

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
New Mission High School, Hyde Park, MA
October 24, 2017

Present: Heather Bout, Chair, CSC; CCSC
Johanna Boynton, Vice Chair, CSC; CCSC
Dan Conti, Chair, CCSC; CSC
Robert Grom, Vice Chair, CCSC; CSC
Wallace Johnston, CSC; CCSC
Melissa McMorrow, CCSC

Absent: Mary Storrs, CCSC

Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD
John Flaherty, Deputy Superintendent of Finance & Operations, CPS & CCRSD

I. CALL TO ORDER

The CSC meeting was called to order by Ms. Bout at 6:30 PM and she noted that the meeting was being recorded. Mr. Conti called the CCSC meeting into order, also noting that the meeting was being recorded. Ms. Bout introduced herself and Mr. Conti, welcomed everyone to the meeting and thanked New Mission High School for hosting. Ms. Bout thanked everyone for coming and stated that they were going to do a town-hall style Q & A. Mr. Conti welcomed everyone and stated that he attended a high school that partnered with the METCO program and noted the value of having a school system partner with METCO.

II. RECOGNITIONS

A. POWER. Aaron Joncas thanked everyone for coming and for their support, as well as the SC for providing the opportunity of having a meeting in Boston. Mr. Joncas stated that they have 79 METCO students in grades K-8, with 44 students at Alcott and 35 students at CMS. He stated that they have 52 METCO students at CCHS, noting that they are averaging 10-11 students at each grade level. Mr. Joncas noted the success of the Family and Friends program at the elementary level, which allows METCO students to partner with a Concord family. He also noted that 100% of the METCO students at CMS participated in a program outside of the classroom at CMS. Mr. Joncas stated that 50% of the freshman METCO students were enrolled in at least 1 honors class.

Mr. Joncas introduced students, Raven Heath and CJ Israel. Raven stated that she is a senior and has been attending school in Concord since kindergarten, noting what an awesome experience it has been. She noted all of the opportunities she has been provided and the many things she's been involved with that she wouldn't have been if she didn't attend Concord schools. CJ stated that he has also attended Concord schools since kindergarten and noted all of the things that Concord has that other schools in Boston don't have. Mr. Joncas asked them what the biggest benefit of the METCO program was and Raven stated all of the opportunities that she has in Concord that she wouldn't have had and also noted that it made her aware of social and political problems as well. Mr. Joncas asked what they felt the biggest challenge was and Raven and CJ both stated transportation and the amount of time spent going back and forth from home to school. Mr. Joncas asked what advice they would give to parents with younger children in the program and Raven stated to always be open minded and support them in what they want to do and CJ stated that they should get involved in Rivers and Revolution.

Mr. Joncas stated that Raven and CJ are also involved in the mentoring program at CCHS called POWER, noting that it stands for Positive Opportunities with Engaging Relationships. He noted that they work with incoming 9th grade students to provide guidance and support with transitioning to the high school. Raven noted that POWER helped her as a freshman to be more comfortable around upperclassmen. CJ noted that it helps the freshman have someone that they know they can talk to. Mr. Johnston asked Raven and CJ if they had any recommendations or improvements to the METCO program and Raven stated that it would be to encourage METCO students to talk with other kids outside of their range of friends.

B. METCO turns "50"/Parent Forum. Ms. Bout stated that they would be opening the meeting up to questions/comments. A parent questioned why all elementary students attended Alcott and Dr. Hunter stated that by having the students attend one school, they are able to streamline services, noting how Ms. Young has the most incredible support and academic program she has seen. A parent asked what resources are available in CCRSD regarding college for families who may not have had any exposure to the whole college process. Mr. Joncas stated that the students are assigned a guidance counselor starting sophomore year and there are many programs that the students take part in to help them in their college process. Ms. Boynton also noted that there are many programs for parents as well to attend. A parent noted how impressed she was with Alcott and Ms. Young and how every child's needs are met.

Ms. Bout asked the parents if there was anything that CCRSD could do to support the parents better. A parent noted that the education the kids receive needs to be more open and inclusive because the kids are feeling like a minority when going to school, especially at the high school level. Ms. Bout stated that both committees have been discussing this and that she feels it needs to start at the beginning of the Concord school experience. She also noted that the SC is looking into cultural proficiency and that they are very focused on inclusivity this year. She asked if any of the parents had specific thoughts on that, to please share. Mr. Conti noted that it is a long term initiative and very important for the district to be culturally proficient. A parent questioned integration, cohorting and the mentor program. Mr. Joncas noted all of the activities provided in the classroom and how the kids wanted time to get together. He shared a questionnaire that is given to 6th and 9th graders regarding friendships and relationships and noted that after hearing comments from the parents, he felt it may be a good idea to send the questionnaire home for parents to view and make additional comments on. A parent recommended having a cultural day in which students could share different foods/traditions from their own cultures. Dr. Hunter noted that Alcott currently has students from 30 different language backgrounds.

