

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
Ripley Building
December 8, 2015

Present: Johanna Boynton, Chair, CCSC; CSC
Wallace Johnston, Chair, CSC; CCSC
Heather Bout, Vice Chair; CSC; CCSC
Kathleen Snook, CSC; CCSC
Dan Conti, CSC; CCSC
Mary Storrs, CCSC
William Fink, 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 Ms. Boynton, for CCSC, and Mr. Johnston, for CSC, at 6:31PM. Mr. Johnston noted that the meeting is being recorded.

II. PUBLIC COMMENTS

1. Dean Banfield, 73 Walden Terrace, Concord, MA. Mr. Banfield thanked and congratulated the entire CC at Play team beautifully renovating the remainder of the lower fields. He reminded the SC that, in regards to Phase II, the drainage system from Phase I is still not working properly at the presumed conclusion of Phase II. He commended CC at Play for the diligent pursuit of an amenable solution by moving Gale off of the drainage aspect and hiring a specialist consultant. Mr. Banfield noted that during Phase II, additional damage occurred to the system and both CC at Play and Turner Construction need to take steps to mitigate this new damage. Mr. Banfield stated that he would appreciate an update from the SC. Mr. Banfield noted that in regards to the number of bathrooms being questioned in the concession stand, he stated that he would like to know what has changed since the planning document was accepted. He noted that in regards to Phase III, the long-term project has not accounted for the track teams throwing events. He suggested that CC at Play work with Steve Lane to make the Phase III multi-purpose field a top notch consolidated location for the throwing events.

2. Anne Hayden, 342 Sudbury Road, Concord, MA. Ms. Hayden stated that the CCHS campus has evolved over the last 15 years from just a school building with athletic fields to a multi purpose campus that is home to a regional high school, a town swim and fitness facility, 2 multi-purpose artificial turf fields, renovated HS athletic facilities and parking lots and walking trails and roads. She stated that the SC should establish a Campus Advisory Committee to work jointly with the District on the management of all outdoor spaces and activities. She noted that problems can arise with users and they do not have a place to go for a quick resolution. She stated that she hopes the Regional SC will look at the big picture and not just think about the immediate lighting and parking concerns. She urged the SC to hire one consultant to study and create one plan for the entire campus to take into account how the campus is used for the whole 12 months. She also urged the SC to establish a campus advisory committee to work with the administration and SC to formulate a new plan for the entire campus.

Student Senate Rep Lee Bernstein stated that the Senate has been working on the goals that they established, including: more use of the TV monitors around the school; looking to create an active tutoring system; hoping to do a 5K fundraiser and choose a charity to donate to; doing a student art auction as a fundraiser.

III. READING OF THE MINUTES

A. Open Session

Joint Meeting – 11/24/15 – A motion was made by Ms. Storrs, seconded by Mr. Johnston, to approve the minutes for the Joint Meeting on 11/24/15. The motion was unanimously approved.

IV. CHAIRS REPORT

Ms. Boynton stated that she and Mr. Johnston spoke at the League of Women Voters, noting that Ms. Bout was also in attendance. She stated that it was very informative and a nice event. She stated that on Saturday, she, Ms. Snook and Mr. Johnston spent the morning with the other Boards in Town and noted that Ms. Rigby and Mr. Flaherty did a great job presented the Articles. Ms. Boynton stated that they are invited to join some of the teachers at CCHS on December 14th and spend some time attending classes. Mr. Johnston stated that the Select Board requested that he announce that there is a little mix up in the normal course of events. He stated the Town Caucus, scheduled for the 19th of January, falls after the last day the nominating papers can be put in for Town Offices. He noted that anyone who is looking to run should factor this in. He stated that nominating papers need to be in by January 12th.

V. CORRESPONDENCE

A. Emails. Ms. Boynton stated that she received emails regarding the turf, the superintendent search and parking.

A. Letter from Adult & Community Education. Ms. Rigby stated that she received a letter from Adult & Community Education.

B. Adult & Community Education December 1, 2015 Director's Report. Ms. Rigby stated that she received the Adult & Community Education December 1, 2015 Director's Report.

