

JOINT SCHOOL COMMITTEE

Concord-Carlisle School Committee
Concord School Committee
Willard Auditorium
May 28, 2013

Present: Louis Salemy, Chair, CCSC
Pamela Gannon, Chair, CSC; CCSC
Jennifer Munn, Vice Chair, CCSC; CSC
Kathleen Snook, Vice Chair, CSC; CCSC
Phil Benincasa, CSC; CCSC
Johanna Boynton, CSC; CCSC
Melissa McMorrow, CCSC

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

I. CALL TO ORDER

Ms. Gannon called the session to order by for CSC and Mr. Salemy for CCSC at 6:30 PM. Ms. Gannon stated that recording devices are being used to record the meeting.

A. ORGANIZATION OF COMMITTEE

1. Seating of the Concord-Carlisle Regional School Committee Members – CCSC. A motion was made by Ms. Gannon seconded by Mr. Benincasa to recognize Pamela Gannon, Kathleen Snook, Johanna Boynton, Phil Benincasa and Jennifer Munn as Concord members and Louis Salemy and Melissa McMorrow as Carlisle members of the Concord-Carlisle School Committee. The motion was unanimously approved.

2. Election of Officers of the Concord School Committee – CCSC. Nominations will be accepted and voted on for Chair of the Concord-Carlisle Regional School Committee. A motion was made by Ms. Gannon seconded by Ms. Munn to elect Louis Salemy Chair of the Concord-Carlisle Regional School Committee. The motion was unanimously approved. A motion was made by Mr. Salemy seconded by Mr. Benincasa to elect Jennifer Munn Vice Chair of the Concord-Carlisle Regional School Committee. The motion was unanimously approved.

3. Appointment of a School Committee Recording Secretary – CSC/CCSC. A motion was made by Ms. Gannon seconded by Mr. Benincasa to appoint Sally W. Ferguson as School Committee Recording Secretary for both CSC and CCSC. The motion was unanimously approved.

4. Appointment of a Treasurer and Assistant Treasurer - CCSC. A motion was made by Ms. Gannon seconded by Mr. Benincasa to appoint Allison Brake as Treasurer of the Concord-Carlisle Regional School District and Regina Erickson as Assistant Treasurer of the Region. The motions were unanimously approved.

5. Appointment of Committee Representatives – CSC/CCSC

a. Adult & Community Education Liaison. A motion was made by Ms. Gannon seconded by Ms. Munn to appoint Phil Benincasa as Concord-Carlisle Regional School Committee representative to Adult & Community Education. The motion was unanimously approved.

b. EDCO Board of Directors. A motion was made by Ms. Gannon seconded by Ms. Munn to appoint Diana Rigby as representative to the EDCO Board of Directors. The motion was unanimously approved.

c. EDCO Advisory Board. A motion was made by Mr. Salemy seconded by Ms. Munn to appoint Pamela Gannon as representative to the EDCO Advisory Board. The motion was unanimously approved.

d. CCTV Advisory Board. A motion was made by Ms. Gannon seconded by Ms. Munn to appoint Mr. Benincasa as School Committee representative to the CCTV Advisory Board for both CSC and CCSC. The motion was unanimously approved.

e. Building Committee Representative. A motion was made by Ms. Gannon seconded by Mr. Benincasa to appoint Ms. Boynton to the CCHS Building Committee. The motion was unanimously approved.

B. The Concord Carlisle School Committee will adjourn to Executive Session and return to open Session.

The Concord Carlisle School Committee adjourned at 6:35 PM into Executive Session by roll call for the purposes of legal matters and collective bargaining. Munn Aye, Salemy Aye, Gannon Aye, Snook Aye, Benincasa Aye, McMorro Aye, Boynton Aye.

Mr. Salemy announced that upon return from Executive Session the committee would allow for five citizens to comment for three minutes each as was done in the previous Concord School Committee meeting.

The Concord-Carlisle School Committee and Concord School Committee reconvened at 7:00 PM.

C. Student Representatives

Vineet Chandra, Moderator of the Student Senate introduced James Meyerson as Moderator Elect, Elizabeth Pacelle and Cecelia Spiers as the new Student Representatives to the School Committee. New officers have been appointed and they are gearing up for next year's term.

