

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
Ripley Building
June 26, 2018

Present:

Johanna Boynton, Chair, CSC; CCSC
Robert Grom, Chair, CCSC; CSC
Mary Storrs, Vice Chair, CCSC
Courtland Booth, CSC; CCSC
Christine Lear, CCSC

Absent:

Heather Bout, CSC; CCSC
Wallace Johnston, Vice Chair, CSC; 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

Ms. Boynton called the CSC meeting to order at 5:54 PM. Mr. Grom then called the CCSC meeting to order and noted that they were being recorded. A motion was made by Ms. Boynton, seconded by Ms. Lear, that the CSC and CCSC would enter into Executive Session under Purpose 2 of the Open Meeting Law: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel and return to Open Session at approximately 6:30 PM. The motion passed by roll call: Lear, aye; Booth, aye (for both); Grom, aye (for both); Boynton, aye (for both). Ms. Storrs arrived at 6:05 PM and joined the Executive Session.

Ms. Boynton called the CSC meeting back into order at 6:35 PM and then Mr. Grom called the CCSC meeting back into order and noted that they were being recorded.

CCRSD

II. PUBLIC COMMENTS

None.

III. RECOGNITIONS – John Flaherty / Welcome Andrew Nyamekye – METCO Director. Ms. Storrs thanked Mr. Flaherty for his service. Mr. Booth stated that Mr. Flaherty made everyone else's problems his own and worked problems through, never letting anybody down. Ms. Lear stated how well Mr. Flaherty has supported Dr. Hunter in her transition. Ms. Boynton presented Mr. Flaherty with a CCHS Varsity Jacket and inscribed chair. She then read a letter she had written to Mr. Flaherty, noting his 15 years of service, management of over 30 budgets and building projects. She noted his enormous wealth of knowledge and his ability to maintain an upbeat disposition. She noted many challenging situations in which Mr. Flaherty maintained professionalism, dedication to the direction of the districts and dedication to staff and school committee. She thanked him for all of his years of dedication and service, noting that he will be truly missed. Mr. Grom stated that he was very impressed with Mr. Flaherty's commitment, energy and engagement to the job, noting all of the nuances to Mr. Flaherty's position. Dr. Hunter noted the incredible partnership formed between she and Mr. Flaherty, noting how Mr. Flaherty always made the educational piece a priority and how incredible his work ethic is and how greatly he will be missed. Mr. Flaherty stated that it's been a privilege working with so many talented people and thanked everyone for their support over the years. Mr. Booth recognized and thanked Mr. Flaherty for his comments regarding the fact that they are all here for the kids.

Dr. Hunter welcomed Andrew Nyamekye, new METCO Director, noting that he focuses on a collaborative approach with the faculty and parents to support the students. Mr. Nyamekye stated that he appreciated the warm welcome. He stated that he has been a champion for the METCO program for many years and shared his background and experience. He noted that his family was very focused on education and that he hoped to instill in the METCO children that the future is within their grasp.

IV. READING OF THE MINUTES

A. Open Session – Jt. Meeting – 6/12/18. Ms. Storrs noted several clarifications/edits to be made to the minutes. She stated that the SC does not hire the CCHS principal, as mentioned in the public comments section of the 6/12/18 minutes. A motion was made by Mr. Booth, seconded by Ms. Boynton, to approve the joint minutes from 6/12/18, as edited. The motion was unanimously approved.

V. CHAIRS & LIAISONS REPORT

Mr. Grom stated that they would not be discussing the formation of the budget subcommittee because Mr. Johnston and Ms. Bout were not present. Mr. Grom stated that there were citizens who were curious about what the schools are teaching for civics.