C. Concord Finance Committee – FY17 Final Budget Guideline. Ms. Rigby stated that she received the Concord Finance Committees' FY17 Final Budget Guideline. She stated that she appreciates their support in supporting the schools' budgets.

VI. RECOGNITIONS

A. Stan Durlacher, Louis Salemy & Building Committee members, OMR Architects, Turner Construction, KVA Project Managers for an exceptional new high school. Ms. Rigby recognized Stan Durlacher, Louis Salemy & Building Committee members, OMR Architects, Turner Construction, KVA Project Managers. She read the letter of appreciation that she wrote which would be published in the Concord Journal as well as The Mosquito. Ms. Storrs noted that she recognizes the time and energy taken to do this and stated that we've won this one and gave a sincere thank you. Ms. Rigby stated that she hopes everyone joins them at the Dedication Ceremony on Saturday.

B. CCHS student athletics: college commitments. Ms. Rigby stated how proud they were on Friday to see more than 15 seniors sign their letters of intent, noting that they are student athletes.

VII. REPORTS & ISSUES FOR DISCUSSION

A. CCHS Green Team – Peter Nichohl. Ms. Rigby stated that they were unable to attend the meeting, but they would be at the January meeting.

B. CC at Play – John Boynton. Mr. Boynton stated that have had so much positive feedback from the community and they couldn't be more delighted with the way everything came out. He stated that the vendors all did an exceptional job of implementing the project. He stated that they were on time and largely on budget. Mr. Boynton stated that they did not deliver on the concession stand and getting to the correct number of bathrooms has proven more challenging than they had anticipated. He stated that they didn't have enough time to go through the waiver process with the state. He stated that they are looking into taking the field maintenance operation and putting it in a separate building at the top of the hill near the Doug White fields. He asked for the SC's permission to move the Concession stand portion of the project from Phase II to Phase III.

Mr. Boynton spoke regarding Mr. Banfield's earlier comments. He stated that they are directing Gale to insure they can facilitate shot put, discuss and javelin on the grass fields, noting it would be a good use of that facility. Mr. Boynton spoke regarding the drainage issue. He noted that there was a big storm in September that washed out much of the

hillside down into the drainage system built in Phase I. He stated that Turner recommended how they could remediate and the town accepted the corrective actions, noting that they should be complete by the end of next week. He stated that Phase III design is getting started now and that Gale will be surveying the site to get accurate information on the current state of the site to get a firm construction budget to start fundraising for Phase III. He noted that they hope to be out to bid in March so that all of the construction can happen this summer if not earlier. Mr. Boynton stated that moving the maintenance operation to a separate building may save money and it would also decrease the vehicular traffic near the stadium. He noted that the maintenance department is on board with this idea. Mr. Boynton stated that he hoped to be back sometime in February to share the final design for the concession stand.

A motion was made by Mr. Johnston, seconded by Ms. Bout, to allow CC at Play to move the building of the concession stand to Phase III. The motion was unanimously approved.

A motion was made by Ms. Snook, seconded by Mr. Johnston, to accept Phase II as substantially complete. The motion was unanimously approved. The SC thanked Mr. Boynton.

C. FY17 Budget Proposals & 2016 Town Meeting Warrant Articles. Mr. Flaherty presented the FY17 CPS budget, stating that the Concord Finance Committee has approved a budget of \$35,660,111. He noted that it is a 3.23% increase. He reviewed the cost drivers, offsetting reductions and external grants. He noted that every line item could be reviewed individually. Ms. Snook thanked Mr. Flaherty and everyone who worked on the budget for keeping the promise made last year of bringing the budget in at a steady state.

Mr. Flaherty presented the CCRSD FY17 SC Adopted Budget, noting that the key interest is the impact on the assessments. He stated that a 3.12% increase is being requested, which accommodates a \$215,039 increase in the OPEB contribution in addition to the purchase of 1 school bus. He stated that for the Town of Concord, the assessments for the operating budget increased by 2.89% and for the Town of Carlisle, by 3.42%. He stated that the 5 year operating average increase with the 3.12% increase is 2.76%. He stated if you exclude the OPEB contribution of \$215,039, the operating budget increase would be 2.28%. He reviewed the major escalations/cost drivers and reductions. Ms. Snook thanked Mr. Flaherty again for bringing in the budget at this level.