D. Citizens' Comments

1. Roseanne Swain, 114 Pine Hill Lane, Concord. Ms. Swain welcomed the new School Committee members. Ms. Swain stated that she would like to present signed online petitions to the School Committee and Ms. Rigby.

2. Jill O'Sullivan, 42 Laws Brook Rd., Concord. Ms. O'Sullivan stated that she is alarmed at the frequency with which the school administration applies its policies as ineffective and inconsistent. Parent letters sent to the Superintendent regarding a principal were ignored, anonymous complaints were accepted, and a non-residents' letter was accepted and read at a School Committee meeting. She thinks that is wrong.

3. Carolyn Wilkins, 51 Hillside Ave., Concord. Ms. Wilkins stated that the impending decision regarding a Thoreau School teacher is not just about that teacher but is district wide and has massive implications. The two people who are executing the decision about this person have made decisions that bring into questions their qualifications to be the arbiters.

4. Michael Rudd, 575 Barretts Mill Rd., Concord. Mr. Rudd stated that the budget book needs improvement.

5. Valerie Tratnyek, 43 Hill St., Concord. Ms. Tratnyek stated that she would like to see the School Committee members be more effective leaders. She is glad to see some changes in the meetings. There are always concerns in public schools and it is how those concerns are dealt with that is important. She wants the School Committee to implement a 360-degree review process of the Superintendent.

II. READING OF THE MINUTES

A motion was made by Mr. Benincasa seconded by Ms. Snook for CCSC for the March 26, 2013 Joint School Committee Meeting. Mr. Benincasa seconded by Ms. Snook for CSC. Both motions were unanimously approved.

A motion was made by Mr. Benincasa seconded by Ms. Snook for CCSC for the April 9, 2012 Joint School Committee Meeting. Mr. Benincasa seconded by Ms. Snook for CSC. Both motions were unanimously approved.

A motion was made by Mr. Benincasa seconded by Ms. Snook for CCSC for the April 29, 2013 Joint School Committee Meeting. Mr. Benincasa seconded by Ms. Snook for CSC. The motion was unanimously approved.

III. CHAIRS REPORT

Mr. Salemy stated that there is a Joint School Committee on June 4, 2013 and the consultants CDW will be presenting. Mr. Salemy also stated that there would be additional meetings, as needed, in order to deal with other issues besides education.

Ms. Gannon stated that the new blue comment forms would be on the table. Citizens should check on the form if they are commenting on an agenda item or a general comment and give the form to the recording secretary. Forms will be divided into agenda and non-agenda items. Citizens can hand forms into the recording secretary any time during the meeting prior to Citizens' Comments commencing. Ms. Gannon stated that she appreciates people using the email link that is on the School Committee web site to contact School Committee members. Ms. Gannon handed out packets to members and explained the superintendent evaluation process. The Massachusetts Model System for Educator Evaluation is being used and is different from last year. This is a new system being implemented by the state. Ms. Gannon went through the timeline and the process. At the June 27, 2013 Joint School Committee Meeting the summative evaluation will be discussed.

IV. CORRESPONDENCE

A. Adult & Community Education Director's Report May 1, 2013.

B. US Dept. of Education, Office for Civil Rights, Region 1.

C. Request for Proposals (RFF #298) for Town – School Consolidation Study.

V. RECOGNITIONS

A. Mr. Salemy recognized Peter Badalament, CCHS Principal. Mr. Salemy stated that Turner Construction told him that Mr. Badalament was the best principal they had ever worked with. Mr. Salemy also thanked the teachers and staff who put up with the banging and vibrations associated with the cement pouring at the high school site.

B. CCHS: Mr. Badalament recognized Iolanda Volpe and the Foreign Language Department for Foreign Language Week In April.

VI. REPORTS & ISSUES FOR DISCUSSION

A. First Reading – CCHS Handbook. Mr. Badalament stated that there are no fundamental changes to the 2013-14 Student Handbook. A former teacher very carefully edited the handbook a few years ago. Ms. Snook asked that the School Committee members be updated. Mr. Benincasa asked for clarification on expulsion policies.

