

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

The CSC meeting was called to order at 6:30PM by Ms. Boynton. She noted that the meeting was being recorded and would that it would also be live for the first time.

II. PUBLIC COMMENTS

None.

III. RECOGNITIONS – Willard International Fair. Matt Lucey, Willard Principal, introduced members of the team that worked on the Willard International Fair, a day celebrating student differences. Mr. Lucey noted that the day was full of song, smiles and food and shared a video compilation of the day. He stated that the day was filled with 100s of people being together, being heard, embracing newness and an awareness of the diversity in the community. He thanked all those who made it possible. Ms. Bout stated that she attended the fair and stated that the cafeteria was filled shoulder to shoulder with people, noting how people were so happy to share their cultures with others.

IV. CHAIRS & LIASIONS REPORT

Mr. Booth stated that CCTV is now Minuteman Media and that the meeting is live. Dr. Hunter stated that she's been reminded several times that they shouldn't do cross-district work at the Concord meeting, noting that they should save bigger picture updates for the joint meeting later in the month.

Ms. Bout stated that attended the League of Women Voters Education Committee's last meeting and that she updated them on the final budget. She stated how supportive they are of the SC and noted that they asked great questions that helped inform them of possible questions the community might ask as well. She noted that the League has suggested hosting a neutral forum on the CMS facilities. Ms. Bout stated that the League hosted their first "First Friday" event, noting that they covered educating the whole child.

Ms. Boynton shared that she will not be re-running for School Committee and noted that she encourages anyone to step forward since there will be 2 seats available.

V. SUPERINTENDENT'S REPORT

Dr. Hunter stated that she's meeting regularly with the CMS special education staff and consultant to unpack the West Ed review. She stated that she would be having the 3rd meeting with the CTA Evaluation Committee to review the current contractual process and timelines. She noted that they are having thoughtful, productive conversations. Dr. Hunter stated that CMS would soon be administering the PEAR screening tool. She stated that they continue to provide ALICE training to the elementary schools. She stated that she is attending CMS Master Schedule and Reconfiguration Committee meetings, noting that they are making great progress. She stated that Mr. Cameron would begin having evening events to communicate out the reconfiguration. Dr. Hunter stated that she and Ms. Herbert had a great conversation with the education consultant from Apple about innovate and engaging pedagogy. She stated that, regarding cultural proficiency, Principal Baruti Kafele would be engaging with all of the faculties across the schools on

January 14th and 15th. Dr. Hunter stated that she attended “A Christmas Carol” at Thoreau, the school sing-a-long at Alcott, the all school meeting at Willard and the CMS Evening Instrumental Concert the week before break.

VI. CORRESPONDENCE

Ms. Boynton stated that they received 2 emails: 1 regarding interest in a new middle school and 1 regarding the CMS tour that occurred prior to the meeting.

VII. REPORTS FOR DISCUSSION

A. CMS Facility Updates. Dr. Hunter stated that there was a septic issue and radiator/boiler issue in Sanborn during the month of December. She noted that they are constantly in a reactive mode at both middle school buildings. Ms. Boynton noted that they toured both buildings prior to this meeting to understand the challenges. Ms. Bout shared a draft of the CMS Feasibility Study planning document, including: premise, process, and informational presentations. As first steps in the process, she stated that they would be re-engaging the Facilities Planning Committee to help facilitate the process as well as re-engaging Finegold Alexander Architects to refine information. Ms. Bout also reviewed additional process steps, including: creating presentations to share, holding discussions with Town Administration and Boards, reaching out to stakeholder groups, holding multiple public forums, coffees/information sessions, engaging interested residents, arranging recording of a presentation to be posted publicly, keeping State Senator and Representative abreast of discussions and plans, re-submitting SOI for 2019 MSBA review and deciding, based on public discussion and feedback, by April, 2019 whether or not to move the Feasibility Study Warrant Article.

Ms. Boynton shared a draft calendar for January through March, including public tours on Saturdays of Peabody and Sanborn. The SC discussed the possibility of adding additional tours on Tuesday afternoons or Wednesday evenings prior to Town Meeting. The SC discussed the dates and agreed to sign up for which public forums/coffees that they were each available to attend.

Ms. Bout reviewed the informational presentation, including: history/current situation, educational vision, fiscal factors and looking forward. Mr. Johnston recommended visiting a school that was accepted into the MSBA building project. Ms. Bout noted that the draft was a working document, and encouraged SC members to send her any edits/ideas that they had.

Ms. Bout reviewed the draft list of Town and Stakeholder groups to engage in the process and the SC discussed outreach to the groups. Ms. Boynton noted that she’s reached out to the Chairs of the Select Board and Finance Committee as well as the Town Moderator to begin conversations with them on the behalf of the SC.

Public Comment: John Hickling, Concord, MA. Mr. Hickling recommended having a discussion with Moody’s and Mr. Stanton stated that he would have a conversation with Kerry Lafleur on this.

Dean Banfield, 73 Walden Terrace, Concord, MA. Mr. Banfield questioned the cost of the study done years ago on CMS and Ms. Bout stated that it cost \$98,600. She noted that this cost was for a facilities study on existing conditions and that they are now looking for a feasibility study, which will result in building plans. He suggested renaming it from a feasibility study since the intent is to come out with plans to build, noting that it is a lot of money.

