

**JOINT SCHOOL COMMITTEE**

Concord-Carlisle School Committee  
Concord School Committee  
Ripley Building  
August 20, 2019

**Present:**

Wallace Johnston, Chair, CCSC; CSC  
Courtland Booth, Vice Chair, CSC; CCSC  
Yuval Erlich, CSC, CCSC  
Cynthia Rainey, CSC, CCSC  
Eva Mostoufi, CCSC

**Absent:**

David Model, Vice Chair, CCSC  
Heather Bout, 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 CCSC meeting to order at 5:33PM, noting that the meeting was being recorded. Mr. Booth then called the CSC meeting to order.

**II. PUBLIC COMMENT**

None.

**III. READING OF THE MINUTES**

A. Open Session: Joint meeting – 5/28, 6/11, 6/24/19. A motion was made by Mr. Booth, seconded by Mr. Erlich, to approve the joint meeting meetings from 5/28, 6/11 and 6/24/19. The motion was unanimously approved.

Executive Session 6/24/19. A motion was made by Mr. Booth, seconded by Mr. Erlich, to approve the Executive Session minutes from 6/24/19. The motion was unanimously approved.

CSC meeting 7/23/19. A motion was made by Ms. Rainey, seconded by Mr. Johnston, to approve the CSC meeting minutes from 7/23/19. The motion was unanimously approved.

**IV. CHAIRS & LIAISONS REPORT**

Mr. Johnston stated that the PEG Access Committee met and had an interesting discussion, noting that there is a lot of transitioning happening. He noted their interest in expanding programming with the schools. Mr. Booth noted their desire to keep it vibrant at the high school and driving it down to the middle school as well.

A motion was made by Ms. Rainey, seconded by Mr. Erlich, to move agenda item VII. Vote to Approve the Opening of the Tremont School to the CSC portion of the meeting. The motion was unanimously approved.

**V. CORRESPONDENCE**

None.

**VI. REPORTS FOR DISCUSSION**

A. CCHS Special Education Leadership. Dr. Hunter stated that they are asking for consideration of an additional administrative position at the high school to lead special education in the role of both coordinator and team chair. She stated that they've been looking into the special education structures to support the programs they are creating. She noted that they've filled the team chair position at the middle school. Dr. Hunter stated that, over the summer, there have been some evolving changes in dynamics at the high school with the resignation of a long time department chair.

She stated that the position they would like to create would be doing the administrative side of special education and the department chair role should mirror the department chair roles of the other content areas. She stated that the opportunity is here to talk on it since there is a vacancy to process as well as having a new director of student services. Dr. Hunter shared and reviewed highlights of the new position.

Mr. Stanton stated that since they budget so early in the cycle before the Governor's budget is finalized, the Chapter 70 (State Aid) and Chapter 71 (Transportation Aid) are all higher than budgeted, which helps E&D. He noted that they are very healthy right now when it comes to revenue for FY20. Dr. Hunter stated that they've seen increases coming out of the budgets at the state level, noting that she feels it should be fairly stable. Ms. Rainey asked what the cherry sheet showed and Mr. Stanton stated a little over \$200,000, but noted that the cherry sheets are a little misleading. He stated that they're based off of numbers from FY18, which change once the end of the year is reported.

Ms. Mostoufi asked if there was a contact for parents to reach out to while this position was in transition and Dr. Hunter stated that parents could start with the special education teacher, then either the assistant principals and then Mr. Mastrullo. Mr. Erlich asked if they were jeopardizing their chances of finding a candidate so close to school starting and Dr. Hunter stated that, with counsel from legal support since the position isn't approved yet, they could post an anticipated position. She noted that this time of year, superintendents are highly encouraged to be professionally cordial to each other to determine transitions and work together collectively. Mr. Booth noted that most of the duties of this position were admirably fulfilled by the person who left the position and that he should be commended for what he's done for the kids and the district. Mr. Johnston noted that one of the assistant principals is skilled in special education and Dr. Hunter stated that Katie Stahl was the Assistant Sped Director in her former district. Ms. Mostoufi asked if the position will be well defined and if this person would be taking care of the transitions out of the school as well as track the progress of students out of the district. Dr. Hunter stated that the longer term vision is that they will become more involved with out of district students and that they will start with assessing the priority needs. Ms. Rainey asked how many students are IEP or special education students and Dr. Hunter stated around 15%.

**Public Comment:**

Christine Reynolds, Concord Finance Committee Member, asked how much this position would cost and Dr. Hunter stated that they posted the position between \$120,000 and \$130,000, noting that this was in line with the other assistant principals.