Dr. Hunter noted the substantial changes being implemented this year in the 8th grade curriculum around tolerance and also noted that the elementary schools are looking into the history of Concord. A parent questioned STEM opportunities and Dr. Hunter stated that there are many opportunities for students at all levels to participate in STEM.

III. PUBLIC COMMENTS

None.

IV. READING OF THE MINUTES

None.

V. CHAIRS & LIAISONS REPORT

Mr. Grom stated that the Policy Subcommittee is meeting on Friday to discuss Policy GBL, regarding the vacation time payouts to school administrators. He stated that the Campus Committee met for the 1st time and established Chairs and developed a timeline. He noted that the next meeting would be Tuesday, November 7th at 5:00PM at CCHS.

Ms. Boynton stated that the Calendar Working group has met 3 times and anticipate putting together a report for the SC on the work that they're doing, including 4 focus areas, with the first one being the accommodations for students who miss school for religious or cultural reasons, how well are they being accommodated, what policies look like and if they address potential situations well enough. Dr. Hunter that she and the administrators met earlier in the day regarding the accommodations policy and the next step is to bring it to the CTA and CCTA leadership. She noted that it was a broad umbrella under which to provide accommodations. She stated that the plan was to bring it before the SC at the November 14th meeting as a 1st reading. Ms. Boynton stated that the other focus areas would be legal reading, absentee data and community input. She stated that they have a tentative forum date of November 15th at 7:00PM at the CCHS Learning Commons.

Mr. Johnston stated that the Comprehensive Long Range Planning Committee held a public forum on Saturday and stated that there will be a public hearing on November 16th at Willard at 7:00PM.

Ms. Bout stated that she attended the Chairs breakfast and noted that they gave the SC update and Karle Packard agreed with the SC that they are moving forward in a collaborative way. She also noted that she and Mr. Grom

attended the PTG President's meeting. She stated that they had a planning meeting regarding the CMS visioning process, noting that it will include a 30-50 people group as well as a public forum.

VI. SUPERINTENDENT'S REPORT

Dr. Hunter stated that she has completed her face-to-face interviews, forums and feedback noted in her entry plan. She also noted the surveys she sent out, noting how articulate the CCHS students were in the survey feedback. She stated that she would be looking into all of the feedback from her discussions and surveys throughout November and then work on common themes throughout December. She noted that the identified themes would flow nicely into the strategic planning process. She stated that the next meeting of the Mindfulness Committee would focus on visioning work. Dr. Hunter stated that she is very focused on spending time in classrooms by visiting 2 to 3 schools each week. She noted that she is having regular interaction with various community groups. She stated that she has set monthly meetings with the Superintendent of Carlisle, Jim O'Shea, as well as meetings with the CTA and CCTA. She stated that they are gathering data for response to intervention and will bring it before the SC when it is compiled. She noted that they are looking at pilot work at the innovation lab in December. Dr. Hunter noted the outstanding success of the Spanish and Latin program.

VII. CORRESPONDENCE

Mr. Conti read a letter he received from the Harlem Lacrosse Executive Board thanking the Concord and Concord-Carlisle communities for participating in the Harlem Lacrosse weekend, including a clinic and tournament. Mr. Grom stated that he attended, noting how incredible it was.

Mr. Flaherty stated that there were discussions years ago regarding carriers placing cell towers at the schools and they decided not to move forward back then. He stated that now they are discussing this again and the revenues would be as high as \$30,000-\$40,000 per carrier and the carriers would be required to replace light poles at their expense. He noted that there are interesting aspects to this idea, given the region's finances.

VII. REPORTS & ISSUES FOR DISCUSSION

A. October 1 Enrollments. Dr. Hunter highlighted enrollment numbers, noting: CCHS enrollment numbers were only 3 away from the previous year's number, CMS was up by 9 students, Alcott had a large increase which required an additional teacher, Thoreau was down by 10 and Willard was down by 15. She noted that K-8 overall is the same number as last year and CCHS has a change of 3 students. The SC discussed proposed housing projects in town and the possible impacts on the school enrollment numbers.

B. FY19 Budget. Dr. Hunter stated that they are looking into all aspects of the budget and should be receiving feedback from building principals to get a good sense at where they're at the following week. Mr. Flaherty noted that Dean Banfield found a regulation in state law that there would be a public hearing before adoption of the SC budgets. Dr. Hunter noted that there would be a public hearing on November 28th after the Joint Meeting and then December 12th would be approval of the budget.

C. School Committee Goals – CPS & CCRSD. Ms. Bout stated that she synchronized all of the different versions, noting that there are many goals shared between CPS and CCRSD. The SC discussed the goals, making 2 agreed upon edits.

A motion was made by Mr. Johnston, seconded by Ms. Boynton, to adopt the CSC Goals as amended for 2017-2018. The motion was unanimously approved.

A motion was made by Ms. McMorrow, seconded by Ms. Bout, to adopt the 2017-2018 CCRSD Goals, as amended. The motion was unanimously approved.

