

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee  
Concord School Committee  
Ripley Building  
March 8, 2016

Present: Johanna Boynton, Chair, CCSC; CSC  
William Fink, Vice Chair, CCSC  
Wallace Johnston, Chair, CSC; CCSC  
Heather Bout, Vice Chair; CSC; CCSC  
Mary Storrs, CCSC  
Kathleen Snook, CSC; CCSC  
Dan Conti, CSC; 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 noted the difficult time that the Town and SC have had resolving the bus depot issue. He noted the large capital expenditures between the depot and the hazardous waste removal. He stated that Article 16 seeks to have the Town pay for capping in return for an agreement to park the fleet there. He noted the capital savings and long term savings that would save the taxpayers money.

2. Kathryn Camgemi, Casey Atkins, Anne Kilroy; 1735 Wedgewood Common, 93 Pilgrim Road, 10 Florio Drive, Concord, MA. Ms. Camgemi stated that she is a concerned parent representing Casey Atkins, Anne Kilroy and other concerned parents of the preschool. She thanked the SC for putting their letter concerning the Concord Integrated Preschool on the agenda, noting that it is currently supported by 142 residents. She requested an advisory committee to the SC be formed to discuss the space issue as well as the facility improvements.

**III. REPORTS & ISSUES FOR DISCUSSION**

A. Superintendent Search. Ms. Boynton stated that they received 4 proposals and were unanimous in support of 1 of the proposals: Hazard, Young, Attea & Associates (HYA) of Schaumburg, Illinois. She stated that the feedback from their reference checks was all very positive. Mr. Flaherty noted that the contract would be a fixed rate of \$22,000 for the base contract. He noted that other options are available and could also be utilized for additional cost.

**IV. ACTION ITEMS**

A. Vote to approve CCSC & CSC Chairs to enter into contract negotiations. A motion was made by Ms. Boynton for CCSC, seconded by Mr. Fink and a motion was made by Ms. Snook for CSC, seconded by Ms. Boynton, to approve CCSC & CSC Chairs to enter into contract negotiations with Hazard, Young, Attea & Associates of 1475 East Woodfield Road, Schaumburg, Illinois for their standard base contract in the amount of \$22,000 for the Superintendent search. The motions were unanimously approved.

B. Revote FY2017 CCRSD Budget. A motion was made by Ms. Storrs, seconded by Ms. Boynton for CCSC and Mr. Johnston for CSC, to increase the FY2017 Concord-Carlisle Regional School District debt service amount by \$87,301 for a debt service amount of \$5,133,393 and a total FY2017 budget of \$31,741,774. The motion was unanimously approved.

C. Vote to replace strategic planning goal with hiring new CCHS principal. A motion was made by Ms. Snook, seconded by Ms. Bout, to replace the strategic planning goal with a goal of hiring the new CCHS principal. The motion was unanimously approved.

#### **V. ADJOURNMENT FOR THE CONCORD-CARLISLE SCHOOL COMMITTEE**

A motion was made by Ms. Fink, seconded by Ms. Storrs, to adjourn the Concord-Carlisle portion of the meeting. The motion was unanimously approved.

#### **VI. CHAIRS REPORT**

Mr. Johnston stated that there are 2 SC coffees: March 23<sup>rd</sup> at 9:30-11:00AM at the Ripley Conference Room 4 and March 23<sup>rd</sup> at 7:00PM at CCHS. Ms. Boynton noted that they should give a run down of the Articles at those meetings.

#### **VII. CORRESPONDENCE**

Mr. Johnston stated that he received: 4 emails about the half-day change, 1 regarding the CPA forum, 1 regarding the preschool.

#### **VIII. RECOGNITIONS**

A. Willard: Janine Gaudreau, Mindfulness Committee: Julee Vitello, Kim Mayerson, Jane Downes, Nancy Barrett, Jacqui Turner Campbell, Kristin Saunders, Erica Josselyn. Pat Fernandes recognized Janine Gaudreau, school nurse, for her work with a student nurse who she is mentoring. Ms. Fernandes also recognized members of the Mindfulness Committee: Julee Vitello, Kim Mayerson, Jane Downes, Nancy Barrett, Jacqui Turner Campbell, Kristin Saunders and Erica Josselyn. She also recognized Genoveva Matthews.

B. Alcott: Custodian Anibal Negrón. Sharon Young recognized custodian Anibal Negrón who is retiring after 10 years of service. She noted his humor and connection with the faculty and students.

C. Thoreau: Thoreau Child Study Team – Margaret Jensen, Katherine Jesman, Rachel Levesque, Beth Murphy, Karla Keefe, Debbie Cunha. Angel Charles recognized the Thoreau Child Study Team, including: Margaret Jensen, Katherine Jesman, Rachel Levesque, Beth Murphy, Karla Keefe and Debbie Cunha. She noted that every week, for 1 hour before school, they meet to help faculty troubleshoot any issues with teaching and learning or emotional supports with regards to every child.

