

Present: Wallace Johnston, Chair, CCSC; CSC
David Model, Vice Chair, CCSC
Heather Bout, Chair, CSC; CCSC
Courtland Booth, Vice Chair, CSC; CCSC
Cynthia Rainey, CSC, CCSC
Yuval Erlich, CSC, CCSC
Eva Mostoufi, 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 6:01 PM and Ms. Bout then called the CSC meeting to order, noting that the meeting was being broadcast live and recorded. A motion was made by Mr. Booth, for both CSC and CCSC, seconded by Ms. Rainey, for both CSC and CCSC, 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: Model, aye; Johnston, aye (for both); Bout, aye (for both); Booth, aye (for both); Erlich, aye (for both); Rainey, aye (for both); Mostoufi, aye.

At 6:39 PM, Mr. Johnston called the CCSC meeting back to order and Ms. Bout called the CSC meeting back to order.

II. PUBLIC COMMENT

1. Robert Grom, Mildred Circle, Concord, MA. Mr. Grom stated that there were 2 very important points regarding the field trip discussions: 1) the legal aspects need to be addressed, completely resolved, and updated in the policy and 2) the process needed to be made equitable so that all students are treated equally. He suggested that the School Committee look at examples of policies in other towns and offered to share any research he's done with the School Committee.

CCHS Student Reps, Linda Xu and Amy Tedeschi, shared updates from CCHS: the football team remaining undefeated; the cross country team participating in the Twilight Meet in Falmouth, MA - noting that CCHS senior Will Chapman won the entire meet; the volleyball team only losing 1 game this season; volleyball, girls soccer, boys soccer and field hockey all made it into tournaments/playoffs; Family ID registration for winter sports closing on Nov. 3rd; Oct. 24th student sports fair; mindful minutes being incorporated during the school day; a mindfulness speaker presented to the freshman and sophomores; college panel for juniors; trivia game for seniors; PSATs on Oct. 19th - noting that for juniors, this is an access point for merit scholarships; continuing rehearsals for the fall play, The Laramie Project on Nov. 21st - 24th; chorus concert on Nov. 5th and a band concert on Nov. 7th; MCAS retakes in November, with ELA on Nov. 6-8 and Math Nov. 13-14; juniors being offered to re-take the ELA section because one of the passages was omitted from scoring due to students feeling one of the passages was racist, therefore feeling uncomfortable completing the open response from the perspective of one of the characters.

They shared that there is a lot of stress for seniors since many college deadlines are occurring in the fall as well as juniors, due to SAT testing. They also noted that the freshmen are also feeling the stress of needing to do well in preparation for college.

Mr. Booth thanked Ms. Xu and Ms. Tedeschi for their report and noted that the SC would also take any recommendations that the reps had for the SC to consider. Ms. Xu noted that she has been asked to bring concerns

about reducing the plastic in CCHS to the School Committee. Dr. Hunter noted that 3 CCHS students would be attending the District level Sustainability meeting on Thursday, noting that the students have offered to stand on the committee. Mr. Erlich noted that the stress that the reps had mentioned often comes from the parents and he asked the reps to help the School Committee communicate to parents on this.

III. READING OF THE MINUTES

A. Open Session - Joint Meeting: 9/24/19; CSC Meeting: 10/1/19. Mr. Johnston stated that there was a request to add information to the 9/24/19 minutes, so the SC would not be voting on those at this meeting. Mr. Erlich noted that there was a very long discussion at that meeting and stated that he would provide recommendations of additional points he felt should be added to reflect the discussion. A motion was made by Ms. Rainey, seconded by Mr. Booth, to approve the CSC meeting minutes from 10/1/19. Mr. Erlich abstained and the other members approved the motion.

B. Executive Session: 10/1/19. A motion was made by Ms. Rainey, seconded by Mr. Booth, to approve the Executive Session minutes from 10/1/19. Mr. Erlich abstained and the other members approved the motion.

IV. CHAIRS & LIAISONS REPORT

Mr. Johnston stated that he attended the Board of Health meeting, noting that vaping was one of the primary topics. He invited Ray Considine, from the Concord Board of Health, to talk about a proposed vaping resolution. He stated that the Board of Health has made an order that is currently being considered that would allow vaping product sales only in licensed stand-alone stores in the community.

