

Present: Wallace Johnston, Vice Chair, CSC; CCSC  
Robert Grom, Chair, CCSC; CSC  
Heather Bout, CSC; CCSC  
Courtland Booth, CSC; CCSC

Absent: Johanna Boynton, Chair, CSC; CCSC

Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD  
Jared Stanton, Director of Finance & Operations, CPS & CCRSD

**I. CALL TO ORDER**

Mr. Johnston called the CSC to order at 5:33 PM. A motion was made by Ms. Bout, seconded by Mr. Grom, that the Concord School Committee would enter into Executive Session under Purpose 3 of the Open Meeting Law: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and return to Open Session at approximately 6:30 PM. The motion passed by roll call: Booth, aye; Bout, aye; Grom, aye; Johnston, aye.

Mr. Johnston called the meeting back to order at 6:40 PM and noted that he would be chairing the meeting in Ms. Boynton's absence. *Dr. Hunter did not return to the meeting after Executive Session.*

**II. PUBLIC COMMENTS**

None.

**III. RECOGNITIONS** – CMS homeBASE. CMS Principal, Justin Cameron, introduced his homeBASE advisory team students and had them sit in the SC's chairs. He stated that homeBASE was an advisory program that began about 2 years ago. The students introduced teachers: Jen Frizzell, Reiko Funaki and Tara Fernandez-Davila. The teachers stated that data showed that kids needed more contact with adults to aid in their social/emotional well-being. They reviewed how the idea of homeBASE came about, noting that the "BASE" acronym stands for: Bully proofing curriculum, Academic advising, Social/Emotional lessons and Entertainment and fun. They stated that they meet every morning except Tuesday for 6-7 minutes and is made up of about 10-12 students that meet with a staff member, noting that every staff member participates. They shared a video of a ball pit challenge, which was the kick-off of the homeBASE program for the 2017 year. They stated that the idea of plinko boards is the basis for the 2018 kickoff of "CMS Catalyst for Change". They shared examples of how homeBASE has helped to connect students together. They stated that 8 out of 10 kids stated that they connected with students they normally wouldn't have and 81% of kids would like more time in homeBASE.

Mr. Cameron recognized Ms. Frizzell, Ms. Funaki and Ms. Fernandez-Davila for all of their work over the last few years on homeBASE, noting that it was a homegrown program and also innovation at it's finest. Mr. Johnston stated that homeBASE was an amazing program. Mr. Booth thanked the teachers for providing the students with an adult that they feel comfortable going to. Mr. Johnston noted that they should foster this idea at CHS.

Mr. Johnston noted that the meeting was being recorded.

**IV. CHAIRS & LIASIONS REPORT**

Mr. Johnston stated that the PTG Presidents met and Mr. Grom noted that the meetings are always interesting and exciting to hear the startup to the year.

**V. SUPERINTENDENT'S REPORT**

Mr. Stanton stated that the opening of school ran smoothly and fluidly, noting that the only issue was at CMS, where they had to manage the high heat and humidity without climate control. He stated that there were minor issues with transportation, but that the transportation department was in contact with the community, noting that the first 2 weeks of school are the hardest. He pointed out that they transport 3,600 students on 150 runs a day. He stated that there were 30 new teachers at orientation on August 23<sup>rd</sup> and 24<sup>th</sup>. Mr. Stanton stated that there was a leadership retreat on August 20<sup>th</sup> – August 22<sup>nd</sup>, which focused on the strategic plan and zero based budgeting. He stated that they are currently in the process of finalizing parts of the school improvement plans with the principals.

Mr. Johnston introduced Mr. Stanton to those who had not met him yet, noting that they were very excited to have him on board.

## **VI. CORRESPONDENCE**

None.

## **VII. REPORTS FOR DISCUSSION**

A. CSC Goals 2018-2019. Ms. Bout thanked Ms. Boynton for compiling all of their comments/ideas into one document. The SC discussed updates/changes to the 2018-2019 goals. Mr. Johnston stated that any additional thoughts should be sent to Ms. Boynton prior to the next meeting on the 25<sup>th</sup>.