VI. SUPERINTENDENT'S REPORT

Dr. Hunter stated that they wrapped up the draft of the Strategic Plan and that she conducted round tables at all 5 schools as well as Ripley. She stated that they will be working on action planning and will be determining priorities. She stated that they would have extensive professional development on cultural proficiency next year, with thanks to the Concord Education Fund. Dr. Hunter noted that Dr. Beverly Daniels Tatum would be the keynote speaker at the opening events in August. She stated that she attended all of the graduations at CMS and the elementary schools. She stated that Q5 far surpassed expectations, noting that the school climate/tone was transformed into an engaging, fully immersive, and interactive experience for students and staff. She thanked the Concord Education Fund and the Parents Association for the funding to make Q5 happen. Dr. Hunter stated that the STEAM lab is actively under construction at Ripley and noted that Concord Education Fund has provided another level funding for furniture. She stated that they would be analyzing the Special Education K-8 review over the summer. Dr. Hunter stated that at the Mass Educational Theatre Guild, the students from “Guys and Dolls” were nominated for Best Student Orchestra, Best Sound Design and Execution, Best Lead Actor and Best Supporting Actress, winning Best Student Orchestra.

VII. CORRESPONDENCE

Mr. Grom stated that they received an email regarding parking at the high school. Ms. Storrs noted that it's not always clear if emails they receive have been replied to and Mr. Grom stated that he would ensure the emails were responded to and copy the SC on the response.

VIII. REPORTS FOR DISCUSSION

A. Naming of Nanae Roadway on CCHS Campus. David Nurenberg, from the English department at CCHS, stated that he has been coordinating the sister school relationship between CCHS and Nanae High School in Hokkaido, Japan since the mid 2000's. He noted that they are approaching the 150-year relationship with the Nanae High School. Mr. Nurenberg shared a video showing students from Nanae and CCHS, noting that they have had yearly trips to Nanae, including one last April and one this upcoming October. He noted how well the students and faculty are welcomed into Nanae and stated that Nanae has dedicated a street to Concord in downtown Nanae. Mr. Nurenberg stated that he was representing the CCHS student request of having an equivalent sign placed in Concord. He stated that several roadblocks were hit when trying to have a street named within the town of Concord. He suggested naming the peripheral road within CCHS “Nanae Street”, sharing some possible designs from Crosby Designs, design firm with whom the students worked. He stated that the signs would cost between \$1,700-\$2,000. Mr. Nurenberg stated that the hope was to have this sign completed and installed for the October exchange visit.

Ms. Storrs stated that the importance of having the town support the relationship with Nanae and questioned if there was a possibility of more discussions with the Town regarding placement of a sign within Concord. Mr. Nurenberg stated that the talks have not been as productive as they would like. Ms. Boynton stated that they should have town wide support and be sure to have an inclusive conversation. Mr. Flaherty noted that changing the entrance street name may be problematic and suggested changing the ring road to “Nanae Way”. Mr. Grom stated that he would contact Mr. Nurenberg and they could discuss this with the Town Manager and Select Board, noting that the relationship is city to city. Mr. Nurenberg added that if they hit a snag, they could fall back on the school-to-school relationship. Mr. Nurenberg presented gifts from Nanae to CCHS and Dr. Hunter.

B. CCHS Green Team. Students from the CCHS Green Team presented on possible changes they felt would make CCHS more sustainable and allow for healthier choices. They shared ideas for making the snack shack healthier,

including: removing plastic water bottles and having students fill up their own water bottles with water/carbonated water, using compostable utensils and bulk snack bins. They also suggested having families bring old, unused water bottles to be sanitized at the school and having them available for use. The students also noted that they would like to promote use of the compost program at CCHS. Peter Nichol, CCHS teacher who oversees the Green Team, stated that the compost program needs to be more of a unified program. He stated that the Green Team would love to have a discussion with the kitchen staff on how to make the café more sustainable. Dr. Hunter stated that she would have a conversation with the Food Service Director, but noted that there are a lot of rules to follow since they are federally subsidized. Mr. Nichol noted that the Concord Education Fund has offered to help fund the Green Team's initiatives.

C. CCRSD FY18 Financial End of Year Status. Mr. Flaherty stated that they have about \$8,000 remaining to be used for late arriving invoices. He stated that the E&D account has dropped to 2.3% from 3%, noting the impact of funding OPEB from within the operating budget. He stated that the finish isn't as strong as he would like, but stated that it is within budget. He noted that the regional budget would be challenging over the next few years.