Mr. Flaherty reviewed the 2016 Town Meeting Warrant Articles: The CPS Budget at \$35,660,111; CPS Renovations of \$870,000; CCRSD Budget at \$31,654,473, noting the debt service amount needed updating; CCRSD Landfill Remediation of \$1.1Million.

A motion was made by Ms. Snook, for CSC, seconded by Ms. Boynton, to adopt the CPS FY17 Budget Proposal and the 2016 Town Meeting Warrant Articles as modified during the discussion. The motion was unanimously approved.

A motion was made by Ms. Snook, for CCSC, seconded by Mr. Fink, to adopt the CCRSD FY17 Budget Proposal and the 2016 Town Meeting Warrant Articles as modified during the discussion. The motion was unanimously approved.

D. Draft RFP for Superintendent Search Firm. Ms. Boynton stated that she, Ms. Storrs, Mr. Johnston and Mr. Flaherty worked on the RFP, and that now they would go through it page by page to review it. She noted that she hoped that they could release it on December 9th. Mr. Fink noted that this would be the superintendent for 2 school districts. The SC proceeded to review the RFP and make edits to the document Ms. Boynton and Mr. Flaherty agreed to update the document with the agreed upon changes immediately after the meeting.

A motion was made by Ms. Snook for both CSC and CCSC, seconded by Ms. Boynton and Ms. Storrs, to approve the RFP for the Superintendent Search Firm as amended during the discussion. The motion was unanimously approved.

E. Plan for Overflow Parking at CCHS. Mr. Flaherty suggested hiring an engineering firm to determine the feasibility of adding additional parking at the HS in the area between the driveway and the landfill remediation site. He stated that there is concern when a number of events are occurring at the same time that may cause a problem with the current parking capacity. Ms. Rigby stated that 281 parking passes have been distributed to adults and 171 passes have been sold to seniors, for a total of 452. The building projects plan included building 429 spots, which were built. She noted that 11 of the 429 are handicapped. She stated that of the 452, 50 adults are not at the HS the whole day. She stated that there are adequate spaces for people throughout the day. She stated that there are a number of events

happening at the same time that may require more parking than the current 452 and there are interested in exploring the opportunity of overflow parking. Ms. Rigby noted that historically, 70-90 people have been parking illegally for the past 30 years. Ms. Snook stated that this is an allocation of spots issue and is a school site issue. Ms. Rigby stated that the school site has not been successful at resolving the issue. Mr. Johnston stated that he thought it might make sense to wait until there is an actual issue with the parking before spending money on it because it may just be a response to the current parking issue. Ms. Snook stated that the SC should continue to work with the school site to try and figure it out. Mr. Fink asked if there was a reason to do investigating now vs. down the road. Mr. Flaherty stated that a broad feasibility study would make sense now because the people are well aware of the site and are very familiar with it. Ms. Boynton stated that she feels there is not a current problem with parking. She did note that there might be an issue when several events take place at the same time. Ms. Bout questioned the scope of this and Ms. Rigby stated it may be @ 75 spaces. Mr. Johnston noted that if additional spaces are added, it would be an ongoing expense to maintain the spaces. Mr. Flaherty noted that it would be ok for the SC to authorize him to get quotes.

Mr. Johnston made a motion, seconded by Ms. Bout, to authorize Mr. Flaherty to solicit a quote for engineering services to determine if overflow parking is feasible.

VIII. ACTION ITEMS

Vote to approve to do a consent vote. A motion was made by Ms. Bout for CCSC, seconded by Ms. Snook, to consent vote items A (items as listed), H, I and J. The motion was unanimously approved.

- A. Vote to approve School Committee Policies
File: AA – School District Legal Status
File: AB – The People and Their School District
File: ADC – Tobacco Use on School Premises Prohibited
File: ADF – Wellness Policy
- H. Vote to approve CCHS Track and Field Trips to CT and PA.
- I. Vote to approve CCHS Overnight Fencing Trip.
- J. Vote to approve CCHS Trip to Quebec City.

