

Concord-Carlisle Regional School Committee
CCHS Campus Advisory Committee
Committee Charge

The primary purpose of the Concord-Carlisle High School (CCHS) facility is to serve the educational needs of our students. In addition to serving our students, the facilities are also used by various other entities, including Adult and Community Education, youth sports groups, Concord Town Meeting, and others. In order to maximize our investment in the facilities, the Concord-Carlisle Regional School Committee (CCRSC) is forming a CCHS Campus Advisory Committee to study the current and potential future use of the property. There are a number of potential land-use oriented projects that will need careful analysis, planning and implementation.

This Committee will be advisory in nature and will solicit input from Students, the Superintendent, Principal, the Concord and Carlisle communities, and other stakeholders. Recommendations from the Committee are not binding on the CCRSC and should be consistent with our school and district core values. The CCRSC is responsible for making any final decisions related to the use of CCRSD facilities.

Membership

The Committee shall have approximately 15 members, appointed by the CCRSC. The length of service shall be 2 years, unless otherwise stated. The School Committee will establish tenure for members. The membership will be as follows:

- 2 CCRSC members (one each from Concord and Carlisle)
- CCHS Principal or designee
- Deputy Superintendent or designee
- Facilities Manager
- Athletic Director
- 1 CCHS Teacher
- Concord Town Manager or designee
- 1 Concord Recreation Commission member or designee
- 2 CCHS Students
- 3 Community members-at-large, which may include parents from Boston, Carlisle or Concord, providing diversity of interests and expertise

- 1 Community member residing near or with property abutting the CCHS campus. Contributions by this member will explicitly not be considered to be a conflict of interest, but instead a voice for the special concerns of those living closest to the campus.

Committee Responsibilities

- 1) Elect a Chair, Vice-Chair and Secretary at their first meeting;
- 2) The Committee is responsible for conducting its activities in a manner which is in compliance with all relevant State and local laws and regulations including, but not limited to, the Open Meeting Laws, Public Records Laws, and Conflict of Interest Laws;
- 3) Become familiar with the Regional High School Agreement, Community Use Agreement, and all matters under consideration of the Committee;
- 4) Review relevant recent studies related to the CCHS facilities and actively seek input from all interested parties through a variety of methods including holding public meetings, contacting appropriate constituents and conducting other activities the Committee determines as necessary to meet its charge;
- 5) Perform such other duties as the CCRSC may request;
- 6) Propose to the CCRSC future modifications of its charge, as needed;
- 7) It is expected that the committee will meet approximately once a month and will provide regular up-dates of its activities to the CCRSC, and also make available relevant, publicly-retrievable materials and documents.
- 8) Create a Campus Assessment Report, focusing on needs and uses, including an inventory of all organizations using the campus, to be completed no later than April 2018
- 9) Create a report prioritizing recommended actions concerning the land above the landfill and adjacent open land, and also including other potential future projects, such as additional parking, solar panel installation, and other proposals that may be suggested to the Committee in the future This report is to be completed no later than April 2018;
- 10) The CCRSC will provide a meeting location and any necessary administrative support to be approved by the CCRSC.
- 11) The CCRSC chair or designee will approve release of information from this Committee to the media.