

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

Absent from Administration: Jared Stanton, Director of Finance & Operations, CPS & CCRSD

**I. CALL TO ORDER**

The CCSC meeting was called to order by Mr. Johnston, at 6:31 PM, noting that it was being recorded. Ms. Bout then called the CSC meeting to order.

**II. PUBLIC COMMENT**

None.

**III. RECOGNITIONS**

A. CCHS Theater. Melissa Charych, CCHS Performing Arts teacher, and students from CCHS Theater spoke about the upcoming fall production, The Laramie Project. Ms. Charych stated that the production honors the story of Matthew Shepard, who was assaulted and killed in Laramie, Wyoming in 1998 for being gay. She stated that the students want to speak for those whose voices are still silenced and explore the idea of perspective and truth, noting that the structure and style of the play support this exploration. The students stated that CCHS does a good job in creating an inclusive learning environment and a community for those who are LGBTQ+, but noted that there are a lot of hidden issues happening today, which the show brings forward. The students stated that they hope to bring up conversation and awareness in Concord to show that there is hope, and that they are willing to help any students and members of the community who are feeling invalidated. Ms. Charych stated that the students in CCHS Theater take on important leadership roles that are assumed by adults in many other schools. The student Props Manager, Head of House and Fundraising, and Stage Manager described their roles in the production and other students described the documentary style used. The Fundraising Manager stated that, beginning this year, they are attaching each production to a charity, noting that the students are donating all funds for The Laramie Project to the Matthew Shepard Foundation's program "Erase Hate", which helps inform people and help stop hate crimes from happening. Ms. Charych stated that The Laramie Project is showing the weekend before Thanksgiving and the Spring Musical will be held on Mother's Day weekend in May. Dr. Hunter thanked Ms. Charych and the students, noting that the message of the show matters greatly.

**IV. READING OF THE MINUTES**

A. Open Session – Joint Meeting 9/24/19. Mr. Johnston stated that the SC would postpone the approval of the 9/24/19 minutes due to some suggested edits that they had not reviewed yet.

**V. CHAIRS & LIAISONS REPORT**

Student Rep, Amy Tedeschi, shared updates from CCHS: girls soccer record of 10-3-4; girls cross country moving to the Eastern Championship; football undefeated and moving into playoffs; volleyball record 8-2; field hockey record 10-5-3; boys soccer record 10-2-3; winter sports registration closing 11/14/19; AP registration closing 11/1/19;

early application deadline for those applying to college 11/1/19; FAFSA Day 11/3/19; The Laramie Project rehearsals continuing; Chorus Concert with faculty choir 11/5/19; Home of the Brave concert 11/7/19.

Ms. Bout stated that there is a delegation from Japan in Concord this week, noting the luncheon at CCHS earlier in the day to welcome the delegation, thanking the administration for being involved. She noted that the luncheon was a demonstration of the strong sister city relationship with Nanae and Concord, and Mr. Booth noted that it has been a 22 year relationship.

Mr. Booth stated that he and Dr. Hunter are working on the field trip policies and documents, noting that he would bring an updated field trip form for approval to the next SC meeting.

Mr. Booth noted the passing of Dick Sederstom, who served for over 43 years in roles of chemistry teacher, coach, and personnel director. He stated that Mr. Sederstom was unequalled for his integrity and work ethic, noting that Mr. Sederstom's work on minority recruiting was on the forefront, both regionally and nationally. Mr. Booth extended sympathies to Mr. Sederstom's family and gave thanks for his contributions.

Mr. Johnston stated that the Effective Governance Workshop is Saturday, November 2<sup>nd</sup>, noting that he highly recommends attending. He stated that he suggested that the SC attend next year's workshop to speak about their process, noting that he felt this would be beneficial.

Ms. Mostoufi stated that SEPAC met on October 24<sup>th</sup> to review the upcoming events schedule, noting that the events were open SEPAC members as well as parents of the student population at large. She stated that the "Basic Rights: Eligibility & Evaluations" event presented by the Federation for Children with Special Needs will be held Wednesday, November 6<sup>th</sup> from 7:00-9:00PM at the CCHS Learning Commons. Dr. Hunter noted that she and Ruth Grube, Director of Student Services, will be attending the November 7<sup>th</sup> meeting of SEPAC and will be available to answer questions and share information.

## **VI. CORRESPONDENCE**

Ms. Bout stated that she received suggestions for what should be done with the Peabody building and stated that the school system doesn't decide what would happen with the building if it is surplus back to the Town, noting that this would become a Town decision.