Carol Yelle, Concord SEPAC Co-President, asked Dr. Hunter if the role that Tom played would be completely this new person and what the role of the department chair would be. Dr. Hunter stated that they are waiting for the teachers to return to formalize the department chair role, noting that they feel this is the right way to do it and that the contract insists that they ask for input. She stated that they wanted to be inclusive and will clarify over the next few weeks. Ms. Yelle asked if this person would be versed about trying to keep kids in district and Dr. Hunter stated that this would certainly be part of the entire team to discuss this.

Ms. Mostoufi asked if this person would be the liaison between the students on IEPs and other students. Dr. Hunter stated that this person would be in a more procedural role and the higher level work would be led by her, Ruth Grube and the other district leadership.

**VII. ACTION ITEMS**

A. Vote to Approve CCHS Field Trip. A motion was made by Ms. Rainey, seconded by Mr. Erlich, to approve the CCHS APES Sustainable Farm end of year trip from 5/9/20 – 5/10/20, with the condition that a signed liability waiver is received from all participants. The motion was unanimously approved.

B. Vote to Approve CCHS Special Education Coordinator and Team Chair. A motion was made by Mr. Erlich, seconded by Ms. Rainey, to approve the CCHS Special Education Coordinator and Team Chair, as described by Dr. Hunter. The motion was unanimously approved.

C. Vote to Approve CMS and CCHS half days. Dr. Hunter stated that the high school has 4 early release days: 10/15/19, 12/3/19, 2/25/20 and 3/31/20. She stated that they wanted to provide opportunities for preK-12 professional development and had anchored one on 1/21/20, with the hopes of also adding 12/3/19 and 2/25/20. She noted that since the middle school would not be able to participate on those 2 days until 1:30, they were hoping to parallel the Thanksgiving half day schedule to drop them down to a 3 hour day. A motion was made by Ms. Rainey, for both CCSC and CSC, seconded by Mr. Booth, for both CCSC and CSC, to approve half day schedules for CCHS and CMS: CCHS early release dates of 10/15/19, 12/3/19, 2/25/20 and 3/31/20; and CMS early release on a half day schedule rather than regular Tuesday afternoon schedule 12/3/19 and 2/25/20. The motion was unanimously approved.

#### **VIII. ADJOURNMENT**

A motion was made by Ms. Rainey, seconded by Mr. Booth, to adjourn the CCSC meeting. The motion was approved and the CCSC meeting adjourned at 6:05PM.

#### **CONCORD SCHOOL COMMITTEE**

#### **IX. CHAIRS & LIAISONS REPORT**

Ms. Rainey stated that the Select Board had met and discussed the Capital Planning Committee, noting that it will be a short term committee to look at the full range of large building projects and capital project needs across town to present to the community. Mr. Booth noted that they will hear from the Select Board about seeking a rep from the school committee and Dr. Hunter noted that they've received the request.

#### **X. REPORTS FOR DISCUSSION**

A. CMS Building Committee Updates. Dr. Hunter thanked new town manager, Stephen Crane, for spending hours with them already with the Building Committee and noted that she's been invited to attend the senior leadership meetings of the town every Monday to streamline communication with all of the town departments. She stated that his desire for a strong partnership has been very clear.

Mr. Stanton stated that they received 9 OPM bids on August 5th and evaluated them on August 6<sup>th</sup>, bringing forth 5 for interviews on August 14<sup>th</sup>. He stated that they voted 3 of them in order and that Mr. Crane is currently in contract negotiations with Hill Associates. Mr. Stanton noted that they are hoping to have their price proposal by Friday, August 23<sup>rd</sup>. Dr. Hunter noted that Mr. Stanton's commitment to making this process successful has been nothing but extraordinary. Mr. Booth noted that future CMS Building Committee meetings would be moving to Ripley and that the interviews were taped and available by Minuteman Media Network. Dr. Hunter noted that they made it to the second round of the MSBA process and that MSBA is due to visit on September 24<sup>th</sup>. She stated that this is all very similar to the past 2 years. Ms. Rainey noted the CMS Building Committee webpage and Dr. Hunter reviewed the page, noting that it is meant to be a repository for meeting information and any related documents.