Ray Considine, 133 Annursnac Hill Road, Concord, MA. Mr. Considine stated that there is a vaping epidemic going on across the country. He stated that the CCHS Youth Risk Behavior Survey reported 24% of high school seniors self-reported vaping in the past 30 days, noting that this was very consistent with national data. He stated that the governor has taken action to ban the sale on vaping products and that there are 2 bills before the legislature that are listed in the Board of Health's resolution. He stated that Tobacco Free Massachusetts is a statewide nonprofit institution created to look into tobacco use that has formed resolutions for boards of health and school committees. He stated that the Concord Board of Health voted to approve the resolution and will be sent to Senate President and the Speaker of the House to urge their support. He urged the School Committee to take a similar stance on the resolution. He noted that Tobacco Free Massachusetts is hoping to ban the sale of all flavored tobacco products. Mr. Erlich noted that there is a forum about vaping on October 28th at 7:00PM at CCHS and encouraged everyone to attend. Mr. Johnston thanked Mr. Considine and the other members of the Board of Health for all of the work they do for kids. Ms. Mostoufi asked where families should reach out to if they have child addicted to vaping and Mr. Considine stated that they should reach out to the Board of Health, noting that they have a number of resources and staff. He stated that the Mass Dept. of Public Health also has a number of toolkits available.

Ms. Bout recommended nominating Ms. Rainey to represent both School Committees on the District Calendar Committee. A motion was made by Mr. Booth, for both CSC and CCSC, seconded by Mr. Erlich, for both CSC and CCSC, that Cynthia Rainey will represent the School Committee on the Calendar Committee. The motion was unanimously approved.

Mr. Booth stated that the Policy Subcommittee met and had a largely organizational meeting with the MASC representative. He stated that the Subcommittee plans to continue with careful review of the policies in order as well as review those that are taken out of cycle and will bring them to the full School Committee for approval. He stated that if the School Committee feels that any of the policies need to be taken out of queue, it should let the Policy Subcommittee know; noting that the next meeting is November 21st.

Ms. Mostoufi stated that SEPAC members are very happy that the out of district students are now receiving email information about what is happening in the district, giving families the opportunity to participate in school wide events at the high school. She stated that SEPAC is hoping that they can also be added to the School Committee push out of information.

VI. CORRESPONDENCE

Mr. Johnston stated that he received an invitation from CCHS Band Director, David Gresko, for “Home of the Brave” – a night of music to honor veterans and active military on November 7th in the auditorium of CCHS at 7:00 PM. He stated that tickets are \$25 each, \$25 per family and free for veterans and active military; available at ticketstage.com or at the door, noting that proceeds will be going to support Fisher House of Boston, which provides lodging and transportation for military families while their loved ones are receiving medical treatment.

VII. SUPERINTENDENT’S REPORT

Dr. Hunter stated that student wellness continues to be priority, noting that the High School faculty and administration are actively focused on several initiatives, including: the Social/Emotional Committee led by Kristen Herbert, Challenge Success, and the CCHS grant to work on social/emotional wellness, noting that they are grateful for the state’s support. Regarding Educator Evaluation, Dr. Hunter stated that they have moved past the goal setting stage and have moved on to classroom observations and learning walks. She stated that the District Innovative Teaching Committee will be meeting early in November and will continue to send the message of trying new things to the staff. Dr. Hunter stated that METCO CEO Milly Arbaje-Thomas has met with the Leadership Team and will be having her come to a School Committee meeting later in the year to talk about the application and acceptance process. Dr. Hunter stated that there was a hate speech issue at the middle school, noting that they spent a considerable amount of time working through that. She stated that she, Mr. Cameron and Mr. Nyamekye had very productive evening conversations with families in Boston and Concord regarding the incident. She stated that the staff met with all students in advisory and shared a statement of what had happened, opening up student dialogue with productive conversations. Dr. Hunter stated that they are working on tightening their protocols when those things happen as they continue to strengthen the foundation of efforts to be proactive.

