

CONCORD SCHOOL COMMITTEE

Concord-Carlisle School Committee
Concord School Committee
Ripley Building
June 13, 2017

Present: Heather Bout, Chair, CSC: CCSC
Johanna Boynton, Vice Chair, CSC: CCSC
Dan Conti, Vice Chair, CSC; CCSC (*arrived at 8:00 PM*)
Wallace Johnston, CSC; CCSC
Robert Grom, 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

Ms. Bout called the meeting to order at 6:33 PM and noted that the meeting was being recorded. Ms. Bout stated that the new Superintendent, Dr. Laurie Hunter, would be joining the meeting.

II. PUBLIC COMMENTS

None.

III. READING OF THE MINUTES

A. Open Session – CPS 5/9/17. A motion was made by Ms. Boynton, seconded by Mr. Johnston, to approve the CPS meeting minutes from 5/8/17. The motion was unanimously approved.

IV. CHAIRS REPORT

Ms. Bout stated that the topic of vacation reimbursement has come up and recommended that it be added to an upcoming agenda. Mr. Johnston stated that the Policy Subcommittee could create a draft of the policy.

Mr. Johnston stated that Concord's Comprehensive Long Range Planning Committee would be having a table at the Picnic in the Park on the 4th of July.

V. CORRESPONDENCE

Ms. Bout stated that she received an email from the Finance Committee questioning some budget differences.

VI. RECOGNITIONS

A. Alcott: Retirees Anne McCormack and Anne Egan. Ms. Rigby, on behalf of Sharon Young, recognized retirees Anne McCormack, school nurse, and Anne Egan, special educator, for all of their years at Alcott.

B. Thoreau: Anna Anderson, Paul Halpainy, Kate Hiltz and Roseanne Swain. Angel Charles recognized: Anna Anderson, strings teacher; Paul Halpainy, band and orchestra teacher; Kate Hiltz, visual arts teacher; and Roseanne Swain, general music teacher for putting on an spectacular 5th grade Arts retrospective evening. Ms. Charles noted that the event showcases the students' work from the time they started at Thoreau until they graduate from Thoreau.

Ms. Bout welcomed Dr. Hunter to the meeting.

C. CMS: Mitchell Stern, Cindy Larson, Matt Cadigan and the entire guidance staff. Drew Rosenshine recognized Mitchell Stern, Cindy Larson, Matt Cadigan and the entire guidance staff, including Christine Cunningham, Kim Cyr, Jennifer Moran and Ron Noel for the extensive preparations they put into making the Washington, D.C. trip go so smoothly. Ms. Rigby recognized Mr. Rosenshine as well for the successful trip.

D. Willard: Pat Fernandes Retirement. Ms. Rigby recognized Pat Fernandes for her outstanding leadership role as Principal at Willard and shared highlights of her 17-year career in Concord. Ms. Rigby presented Ms. Fernandes

with an engraved rocking chair. Ms. Bout also shared her appreciation for Ms. Fernandes and highlighted her knowledge and wisdom, noting that she will be greatly missed.

VII. REPORTS & ISSUES FOR DISCUSSION

A. Elementary and CMS School Improvement Plans – 2016-17 Review 2017-18 School Improvement Plans

Thoreau School – Angel Charles. Ms. Charles stated that they had turned one of the reading tutor positions into a math tutor position and it has had great results. She stated that they have identified and implemented consistent Tier 2 interventions for math, noting that they successfully implemented Everyday Math. Ms. Charles stated that she is very proud of the reading specialist, who is being trained to become a literacy coach, and will support teachers in implementing the literacy collaborative program. She stated that the special education teachers created a common set of expectations around writing goals, noting that this has helped towards closing the achievement gap. Ms. Charles stated that the building based content leadership teams went very well and noted that they learned how to be supportive to the LGBT community. She noted that the data shows continued improvement for the high needs students.

Ms. Charles stated that they are working on crafting interdisciplinary units of study, noting that the content leadership teams are identifying themes that could be incorporated. She noted that they are excited about literacy collaborative training and the piloting of the benchmark assessment system. Ms. Charles stated that teachers would be meeting bi-weekly to talk about teaching and learning next year. She noted how quickly students have been matched to teachers for the next school year due to early planning and a student centered approach. Ms. Charles stated that they are making an effort to display student work and will be creating a schedule to highlight fantastic work. She noted that they would have a digital rolling display in the lobby to highlight student work. Ms. Boynton and Ms. Bout thanked Ms. Charles for all of her hard work. Ms. Rigby congratulated Ms. Charles and noted that the results of the data show that she focused on students with special needs.