D. CMS: Kathy Talbot, Laura Regis, Linda Penniston, Nikki Yuskowski. Lynne Beattie recognized Kathy Talbot and Nicole **LAST NAME** who created 71 websites for teachers over February break. She also recognized Laura Regis, Linda Penniston and Nikki Yuskowski for their service-learning project they started which raised over \$15,000.

#### **IX. REPORTS & ISSUES FOR DISCUSSION**

A. Mindfulness Activities in the Classroom – Willard Team. The Willard Mindfulness Team spoke regarding the work they have been doing on Mindfulness initiatives. They reviewed the definition of mindfulness and its benefits, including reduction of stress. They noted that they were awarded a grant through the Concord Ed Fund to train teachers K-12 on mindfulness and that this was the year of implementation. They noted that mindfulness has made its way into educational settings within the last 5-10 years and has been reported to show many positive benefits, including: stress reduction, reduced test anxiety, increased academic performance and improvements with emotional regulation. They stated that they began several initiatives, including: grade level liaisons to model lessons, providing resources and articles for teachers, monthly theme activities, “Mindful Mondays” and before school yoga classes. The Mindfulness Committee invited the SC and community members present to participate in a moment of mindfulness. Ms. Rigby thanked the Mindfulness Committee for being teacher leaders and for all of the work they’ve done.

B. Alcott, Thoreau, Willard, CMS Mid-Year Progress Reports – Principals. Pat Fernandes reviewed the Willard School Mid-Year Progress Report. She stated that Goal 1 was increasing achievement for all students and narrowing the achievement gap for identified student groups. She noted that the 5<sup>th</sup> graders exceeded the goals on the PARCC and she that she was thrilled about that. She stated that she is overall pleased with the performance, but that there is a gap with the high-needs students. She stated they are teaching a quality curriculum and are providing response to intervention to children not reaching benchmark. She noted that a lot of students in the high need category are special education students. Ms. Fernandes stated that they are looking student by student to assess individual needs to assess

what they need to do differently. She stated that they are hopeful and optimistic that this will make a difference, but that it will take time. She noted the quality and commitment of the teaching staff. She noted that the current 1<sup>st</sup> grade cohort is developmentally young and that they are making progress. She also noted that the curriculum specialists have been providing ongoing job-embedded professional development and that they have also been working with a reading consultant for the special education population. She stated that the ELL population has grown considerably and that they have an ELL teacher. She noted that she's very hopeful that the Everyday Math program will make a difference with the special needs students as well as all other students. Ms. Fernandes stated that the 2<sup>nd</sup> Goal was to provide students with a rigorous and coherent curriculum, noting that they have RTI support and that Google Drive and the use of digital tools has aided the curriculum. She stated that the 3<sup>rd</sup> Goal was to foster a positive learning environment and reviewed various examples of this, including: Open Circle, Mindfulness and SOUPER Bowl. Ms. Fernandes stated that goal 4 was to effectively implement the new Educator Evaluation and noted the 2 platforms, OASYS and Baseline Edge. She stated that Goal 5 was to provide students and staff with the resources to support high quality learning environments and gave examples, including: Junior Great Brook program, Open Circle materials and Literacy Intervention program. She reviewed Goal 6, to build support, consensus and community engagement for the district mission using multiple communication strategies. She reviewed the Willard website, parent coffees, Blackboard Connect and the Willard Weekly. She thanked Genoveva Matheus for all of her work on the websites.

Angel Charles presented the Mid-Year Progress report on Thoreau. She stated that Goal 1 is increasing achievements for all students and narrowing the achievement gaps for identified students. She noted the professional development that the teachers are involved in. She noted that 88% of the teachers have implemented Everyday Math 4 and that it is getting great reviews. Ms. Charles spoke regarding the "Data Teams" that participate monthly to monitor student progress and put plans in place to aid students needing help to make progress. She noted that it's the progress for all students. Ms. Charles noted the technology has also aided the students who are struggling. She noted that the tutors have gone the extra mile in supporting the students. She stated that they are meeting their learning targets for all subgroups. She reviewed Goal 2, providing students with a rigorous and coherent curriculum, noting that the grade level team meetings are very important. She noted that teachers are sharing their best practices and that all of the students are using the Google platform. She stated that the teachers who've participated in the K12 Science and STEM have been integral way to communicate information from the District. She stated that they have a very robust mental health team and that it's a good time to be at Thoreau.