Regarding Special Education and student support, Dr. Hunter stated that the High School administration continues ongoing discussions of programs and services to students and their impact. Regarding School Safety, she stated that the High School has installed additional security cameras, thanks to a state grant, noting that the administration has been in discussions with Concord Police around implementation of the ALICE (active shooter) program. She noted that the District Safety Committee will be meeting for the first time in November and that the Committee is highly focused on sustainability, noting her excitement for the 3 CCHS students to be joining the district level meetings, with the next meeting being held Thursday, October 24th. Dr. Hunter stated that she’s been attending staff meetings regularly and classrooms as much as possible. She stated that she met with the Rotary to put together a club that was proposed at the middle school last spring and has been attending the Senior Leadership meetings at the Town Hall, noting how valuable the meetings have been in strengthening communications. Dr. Hunter stated that she is hoping to build a master calendar view of all events occurring across the district. Regarding Innovate Pedagogy, Mr. Model stated that Carlisle is pulling together a middle school visioning committee and would be interested in data gathering and Dr. Hunter stated that she would be happy to share ideas.

VIII. REPORTS FOR DISCUSSION

A. FY21 Budget Report. Mr. Stanton presented the CCRSD FY2021 Preliminary Budget Report, thanking Ian Rhames and Nikki Scott from the Business Office, noting that the work was completed as a team. Mr. Stanton stated that they are using zero based budgeting again this year, in which all expenses must be justified, noting that the District is doing a deeper dive this year and including staffing and enrollment sizes in every classroom. He noted that, to date, the District has reached all of its timeline deadlines and shared the budget timeline, noting that the Superintendent’s recommended budget will be brought to the SC on November 19th. Mr. Stanton stated that the District’s general fund closed out the 2019 fiscal year with a positive budget variance of \$191,005, noting that the District prepaid \$231,658 towards FY20 special education collaborative tuitions. He also noted that the general fund paid an additional \$324,928 towards FY19 special education tuitions, allowing the circuit breaker carryover revolving balance to go from \$0 at the end of FY18 to \$598,354 to start FY19. He stated that Moody’s will look very favorably at having this circuit breaker carryover. He stated that the District had an E&D balance of 2.7% going into the year. Mr. Stanton stated that the District received \$609,774 more than anticipated due to the additional state aid, noting that this is not typical.

Mr. Stanton reviewed restructuring and reporting changes, including: changes to Special Education leadership, move to centralized purchasing, changes to printing and copying and centralized registration. He noted that, last year, the Department of Elementary and Secondary Education (DESE) updated the fiscal reporting structure in IT cost classifications. Mr. Stanton stated that the Grade 9 through age program underwent an external review process in 2018 and has led to efforts in improving internal intensive programs, service delivery models and response to intervention. Regarding Special Education tuitions, he stated that the District intentionally contributed more to the General Fund in FY19 to build up circuit breaker reserves.

Regarding education reform and mandates, Mr. Stanton stated that the DESE Commissioner is leading discussion focused on student engagement and fostering positive learning opportunities for students with less emphasis on test scores. He stated that the District's population of English Language Learners continues to grow, noting that mandated services can require additional staffing at any time, as can translation services. Mr. Stanton stated that recent changes in Massachusetts provided unexpected additional support for METCO and that state legislation continues to debate changes to the Chapter 70 formula and Special Education Circuit Breaker funds via the Student Opportunity Act.

Mr. Stanton stated that the District has taken action to increase the E&D balance, noting that the anticipated 6/30/19 E&D increase was planned, stating that it is at 4%, or \$1,382,414. Mr. Model questioned if the administration wants to stay in the 4% E&D range and whatever is left over, the District will apply to the operating budget and Mr. Stanton stated that this would be a good recommendation. Mr. Stanton stated that the District made a conscious effort to reduce what it was contributing to offset the revenue. He shared the enrollment projections, stating that enrollments are expected to remain level through FY25, noting that the share of Concord student enrollment continues to increase compared with Carlisle's student enrollment. Regarding transportation, Mr. Stanton stated that the District currently has 20 buses, including 1 wheelchair bus. He stated that, as part of the FY20 budget process, the District has completed procurement process for 3 new vehicles, to be delivered in January 2020.