## **VII. REPORTS FOR DISCUSSION**

Dr. Hunter stated that the Reports for Discussion would be discussed in Ongoing Business.

## **VIII. NEW BUSINESS**

A. October 1 Enrollments. Dr. Hunter shared the October 1 enrollment numbers, noting that the data drives funding formulas for the Regional Agreement as well as all state and federal aid and grants. She stated that enrollment numbers are fairly steady, noting the slow decline at the elementary level. She highlighted, for the CSC, that the split between Willard and Alcott is 70 students. She stated that administration will be looking into this and that she will talk more in detail at a future SC meeting. Mr. Johnston stated that the Schools are well supported by taxpayers and households that don't have kids in Schools, noting that the Town is looking to increase aging in place opportunities. He stated that parents of school age kids need to be supporting these efforts as well. He also noted that there are 37 units of housing that may be approved by the Zoning Board, and that many of these homes will have school age children. Ms. Bout noted the trend of increased enrollment that happens when new buildings are built, noting the possible new middle school building. Mr. Booth asked if the District was slowing the trend towards increasing out of district placements and Dr. Hunter stated that these trends are certainly slowing. She stated that the District is very careful though, because it's about what's best for kids and making sure the kids are staying in district if that serves them well, and leaving if that serves them well. She stated that the District is taking it one student at a time.

## **IX. ONGOING BUSINESS**

A. Superintendent Goals. Dr. Hunter stated that she took the feedback from the SC and embedded the Sustainability and Safety goals into the Healthy Learning Environment goal, noting that it made good sense to do that. She stated that she didn't make any other changes. Mr. Johnston stated that he received an email from DESE regarding the pilot program for the Superintendent's Rubric, noting that the SC does have an assigned point person should any questions arise. Ms. Bout stated that the SC will need to take the goals and objectives agreed upon and tie them to those relevant rubric elements, using this for the evaluation. Ms. Bout noted that Dr. Hunter's reports are generally focused in the buckets of her goals and objectives, also noting how helpful this is. Ms. Mostoufi volunteered to take back the evidence and collect the information as the SC goes forward through the year and Dr. Hunter thanked Ms. Mostoufi, noting how valuable data collection would be.

B. School Committee Goals. Ms. Bout shared the updated SC Goals document, which included suggestions discussed at the previous meeting. The SC discussed some of the goals, such as Civics Education, and which bucket/heading each goal should be placed under, as well as whether or not the names of the buckets/headings captured their direction correctly. Ms. Bout noted that the SC needs to be aware of how much they add to the list and how much they are asking of in terms of Reports Desired. Mr. Erlich stated that many items under Reports Desired were left over, noting that the SC already had an understanding of them. Ms. Mostoufi noted her concern about removing Special Education from that list and Ms. Bout stated that the SC should invite Ms. Grube, Director of Student Services, to a SC meeting towards the end of the year. Mr. Model noted that it would be useful to have the results from the WestEd report from the prior year and Dr. Hunter stated that there have been at least 2 presentations on the WestEd reports and the action plans, noting that the District should always be updating the SC on these reports.

Mr. Erlich asked if a representative from Challenge Success could come to a SC meeting to bring an update and Dr. Hunter stated that the District is working under Challenge Success's umbrella and it's lanes of work to be done. She stated that the District has used different models of support from Challenge Success, including: consultants in the buildings and workshop models, noting that the District has followed Challenge Success's plan to create committees that then drive the offshoots of targeted areas. She stated that, to have Challenge Success bring an update, the District would have to engage with them at a level of Challenge Success getting to know what the District is doing, noting she hasn't heard of this type of work from Challenge Success. Mr. Erlich stated that because social/emotional is an area of focus, he doesn't understand why there is objection to hearing more from them. Mr. Johnston stated that he is unsure if this is something Challenge Success is equipped to offer this year, or if Challenge Success is engaged enough to have an understanding right now with the District in order to meet. Dr. Hunter stated that she would reach out to Challenge Success to see if this is something it could do. Mr. Johnston stated that the SC needs to be careful about being directive with what Challenge Success is doing. Ms. Bout stated that the SC could also ask someone from within the Schools to come in and talk to which pieces of the roadmap the Schools have adopted. Ms. Mostoufi noted that the District needs more parent information around Challenge Success.

Mr. Erlich stated that travel and trips should be included in the SC goals. The SC discussed and agreed to add finishing FY20 trip approvals and a review of the trip approval process. Mr. Johnston stated that he felt that the SC should not be dictating the field trips and Mr. Erlich stated that the SC should be voting on considerable educational value of trips. Ms. Bout stated that "review trip approval process" goal captures having this discussion.

