

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
Ripley Building
February 27, 2017

Present: Wallace Johnston, Chair, CSC; CCSC
Heather Bout, Vice Chair; CSC; CCSC
William Fink, Chair, CCSC
Dan Conti, Vice Chair, CSC; CCSC
Johanna Boynton, CSC; CCSC
Robert Grom, CSC; CCSC
Mary Storrs, 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 Mr. Fink, for CCSC, and Mr. Johnston, for CSC, at 6:32 PM. Mr. Johnston noted that the meeting is being recorded audibly.

II. PUBLIC COMMENTS

None.

III. READING OF THE MINUTES

A. Open Session

Jt. Meeting – 1/31/17. A motion was made by Mr. Conti, seconded by Ms. Bout, to approve the Joint Meeting minutes from 1/31/17, as edited. The motion was unanimously approved.

IV. CHAIRS REPORT

Mr. Fink stated that he didn't receive any emails. Ms. Rigby noted that they received emails regarding the calendar as well as an email on Safe Routes to schools. Mr. Fink noted that the Chairs Breakfast went very well and was very positive and informative. He also stated that they received a signed contract from the new Superintendent, Dr. Laurie Hunter.

V. CORRESPONDENCE

A. DESE – Mid-cycle Reports for CPS and CCRSD. Ms. Rigby stated that she received 2 information letters from DESE regarding Special Education. She noted that there were a number of noncompliant issues at the high school that she is confident will be resolved within the next couple months. She also stated that Jessica Murphy is working with Mike Mastrullo to possibly work with an outside consultant to provide a total review of Special Education programs at CCHS.

VI. RECOGNITIONS

A. CCHS:

CCHS Girls Indoor Track Division 3 State Champions. Ms. Rigby congratulated the CCHS Girls Indoor Track Team for becoming Division 3 State Champs.

CCHS student Livy Poulin Division 1 Diving Title. Ms. Rigby recognized CCHS student Livy Poulin for becoming a Division 1 Diving champion.

CCHS Boys Nordic Team. Ms. Rigby recognized the CCHS Boys Nordic Team for winning the Western Division.

CCHS Boys Basketball. Ms. Rigby recognized the CCHS Boys Basketball team for tying with Weston for Small Dual County League Championship. She noted that they would be playing Thursday night at 7:00 PM against Holliston.

CCHS and Middle School World Language Teachers Rhonda Penaud and Florence Roussell-Ehrenthal. Ms. Rigby recognized CCHS and Middle School World Language Teachers: Rhonda Penaud, Florence Roussell-Ehrenthal,

Caitlin Smith and Ariane Goodman-Belkadi for leading the French exchange student experience, noting that it was highly successful.

CCHS teachers Sandra Haupt and Sara Kiesselbach. Ms. Rigby recognized CCHS teachers Sandra Haupt and Sara Kiesselbach for leading the students on the biodiversity trip to Mexico. She noted that they would be presenting to the SC in March.

VII. REPORTS & ISSUES FOR DISCUSSION

A. CC at Play – John Boynton. Mr. Boynton noted a study that came out in January addressing the concerns of a soccer coach in Washington State regarding the possible risk of cancer from turf. He read an excerpt from the conclusion of the study conducted based on these concerns, which found fewer incidents of cancer amongst soccer players than expected and stated that soccer players playing on turf were not at an increased risk of cancer compared to the general population. Mr. Boynton reviewed the Finishing Touches of the CC at Play project, including the maintenance building, all of which totaled an estimated \$148,000. He noted that fundraising efforts are currently underway. He also reviewed additional projects to include if they were able to raise over and above the \$148,000. Ms. Bout thanked Mr. Boynton for all of the ideas on the finishing touches.

B. K12 Social Studies – Kristen Herbert & Committee. Ms. Herbert introduced the members of the K12 Social Studies Committee. She stated that there has not been a change in the MA Frameworks in Social Studies and that they were looking at depth over breadth when looking at the social studies curriculum. The Committee presented on the 5-step process for curriculum review and adoption, including: preliminary work, screening and planning, teacher input, content recommendation and implementation plan. They noted that there are currently gaps and redundancies in the K12 social studies curriculum and were looking to adopt spiral and inquiry-based approach to curriculum. The committee reviewed the process for presenting the ideas to the teachers and receiving feedback, as well as which curriculum units would be new, which would be tweaked and which would be kept as is. They also reviewed the implementation plan, noting that they would be able to implement the changes to the curriculum within the current budget. Committee member, Leah Walczak, spoke about the Concord Museum's support for the K12 Social Studies program, including field trips and travelling trunks at the schools. Ms. Herbert noted the K12 content on African Americans in Concord that is being weaved into the curriculum. Ms. Herbert recognized all of the committee's hard work.