Willard School – Pat Fernandes. Ms. Fernandes thanked her husband, who was present at the meeting, for mentoring her. She also acknowledged Ms. Rigby, noting how much her leadership has meant to her as well as the fact that Ms. Rigby always puts students first. Ms. Fernandes stated that LLI has been vital and has made a positive impact on the achievement levels of special needs students. She noted the level of progress students have made. Ms. Fernandes also noted the strong RTI program and thanked Mr. Flaherty for his leadership. She also noted that they currently have 17 ELL students, which has increased, and stated that she was thankful to have an ELL teacher. Ms. Fernandes stated that she is very pleased with the implementation of Everyday Math 4, noting her thanks to Ms. Herbert. She noted the benefit of the spiral content with the special education students. Ms. Fernandes noted that she begins the school year with a book to identify a theme for the school year and also noted that they let grade levels run assemblies. Ms. Fernandes stated that Open Circle is very important to school climate and noted that they saw a decrease in office referrals. Ms. Fernandes noted that Mindfulness is still a very important initiative, noting Mindful moments occur every Monday. Ms. Fernandes shared service projects, including the Souperbowl, 5th grade service project and food drive. She stated how grateful she is for the PTG. She noted also how technology has taken off and the Google platform has revolutionized students and teacher experiences, noting the hard work of Genoveva Matheus. Ms. Fernandes stated that the Hour of Code went very well and she is confident it will continue.

Ms. Fernandes stated that she wants to be mindful of the new principal, Mr. Lucy, in creating the goals for the next year. She stated that the teacher who was not trained in LLI would be able to be trained over the summer. She noted how excited she is about the EM4 program and acknowledged the teachers for all of their hard work and time investment. Ms. Fernandes thanked Ms. Hebert for the training provided in EM4 and Laurie Penney for the professional development throughout the year. She stated that they would continue to work on closing the achievement gap, noting that the spiral of EM4 will help with this. She noted that they are excited for the implementation of Spanish. Ms. Fernandes stated that they spent the year as a leadership team discussing homework and they would like to reduce student stress and promote the importance of reading. Ms. Boynton noted how impressive her leadership has been. Ms. Bout noted what a seamless process the implementation of EM4 was and asked if the information about homework would be communicated to parents. Ms. Fernandes stated that it would be communicated.

Concord Middle School – Drew Rosenshine. Mr. Rosenshine thanked Ms. Rigby, the SC and the Concord community for all of their support over the past year. He stated that students are on target, making good progress and reaching benchmarks in ELA, noting that LLI was implemented in 6th and 7th grades. He stated that they are still continuing to work on math, noting that they have implemented iReady. He stated that they would be having special education teachers helping out in learning centers next year. Mr. Rosenshine stated that they would be focusing on students not meeting the benchmarks next year. He noted that students made 2 years worth of growth in 1 year in ELL. He stated that 84% of the METCO students made on or above benchmarks in ELA, noting that he hasn't received the math results yet. He stated that they have built out extension levels in the math program to challenge students who need to be challenged. He noted that the Science pilot did not fit the model that they wanted it to, noting that the teachers really like the FOSS program, which will be adopted next year. Mr. Rosenshine stated that they are looking into the skills that they want students to learn in terms of digital literacy, noting they will develop a consensus next year. He noted that teachers are all using Google classroom and Google apps, noting this allows students to get real time information. Mr. Rosenshine stated that they are working on the Latin elective and how it will look. He stated that they are working on building-wide STEAM activities for the next year. He stated that they had assemblies on diversity and inclusion and noted that the METCO students won the Tenacity Challenge.