Mr. Stanton stated that there are currently 6 bargaining units at the region, noting that the CCTA bargaining is scheduled to begin prior to the close of this fiscal year. He stated that last year, the District concluded negotiations with the CCHS tutors. Mr. Stanton stated that new actuarial reporting standards had a positive impact on the District's OPEB funding schedule. He noted that OPEB estimates are highly volatile because they are relying on estimating future healthcare costs, the health care regulatory environment, investment returns, demographic changes and participant mortality. He shared the District's OPEB funding schedule through FY22. Mr. Model questioned if there is an investment committee that helps manage the fund and Mr. Rhames stated that it mirrors the Town of Concord's Investment Committee. Mr. Model suggested that they have a governing document and Mr. Stanton stated that there has to be a trustee in order to set up the OPEB fund. Mr. Model stated that the region should have regional trustees with a documented process. Mr. Johnston noted that they've discussed this topic at the Financial Audit Advisory Committee in the past.

Mr. Stanton shared the debt service through FY38. He stated that health insurance premiums continue to rise faster than inflation, noting that employee premiums increased between 5.5% and 9.5%, depending on the carrier and plan. He stated that, in an effort to curb premium growth rates, the District introduced a high deductible plan option in FY18 and in FY19 and the District implemented a premium subsidy program to lower the employee share of premium costs. He stated that the District also offers health insurance to eligible retirees, spouses and dependents. Mr. Stanton shared a chart of additional revenue from external funding sources, noting that they anticipate a large reduction in circuit breaker, due to sending fewer students out of district. He shared a chart of revolving, gift and other balances, noting that they cannot be used to offset the General Fund.

Mr. Booth thanked Mr. Stanton for the clarity of the report.

B. CCHS School Improvement Plan. Mr. Mastrullo stated that Goal #1 was around improving practices to ease student transitions from one school to another and one town to another; completing a holistic review of the 9th grade model and researching and implementing best practices for a 9th grade education; Goal #2 was implemented tiered levels of support to meet the academic and social/emotional/behavioral needs of all students; Goal #3 was

developing a bell schedule that promotes student well-being, equity, intellectual curiosity, and authentic learning opportunities for students and educators; Goal #4 was creating a collaborative and inclusive culture at CCHS and the community that values diversity and recognizes the contributions and uniqueness of each person.

Mr. Mastrullo stated that Goal #1 was to improve the transition to 9th grade, noting how challenging the transition is to 9th grade for students nationwide. He shared some data from the Superintendent's survey, a parents' survey, as well as Challenge Success that showed that students at the freshmen level don't feel as connected to students in higher grades. He noted that parents reported that they want more emphasis put on study skills, more opportunities for freshman to build community in the 9th grade, gradual ramp up of academics, stress around increase expectations, and more opportunities for 1:1 relationships. He noted that there is a lot of advocacy for peer mentors and more coordination between the middle school and high school and more structured opportunity for students to transition as a 9th grade community. Mr. Mastrullo stated that the Committee is looking into a 9th grade model to focus on increased connections, smaller cohorts of students, more interdisciplinary opportunities and coordinated interventions.

Regarding Goal #2, Mr. Mastrullo reviewed the RTI process, noting that the Universal Screener is given to all 9th grade students in ELA, Math and Social/Emotional learning. He stated that struggling learners are provided with interventions and progress is monitored very closely, noting that this is general education students, not special education, sharing a sample snapshot of the data. Mr. Mastrullo stressed that this is just one data point that they use.

Regarding Goal #3, Mr. Mastrullo stated that Challenge Success is looking at the bell schedule, noting that it will involve all stakeholders. He stated that they will be working on this throughout the course of this year, for implementation the fall of 2021. He stated that Challenge Success indicates that the bell schedule is the first step towards lowering student stress. Mr. Mastrullo reviewed some of the highlights from Challenge Success of the past, including: coordinated assessment days, one platform for homework, speakers, start time change, Q5, Feel Good Fridays, reading period around exams, one homework free weekend per month, and the alumni project at the high school.

Regarding Goal #4, Mr. Mastrullo highlighted some of the action items, including: professional development K-12, anti-racism group for educators at the high school "CHARGE", METCO parent survey, implementation of religious holiday accommodations policy and broadening the understanding of diversity and inclusion at CCHS.