B. Long-term Transportation.

1. Mr. Flaherty gave a presentation on Long Term Transportation. Mr. Flaherty asked the School Committee to consider consulting services to investigate options for fully or partially outsourcing transportation operations. A consultant RFP would be advertised in the Boston Globe, Goods & Services and the Central Register for outsourcing the buses. Ms. Snook asked that the consultant have a broad enough scope to consider and present to the School Committee many options. Ms. Boynton would like to reach out to Town officials to take a final look as broadly as possible to town resources. Mr. Salemy clarified that the RFP would look at outsourcing options only and Mr. Benincasa would work on a parallel process to look at alternative in-town options. The timing on addressing the transportation issue is linked to both the budget cycle and student transportation requirements. The School Committee will vote to authorize an RFP at the meeting on June 4, 2013.

2. Mr. Benincasa stated that he has been taking a second look at potential properties. He has found some places, currently owned but not being used by the state that could be available. The

Department of Transportation and the Corrections Department have been contacted. Mr. Benincasa is also looking at town property and school owned property. Ms. Boynton will join Mr. Benincasa in the parallel process of looking at options.

3. Mr. Salemy indicated that for budget purposes, the District will project transportation costs at current costs plus 2% and will adjust as becomes necessary.

VII. ACTION ITEMS

A. Re-Vote of FY2013 Adopted Budget. A motion was made by Ms. Gannon seconded by Mr. Salemy that the CCSC votes to increase the FY2013 Concord-Carlisle Regional School District operating budget in the amount of \$152,210 with specific increases to line items as follows:

- 201.9120.260.370.9.5830.28352.1 \$52,978
- 201.3300.130.370.1.4660.26600.1 \$30,000
- 201.3300.260.370.1.4660.26601.1 \$69,232

The motion was unanimously approved.

B. Vote resolution for CCHS MA-CHPS Requirements. A motion was made by Ms. Boynton seconded by Ms. Snook that the CCSC vote to resolve to implement the Tools for Schools program in the Concord-Carlisle High School. The motion was unanimously approved.

C. Vote to approve two AFS Foreign Exchange students @ CCHS. A motion was made by Mr. Benincasa seconded by Ms. McMorrow that the CCSC vote to approve hosting two AFS students at CCHS for the 2013-14 school years. The motion was unanimously approved.

D. Vote to approve one faculty child to enroll at CCHS for the 2013-14 school year. A motion was made by Mr. Benincasa seconded by Ms. McMorrow that the CCSC votes to approve Mr. Hoblitzell's request to enroll his son in CCHS and that tuition be waived. The motion was unanimously approved.

E. Vote to approve School Committee Policies. A motion was made by Mr. Benincasa seconded by Ms. McMorrow that the CCSC votes to approve the attached School Committee Policies. A motion was made by Mr. Benincasa seconded by Ms. Snook for CSC. The motions were unanimously approved.

- File DJBA – Environmental Purchasing Policy
- File GBBA – Harassment

F. Vote permission to plan Sister-School Student Exchange. A motion was made by Ms. McMorrow seconded by Mr. Benincasa that the CCSC vote to approve between one and three exchange students to attend CCHS and waive tuition. The motion was unanimously approved.

G. Vote to approve Denmark Exchange Program. A motion was made by Ms. McMorrow seconded by Mr. Benincasa that the CCSC vote to approve the request to begin the Denmark Exchange Program. The motion was unanimously approved.

H. Gift Acceptances

- \$500 grant from ExxonMobil Educational Alliance Program
- \$50 from Raytheon for science supplies and materials
- \$1,000 from the Nichols Foundation, Inc.

A motion was made by Mr. Benincasa seconded by Ms. McMorrow that the CCSC votes to accept the gifts with gratitude. The motion was unanimously approved.

I. CPS – Vote to approve K5 & CMS 2013-14 Handbooks. A motion was made by Ms. Munn seconded by Ms. Snook that the CSC vote to approve the K5 and CMS 2013-2014 handbooks. The motion was unanimously approved.