He stated that they would be targeting the students not meeting benchmarks early the next year to provide those students support. Mr. Rosenshine noted that they would have support in 8th grade for students needing extra support in English. He noted that they will make sure they are targeting the high needs population. He stated that the Advisory program would be piloted next year, noting that everyone is looking forward to it. He stated that the Science department would begin spiraling the curriculum next year. He noted that they are also having conversations regarding homework and will continue to work on it. Mr. Johnston thanked Mr. Rosenshine for his professionalism and graciousness this year. Ms. Bout echoed Mr. Johnston's comments, noting how fortunate the schools have been to have his leadership. Ms. Rigby thanked Mr. Rosenshine for building a positive, professional culture. Mr. Johnston and Ms. Rigby thanked the administrative team for all of their hard work.

Mr. Conti arrived at the meeting.

Sharon Young was not present to give the Alcott report.

B. Concord Middle School Facility Study

CMS Facilities Presentation. Ms. Bout thanked the CMS Facilities Planning Committee and thanked those present from the Committee, noting how much work they got done this year. She reviewed the members of the Planning Committee and the charge, noting that they hired Finegold Alexander Architects to look at: 1) maintaining the Peabody and Sanborn buildings for 10 years, 2) significantly transforming the buildings through renovations/expansions and 3) building a new building. Drew Rosenshine and Karin Baker reviewed the reasons and gave specific examples of why the middle schools were looked at, including: the buildings being deteriorated and obsolete, the two campus configuration being inefficient and expensive, and the current situation creating a struggle for the school community.

Finegold Alexander Slides. Pat Morss and Regan Shields Ives, from Finegold Alexander, presented on the results from their study.

Finegold Alexander Existing Conditions, Maintenance & Long Term Plans Report. Mr. Morss stated that both buildings were outdated and shared a cost estimate spreadsheet of things that need to be done in the next 3 years and things that should be done within the 10 years. He stated that the cost estimate for maintaining Sanborn for a 10-year period would be \$21 million, noting that this cost was in addition to normal maintenance costs, and Peabody would cost \$26 million. He stated that if they were to combine and update one of the schools, Sanborn would be the best building to renovate and Peabody would become a town asset. Mr. Morss shared the MSBA guidelines regarding square feet and space based on number of students, noting that more classrooms would be needed, the dining, library and admin areas would need to be increased. He noted that the Sanborn gym is oversized and the auditorium is additional and isn't included in the MSBA guidelines.

Ms. Shields Ives shared some design options for renovating both buildings for a 50-year plan, which would include adding additional space to Peabody. She also shared design options for renovating Sanborn and not using Peabody, which included a new addition including a classroom wing, and expansion of the café and media center. She also

shared a 3rd design option including a major renovation to the Sanborn building, which would retain the desired elements of the large gym and auditorium and add a new cafeteria and possible outdoor classroom space.

Ms. Shields Ives shared the 3rd overall option of building a new school, which would be built on the current playing fields, allowing the existing Sanborn building to remain operational during construction. She stated that option A would include the MSBA allowances and option B would include a larger auditorium and gym, which would not be a MSBA allowed space.

Mr. Morss shared cost estimates, noting that building new with the larger auditorium and gym would cost the same as trying to keep both buildings going. He noted that option 2 was a little less expensive. Ms. Shields Ives stated that it was financially unacceptable to maintain both buildings. She stated that Finegold Alexander recommends either 1) working with the existing Sanborn building and renovating and adding or 2) building the new school.

Ms. Bout stated that the Planning Committee was in agreement with the recommendations of Finegold Alexander. She noted that they submitted an SOI to the MSBA on April 7th, and that the future timeline depends on hearing back from the MSBA. Mr. Conti complemented the committee on their work and asked if the idea of having 6th graders all together was discussed in the planning process. Ms. Bout stated that it was discussed and that 6th graders would have their own wing, which would be a separate area for studies and classroom experiences. Ms. Bout noted that the designs were only conceptual and designed to get cost estimates, and would not be the final plans they would go with. Ms. Boynton questioned the portion of the plan design that would include the larger gym and auditorium and Ms. Bout stated that these would not be eligible for the MSBA funding. Ms. Boynton noted that they need to be clear that there are aspects of the overall cost that wouldn't be eligible for reimbursement. Ms. Boynton questioned how the contingencies are calculated for in the renovation of Sanborn. Mr. Morss stated that they are aware of contingencies and take this into account when estimating. Ms. Bout noted that it would be safer building new, which she believes was the consensus of the planning committee. Mr. Johnston stated that they need to look at the regular cost of operating both buildings in addition to the cost of renovating. Mr. Flaherty noted that it cost almost triple to heat the Sanborn building than it did to heat the new high school, which is double the size of Sanborn. Mr. Johnston noted that they need to be aware of timeframes and determine how to move forward based on the results from MSBA.