D. School Committee Practices and Policies. The SC discussed the content and structure of the Practices, Policies and Protocols, making agreed upon changes. Ms. Bout stated that she would bring the edited version to vote on at the November 14th SC meeting.

E. Draft MOA between FCCPF and CCRSD/CC at Play Update. Mr. Conti stated that they have some edits to an agreement between FCCPF (Friends of Concord Carlisle Playing Fields) and CCRSD. Mr. Flaherty stated that this is

regarding an agreement between the Town of Concord and the CCRSD that allowed the Doug White fields to be built on CCRSD property. He also stated that the FCCPF have an existing agreement with the Town of Concord only regarding the replacement funding and a sinking fund for the Doug White Fields. Mr. Flaherty stated that over the years, the projected longevity of the fields has increased, and the anticipated cost for the replacement has decreased. He stated, that as a result of this, the FCCPF feel that there is room within the amount of money that they're contributing for the Doug White field's replacement, that there is considerable portion of money that could be redirected towards mitigating/supporting the eventual field replacement cost for the artificial turf fields donated by Concord Carlisle Athletics. He noted that FCCPF wants a 3-way agreement between FCCPF, The Town of Concord and CCRSD, and Mr. Flaherty had recommended that they be separated. He noted that CCRSD should not be involved in an agreement between the Town and FCCPF regarding the replacement funds of the Doug White fields. He stated that there was a similar interest in having a 3-way agreement regarding the movement of funds to replace the lower artificial turf fields. He noted that this should be an agreement between FCCPF and CCRSD. He stated that the next step is a conversation between the SC and FCCPF. Ms. McMorrow and Mr. Grom stated that they would be interested in working on this.

F. Warrant Article Proposals. Mr. Flaherty discussed possible warrant articles, including: CCRSD operating budget, CCRSD and CPS capital funds, CPS operating budget, supplemental appropriation placeholder and special education stabilization fund for both.

G. Request to approve transfer of CCHS Class Funds. Mr. Flaherty stated that if the class officers from a graduation class haven't used money in a couple of years, the money goes into the general fund. He stated that Mr. Mastrullo has requested that the funds be used to fund art projects at the school as well as an outdoor classroom.

H. First Reading – School Committee Policies

- File HB – Negotiations Legal Status
- File HG – School Committee Negotiating Agents
- File GCRD – Tutoring for Pay
- File JICE – Student Publications

The SC reviewed the above policies and proposed changes.

IX. ACTION ITEMS

A. Vote to accept \$1,000 gift from Schweitzer Engineering Laboratories to the Alcott School. A motion was made by Ms. Boynton, seconded by Mr. Conti, to accept \$1,000 donation from Schweitzer Engineering Laboratories. The SC thanked Schweitzer Engineering Laboratories. The motion was unanimously approved.

B. Vote to approve transfer of class funds. A motion was made by Ms. Bout, seconded by Ms. Boynton, to approve the transfer of class funds, as outlined by Mr. Mastrullo. The motion was unanimously approved.

C. Vote to approve School Committee Policies

- File GCIA – Philosophy of Staff Development
- File GCJ – Professional Teacher Status
- File GCO – Evaluation of Professional Teaching Staff
- File GDO – Evaluation of Support Staff
- File GDQC – Retirement of Support Staff Members
- File GDQD – Suspension and Dismissal of Support Staff Members

A motion was made by Ms. Boynton, for both CSC and CCSC, seconded by Mr. Johnston, to approve policies: GCIA, GCJ, GCO, GDO, GDQC and GDQD. The motion was unanimously approved.

D. Vote to approve CCHS China Cultural Trip. A motion was made by Ms. Boynton, seconded by Mr. Johnston, to approve the CCHS China Cultural Trip, with the condition that a signed liability waiver is received from all participants. The motion was unanimously approved.

IX. OLD BUSINESS

A. FY18 CPS & CCRSD Quarterly Budget Update. Mr. Flaherty stated that the transportation open house was well attended. Regarding the CPS budget, he noted additional costs with special education and integrated preschool. He noted that there was circuit breaker money coming in. He also noted a \$200,000 encumbrance in regular instruction, which is a placeholder for the mid year step. He stated that, relative to last year, they are doing ok and need to be careful going forward. He noted that the strength of the circuit breaker would be diminished since they will need to use more of it. He stated that the CCRSD budget numbers are prior to Special Education circuit breaker receipts. He noted the pressure in the FY17 closing process resulted in a decline in the E & D. He stated that the CCRSD budget would be challenging as well.

Mr. Conti thanked Dr. Hunter and Mr. Joncas on arranging the meeting.

X. ADJOURNMENT

A motion was made by Ms. Boynton, for both CSC and CCSC, seconded by Mr. Grom, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 9:48 PM.

Respectfully submitted,

Erin E. Higgins

Approved: November 28, 2017

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
FCCPF	Friends of Concord Carlisle Playing Fields
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
SPED	Special Education
SWOT	Strengths, Weakness, Opportunities, Threats
YRBS	Youth Risk Behavior Survey