The SC discussed the opportunities for freshman to make connections and Ms. Rainey asked if there was a writing center at the high school. Mr. Mastrullo stated that there is a writing lab that all students can access. Mr. Erlich asked if the administration considered having Q5 at the start of the year to help the freshman make connections. Mr. Mastrullo stated that it was discussed for mid-year, but many trips are weather dependent and many of the programs are rain or shine. He stated that there wouldn't be this issue in September, but that the end of the year the exams are done before the start of Q5. Ms. Mostoufi stated that there is great feedback on the 9th grade Science program they are piloting and asked how they are insuring inclusion of diverse groups of students. Mr. Mastrullo stated that they have made efforts to make sure groups don't feel stigmatized or different, but noted that they are in discussions on this topic. Mr. Booth asked if the Student Advisory Council would be monitoring this and Mr. Mastrullo stated that there is a very engaged parent community and there's a lot of opportunity for them to stay involved. He noted that some of the asks for a Student Advisory Council can be challenging and Mr. Booth asked what a reasonable ask for them would be. Mr. Mastrullo stated that the development of school goals and having input into the school improvement plan are a large part of the Student Advisory Council. Ms. Bout noted that she's heard comments from students that show that they don't feel any stigma around being pulled out for services, thanking Mr. Mastrullo for creating an environment where it is normalized. Mr. Erlich stated that the School Advisory Council is state law, noting that there were no other recent meetings besides December of 2018 and September of 2019. Mr. Mastrullo stated that in theory, it's a great idea, but in reality in his experience it has been very difficult to get the students, staff and parents together to meet. He noted that they've moved meetings this year to during the day, so that they are guaranteed a population of students and staff at a minimum. Mr. Erlich also recommended forming a smaller group of people and noted again that they are not in compliance. Dr. Hunter stated that she has been having a discussion on the SAC with the Leadership Team, noting that there is more to come on this topic.

IX. NEW BUSINESS

A. CCRSD Capital Articles. Dr. Hunter summarized where the District left off with the CCRSD Capital Articles. She stated that the warrant article for \$2 million for paving of the roadway did not pass in Concord last year. She stated that Gale Engineering had completed a feasibility study of all of the options on the CCHS campus that fed off of the campus advisory process from the year prior. She noted that the Campus Advisory Committee recommended the paving of the road in front of the Beede Center, parking, and options for possible track/outdoor learning space, restroom compliance at the football stadium. Dr. Hunter stated that the focus was on the paving and parking last year and were combined in a single article. She noted that this lost by 12 votes at Town Meeting in Concord and stated that the District can continue the conversation over the next few months, also noting that it would need a warrant article in both communities. Mr. Booth questioned when the District might expect pressure from outside sources on the stadium facilities and Dr. Hunter stated that she hasn't had feedback from Concord that it is imminently out of compliance.

Mr. Johnston stated that the District put the parking and paving together in one article last year and stated that it needs to decide if it wants to combine them again or should it change plans and possibly do a one way roadway with diagonal parking. Dr. Hunter noted that the Town of Concord DPW offered to do the design of the roadway, which would save a considerable amount of money. Mr. Stanton stated that he met with the DPW last week and the DPW noted diagonal parking on the road, on which he would be following up. He also stated that the DPW recommended doing another design study on the parking, paving and costs, noting it estimated costs to have increased by 25% due to the premium on prevailing wage. Ms. Bout noted that there is no track in the discussion, but the design could allow for one in the future. Dr. Hunter noted that there are a lot of complicated variables on the campus; many of them water related or surface related. She stated that permitting discussions with the Town would be needed if any design needed a permit for impermeable surface increase which would exceed the bylaw. She noted that the District does not want to exceed what it had at the old high school. Ms. Rainey questioned how Mr. Reine, Director of Public Works for the Town of Concord, sees the road and Dr. Hunter stated that he thought it would be better than it was - but would ask for the feedback. Ms. Mostoufi questioned if they considered new road surfaces that were permeable and allowed for drainage. Dr. Hunter stated that discussion hadn't reached that point. Mr. Erlich questioned using a gravel surface and Dr. Hunter stated that the DPW did question this, noting that they were told that the gravel could pack and become impervious. Mr. Johnston suggested scheduling time in an upcoming meeting to talk about the historical nature of this project so they are all on the same page.