Public Comments:

1. Sue Richardson, 260 Elsinore Street, Concord, MA. Ms. Richardson noted that there are a lot of people with experience from the high school project and questioned if they are taking advantage of that experience. She offered to help get the townspeople into the process.

Ms. Bout noted that there is not a public presentation planned at this point, but it is part of the plan. She noted that there were public forums and focus groups at the beginning of the process, and they will continue to include the public.

2. Joey, CMS student. Joey asked what the plan was for the next 2 years. Ms. Bout stated that they are going to maintain the buildings to their best abilities and are open to suggestions for things that need to be addressed in the near term, noting that there will not be any major upgrades in the next few years. Ms. Rigby noted that they are doing some painting over the summer.

C. Financial Update – CPS. Mr. Flaherty stated that they are at \$1,176 as a closing out number. He noted that the money is available in circuit breaker to fund the midyear step for the CTA. He stated that they are projecting to close: Regular Education account with a \$419,919 positive balance; Special Education with a \$288,107 positive balance; Operations with a deficit of \$422,494; Administration deficit of \$225,977; Fixed Costs with a positive balance of \$1,621. He noted that the cost drivers included: tornado cleanup, addition of a digital literacy coordinator position, telephone maintenance, Knox Trail costs, aging bus fleet costs, wireless networking, medical leaves, legal expenses and separation costs.

D. Summer Capital Projects – CPS. Mr. Flaherty reviewed the summer capital projects, including: the Alcott ERU energy wheel replacement, Ripley STEAM lab, Integrated Preschool playground, Thoreau sidewalk repair/replacement (noting that they may be slowing this project down to reconfigure bus drop-off) and Willard field renovations.

E. Projected Enrollment FY 2017-18. Ms. Rigby shared 2017-2018 projected enrollment and noted that Thoreau has 18 less students and Willard has 14 less students. She also noted that the high school enrollment peaked at 1275 and is now projected at 1255.

VIII. ACTION ITEMS

A. Vote to approve K5 and CMS Handbooks for 2017-18. A motion was made by Ms. Boynton, seconded by Mr. Conti, to approve the K5 Handbook for 2017-2018. The motion was unanimously approved. A motion was made by Ms. Boynton, seconded by Mr. Conti, to approve the CMS Handbook for 2017-2018. The motion was unanimously approved.

IX. OLD BUSINESS

A. Transportation. Mr. Flaherty stated that the architects that designed the bus depot had put in an innovative floor, but the floor had to be removed at no cost to the district, which slowed the process down. He noted that they need to work with Acton on the Knox Trail Administration building regarding some water issues. He also noted that the school's space on the 1st floor is all ready, but that the stairwells need to be redone so they are easier to walk on, so they are working closely to get a building occupancy as soon as possible. He noted that because only the 1st floor is handicap accessible, he has agreed with the Town that in instances where citizens come in to speak with people on the 2nd floor, the schools would provide an area for them to meet.

X. SUPERINTENDENT'S REPORT

Ms. Rigby stated that her report was a recap of the principals' earlier reports. She noted that one of the goals was to continue to provide multiple opportunities for faculty to have voice in all decision making around curriculum, and professional development. She acknowledged Kristin Herbert's leadership and noted all of the meetings involving educators and decision-making. She noted how proud she was at the middle school level of the Science department in choosing and evaluating curriculum and recognizing that it was not working. She noted the PLC's and the recommendation of Advisory programs. She also noted the progress of the high needs students and the process for hiring the new principal at Willard and CMS. Ms. Boynton noted how fortunate all of the students have been under Ms. Rigby's leadership. Ms. Rigby noted that she is so proud that they have hired the best colleagues.

Mr. Flaherty stated that the lighting project planned at Alcott might be moving forward with a contract being awarded.

XI. ADJOURNMENT

A motion was made by Ms. Boynton, seconded by Mr. Conti, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 9:33 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 8/29/17

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
- 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
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
PLC	Professional Learning Community
RTI	Response to Intervention
SEPAC	Special Education Advisory Council
SOI	Statement of Interest
YRBS	Youth Risk Behavior Survey