Vote to approve consent vote. A motion was made by Ms. Snook for CCSC, seconded by Mr. Fink, to approve items A (as listed), H, I and J in the consent vote. The motion was unanimously approved.

Vote to approve to do a consent vote. A motion was made by Ms. Snook for CSC, seconded by Ms. Boynton, to consent vote items A (items as listed), H, I and J. The motion was unanimously approved.

Vote to approve consent vote. A motion was made by Ms. Snook for CSC, seconded by Ms. Boynton, to approve items A (as listed) H, I and J in the consent vote. The motion was unanimously approved.

Vote to approve consent calendar for School Committee Policies – File: IJNDB, File: ACAB, File: ACE and File: ADF-R. Ms. Snook reviewed edits to File: IJNDB, File: ACAB, File: ACE, File: ADF-R. A motion was made by Ms. Snook for CSC and CCSC, seconded by Ms. Bout, to approve making a consent calendar for File: IJNDB, File: ACAB, File: ACE and File: ADF-R. The motion was unanimously approved.

Vote to approve the consent calendar of Policies: File: IJNDB, File: ACAB, File: ACE and File: ADF-R. A motion was made by Ms. Snook for CSC and CCSC, seconded by Ms. Bout, to approved the consent calendar of Policies: File: IJNDB, File: ACAB, File: ACE and File: ADF-R. The motion was unanimously approved. Ms. Bout and Mr. Johnston thanked Ms. Snook for all of her work.

B. Vote to accept donation from CC at Play. A motion was made by Ms. Snook, seconded by Mr. Johnston, to accept a donation in the amount of \$5,000 from CC at Play to install a sound system at the CCHS fields with gratitude. The motion was unanimously approved.

G. Vote to appoint SC, administrative leaders, students, parents and community member representatives to the Strategic RFP Selection Committee. Ms. Boynton stated that this group would evaluate the RFP's when they come in through a process Mr. Flaherty would oversee, noting that this group would bring the top 3 candidates to the SC. Ms. Boynton stated it was a very inclusive group and very representative of the stakeholders. Ms. Boynton stated that members would include: Ms. Herbert, Mr. Flaherty, Ms. Rigby, Mr. Badalament, Mr. Atlas, Mr. Goldberg, Ms. Ernst, Ms. Bumpass, Mr. Horowitz, Mr. Goodwin, Ms. Fleming, Ms. Volpe, Ms. Boynton, Mr. Fink, Ms. Snook and a student, Madeline Leahy. Ms. Boynton noted that she knows the group is big, but she wanted it to be very inclusive and representative. Ms. Storrs thanked everyone who agreed to participate in this.

Mr. Flaherty stated that the Business office would screen the RFP's first to make sure they meet the appropriate requirements and then create an evaluation matrix that the RFP Selection Committee will use to rate the RFP's. Mr. Flaherty noted that there is no obligation to award a contract. Mr. Conti asked if the Committee members were self-selected. Ms. Boynton stated that Mr. Badalament selected the additional faculty. Mr. Atlas noted that Mr. Badalament invited Mr. Goodwin, Ms. Fleming and Ms. Volpe and that Mr. Goodwin is currently a PT consultant. Mr. Johnston stated that he thought the teachers themselves selected them. He noted that if it was to be representative of the teachers, that they should be chosen by the teachers themselves. Ms. Bout stated that she generally agreed and felt it should be more open to volunteers versus being hand picked. Ms. Boynton stated that this is for evaluating the bids, which she noted is a very prescriptive process. She stated that she wants to be mindful of the fact that this is not the committee that is going to run this process and that visioning is a whole other event. She stated that she is wary of being critical of the selection process that could be hurtful. Ms. Snook stated that she understands the concern, but this is just basically opening the proposals and is pretty objective. Mr. Johnston stated that people could have a theory or approach as to where the schools should be going and he feels the selection is very different than the search firm committee. He stated that the selection would potentially influence the results of the vision. Mr. Fink stated that they could: vote on this, defer this vote, noting it may be a problem with the timeline or leave the 3 positions open. Mr. Johnston stated that there should be unanimous agreement from the Mr. Badalament, Mr. Goldberg and Mr. Atlas on the 3 appointed teachers representatives. Ms. Bout stated that the process speaks a lot for how they are starting the visioning process and the SC has a huge opportunity to make the best of the process by showing the teachers that this is worth their time to be engaged in. Ms. Snook suggested a motion amending the motion. Mr. Conti stated that process matters and he feels that it is important that teachers have buy-in and it's symbolic to the process.