A motion was made by Ms. Rainey, seconded by Ms. Bout, to table the discussion until a future meeting. Mr. Booth noted that they need to look for alternatives and be as creative as possible when bringing this to both towns. The motion was unanimously approved.

B. Bus Depot Operating Expenses. Mr. Stanton stated that there are currently 2 locations at Knox Trail: 37 - which houses the Transportation Department on the 1st floor and 39 - which houses the mechanic bay. He stated that CPS pays a portion for 37, and 39 is split between CPS and the region, with Carlisle paying its portion through the assessment. He stated that 37 Knox Trail is about a \$29,000 budget item in the Concord Town Budget, of which roughly \$14,000 is for the CPS school and the other is for the regional housing services. He noted that, included in the \$29,000, is a \$5,000 capital amount that the town pays for. Mr. Stanton stated that at 39 Knox Trail, through the assessment ratio, Carlisle is paying approximately its 40% share of electrical and heating costs. Dr. Hunter stated that Carlisle was very clear when the Town of Concord decided to build the depot, that this wasn't the direction it wanted to support. She noted that there is a memo from 2012 from the Carlisle Selectman stating that Carlisle did not want to participate in the construction of a depot, but were aware Carlisle would participate in the operating costs. Mr. Stanton stated that 37 Knox Trail cannot do the 60/40 split because it is K-12, but would more likely be 90/10 because Carlisle represents only 10% of the K-12. Mr. Johnston recommended that CPS bill the region for the 40% of the \$14,597 and make a transfer to the CPS budget. Ms. Rainey noted that the water costs were lower than expected and Dr. Hunter stated that there's a water issue at the depot and it's on her and Mr. Crane's radar, noting that they're hoping for a collaborative solution.

X. ONGOING BUSINESS

A. FY20 Variance Report. Mr. Stanton shared the FY20 Variance Report, noting that the remaining balance appears high, due to several reasons: 1)debt service will reduce the budget by \$3.9 million, 2)the fixed assets are due to an encumbrance in the replacement of the buses account and 3)waiting for circuit breaker money to come in.

B. FY19 End of Year. *Discussed in the FY21 Budget Report.*

XI. ACTION ITEMS

A. Vote to Approve CCHS Trips. A motion was made by Ms. Rainey, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, that the Concord School District and the Concord-Carlisle Regional School District adopt the Needham School District Trip Leader Emergency Plan worksheet structure for use with FY20 overnight trip preparation and one FY21 overnight trip preparation, which when completed, would be provided to the School Committees for review prior to final trip approval by the School Committees.

Mr. Erlich noted his confusion with the motion. Ms. Bout stated that they would collect this information from teachers between initial and final approval of trips. Mr. Booth noted that he has led international trips with students and had questioned a single set of information gathering tools such as those on the form, noting that these are essentials when things go bad. He noted that the High School Administration doesn't have a process to use the information, and doesn't want to hasten to wholesale adopt the form. Ms. Bout noted that the administration needs to lay out a process to get through this year's trips and also determine the long term process. She stated that she doesn't feel that the form should be given to the School Committee when filled out, because there is a lot of personal information given. Mr. Booth noted his concern with the Administration determining enough of the form has been completed to move forward with approving the trip. Mr. Model stated that this was mechanical and asked 1) if all participants sign a waiver, to which Dr. Hunter stated yes; 2) are all participants CORI checked, to which Dr. Hunter stated yes; 3) do we have a good understanding of who the students will be in contact with internationally, to which Dr. Hunter stated that they are in very controlled settings within the scope of the plan; and 4) what training is given to leaders, to which Dr. Hunter stated that there is always chaperone training prior, but nothing standardized. Mr. Model suggested that the conversation move to standardized training in what to do in the case of an emergency. He questioned insurance coverage and Dr. Hunter stated that the School needs to rely on the travel agencies that are booking the trips for international travel.