J. A motion was made by Mr. Benincasa seconded by Mr. Salemy that the CCSC vote to award the \$32,500,000 General Obligation School Bonds of the District, dated June 1, 2013 to William Blair & Company LLC, of Chicago, Illinois, at the price of \$33,969,582.35 and in accordance with the attached Certificate of Award.

Further Voted: that the Bonds shall be subject to redemption, at the option of the District, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the District Treasurer and the Chair of the Committee be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the District Treasurer to establish post issuance federal tax compliance procedures in such form as the District Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds.

Further Voted: that each member of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes. The motion was unanimously approved.

VOTE OF THE CONCORD-CARLISLE
REGIONAL SCHOOL DISTRICT SCHOOL COMMITTEE

I, the District Secretary of the Regional School District School Committee (the "Committee") of the Concord-Carlisle Regional School District, Massachusetts (the "District"), certify that at a meeting of the Committee held May 28, 2013, of which meeting all members of the Committee were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the Committee in my custody:

Voted: that we hereby determine, in accordance with G.L. c.70B, that the amount of the cost of the \$92,578,524 school project authorized by a vote of the Committee passed on September 27, 2011 not being paid by the school facilities grant is \$63,991,177 and we hereby approve of the issuance of notes and bonds in such amount under said G.L. c.70B.

Further Voted: that the sale of the \$32,500,000 General Obligation School Bonds of the District dated June 1, 2013 (the "Bonds"), to William Blair & Company, LLC at the price of \$33,969,582.35 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on June 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2014	\$1,050,000	3.00%	2027	\$1,300,000	3.00%
2015	1,400,000	3.00	2028	1,300,000	3.00
2016	1,400,000	3.00	2029	1,300,000	3.20
2017	1,350,000	4.00	2030	1,300,000	3.25
2018	1,300,000	5.00	2031	1,300,000	3.25
2019	1,300,000	5.00	2032	1,300,000	3.50
2020	1,300,000	5.00	2033	1,300,000	3.50
2021	1,300,000	5.00	2034	1,300,000	3.50
2022	1,300,000	3.00	2035	1,300,000	3.50
2023	1,300,000	3.00	2036	1,300,000	3.50
2024	1,300,000	2.50	2037	1,300,000	3.50

2025	1,300,000	3.00	2038	1,300,000	3.60
2026	1,300,000	3.00			

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 13, 2013, and a final Official Statement dated May 22, 2013 (the "Official Statement"), each in such form as may be approved by the District Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the District, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the District Treasurer and the Chair of the Committee be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the District Treasurer to establish post issuance federal tax compliance procedures in such form as the District Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds.

Further Voted: that each member of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions, of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerks of each of the member towns of Concord and Carlisle (together, the "Town Clerks") and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal buildings in which the offices of the Town Clerks and the District Secretary are located, or in accordance with an approved alternative method of notice prescribed or approved by the Massachusetts Attorney General as set forth in 940 CMR 29.03(4), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: May 28, 2013

District Secretary

VIII. OLD BUSINESS

CCHS Building Project. Mr. Salemy gave a presentation on the CCHS Building Project Update. He stated that site work and cement work are going well, no major issues to date, change orders are minimal, and the sub-surface conditions are great. Mr. Salemy expects that we will receive 60 MA-CHPS points. The next Building Committee meeting is June 26th.

IX. SUPERINTENDENT’S REPORT

A. TELL Mass Update. Mrs. Rigby reported on the progress the school sites are making with regard to their analysis of the TELL Mass data. The K8 principals and faculty in the monthly faculty meetings have been analyzing their TELL Mass data for their school sites, building a common understanding of those results and identifying the factors that are associated with teacher and school leadership conditions. Most importantly, they have been identifying specific recommendations for improvements

that will be implemented this fall. Mrs. Rigby will include those recommendations in her final report to the School Committees. Mrs. Rigby and the K8 TELL Mass Committee met with the CTA, School Committee members, and administrators in eight meetings to discuss the seven specific topics that related to the TELL Mass results and the final report is being drafted that has consensus findings and recommendations and will be presented at the June 11, 2013 School Committee Meeting.