B. Thoreau Special Education Update. Angel Charles, Principal of Thoreau School, provided an update on special education at Thoreau. She stated that they have welcomed an early childhood substantially separate program this year, noting that this is the 1<sup>st</sup> of its kind in the District. She stated how wonderful the program has been, noting that they are making adjustments as needed. She noted that it should be part of the District wide vision to keep as many students in the District as possible by creating more programs. She welcomed the SC to come to Thoreau to see the program. Ms. Charles stated that parents are so thankful for Thoreau hosting the program. She stated that the program is for kindergarten, 1<sup>st</sup> or 2<sup>nd</sup> grade students who may be developmentally in a variety of different age bands. She stated that the needs are based on their individual plans and is constantly changing. She stated that the support of the Special Education office has been fantastic. Mr. Johnston stated that he agrees that they need to try and keep kids in District, noting that it's vitally important. Mr. Booth questioned if the next year looked similar to this year and Ms. Charles stated that they would be more equipped to anticipate what they need. She also stated the need for ensuring that awareness about the program exists within the community. Mr. Johnston questioned SEPAC's engagement in the program and Ms. Charles stated that they worked closely with the Integrated Preschool to advocate for the creation of the program. She stated that she is very proud of the program.

## **VIII. OLD BUSINESS**

A. CMS Reconfiguration. Mr. Cameron stated that Peabody would be an all 6<sup>th</sup> grade building and Sanborn would be an all 7<sup>th</sup> and 8<sup>th</sup> grade building. He noted that they have a Reconfiguration Committee of about 17 teachers that will meet monthly to consider all of the details involved. He stated that if the doors were opened this year in this reconfiguration, 481 students would be housed at Sanborn, noting that it is 70 students over what they currently have. He stated that a lot of the conversation around reconfiguration is around space. He stated that currently, the teachers have a tremendous amount of shared spaces, noting the difficulty in prepping for classes. He noted that the MSBA guideline states that no more than 80% of the building should be occupied to limit conflicts of spaces. He stated that the reconfiguration would allow CMS students to identify as CMS students. Mr. Cameron stated that the RTI program is currently split in half between schools and noted that the special education numbers are currently high. He noted that groups could join together through the reconfiguration, which would also free one of the teachers up to offer enrichment opportunities. He stated that they should have a feasibility study of the reconfiguration at Sanborn by the 2<sup>nd</sup> SC meeting in October. Mr. Grom questioned if they may need additional modular classrooms and Mr. Cameron noted that they have 3 classrooms occupied by the CASE Collaborative Program that they could look at next year.

Mr. Grom questioned what the biggest challenge of the reconfiguration was and Mr. Cameron stated that it would be the Sanborn building. He also stated that the reconfiguration would actually add to the cohort of teachers that has to travel between buildings. He noted that teachers are not at their best when travelling. Ms. Bout questioned scheduling and Mr. Cameron stated that they need to rework the master schedule anyway. He stated that due to the fact that Peabody is smaller, the class sizes are smaller than Sanborn, but noted that this will be cleaned up with the configuration. Mr. Johnston noted that they are creating anxiety by the dynamic of how the schools are setup. Mr.

Booth noted the appeal of the homeBASE program and the overlapping of the reconfiguration project, also noting the stress of the travelling teachers. Mr. Cameron noted the stress on the schedule that teacher travel time creates, pointing out that they are not using the teachers to their full capacity. He noted that he travels 8-10 times a day back and forth to both buildings. He stated that the conditions that surround the teachers are very less than ideal, noting that a new facility is something that is more than needed.

