendent evaluation process, each member of the SC completes an evaluation according to the state mandated standards and has a 1:1 meeting with Dr. Hunter. He stated that the Chair then creates a composite review that is presented as a public document to the Superintendent. He noted that the review is typically presented at the June meeting. He suggested adding a component of school based staff feedback. Dr. Hunter stated that this would be a great idea to better inform the evaluation. The SC agreed to discuss the process at the April 24<sup>th</sup> meeting.

E. Update on Health Benefit Changes: High Deductible Plan. Mr. Flaherty stated that Minuteman Nashoba Health Group is introducing a high deductible plan, and noted that this was an additional option to the current plans. He noted that as an inducement to get people to move to this plan, for Town of Concord employees, ½ of the deductible would be paid by the Town of Concord into an HSA plan. Ms. Bout questioned if the same benefit applied to CCRSD. Mr. Flaherty stated that the same benefit would apply and that the ½ of the deductible would be paid out of the regional budget.

## **X. ACTION ITEMS**

A. Vote to approve two CCHS field trips: Paris, France and Softball mystery trip to Amherst, MA. A motion was made by Ms. Boynton, seconded by Mr. Johnston, to approve the CCHS trip to Paris, France and the softball mystery trip to Amherst, MA with the condition that a signed district liability insurance waiver (MIIA) is received from all participants. The motion was unanimously approved.

B. Vote to withdraw CPS Warrant Article 10. A motion was made by Ms. Boynton, seconded by Mr. Grom, to withdraw CPS Warrant Article 10. The motion was unanimously approved.

C. Vote on CCRSD Warrant Article 13 (Capital Request). No action.

Ms. Bout congratulated all of the Willard students who participated in the Willard Talent Show.

## **XII. ADJOURNMENT**

A motion was made by Ms. Boynton, for both CSC and CCSC, seconded by Mr. Johnston, for both CSC and CCSC, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 10:19 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 4/24/18

### Abbreviations:

ACLU	American Civil Liberties Union
CASE	Cooperative Association for Special Education
CSC	Concord School Committee
CCSC	Concord-Carlisle Regional District School Committee
CMLP	Concord Municipal Light Plant
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
ELA	English Language Arts
FAAC	Financial Audit Advisory Committee
FINCOM	Finance Committee
FCCPF	Friends of Concord Carlisle Playing Fields
MAAB	Massachusetts Architectural Access Board
MASC	Massachusetts Association of School Committees
MIAA	Massachusetts Interscholastic Athletic Association
NEASC	New England Association of Schools and Colleges
NESDEC	The New England School Development Council
NFPA	National Fire Protection Association
OPEB	Other Post-Employment Benefits
PEG	Public Education Government
RTI	Response to Intervention
SEPAC	Special Education Parent Advisory Council
SOI	Statement of Interest
SPED	Special Education
SWOT	Strengths, Weakness, Opportunities, Threats
YRBS	Youth Risk Behavior Survey