Regarding policy review, Mr. Johnston recommended reviewing the policies every few years and not having policy review continue to be an ongoing process each year. Mr. Booth stated that the Policy Subcommittee has planned on continuing to work through the policies and to also review those that need attention.

Ms. Bout summarized the edits discussed and the SC agreed to vote on the SC Goals at the next meeting.

C. CCRSD Capital Articles. Dr. Hunter stated that she and Mr. Stanton have not received information on additional parking possibilities across from the Beede Center which had been discussed at the previous SC meeting. Mr. Johnston encouraged the SC to review the information that Dr. Hunter shared with them regarding the history of the CCRSD campus articles, noting that a lot of work was previously done to identify what the District could possibly do with the limited space left on campus. He noted that the District had conducted remediation of an old landfill, which was capped with an impervious surface, and also noted that there is a well for the community on the CCHS

campus, noting that the well is very highly regulated and dictated everything the District does on the campus. He stated that a committee was formed to look into possible use considerations, including a field house, open space, hockey rink, and a track. He noted that during the process, the Administration became aware of the severe parking issue that was created after the new building was built. He stated that people were parking anywhere they could prior to the new CCHS building, but that all of these areas were gone after the new building was completed, thus contributing to the parking issue. Mr. Johnston noted that the high school is already operating on a variance of what would be allowed in that space. He stated that the SC had looked into adding a gravel lot, but that gravel is not considered impervious and the maintenance would be challenging with the use of gravel. He stated that the SC was in agreement that creating a single warrant article that contained a parking lot as well as road repaving would be an appropriate way to bring it to the community. He stated that parking is a major stress issue at CCHS, and that the SC could have a meaningful impact on student stress by creating more parking. Mr. Johnston noted that the joint article failed in Concord by only a few votes.

Mr. Erlich noted that the Gale report gave 3 options, each containing the percentage that would be over the 15% increase in total impervious surface area that would need to go to the Town. He stated that all of the options were between 20-21%, but that the percentages included options for the track, rink, etc. He suggested that if the SC only included the parking lot, the impervious surface would be at a much lower percentage over the 15%, and the article would pass. Mr. Johnston noted that the NRC (Natural Resources Commission) wouldn't approve any variance changes and would need a design, which needs to be funded to be able to present for approval.

Public Comment: Dean Banfield. Mr. Banfield stated that he was an NRC member and clarified that the Planning Board controls the overlay of the water district. He noted that the NRC would not be the one approving of any expansion of the percentage of impervious surface. He stated that the NRC would be looking at where the drainage goes and where the water is flowing to, noting that if more impervious is created, all of the runoff would need to be contained on the lot.

Ms. Bout stated, regarding Mr. Erlich's suggestion, that the track did not add to the impervious surface since it was over the existing cap. Mr. Booth noted that a little impervious surface was saved for a lower field facility, noting that this facility was included in the calculations. Ms. Rainey asked about the shed and concession bathrooms and Dr. Hunter stated that CC at Play has funds for a shed, but that it was hoping to build a shed within the as-builds of the project, also having enough impervious surface left to not need another permitting process. Ms. Mostoufi noted that there are new materials that allow drainage and Dr. Hunter stated that the Administration received feedback that the oils from cars would enter the water supply through these types of materials.

Mr. Model noted that Carlisle has a blocking right for warrant articles and noted that last year's warrant article for parking and paving was unlikely to have been approved if it got to Carlisle because it was perceived as "too much". He suggested coupling a warrant article with charging stations, or something that would re-frame the parking. Mr. Erlich agreed with Mr. Model and stated that the SC needs to find a solution for parking, but stated that he didn't like the idea of adding a row of parking because it would cause traffic and safety issues. He stated that parking is a priority and shouldn't be bundled with anything else, but suggested not doing anything that would block future developments. He suggested forming a coalition with other groups in Concord and Carlisle, such as Sustainability, and determining what else the SC could bring to the table to help support parking, such as offsets of carbon emissions. Ms. Bout agreed with Mr. Erlich's points. Ms. Rainey stated that she felt the sidewalk and lighting needed to be fixed, noting that both are safety issues. Dr. Hunter stated that the District added 2 poles to help the lighting situation, noting that there may be more options like that to explore. She stated that the Town of Concord did the work for the Beede roadway, saving the District over \$100,000 last year. Ms. Bout asked if the safety issues of the sidewalk and lighting could be addressed out of the operating budget and Dr. Hunter stated that it may be a possibility. Mr. Johnston stated that engaging the environmental groups in town was a great idea.