Sharon Young reviewed the Mid Year Progress Report for Alcott. She stated that they moved from a Level 2 to Level 1 School. She stated that they meet every 6 weeks to evaluate individual student needs. She noted the Alcott staff has been very creative in providing additional support by extending early release Tuesdays for extra help and also providing before school help. She stated that there is a gap between students but the gap is closing and they are close to reaching all benchmarks. She noted that 92% of the 5<sup>th</sup> graders passed the PARCC ELA and Math. Ms. Young also noted the large number of students who enter the school not knowing English and then are able to hit the benchmarks. She noted the use of Google Drive and the School Wide STEM challenge the following week. She noted the integrated units with science and social studies. Ms. Young reviewed Goal 3 and noted that they are offering more focused mental health support this year versus last year. She noted that 97% of the teachers were comfortable with the My Learning Plan technology. She also noted that Karen Karp would be coming to speak to the faculty about math strategies for helping all students. Ms. Young stated that she created a Diversity Advisory Council comprised of teachers, parents, METCO Director and Principal and have been meeting regularly.

Lynne Beattie reviewed the Middle School Midyear Report. She stated that they use a House Team approach and Departments themselves to assess student performance. She stated that they have the Leveled Literacy initiative in place and the English department is excited about the results they are seeing. She noted that they have new ELL staff this year. Ms. Beattie stated that the math department looked into intervention methods and have begun to use Math Strategies with good results. She noted that the Teaching and Learning team has looked into creating a Data Team process. She stated that they added an IT person, noting that it has been very helpful. She noted that they are also working on the websites and training teachers and the Aspen pilot. She also noted that Digital Literacy course that has been implemented and curriculum mapped. Ms. Beattie stated that she is excited about the schedule and noted that it would be a 42-block week, which will provide more flexibility. She noted that they are on target to get schedules out to kids before the end of the school year. She stated that the 2<sup>nd</sup> Goal was around the teachers and their work around collaborative inquiry and differentiated instruction strategies. She noted that they are working on different ways and strategies to provide differentiated instruction. Ms. Beattie spoke about Goal 3 – Community and School Climate and

stated that there was a revamped program for students. She noted that Peer Mentors is back into swing and Faculty PLC's (professional learning communities) were organized in February. She stated that the 4<sup>th</sup> Goal – Community and School Climate was about integrating a new administrative team and that it is going very well. She also noted that they have a Google Classroom for faculty and staff.

C. Board of Health Field Signs. Ms. Snook stated that the Board of Health was requesting feedback on the proposed language on the Health Field Signs. She noted that the signs would be on all of the playing fields and would include language around taking frequent breaks on hot days, washing hands before eating and drinking, wearing appropriate equipment and treating abrasions promptly and dusting clothes and removing shoes after playing on synthetic fields to avoid tracking crumb rubber off the field. The SC agreed that the language on the signs was sensible and reasonable and they would support it.

## **X. ACTION ITEMS**

A. Vote to increase ELL Staffing 2016-17 for CPS. A motion was made by Ms. Snook, seconded by Ms. Boynton, to increase ELL staffing by .6FTE commencing with the 2016-17 school year. The motion was unanimously approved.

## **XI. OLD BUSINESS**

A. Transportation. Mr. Flaherty stated that many of the new buses have arrived. He also stated that they have prepared a template for the electric bus RFP and are meshing that with the specifications that will be shared with state. He noted that they are still waiting for award information from the state.

B. CTA Negotiations. Ms. Snook stated that they entered into negotiations with the CTA on March 23<sup>rd</sup>, 2015. She stated that on February 9<sup>th</sup>, she updated the SC and that the negotiating team met with the CTA on February 24<sup>th</sup> for the 14<sup>th</sup> session. She stated that on January 21<sup>st</sup>, they had a very productive 12<sup>th</sup> session and the SC at that point presented its 3<sup>rd</sup> formal proposal package to the CTA and the CTA presented a counter-proposal. Ms. Snook stated that on February 4<sup>th</sup>, the SC responded to the counter proposal, noting that it appeared at that time that there were a few issues to work out but they thought that they were very close to an agreement. She stated that on February 24<sup>th</sup>, during the 14<sup>th</sup> session, the CTA presented an updated proposal. She noted that both sides seemed to agree that looking at a 1 year plus 3 year contract would be worthwhile. She noted that both sides agreed to an early release day each week and that the early release day would be Tuesdays and that the District Office would work out the logistics. Ms. Snook stated that the Concord Journal noted that most of the CTA's February 24<sup>th</sup> proposal was surprising and a step backward. She stated that the CTA backed away from several items that the negotiating team felt they had a tentative agreement, specifically: the CTA no longer wants to form a joint labor management task force; the CTA no longer wants to appoint one rep to each of 10 committees nor to appoint 3 reps to the K12 Technology Committee; the CTA no longer accepts the calendar agreed upon; the CTA no longer wants language that would allow the Superintendent or the CTA President to invite the Chair of the SC to labor management meetings upon mutual agreement nor do they want to loosen the language about others invited to the meeting, the CTA also proposed. Ms. Snook also stated that in addition to backtracking on these tentative agreements, the CTA proposed the elimination of K5 building based meetings that occur on 5 Mondays during the year. She noted that this request seemed particularly counter productive in light of the CTA's request for more influence and involvement. She stated that the SC continues to come to every session in hopes of reaching an agreement and in that effort, responded to their proposal by agreeing to: add a proposed 4<sup>th</sup> year to the contract, a 2% wage adjustment in advancement of 1 step at the end of that 4<sup>th</sup> year, reallocated 3 of the early release Tuesdays from principal directed to teacher directed. Ms. Snook stated that the SC feels they have offered fair and generous proposals and that the next meeting is March 24<sup>th</sup> at Ripley at 4:15PM. Ms. Snook noted that she still feels optimistic about reaching an agreement. She noted that she would be at the SC Coffee on March 23<sup>rd</sup>.