Mr. Johnston stated that the School Committee needs to ensure they've covered the legal aspects identified for the current trips up for approval and then determine a process for going forward for future trips. He stated that he doesn't feel that it should put a moratorium on trips this year, because the Committee hadn't asked for certain things over time. Mr. Booth stated that the work may require some months to do, noting that he doesn't feel a specter of a moratorium is something that needs to be brought into the discussion. Ms. Bout stated that the Committee needs to be careful not to stretch out the time in between initial and final approval because teachers need to make plans and commitments in a timely fashion. Mr. Erlich stated that the District must exercise a reasonable standard of care and suggested separating the vote and checking each trip, noting that they should ask teachers, if they feel necessary, to come to a meeting to explain more trip details. Mr. Johnston stated that they could pull trips out during the vote if they felt necessary. Mr. Model stated that the School needs a uniform training standard for the leaders and suggested approving the trips, with the proviso that the administration will put together a common training protocol package prior to the first trip. Mr. Booth offered to work with Dr. Hunter to make a minimal level of training available. Dr. Hunter stated that she hasn't received a clear committee direction. Ms. Mostoufi stated that they need to adhere to their policies and have the teachers provide all necessary information. Mr. Johnston suggested doing a hybrid of where they would like to be in the future.

Mr. Johnston suggested withdrawing the motion, with the understanding that Mr. Booth could find the time to work with Dr. Hunter on the form prior to the next meeting. Mr. Model stated that the School needs to have teacher training and also adopt a standard insurance policy for international trips. Ms. Rainey withdrew her motion, noting there needs to be a phone chain mechanism in place. She stated that the training doesn't need to be in place this year. Ms. Bout asked for clarity in what they were requesting from Dr. Hunter and Mr. Booth stated that Dr. Hunter needs to show them what she considers to be a uniform and comprehensive set of info about teachers and students so there is 2 way communications in the event of an incident and a baseline level of training for foreign trips.

Dr. Hunter stated that the School was asking for initial approval for an EF Leadership Conference trip that was originally approved a year ago. She stated that the original trip was to Davos, Switzerland, but has now proposed additional stops in Dublin and London as well. Mr. Erlich asked the Committee not to approve the trip, noting the high cost, reading the following statement that he had prepared for the record:

I do not believe a great district is a district that offers some amazing trips and amazing travel opportunities to those who can pay for them!

I believe a great district in a district that offers some sound and educationally engaging trips and travel opportunities to the entire constituency.

I call on my colleagues and the administration, as well as the teachers, to think well about the example we give and the message we are sending to our young students and our community and how does this message and our actions relate to our big talk of cultural competency and inclusion.

I strongly believe that Cultural competency and inclusion starts at home, with your friends, neighbors and close community - only then one should explore and strive to understand the rugby culture in Ireland.

During the September 24th meeting it was made abundantly clear that despite of the fact that these issues were raised repeatedly for years, precious little was done and our district still does NOT have any systematic mechanism for subsidies or financial help. While it was clearly announced that the whole issue of School travel will be discussed in October we see that other important issues take priority and I am afraid that once again we might find ourselves next year in the same place we are now.

I urge this committee to clearly announce today that there will be no more delay in reviewing and revolutionizing the whole issue of school travel in the different aspects including:

*Educational values or as our policy dictates: considerable educational value versus cost;
Travel fitting with our district goals of Cultural competency, diversity and inclusion;
Equitable access to all and a centralized, transparent, systemic mechanism for financial subsidies;
Clear and strict approval process and regulations;*

I suggest the committee will instruct the administration not to bring any more international trips for approval until we are satisfied that most issues around this question are solved.

A motion was made by Ms. Bout, seconded by Mr. Booth, to give initial approval to the EF Leadership Conference Trip to Davos, Dublin and London July 5th, 2020. Mr. Booth stated he was also concerned about the cost, noted very few students would be opt-in. Mr. Model stated that his initial reaction would be to reject the trip, but stated that they should ask Ms. Fleming to attend a meeting to give more details. Mr. Johnston stated that they can ask Ms. Fleming to come and pitch the trip.

B. Vote to Approve CMS Band Trip.

XII. Adjournment - CCRSD

A motion was made by Ms. Rainey, seconded by Mr. Model, to adjourn. The motion was unanimously approved and the CCSC meeting adjourned at 10:10 PM.