C. CCHS Midyear Report – Mike Mastrullo. Ms. Rigby thanked Mr. Mastrullo for all of his work at the High School. Mr. Mastrullo presented on the CCHS Midyear Report. He reviewed the School Goals and District Goals. He stated that the 1st Goal is that CCHS students feel safe, included, supported and respected by peers and adults. He reviewed key actions, including: soliciting feedback on proposed schedule change, presenting to Student Senate & School Advisory Council on school initiatives, and including students in hiring processes with most recently the new Guidance Counselor & Superintendent. He stated an additional key action of: Engaging in open and direct communication around decision-making (NEASC recommendation) and gave examples of the DCG sharing agendas and soliciting feedback after all faculty meetings. He stated another key action of investigating successful strategies at other schools that address issues of equity and creating a culture where all students feel respected. He gave examples of the Patriots Youth Violence Prevention training program, the Anti-Defamation League World of Difference training program and the Gender Equality Club and Spectrum Club. He stated another key action was creating conditions to connect as an entire group of CCHS educators and administrators, noting the culture of “we”, creating opportunities to collaborate, school-wide breakfasts and after school social gatherings. Mr. Mastrullo stated that another key action was to engage in collaboration between all stakeholders in the CCHS community to reduce student stress levels. He noted the Challenge Success Program.

Mr. Mastrullo stated that Goal #2 was that by June 2017, all students at CCHS would master end-of-course standards. He stated that a key action was to continue to employ a variety of assessments to analyze and make adjustments to practices in order to increase achievement of all, but especially high needs students. He noted the “D & F” lists and collaborating to make sure all kids are succeeding. He noted some anticipated outcomes, including: 98% Advanced/Proficient on ELA MCAS in grade 10; 97% Advanced/Proficient on Math MCAS in grade 10; and 100% Competency Determination for every graduating member of the Class of 2017. He noted another key action of formalizing the curriculum review cycle (NEASC recommendation).

Mr. Mastrullo stated that Goal #3 was utilizing student work to drive targeted innovations and/or adjustments in teaching and learning. He noted key actions of: educators analyzing student work within and across courses to develop targeted areas for innovations and/or adjustments; supporting students to deliver effective presentations; fostering interdisciplinary work among departments (NEASC recommendation); employing technology tools, as appropriate, to address and enhance students' learning (NEASC recommendation). Mr. Mastrullo noted that they are looking into a new option over the last 2 weeks of school for students that would include offering special classes and/or special trips.

Mr. Mastrullo stated that the next goal was to generate a culture of sustainability throughout the school community. He noted the Green Team projects, including: the Cooler Concord initiative, the Terracycle initiative, the Life in the Balance Environmental Film Series and CCHS being recognized the greenest school building in MA.

Mr. Mastrullo stated that the next goal was to improve the Supervision and Evaluation process by calibrating the 5-step cycle, increasing rater-reliability and aligning S&E with student data. He stated that admins and department chairs participate in professional learning to calibrate the cycle.

He stated that the last goal was to build support, consensus and community engagement for the district mission, core values, and accomplishments, and critical decisions using multiple communication strategies. He noted the Principal's blog, Facebook page, daily email bulletin and twitter.

D. FY18 Town Meeting Articles (13,14,15, 16,17) – Public Hearing – TM Assignments. Ms. Rigby reviewed the slides for Article 13, Public School Budget, and noted the 3 major points listed: the increase of 3.89%, the \$236,584 above FINCOM guideline and the effect on the median tax bill of \$40 annually. She noted that core values, student performance, and core budgeting principles are spoken about as well as comparison between salary and non-salary expenditures. She noted that the script includes the benefits of the language initiative.

Mr. Flaherty reviewed Article 14 (Supplemental Appropriation) and noted that they have never tapped in the No. 32 Reserve Fund before. He noted that if this were to be approved at Town Meeting, FINCOM would determine the actual need. He stated that they would review the reason for the request, including unanticipated increase in the Integrated Pre-school program, tornado damage and long term medical and maternity leaves.

Mr. Flaherty reviewed Article 15 for the CPS renovations for \$850,000, which is part of the Town Manager's 5 year Capital Plan, with the debt service costs to be funded within the levy limit. He noted that the Town Counsel added language around premiums to the Article. Mr. Flaherty reviewed the renovations, including: Sanborn modular classrooms, Ripley copy center asbestos flooring replacement, Sanborn sewer ejector pump, Ripley preschool playground area and the Willard hot water heater replacement. He reviewed the FY18 Planned Capital Projects: Alcott lighting and flooring, Thoreau sidewalk replacement, Willard fields irrigation/reseeding, Ripley STEAM lab infrastructure and integrated preschool playground. Ms. Bout suggested adding visuals of the existing conditions of the items being mentioned.