B. CMS Building. Ms. Bout reviewed the history behind the CMS building discussion, noting that they had a study done on the existing facilities. She reviewed Phase II of the charge of the CMS Building Committee, including: evaluating the existing facility to evaluate the costs to maintain the buildings for 10 years, comparing the options and related costs to renovating or building new and then recommending preferred options. She stated that this was completed and that Phase III is dependent on MSBA funding, noting that the next step was a feasibility study. She stated that there are 3 main themes: the conditions of the buildings are continually deteriorating, the 2 campus configuration is an inefficient and expensive and is a struggle for the school community. She stated that it was estimated to cost \$21 million to maintain the Sanborn building for 10 years and \$25.9 million for Peabody, for a total maintenance bill of almost \$47 million. She stated that they need 1 campus for CMS that will last for 50 years. She shared conceptual ideas of different options, including cost estimates. She stated that Finegold Alexander recommends 2 options as viable: 1) work with existing Sanborn building and save the auditorium and gym and build a new classroom wing and 2) build a brand new middle school, including the MSBA specs as well as additional items that the community wants, noting that their preferred option would be to build new. Ms. Bout shared a high level list of things to be addressed at the Sanborn and Peabody buildings, including: septic system issues, fire safety systems updates, water issue in Peabody gym. She stated that they are ensuring a safe environment for the kids, but noted that they don't want to invest too much in the buildings with the possibility of building a new building. Ms. Bout noted that although they are excited about the reconfiguration, that it is only a short-term bandaid. Mr. Cameron noted the current parking issue for teachers, noting the stress on the facilities at Sanborn and the impact on the safety of the students.

Ms. Bout stated that the MSBA encouraged the District to re-submit after not being chosen last year. She stated that they've re-submitted and should be hearing back by December 2018. She stated that if they are accepted, they need to do a feasibility study and would need funding at Town Meeting in April to do the study. She noted that they would need to have a warrant ready for Town Meeting in case they are accepted and would be starting that process soon. She stated that if they are not accepted, they should consider moving forward with a feasibility study anyway to start moving on with the process. She noted that they are waiting on feedback from MSBA to see if having a feasibility study in the process would hinder their decision. Mr. Johnston agreed that they need to move forward in creating a warrant and doing a study. Ms. Bout stated that they are continually updating MSBA about the deterioration of the buildings. Mr. Booth noted the strong case for a new building in regards to the educational value. *Dr. Hunter rejoined the meeting.* The SC discussed a possible unintended and inaccurate message if the MSBA thinks that moving forward with a feasibility study means they are going to move forward without the MSBA. Dr. Hunter stated that she wants to be transparent and has a call into them regarding this and also noted the possibility of massive failure in one of the buildings. Mr. Cameron noted the importance of music space in the reconfiguration or new building.

C. FY19 and FY20 Budget. Mr. Stanton shared an FY19 Variance report as of 9/6/18, noting that 95% of the staff budget is encumbered, as well as tuitions. He noted that there have been some transfers, but within the 1000's. He stated that he met with Mr. Cameron on the CMS budget and will meet with CHS regarding the zero based budget. He noted that he's scheduled to get into CMS on September 18<sup>th</sup> with their Chairs on the process. He stated that he's met with several people in the Central Office, noting that he will be presenting the budget on November 15<sup>th</sup>.

Ms. Bout noted that they had their first discussion in the Budget Subcommittee and noted how helpful the information is.

## **IX. ACTION ITEMS**

A. Vote to accept donation in memory of Betsy Wood to Thoreau School. A motion was made by Ms. Bout, seconded by Mr. Grom, to accept a donation in memory of Betsy Wood in the amount of \$100 for the enjoyment of the children of the Thoreau School. The motion was unanimously approved.

B. Vote to accept donations to the Alcott School and CMS. A motion was made by Ms. Bout, seconded by Mr. Grom, to accept a donation from Mr. Erik and Sally-Ann Limpaecher in the amount of \$1,000 to the Alcott Elementary School. The motion was unanimously approved, with gratitude.

A motion was made by Ms. Bout, seconded by Mr. Grom, to accept a donation in the amount of \$1,500 from the Joan Pitlor Memorial Fund to support the CMS summer academy. The motion was unanimously approved, with gratitude.

C. Vote to declare CMS surplus. A motion was made by Ms. Bout, seconded by Mr. Grom, to declare CMS surplus items per letter dated 9/10/18 from Dr. Hunter. The motion was unanimously approved.

#### **X. ADJOURNMENT**

A motion was made by Ms. Bout, seconded by Mr. Grom, adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 8:56 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 10/23/18

#### 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
EOYR	End of the Year
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