Mr. Johnston made a motion, seconded by Ms. Bout, that the CCSC vote to appoint SC, administrative leaders, students, parents and community member representatives to the Strategic RFP Selection Committee as listed by Ms. Boynton, with the exception that 3 teacher representatives will be selected by the President and VP of the CCTA and the Principal of CCRHS. Ms. Snook and Ms. Storrs opposed the motion, but the aye's had the majority of the vote and the motion was approved. Ms. Rigby noted that Mr. Badalament will explain this to the 3 teachers he had chosen.

K. Vote landfill remediation borrowing. Mr. Flaherty stated that the vote would not be occurring at this meeting, but that the bids came in and they range from \$887,800 to \$1,327,000. He noted that they reviewed the low bid and it qualified and was good.

IX. OLD BUSINESS

A. CCHS Building Project – Invitation to dedication ceremony, December 12th @ 1:00PM. Ms. Boynton stated that the official dedication ceremony for the High School would be on December 12, 2015 at 1:00PM.

B. Transportation. Mr. Flaherty stated that he hasn't heard any new information about the construction at W.R. Grace.

X. SUPERINTENDENT'S REPORT

Ms. Rigby stated that 37 HS musicians were accepted into the Massachusetts Music Educators Eastern Senior District Band and that 19 students scored high enough to be invited to the audition for the All-State Music Ensembles. She noted that CCHS had the highest acceptance rate in the Eastern District. Ms. Rigby stated that she is proud of the students and their teachers, David Gresko and Deb Smith. She also noted that drama students and drama teacher, Carly Dwyer, will present Othello on December 11th, 12th and 13th and invited everyone to join. She also stated that she is proud of the 6th grade Engineering Club and the CMS Applied Technology teacher, Doug Shattuck, who are conducting a research project in conjunction with MIT's Department of Civil and Environmental Engineering on spider

silk as a possible structural material that may be stronger than steel. She noted that the students would be presenting the results at MIT. Ms. Rigby stated that in MA, there is a Project 351 that represents every city and town and every state has a representative. She stated that 8th grader, Gretchen Carr, would be representing Concord as their ambassador, noting how proud she was of her. Ms. Rigby also congratulated the CMS Math Team, "Divide and Concord" for their victory at Sudbury. She noted that CMS was the 1st place winner out of 6 schools and that Edward Shi was the top scoring 7th grader. Ms. Rigby stated that the K12 STEM Committee has been working with Professor Dr. Mia Dubosarsky at WPI to develop and implement a strategic plan for STEM education in CPS and CCRSD. Ms. Rigby congratulated the Thoreau School Robotics Team, "The Thoreau Bots" for competing at BU on Saturday in the 2015 1st LEGO League Challenge called "Trash Trek". She stated that they finished in 8th place, noting it was top 3rd of the tournament.

Ms. Snook stated that on December 19th at the New England Sports Center, the annual Warriors for Warriors ice skating event would be taking place and is a great event and is dedicated to Lieutenant Miley. Mr. Conti noted that he was a remarkable young man.

XI. ADJOURNMENT

A motion was made by Ms. Bout for CCSC, seconded by Ms. Storrs, to adjourn the meeting. A motion was made by Ms. Snook for CSC, seconded by Ms. Bout, to adjourn the meeting. The motions were unanimously approved and the meeting adjourned at 9:58PM.

Respectfully submitted,

Erin E. Higgins

Approved: 1/26/16

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
CCRSD	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
FINCOM	Finance Committee
MASC	Massachusetts Association of School Committees
MIAA	Massachusetts Interscholastic Athletic Association
NEASC	New England Association of Schools and Colleges
OPEB	Other Post-Employment Benefits
RTI	Response to Intervention
SEPAC	Special Education Advisory Council