Ms. Rigby noted that the information on Article 16 is the same information that is in the Warrant, but that it is not accurate. She noted that they would be requesting a lower amount, which matches the FINCOM guideline. She noted the slides on performance highlights, median SAT score, performing arts highlights, core budget principles and the 3 components to closing the gap. She noted that she would explain the benefits of later start time for FINCOM. Ms. Rigby stated that the budget book for the high school would not be accurate since it was printed before the adjustment to meet FINCOM guidelines.

Mr. Flaherty stated that Article 17 was the Landfill Remediation for \$1.2 million and noted that it would be identified as debt exclusion. He stated that he would work out the length of the borrowing with the 2 towns' finance directors, if approved. He reviewed the slides on the Landfill Remediation including different options/pricing that were considered. Ms. Bout noted that it's important to highlight why the flexible cap option was chosen when presenting. Mr. Conti noted that the topics of how to remediate and what should be done with the land should be kept separate at Town Meeting.

Ms. Rigby questioned who would be assigned to each Article. Mr. Conti agreed to take the CCHS budget article. Mr. Johnston agreed to take the CPS budget article. Ms. Bout agreed to take the Supplemental Budget Article. Ms. Boynton and Mr. Fink agreed to take the Landfill Remediation Article and Mr. Grom agreed to take the Capital Budget Article.

E. School Calendar and Diversity.

Mr. Fink proposed to discuss the School Calendar and Diversity as 2 separate discussions. Ms. Boynton noted that they had agreed to discuss this topic before May and shared a draft she had created regarding the Religious Holiday Policy Advisory Committee. Mr. Fink stated that the Calendar discussion should be focused on the impact of attendance on the holidays for both teachers and students. Ms. Boynton stated that they need to create an understanding in the schools of how they should address the question of religious holidays in areas like homework and sensitivity so everyone is on the same page. Mr. Fink stated that it was up to the teachers to address the curriculum issues around schoolwork on religious holidays. Mr. Johnston stated that he was appreciative of Ms. Boynton for putting together the draft and he feels that the diversity piece is a bigger topic and should be a focus of what's going on within the schools. He stated that he doesn't think citizens on a committee should be deciding things that have a potential legal impact. He recommended narrowing the charge on the draft.

Ms. Boynton stated that they already received a lot of the legal information at the beginning of the process. Mr. Fink stated that they got conflicting legal advice. Ms. Storrs questioned what they were specifically looking for in terms of legal advice. Mr. Fink stated it would be the legality of putting religious holidays on the calendar and the reason for putting them in. Ms. Rigby stated that she feels the next step would be that the SC would seek legal counsel for advice on the decision that was made. Ms. Bout stated that the goal should be if they are going to maintain the holidays for the next year and how to address ways of observing holidays. She noted that the bigger question of diversity could not be addressed by May. Ms. Boynton stated that she feels strongly that they need to continue the conversation and she feels that it is unresolved. Mr. Fink stated that the committee should be charged with the impact of holidays and vacation weeks around attendance. Ms. Bout stated that there is more to it than that and Ms. Boynton stated that she already knows the absence rate around the holidays and vacation weeks. Ms. Boynton stated that it's not about the absences and it should be addressed and noted that the discussion was around the respect for the holidays in the school calendar.

Mr. Conti questioned if Mr. Fink didn't feel they had enough time to look at the bigger issue of diversity. Mr. Fink stated that he feels that the SC needs some education around what they are allowed and not allowed to do and that they should get an independent interpretation on. He stated that they need to get a clear understanding before moving forward with a charge for a committee. Mr. Conti stated that he had the same understanding as Ms. Boynton that they were going to look into the holidays further. Mr. Fink noted that they cannot make a decision on the calendar based on religious interest, but they can based on impact to schools and attendance. Ms. Boynton questioned where the attendance topic came from and that her work was to extend the conversation about being sensitive to religious practices in the school calendar. Ms. Bout agreed and questioned why they can't use the charge Ms. Boynton created but remove some points.

Mr. Johnston stated that they need to get Legal counsel and that it directly affects the charge. He stated that they should have a policy regarding missing school around vacation weeks. He noted that he feels creating a committee is necessary, but the diversity issue should not be included in the charge. Mr. Fink recommended seeking legal counsel by the next meeting and then creating a charge. Ms. Rigby suggested charging the Advisory Committee to review and improve the current policy titled "Guidelines for the Observance of Holidays". Mr. Grom stated that he felt Ms. Boynton's frustration and that he feels going forward they should have something written down when they decide on something to make things clearer. Ms. Bout asked if the legal opinion that is received could be shared with the rest of the SC prior to the next meeting. Mr. Johnston and Mr. Fink agreed to work on the charge for the next SC meeting.