IX. OLD BUSINESS

A. Superintendent Evaluation. *Melissa McMorrow joined the SC for comments because she was part of the evaluation process.* Ms. Boynton stated that the overall evaluation was very positive, noting all of the challenges that occurred over the year. She noted that the responses varied due to different approaches taken by committee members. Ms. Boynton stated that Dr. Hunter's entry plan was accomplished and the SC was impressed with Dr. Hunter's dedication and hard work. Ms. Boynton reviewed the standards and noted that many of the ratings were exemplary, congratulating Dr. Hunter on all of her hard work.

Ms. McMorrow thanked Dr. Hunter for everything she has done and noted the broad and deep skillset that is needed to be Superintendent. She noted Dr. Hunter's resilience and dedication and how much she appreciated Dr. Hunter's open door policy.

Mr. Booth stated that he didn't take part in the evaluation, but noted Dr. Hunter's open door policy and her hard work on the budget process, as well as her long term visioning work. He noted her work on daily problems, but her ability to keep long range planning on track as well.

Ms. Storrs stated that she may have been the outlier in the evaluation and echoed everyone's thoughts on Dr. Hunter. She stated that she expects the next year to stay right on the trajectory and noted that Dr. Hunter should plan for an 80% day since she can expect that at least 20% of Dr. Hunter's day will include unexpected activity. She stated that she is looking forward to working with Dr. Hunter for many years to come.

Mr. Grom stated that Dr. Hunter's approach to the budget process was done very well and that her approach to cultural proficiency was effective and inclusive. He noted her strategic planning work and the positive feedback from community members. He also noted the positive relationships she's created with students and teachers.

Ms. Lear noted Dr. Hunter's presence at so many Carlisle events, noting that it means a great deal to Carlisle residents.

Ms. Storrs noted that she was on the Superintendent hiring committee and stated that she is glad they made the right choice.

Dr. Hunter stated that the 100% support from the SC was the foundation for her year and matters immensely in her position. She also noted the community outreach and the positive community interactions. She thanked the SC and stated that she is looking forward to the future.

B. Legal Request for Proposals Update and Review Process. Dr. Hunter stated that they've received 6 RFP responses and noted that the deadline for the public responses is July 5th. She noted that she would like the SC's feedback on the responses since it is a SC decision. Mr. Grom questioned the best time in the school year to change legal counsel and Dr. Hunter stated between school years is an optimal time.

C. CCHS Laptop Program. Dr. Hunter noted that the goal from last meeting was a 5-year plan, but they realized that there were too many moving pieces to anchor the 5-year plan. She stated that she is strongly suggesting that they

lease the laptops for the incoming freshman just to get over the transition. She noted that she, Jared Stanton, and Peter Kelly will develop the 5-year plan and will present it early in the fall.

D. Campus Subcommittee. Mr. Grom shared a draft of the CCHS Campus Subcommittee charge. Ms. Storrs questioned if they need to define what a possible article would look like by the special Town Meeting in October. Dr. Hunter stated that the goal was to submit to get funds for the design for the fall. Mr. Flaherty noted that there needs to be very specific items in the article, as well as general capital for things that can pop up. Dr. Hunter stated that she hoped over the summer that she, Mr. Stanton and some SC members could work on the article. Mr. Booth questioned if the land use oriented projects language was too limiting. Mr. Flaherty stated that they should include language for repairs as well as facilities. Mr. Grom suggested that they have 5 SC members work on this subcommittee over the summer. Ms. Storrs stated that since the document was delivered the prior day, she hasn't had a lot of time to review the draft and noted that she found it confusing. Ms. Boynton suggested prioritizing and addressing the known needs to keep the ball rolling while they work on the draft charge. The SC agreed to send Mr. Grom comments/edits to the charge for him to work on for the July SC meeting.