XIII. Reports for Discussion

A. FY21 Budget Report. Mr. Stanton stated that many of the slides are similar to his earlier presentation, noting that the District is also doing zero-based budgeting on the CPS side, looking at salaries, class sizes and enrollment. He

shared the CPS budget timeline, noting that they will be presenting the CPS recommended budget on November 19th. Mr. Stanton stated that CPS closed out the fiscal year at 0, noting that they prepaid \$256,330 towards FY20 special education collaborative tuitions and \$138,417 towards FY19 special education tuitions. He noted that there are over 40 different expense categories and 19 different salary categories. Mr. Stanton reviewed the pre-school, district wide kindergarten, and district-wide elementary expenses. For district wide elementary expenses, he noted that \$225,000 is either prepaid tuitions for FY20 or additional moneys reclassified into the general fund from circuit breaker. He stated that Alcott ended with \$12,000 at the end of the year; Thoreau ended with \$1,029; Willard ended with \$17,187; CMS ended with -\$99,920; District Wide/Ripley ended with \$266,220. He reviewed the restructuring and reporting changes, which mirrored the CCRSD report. Mr. Stanton stated that the CPS Special Education went through an external review process, including internal intensive programs, service delivery models and response to intervention. Mr. Stanton stated that enrollment will be level through FY21 and reviewed the updated 5 year capital plan: middle school replacement and increasing repairs/maintenance, energy recovery unit replacements at Alcott and Thoreau, boiler replacements at Alcott and Willard, and replacement of heating system at Ripley. He stated that they are continuing to develop a 10 year bus replacement schedule. He reviewed the 5 collective bargaining units and contract expiration dates. Mr. Stanton stated that there was much less external funding on the K-8 side, noting that he will have better numbers in a few weeks. He stated that they are carrying over almost \$545,000 in circuit breaker carryover, allowing them to put programs and staffing in up front.

XIV. New Business

A. FY20 Variance Report. Mr. Stanton stated that fixed assets reflect borrowing for the 3 buses. He stated that regarding the negative amount shown in programs with other districts, there is money in circuit breaker as well as grants, noting that this number would be going down. Ms. Bout thanked Mr. Stanton for creating a mindset that encourages people to be diligent about their budgets and encourages savings. Mr. Johnston suggested having more detail on the 9000 line in future reports.

XV. Ongoing Business

A. Middle School Building Committee Update. Mr. Booth stated that Hill International is on board as the OPM and that they are currently in the selection process for the designer. He stated that they received 14 proposals which will be paired down to no fewer than 3 and no more than 4 on Friday, October 25th. He stated that the entire Building Committee will meet on October 28th to review the short list to either approve or work it, and then Hill International will arrange for interviews on November 6th. He stated that one would then be recommended as the finalist, with a second alternate, and presented to the town manager for negotiations. Ms. Rainey asked if there were possible schedules and Ms. Bout stated that they have a couple different schedules: opening either fall of 2022 or fall of 2023. Mr. Booth noted that they would be open to a midyear move, if it is cost effective. Ms. Rainey noted the suggestions list created by the community and Ms. Bout stated that Hill International will be using that list to help create the charter.

Public Comment: Karin Baker asked if the SC was voting on the CMS Band Trip.

A motion was made by Mr. Booth, seconded by Ms. Rainey, to postpone the CMS Band trip vote. The motion was unanimously approved.

XVI. Adjournment

A motion was made by Mr. Booth, seconded by Ms. Rainey, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 10:48 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 11.19.19

Abbreviations:

CCHS	Concord-Carlisle High School
CCRSD	Concord-Carlisle Regional School District
CCSC	Concord-Carlisle Regional District School Committee
CCTA	Concord-Carlisle Teachers' Association
CMS	Concord Middle School
CPS	Concord Public Schools
CSC	Concord School Committee
DESE	Massachusetts Department of Elementary and Secondary Education
E&D	Excess and Deficiency
MASC	Massachusetts Association of School Committees
MICCA	Massachusetts Instrumental & Choral Conductors Association
NEASC	New England Association of Schools and Colleges
OPM	Owner's Project Manager
PTG	Parent Teacher Group
SC	School Committee
SEPAC	Special Education Parent Advisory Council