C. SEPAC Update. Ms. Snook stated that the SEPAC is formed under Mass General Law and is also in state regulations. She stated that she has attended 2 SEPAC meetings since the February 9<sup>th</sup> SC meeting. She stated that at the February 12<sup>th</sup> SEPAC meeting, a significant portion of the meeting was spent discussing the Integrated Preschool program and that the desire was to keep an integrated model. She noted that several preschool parents were interested in creating a committee to discuss preschool related topics and that the SEPAC board asked the parents to define their goals and recommend a course of action by the next meeting. Ms. Snook stated that she talked about 4 different options of possible types of committees that these parents could form. Ms. Snook stated that at the March 3<sup>rd</sup> SEPAC meeting, the board addressed upcoming events and the parent survey. She stated that the remainder of the

meeting addressed the integrated preschool and that the 2-parent/community reps presented the letter that was presented to the SC. She noted that it asked the SEPAC to endorse a formalized policy of a 50/50 model (50% special needs to 50% community peers). Ms. Snook stated that the SEPAC's response was that they didn't endorse a formalized model and they are not requesting that the SC adopt such a policy. She noted that the SEPAC voted on a statement about the ratio at the preschool. Ms. Snook read the statement. She stated that the 2<sup>nd</sup> request from the parents was for the SEPAC to form an advisory committee to the SC to address the short and long term needs to address the Integrated Preschool. She noted that the SEPAC chose not to take a vote and that they felt the roles of the proposed advisory committee overlapped with the standing roles of the SEPAC.

The SC discussed the Integrated Preschool and agreed that they all want the model to work. Ms. Snook stated that the SC's role is to support Ms. Rigby and that the SC's main role is funding. Mr. Johnston stated that it's imperative for the SC that everything is done to support SEPAC, noting how phenomenal the interest shown in the letter. He stated that SEPAC is an ideal place for this conversation to take place. The SC agreed to add SEPAC to the agenda at the next meeting. Ms. Rigby stated that the District's expectation of the SEPAC is that the SEPAC supports and gives the SC feedback and works with the SC in determining the vision of special needs services and determining the best programming for all special needs students in the District. Ms. Rigby stated that it is all about collaboration. Ms. Boynton stated that they are unified in support of this and that the SC's goal is making sure that their needs are met.

## **XII. SUPERINTENDENT'S REPORT**

A. CPS Mid-year Progress Report. Ms. Rigby stated that the District Report was reflected in all of the earlier mid-year progress reports. She stated that there is 1 specific goal that is more District involved around the collaboration for the educator's continuous improvement. She noted the opportunities and commended the teachers on their leadership. She stated that there are over 17 working committees that are leading program improvements in the schools. She noted the following teams: K5 grade level teams, K5 school leadership teams, CMS teaching and learning teams, CMS House Leaders, Elementary Steering Committee, Elementary Math Committee, K8 Supervision and Evaluation Committee, School Advisory Council, CMS Configuration Committee, K12 Science Committee, K12 STEM Committee, K12 Professional Learning Council, K12 Technology Committee, K12 Mental Health Committee and K12 Calendar Committee.

Ms. Rigby stated that the "Most Likely To Succeed" Documentary will be screened at 7:00PM at Lincoln-Sudbury HS and that Julie Lythcott-Haims, "How to Raise an Adult", will be at CCHS on March 16<sup>th</sup> at 7:00PM.

## **XIII. ADJOURNMENT**

A motion was made by Ms. Boynton, seconded by Ms. Snook, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 9:53 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 3/22/16

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
FAAC	Financial Audit Advisory Committee
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
YRBS	Youth Risk Behavior Survey