A motion was made by Mr. Johnston, seconded by Mr. Conti, to suspend the normal practice of discussing something at one meeting and voting on it at the next. The motion was unanimously approved.

VIII. ACTION ITEMS

A. Vote to approve Phase 3 and FY17 Summer Work for the Fields Renovation Project by CC at Play. A motion was made by Mr. Johnston, seconded by Mr. Fink, to approve Phase 3 and FY17 Summer Work for the Field Renovation Project by CC at Play. The motion was unanimously approved.

B. Vote to approve CCHS Geology Field Trip to Maine. A motion was made by Mr. Johnston, seconded by Ms. Bout, to approve the CCHS geology field trip to Maine with the condition that they receive a signed district liability insurance waiver (MIIA) from all participants. The motion was unanimously approved.

C. Vote to approve School Committee Policies:

- File EEAE – School Bus Safety Program
- File EEAEA – Bus Driver Examination and Training
- File EEAEA -1 – Drug & Alcohol Testing for School Bus & Commercial Vehicle Drivers
- File EEAEC – Student Conduct on School Buses
- File EEAEC – R – Student Conduct on School Buses
- File EEAG – Student Transportation in Private Vehicles
- File EEAJ – Motor Vehicle Idling on School Grounds
- File EFC – Free and Reduced Price Food Services
- File EFI – Operation of Food Services
- File EFI-R- Food Services Responsibilities
- File EK- Inventories
- File FA – Facilities Development Goals
- File FCB – Retirement of Facilities
- File FFA – Memorials
- File GBEC – Drug-Free Workplace Policy
- File IHAMB – Teaching about Alcohol, Tobacco & Drugs
- File JICH – Alcohol, Tobacco and Drug Use by Students Prohibited
- File JJF – Student Activity Accounts

A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Ms. Boynton, for both CSC and CCSC, to vote to approve the policies by a consent vote. The motion was unanimously approved.

D. Vote permission to plan spring 2018 trip to Japan. A motion was made by Mr. Johnston, seconded by Ms. Bout, to approve permission to plan spring 2018 trip to Japan. The motion was unanimously approved.

IX. OLD BUSINESS

A. Town Meeting Articles/Coffees. Ms. Boynton shared an overview of the Town Meeting Articles (13-17) and reviewed the slides for each Article. Ms. Storrs questioned the wording of “guarantees CCHS start time for next school year: 8:00am” on the slide for the CCRSD budget, noting that she thought it would guarantee funding, but that they had a lot more talking to do. Ms. Boynton and Ms. Rigby stated that they are moving forward with it for the next school year. Mr. Grom noted that they had once spoken about having public forums on Later Start Time. Ms. Boynton stated that they could have discussions on Later Start Time at the SC Coffees. Ms. Boynton stated that there were no issues with sports after school and Ms. Storrs noted that it is a public relations issue. Mr. Fink recommended reaching out to the newspaper. The SC agreed to focus on Later Start Time at the April 4th Coffee and Ms. Rigby recommended having some students attend. The SC reviewed representation at the upcoming Coffees. Mr. Flaherty recommended removing the word “permanent” on the slide regarding the Landfill Remediation.

B. Transportation. Mr. Flaherty stated that they need to prepare an invitation to bid for the 5 buses for the Later Start Time and noted that they should have it out right after Town Meeting. He stated that there was an issue at the bus depot with the flooring, but noted that the issue has been resolved.

C. School Committee Communication Strategy. Mr. Grom stated that he would like the SC to be able to send out emails regarding facts and also emails with potentially controversial content. Ms. Bout stated that there should be a distribution list for email announcements. Ms. Boynton stated her concern with excluding certain groups. Mr. Johnston noted that they have the SC Subscriber List, the Town Subscriber List and the 2 newspapers. Ms. Rigby stated that she is concerned that the SC is not receiving all SC emails and in turn, not responding. The SC agreed to “reply all” when responding to emails to keep each other informed. Mr. Fink requested that if anyone sees he has not replied to any email in a timely manner, to let him know.

X. SUPERINTENDENT'S REPORT

Town Meeting Articles discussed under Reports & Issues for Discussion.

XI. ADJOURNMENT

A motion was made by Ms. Boynton, seconded by Ms. Bout, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 10:39 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 3/27/17

Abbreviations:

ACLU	American Civil Liberties Union
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
CCRSDD	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
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
SOI	Statement of Interest
YRBS	Youth Risk Behavior Survey