Mrs. Rigby stated that CCHS Principal Badalament reported that during the 2012-13 school year numerous meetings were held between administration, CCTA, and teachers to discuss the results of the TELL Mass survey and recommendations for improvements. During three faculty meetings and two voluntary faculty meetings in the spring 2013 specific areas of teacher and school leadership, school climate, and student behavior were discussed. The following goals related to TELL Mass recommendations will be included in the school improvement plan: improve collaborative decision-making process, identify a variety of communication processes for teachers to voice their concerns and provide input to school wide issues, work collaboratively with the CCTA leadership to identify and address school wide issues, and implement a feedback loop for department chairs and their departments.

B. District Determined Measures. Mrs. Rigby stated that District-Determined Measures (DDMs) are directly related to the educator evaluation system. District-Determined Measures need to show the trend of growth in student achievement. The districts will be developing the rubrics for DDMs in the upcoming year.

C. School Committee summer meetings @ Ripley:

1. July 23, 2013 – Joint Meeting 6:30 – 8:00 PM
2. August 20, 2013 – School Committee Workshop & Joint Meeting 4:00 – 8:00 PM

X. CITIZENS' COMMENTS

1. Tanya Gailus, 62 Prescott Rd., Concord. Ms. Gailus stated that the transportation issue conversation should have taken place before the high school was voted on. No matter where the depot is built there will be a burden that has to be shared by the whole town.

2. David Curran, 281 Elsinore St., Concord. Mr. Curran stated that outsourcing should be a two-track approach because the contractor that is hired will be slanted towards outsourcing. Once the bus fleet is sold, the schools cannot go back. It will be more expensive as the years go on.

3. Phebe Ham, 80 Musterfield Rd., Concord. Ms. Ham stated that the topic on the agenda is long-term transportation and at Town Meeting Article 14 was the same topic. What the school committee needs to do is short term planning and not long term planning.

4. Cynthia Rainey, 80 Hunters Ridge Rd., Concord. Ms. Rainey stated that she wants to know what the cost of the consultant for transportation will be. She hopes that part of consultant's charge will include environmentally responsible sustainable topics. Ms. Rainey also stated that she attended the West Concord Advisory Committee's presentation and asked Marcia Rasmussen how new housing developments effect the school's enrollment. Ms. Rainey stated that Ms. Rasmussen said she couldn't answer that question because she asked the School Committee to work with her and they were not. Additionally, Ms. Rainey asked for more information on the 1:1 initiative.

5. Amelia Stubblebine, 20 Border Rd., Concord. Ms. Stubblebine stated that she is grateful for the years her children have had a Thoreau. Her son feels like he belongs in the environment at Thoreau. She is concerned that there was nothing on the agenda about the community's outcry about the TELL Mass survey.

6. Jennifer Montbach, 45 Pine St., Concord. Ms. Montbach stated that she found on the TELL Mass website that TELL Mass results can be used to evaluate the superintendent. On the TELL Mass website she saw a document called *Understanding and Improving Teaching Conditions: An Activity Guide for School District Leaders* and she wondered if that document has been completed and if it is available to parents.

7. Paul Horwitz, 173 Hayward Mill Rd., Concord. Mr. Horwitz stated that the blue comment form is not necessary and is a barrier. Mr. Horwitz wants the committee to take a vote to use the blue comment form.

8. Sandra Meyerson, 307 Independence Rd., Concord. Ms. Meyerson stated that at her daughter's college, graduating students nominated high school teachers to be recognized by the school. The President flew teachers in to be honored by students and faculty of the college. Ms. Meyerson said we have wonderful teachers in Concord.

XI. ADJOURNMENT

A motion was made by Ms. Snook seconded by Mr. Benincasa for CCSC and a motion was made by Ms. Snook seconded by Mr. Benincasa for CSC to adjourn the meeting. The motions were unanimously approved and the meeting adjourned at 10:10 PM.

Respectfully submitted,

Sally W. Ferguson
Approved: 06/27/13

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
DDMs	District-Determined Measures
TELL Mass	Teaching, Empowering, Leading & Learning