X. ACTION ITEMS

A. Vote to approve CCHS football overnight trip to ME. A motion was made by Ms. Storrs, seconded by Ms. Boynton, to approve the CCHS Football trip to ME on July 27 and 28, 2018, with the condition that a signed district liability waiver (MIIA) is received from all participants. Mike Robichaud, head football coach at CCHS, stated that it is a 2-day low impact football clinic of which @ 40 students attend, noting what a great opportunity it is for the new players to meet and bond with the older players. The vote was unanimously approved.

B. Vote to accept gift from CCHS Parents Association. A motion was made by Ms. Storrs, seconded by Ms. Boynton, to accept a gift from the CCHS Parents Association, with gratitude, in the amount \$1,500 to be used at the discretion of the Principal. The vote was unanimously approved.

C. Vote to appoint Jared Stanton as CCRSD Chief Procurement Officer. A motion was made by Ms. Storrs, seconded by Ms. Boynton, to appoint Jared Stanton as Chief Procurement Officer. The motion was unanimously approved.

D. Vote to approve FY18-19 salary increase for non-bargaining employees. A motion was made by Ms. Storrs, seconded by Ms. Boynton, to approve the FY18-19 salary increase for non-bargaining employees. The motion was unanimously approved.

E. Vote to appoint Paula Casey to Adult and Community Education Advisory Committee. A motion was made by Ms. Storrs, seconded by Ms. Boynton, to appoint Paula Casey to the Adult & Community Education Advisory Committee. The motion was unanimously approved.

F. Vote to approve Replacement Vehicle Bid Award (CPS & CCRSD). A motion was made by Ms. Storrs, for CCSC, seconded by Ms. Boynton, for CCSC, to authorize the Superintendent to award a vendor contract for purchase of two school buses that are compliant to specifications. The motion was unanimously approved.

A motion was made by Ms. Storrs, for CCSC, seconded by Ms. Boynton, for CCSC, to authorize the Superintendent to award a vendor contract for financing the purchase of two school buses that are compliant to specifications. The motion was unanimously approved.

A motion was made by Mr. Booth, for CSC, seconded by Mr. Grom, for CSC, to authorize the Superintendent to award a vendor contract for purchase of two school buses that are compliant to specifications. The motion was unanimously approved.

A motion was made by Mr. Booth, for CSC, seconded by Mr. Grom, for CSC, to authorize the Superintendent to award a vendor contract for financing the purchase of two school buses that are compliant to specifications. The motion was unanimously approved.

Ms. Storrs noted that it's difficult to prepare for the meetings when they don't receive information until the day of or day before the meeting date.

A motion was made by Ms. Storrs, seconded by Mr. Booth, to adjourn the CCSC meeting. The motion was unanimously approved and the CCSC meeting adjourned at 8:49 PM.

CPS

XI. REPORTS FOR DISCUSSION

A. CMS Handbook First Draft. Justin Cameron, CMS Principal, shared updates/edits to the CMS handbook, including: cell phone use update which would no longer allow students to carry their cell phones on them, a change in the behavior rubric and an update to the honor roll publication which would break the honor roll into 2 lists (Principal's List and Honors List). He stated that he shared the changes at faculty meetings, parent forums and student lunches. He noted that the new behavior rubric includes online referrals and that they expect a peak in referrals. He stated that the cell phone usage update would prohibit students from carrying their cell phones, noting that the cell phones will need to be kept in students' lockers. Mr. Grom questioned if Mr. Cameron's received opposition to this new policy. Mr. Cameron stated that the cell phone policy change had the most feedback, noting that some parents were concerned about students not having their cell phones in emergency situations. He noted that many parents were in favor of the new policy, stating that it was about a 50/50 split of those in favor and those opposed. Dr. Hunter noted that in an emergency situation, they would actively communicate out to parents/caregivers. Mr. Cameron stated that he reached out to Officer Scott Camilleri regarding cell phone use and was assured that it was safe for kids to not have their cell phones during an emergency situation.

