CONCORD SCHOOL COMMITTEE

Concord Public School Committee
Ripley Building
March 12, 2013

Present: Maureen Spada, Chair, CPS; CCSC
Pamela Gannon, Vice Chair, CPS, CCSC
Fabian Fondriest, Chair, CCSC, CPS
Phil Benincasa, CPS, CCSC
Jennifer Munn, CPS, CCSC

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

I. CALL TO ORDER

A. The meeting was called to order by Ms. Spada for CPS at 6:30 PM and noted that the meeting is being recorded.

II. READING OF THE MINUTES

A motion was made by Mr. Benincasa seconded by Ms. Gannon for the February 12, 2013 CSC Meeting. The motion was unanimously approved.

III. CHAIRS REPORT

Ms. Spada stated that Town Meeting is at the end of April and it is very important that parents come to Town Meeting. There are many important items on the Town Meeting agenda to be approved.

IV. CORRESPONDENCE

A. League of Women Voters. Ms. Rigby received a letter from the League of Women Voters who are encouraging people to find ways to increase the level of understanding and participation in town government.

V. RECOGNITIONS

A. Alcott: Ms. Young, Principal, recognized Emily Sypole, Alcott librarian, for designing a faculty and staff flash mob surprise for students, and Anne McCormack, Alcott nurse for vision and hearing screenings and transferring health information form Aspen to X2.

B. Thoreau: Ms. Rigby on behalf of Ms. Clough, Principal, recognized Bill Lorenson, Building Services Worker on his retirement.

C. Willard: Ms. Rigby on behalf of Ms. Fernandes, Principal, would like to recognize Sharon Hehn, Barb Magee, Genoveva Matheus, Laurie Penney, Jen Thistle for their participation in the DESE Workshop on the new supervision and evaluation process.

D. CMS: Ms. Rigby on behalf of Ms. Beattie, Principal, would like to recognize Maria McDermott, Health and FACS teacher, for her efforts in the Coats for Kids collection and the 7th Grade FACS Muffin Contest.

VI. REPORTS & ISSUES FOR DISCUSSION

A. Digital Storytelling thru art: Alcott - Barbara Gordon, John Peachey. Ms. Gordon, Alcott art teacher, and Mr. Peachey, Alcott technology specialist, gave a presentation on their collaborative project on digital storytelling and creation of the online Alcott Student Art Gallery.

B. Collaborative Inquiry – Deb Reed, Research for Better Teaching. Ms. Reed gave a presentation on Building the Bridge between Data and Results about the use of collaborative group skills to analyze student work.

C. Town Meeting Articles. Presenters of Motions: Article 7: Ms. Gannon, Article 8: Ms. Spada, Article 9: Ms. Gannon, Article 10: Mr. Fondriest, Article 11: Mr. Fondriest, Article 13: Ms. Spada.

VII. ACTION ITEMS

A. Request for Proposal for Consolidation Study Consulting Services. A motion was made by Mr. Benincasa seconded by Mr. Fondriest that the CSC votes to authorize the CPS to participate in a Request for Proposal for Consolidation Study Consulting Services not to exceed $25,000. The motion was unanimously approved.

VIII. OLD BUSINESS

A. Transportation Update. Mr. Flaherty stated that the operations are continuing out of Acton and Billerica. The landfill feasibility study is progressing and the traffic analysis work has commenced. The engineering firm's assessment of the permitting process states that there are no insurmountable issues. Nitsch Engineering will be making a presentation to the school committee either March 26th or April 9th.

B. School Security Update. Mr. Flaherty stated that the system design work is still in process. Criminal Offender Record Information (CORI) checks for the installation contractors are in process and the work will be completed before the end of the school year.

C. Thoreau Update. Ms. Rigby had asked Ms. Clough to submit some notes on the progress on the work that has been done at the school site following Meg Anderson's report. Ms. Rigby shared information in three areas; the work they have done on the TELL Mass Survey and the recommendations from Meg Anderson's report, great teacher representation, and communication. Faculty meetings have discussed specific information from the TELL Mass survey using voice equity protocols. Information is being collected and discussed to determine priorities and the staff is eager to move forward. Additional staff members were invited to joint the school leadership team and these meetings were successful. Ms. Clough is working on the decision-making matrix recommended by Ms. Anderson. Ms. Clough is reintroducing a weekly newsletter to families in addition to her blog to provide more detailed up to date information about student learning and the important issues/events taking place at Thoreau. Ms. Clough is also starting her facilitated discussions with union representatives using discussion protocols and agendas are provided ahead of time. After each meeting feedback reflection forms are being used to help make some improvements and know what was successful. Parent coffees have continued. A Literacy and Math Night will be held in the spring. There will be a discussion to clarify the roles and responsibilities of the School Advisory Council and the School Leadership Team.

IX. SUPERINTENDENT'S REPORT

A. New Educator Supervision & Evaluation System – CPS Plan for Implementation. Ms. Rigby reviewed that CCHS teachers and all district administrators implemented the new evaluation system this year. To prepare for the implementation at CCHS, a committee with representation from the administration and teachers (CCTA) met monthly in a professional collaborative effort, and continue to meet monthly. By state law, the new evaluation system must be implemented for CPS in September. Ms. Rigby stated that a joint labor (CTA)/management committee has been formed for CPS, and will begin working at meetings on March 28, May 2, and May 30. The deadline is May 31 and the hope is to have an agreement by then and to continue working to discuss the training that has to take place and how to support every teacher during the process. Ms. Rigby attended and reported on the Getting Started Workshop sponsored by DESE; 33 teachers and administrators from CPS attended the workshop. Merrie Najimy, Concord Teachers Association (CTA) president, was invited to add a few comments from the perspective of the CTA.

B. Decision Making at the District Level. Ms. Rigby noted that Meg Anderson's report indicated that not everybody is clear about the Education Reform that took place in 1993 directing site-based management, as well as distributed leadership. Ms. Rigby spoke about what has influenced her as a leader and how she works with distributed leadership, and how the administrative team works with distributed leadership to make decisions. The school committee reviewed an article Usable Knowledge: Building a New Structure for School Leadership by Richard Elmore of Harvard Graduate School of Education using a text-rendering protocol.

X. CITIZENS' COMMENTS

None

XI. ADJOURNMENT

A motion was made by Ms. Gannon seconded by Mr. Benincasa to adjourn the CSC. The motion was unanimously approved and the CSC meeting adjourned at 8:40 PM.

Respectfully submitted,

Sally W. Ferguson
Approved: 04/09/13

Abbreviations:

CSC	Concord School Committee
CCSC	Concord-Carlisle Regional District School Committee
CPS	Concord Public Schools
CCRSD	Concord-Carlisle Regional School District
CCHS	Concord-Carlisle Regional High School
CMS	Concord Middle School
CORI	Criminal Offender Record Information
CTA	Concord Teachers Association
DESE	Department of Early and Secondary Education