#### **XI. ACTION ITEMS**

A. Vote to Approve the Opening of Tremont School. Dr. Hunter stated that MA law requires school committees to approve any new private school proposals and thanked the Tremont School for being so forthcoming in providing the information requested. She stated that they are guided by: MA general law, school committee policy and legal consult. She stated that she felt very comfortable with what they are offering and noted that they were not a new school, but were relocating to Concord. Mr. Ben Niles, Head of School, and Dr. Tina Grotzer, Faculty of Education, Harvard University and Education Chair, Tremont School, presented on Tremont School's: history and accreditation, values, beliefs, curriculum, community relations, learning support and relocation plans. Mr. Booth noted that many of their initiatives are not unlike those in the district. Mr. Erlich questioned when they would receive approvals for their new building and Mr. Niles stated that they are making preparations, if needed, to have a temporary space to exist until they receive all approvals. Mr. Erlich noted that what the law says does not release the school committee from responsibility. Dr. Hunter stated that, based on all of the information, she believes it is a valid environment for

students and has heard nothing to be concerned about. Mr. Erlich noted his concern regarding DESE's regulations on: certificate of occupancy, fire inspection, lead inspection, etc. Mr. Booth and Dr. Grotzer stated that the school committee's role doesn't impact all of those other approvals. Dr. Hunter stated that she spoke with the fire chief and noted that this approval is not contingent on other approvals. Mr. Johnston stated that he trusts the other town departments with the other approvals and noted the similarities between the Tremont School's program and CCHS's Rivers and Revolution program. Mr. Erlich asked if Mr. Niles and Dr. Grotzer would commit to not moving into the building in Concord without the proper approvals. Dr. Grotzer and Mr. Niles stated that would not and could not move in prior to approvals. Ms. Rainey noted the fact that they went through the accreditation process with NEASC, even though they didn't have to, stating that it shows their commitment in their endeavor.

A motion was made by Mr. Erlich, seconded by Mr. Johnston, to approve the opening of the Tremont School in Concord. The motion was unanimously approved.

Mr. Booth acknowledged Tremont School's neighbor, Jack McGuire, who was present at the meeting.

B. Vote to Approve Grade 8 Trip to Washington, D.C. Dr. Hunter stated that Mr. Cameron is proposing to fly instead of using buses for transportation for the Washington, D.C. trip. She stated that the student price for the bus would be \$820 and \$1,049 for the flight, but noted the substantial gain in time by flying. Mr. Erlich questioned if they've considered a charter flight and Dr. Hunter stated that she could check with Mr. Cameron, but that she expects they've looked for the most economic option. Dr. Hunter stated that they've been able to offer financial assistance for this trip in the past and that Mr. Cameron is looking at fundraising opportunities as a school, noting that no child has been denied for this trip. The school committee expressed their support and Dr. Hunter stated that she would bring more information back to the school committee for a vote.

C. Vote to Approve gift check from CMS PTG for Outdoor Classroom. Dr. Hunter stated that the CEF funded money for an outdoor classroom at Sanborn and this gift check is meant to support and complement that, noting that it is all portable and could be moved to a new building. She also noted that it perfectly aligns with the strategic plan and the outdoor facilities. A motion was made by Mr. Erlich, seconded by Mr. Johnston, to approve a gift check in the amount of \$2,800 from the CMS PTG for the outdoor classroom. The motion was unanimously approved, with thanks to the CMS PTG and CEF.

D. Vote to Approve a Representative to the Concord Capital Planning Task Force. A motion was made by Mr. Erlich, seconded by Mr. Johnston, to appoint Cynthia Rainey as the representative of the school committee to the Concord Capital Planning Task Force. The motion was unanimously approved.

Dr. Hunter stated that opening day for staff is Monday, August 26<sup>th</sup>, noting that the school committee was invited to attend. She stated that breakfast was at 7:30AM and opening speeches were from 8:00AM -10:30AM at the high school. She stated that August 27<sup>th</sup> is the school committee workshop at 5:00PM, September 10<sup>th</sup> is the CSC meeting and September 24<sup>th</sup> is the joint meeting.

## **XII. ADJOURNMENT**

A motion was made by Ms. Rainey, seconded by Mr. Erlich, to adjourn the meeting. The motion was approved, and the meeting adjourned at 7:23PM.

Respectfully submitted,

Erin E. Higgins

Approved: 9/24/19

Abbreviations:

CEF	Concord Education Fund
CSC	Concord School Committee
CCSC	Concord-Carlisle Regional District School Committee
CMS	Concord Middle School
CPS	Concord Public Schools
CCRSD	Concord-Carlisle Regional School District
CCHS	Concord-Carlisle High School
DESE	Massachusetts Department of Elementary and Secondary Education
NEASC	New England Association of Schools and Colleges
OPM	Owner's Project Manager
PTG	Parent Teacher Group