B. CMS 2017-2018 School Improvement Plan Updates. Mr. Cameron shared highlights from the CMS 2017-2018 School Improvement plan. He stated that CMS has been creating RTI Teams, allowing them to focus on delivering interventions before the entry into special education. He noted that there are RTI and teams at each building. He stated that they implemented the Foss Science Curriculum and have had great feedback from the Science department. He noted that they have been exploring spaces in the libraries to create makerspaces. Mr. Cameron stated that they implemented a new advisory program this year, homeBASE, noting that the numbers were about 1:10 and that they were able to have every adult serve as advisors. He noted that they became an official Challenge Success school and revised the 5th to 6th grade transition for the 2017-2018 school year. Mr. Cameron stated that they have consensus for building reconfiguration for 2018-2019. He stated that they implemented STARs Renaissance as an RTI universal screener and progress monitoring tool for ELA and ALEKs as an RTI universal screener and progress monitoring tool for Math.

C. CPS FY18 Financial End of Year Status. Mr. Flaherty stated that they had a challenging end to the year, noting that they went into a semi hard freeze and deferred a lot of purchases. He stated that they captured a lot of funds due to the freeze and noted that they qualified for extraordinary relief due to the sharp uptake in Special Education, bringing in @\$157,000 more reimbursement for the current school year. He noted that the sudden spike in cost in FY18 would be present moving forward. He stated that they have a multi year plan to address the impact of the parity contract and that they wanted to preserve circuit breaker carryover so that they could offset the midyear step during FY18. He stated that they have been able to prepay roughly \$540,000 of tuitions for next year to take some of the pressure off of the extraordinary spike. Mr. Flaherty stated that they came in at \$86,000 under the capital borrowing for buses. He stated that they would use that money in the FY18 closing and pay a portion of the leasing costs. He highly recommended to the SC that they allow CPS to order a new F350 dump truck to use for plowing. He noted that they have not been able to keep up with the pickup trucks over the last few years and they are in need of a new one. He stated that they would have a fair amount of circuit breaker carryover. He stated that they will have a good close, but noted that they had to defer a lot of purchases. He urged the SC to go after a similar increase for FY20 so that they are well positioned to use the money in conjunction with a relatively normal increase to address the last piece of the parity contract. He stated that they would close out the budget with about \$8,000 left to use for smaller vendor bills and last minute mileage reimbursements.

XII. ACTION ITEMS

A. Vote to accept gift CMS playground equipment. A motion was made by Mr. Grom, seconded by Mr. Booth, to accept gift CMS playground equipment. The motion was unanimously approved.

B. Vote to approve CPS Three-year Successor Building Services. A motion was made by Mr. Grom, seconded by Mr. Booth, to approve the CPS three-year Successor Building Service Workers Contract. The motion was unanimously approved, with thanks.

C. Vote to approve CMS Handbook 2018-19. A motion was made by Mr. Grom, seconded by Mr. Booth, to approve the CMS Handbook 2018-19. The motion was unanimously approved.

XIII. ADJOURNMENT

A motion was made by Mr. Grom, seconded by Mr. Booth, to adjourn the CSC meeting. The motion was unanimously approved and the meeting adjourned at 9:29 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 7/24/18

Abbreviations:

ACLU	American Civil Liberties Union
CASE	Cooperative Association for Special Education
CEF	Concord Education Fund
CSC	Concord School Committee
CCSC	Concord-Carlisle Regional District School Committee
CMLP	Concord Municipal Light Plant
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
GASB	Governmental Accounting Standards Firm
MAAB	Massachusetts Architectural Access Board
MASC	Massachusetts Association of School Committees
MIAA	Massachusetts Interscholastic Athletic Association
NEASC	New England Association of Schools and Colleges
NESDEC	The New England School Development Council
NFPA	National Fire Protection Association
OPEB	Other Post-Employment Benefits
PEG	Public Education Government
RTI	Response to Intervention
SEPAC	Special Education Parent Advisory Council
SOI	Statement of Interest
SPED	Special Education
SWOT	Strengths, Weakness, Opportunities, Threats
YRBS	Youth Risk Behavior Survey