Dawn Gaurriello, 57 Bristers Hill Road, Concord, MA. Ms. Gaurriello questioned if they are intending that it go through schematic design, suggesting that this is much further along than a feasibility study.

Cynthia Rainey, Hunters Ridge Road, Concord, MA. Ms. Rainey questioned the process of the feasibility study and Ms. Bout noted that they would be clarifying the process in the information that they present to the community.

B. CMS Facility Planning Committee Charge. Ms. Bout shared a draft of the previously created CMS Facility Planning Committee Charge, noting that only Phase 3 had been updated. Mr. Booth noted the importance of the visioning work, recommending that this be the main part of Phase 3.

A motion was made by Ms. Bout, seconded by Mr. Johnston, that they revise the CMS Facilities Planning Committee charge such that Phase 3, Develop Plans and Strategies, now includes just a Number 1 that states “Lead educational visioning to help inform Feasibility Study.” Mr. Grom questioned if they should change the name from Feasibility to

another word and Dr. Hunter stated that they should vote it as feasibility and that they'll discuss it going forward. The motion was unanimously approved.

C. K-8 Special Education Review. Dr. Hunter shared an overview of the findings of the K-8 Special Education Review that occurred last spring by West Ed. She stated that the elementary schools would be implementing changes based on the review more slowly than the timeframe that the high school had implemented changes. She noted that the elementary schools have evolved in a site-based mode, so global changes will not work. Dr. Hunter reviewed the commendations, including: strength of the staff and tutor positions, extensive training opportunities, general positive feeling of parents towards staff/instruction/outcomes, wide array of services, small student to staff ratio, variety of intervention programs, individualized instruction and in house programming. She then reviewed the recommendations, including: provide more direct instruction, change scheduling of special education staff, change current expectations in learning centers, create true co-teaching environments, provide clear expectation of tutors, identify ELA curriculum, focus on skills aligned to ELA standards in general and special education instruction, implement RTI framework, develop district wide policies and procedures around intersection of general and special education services and provide a middle school department and team chair. Dr. Hunter noted that this chair position was not included within the budget because they believe they can accomplish it through re-allocation. Dr. Hunter stated that West Ed consistently found the need to use data to determine eligibility, progress and services. She noted that there are a large amount of students on education plans, and West Ed questioned their eligibility. She stated that they also recommended providing a continuum of services and possibly re-allocating funds to use the funds differently. She also noted the recommendation of making sure families feel involved and included.

Dr. Hunter stated that they are talking about the leadership models, reviewing the report at each school, creating action steps at each school, creating a district wide programming vision and aligning West Ed for a preschool review. She stated that they would be sharing the next steps in the spring.

VIII. OLD BUSINESS

A. FY20 CPS Budget. Dr. Hunter stated that they are \$141,000 away from the guideline. Ms. Boynton noted that since they've voted, the guideline hasn't changed. Ms. Bout stated that she is very much behind and in support of the budget and asked Dr. Hunter if anything has changed. Mr. Stanton clarified the amount over the guideline, stating that it was \$145,024. Dr. Hunter stated that they have found needs that have come up, but nothing so extraordinary that they cannot manage it.

IX. NEW BUSINESS

A. FY19 CPS Budget Transfers. Mr. Stanton shared the FY19 CPS Budget Transfer report, stating that the latest round of transfers totaled \$958,985.49.

B. FY19 CPS Second Quarter Variance Report by 100. Mr. Stanton shared the FY19 CPS Second Quarter Variance Report by 100 function, noting that the transfers were embedded within the report.

C. FY19 CPS Second Quarter Variance Report by 1000. Mr. Stanton shared the FY19 CPS Second Quarter Variance Report by 1000 function, noting that the transfers were embedded within the report. He noted an unencumbered balance of \$2.185 million. He stated that they are in good shape going into the 3rd quarter, noting that he is currently doing a run rate.

D. Elementary Leadership Structure. Dr. Hunter stated that the building principals are the sole administrators in each of the 3 elementary schools and are the only credentialed evaluators. She noted that they also serve as team chairs for special education. She stated that they are asking a lot of the principals to have the only administrative position in the school. She noted that other districts, if they do not have an assistant principal, they have another evaluator available. She stated that there are a couple retirements in 2 of the schools that provide a chance of the possibility of reallocating. She stated that each school would have a different idea of how work should be divided between positions. Dr. Hunter stated that this issue has a direct impact of supporting students as well as teachers, noting that things end up being compromised since the Principals are trying to cover everything. She stated that she's looking for permission to begin the conversation that may possibly involve an in house posting to see what staff are credentialed and interested. She stated that she doesn't have a predetermined outcome, noting that the goal and intent

would be cost neutral. Dr. Hunter stated that evaluation would be consistent across this position. Ms. Bout noted that this is a necessary position to have and recommended exploring it further.

IX. ACTION ITEMS

A. Vote to accept donations to CPS Enrichment Fund. A motion was made by Mr. Johnston, seconded by Ms. Bout, to accept the CPS Enrichment Fund donations in the amount of \$1,155. The motion was unanimously approved, with appreciation.

X. ADJOURNMENT

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

Respectfully submitted,

Erin E. Higgins

Approved: 2/14/19

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
YRBS

Strengths, Weakness, Opportunities, Threats
Youth Risk Behavior Survey