Dr. Hunter stated that the warrant articles are due January 11<sup>th</sup>. Ms. Rainey suggested that the SC receive more information on adding parking on the ring road and move only parking forward in a warrant article. Ms. Bout asked if the SC wanted to move forward with 2 articles. Mr. Johnston stated that there is general consensus from the SC that parking is the most important aspect, noting that a parking lot with enough spaces to take care of the problem would

be ideal. Mr. Erlich noted that the District needs to leave room for future growth. Ms. Rainey suggested that the SC digest everything discussed. Dr. Hunter stated that the Administration could come up with updated information for a new warrant article.

D. Bus Depot Operating Expenses. Dr. Hunter stated that Mr. Stanton has provided information on the utilities at the bus depot office space. She stated that the District was asked about bigger picture operational consideration at the Finance Committee meeting last week, in terms of rent being allocated back to the District. She shared a 2012 memo from Carlisle, to use as a guiding document in weighing whether or not Carlisle is paying its adequate share. Mr. Model questioned the concept of back-billing and Dr. Hunter stated that this wasn't the District's intention. Dr. Hunter stated that there is some sense in Concord that it would be more than just utilities that would get charged to the District assessment, noting that it is a discussion that the SC needs to have to determine if the charge for utilities is sufficient to Carlisle's portion. Ms. Bout noted that the SC needs to determine how operational expenses are defined and whether or not some form of rent to use the space is included. Mr. Erlich stated that the Finance Committee should bring a number to the SC that it feels is the right amount to charge the District. Mr. Johnston stated that the District needs to determine if the memo considers a rental fee for use of the building as operational expenses. Mr. Erlich recommended that Mr. Stanton quantify a number and bring it to the SC. Mr. Johnston suggested that he speak with Dr. Hunter and Mr. Stanton and bring back more information to the next meeting.

#### **X. ACTION ITEMS**

A. Vote to Appoint Representative for CCTA Bargaining. A motion was made by Ms. Bout, seconded by Mr. Model, to appoint Mr. Johnston and Mr. Booth to the CCTA Bargaining Team for this year. The motion was unanimously approved, with thanks. A motion was made by Ms. Rainey, seconded by Mr. Erlich, to appoint Mr. Johnston and Mr. Booth to the CTA bargaining on the financial aspect. The motion was unanimously approved.

B. Vote to Affirm Board of Health Vaping Resolution. Mr. Johnston asked if the SC wanted to submit its version of the resolution to Tobacco Free Massachusetts, who would bundle all of the resolutions coming in from Boards of Health and School Committees. Mr. Booth stated that he was pleased that this discussion had made it this far and suggested an edit to the resolution language around parity. The SC discussed and agreed upon some additional edits to the language used in the resolution. A motion was made by Mr. Model, for both CSC and CCSC, seconded by Mr. Erlich, for both CSC and CCSC, to accept the resolution, as amended by Ms. Bout, and to send it to Tobacco Free Massachusetts. The motion was unanimously approved.

#### **XI. ADJOURNMENT- CCRSD**

A motion was made by Mr. Model, seconded by Ms. Rainey, to adjourn the CCSC meeting. The motion was unanimously approved and the CCSC meeting adjourned at 9:35 PM.

#### **XII. ONGOING BUSINESS**

A. School Committee Goals. Ms. Bout noted that the SC Goals were addressed previously during the joint meeting.

Ms. Bout stated that the CMS Building Committee met Monday morning and reviewed the information on the 5 Design finalists: Dore & Whittier, Finegold Alexander, Flansburgh, SMMA, and Studio G. Mr. Booth noted that the Design Subcommittee completed its assessments entirely independently on the 14 applicants. He stated that it was a difficult process, but that the subcommittee came to a consensus in its session together by following the 3 ranking scales that MSBA uses. He stated that interviews are scheduled for Wednesday, November 6<sup>th</sup> at 9:00 AM, noting that the interviews would be held in open session, but that the Subcommittee would not be able to entertain public comment. He stated that recommendations will be brought to the full Building Committee, which will then be brought to Mr. Crane for negotiation. Dr. Hunter noted how rich and robust Monday's session was. Mr. Johnston asked what the assumption of timing was in moving forward and Dr. Hunter stated that it's between June and November of 2020. Ms. Rainey suggested that the CMS Building Committee link documents to its agendas and Dr. Hunter and Ms. Bout stated that she would bring Ms. Rainey's feedback to the Chairs of the CMS Building Committee.

Ms. Rainey suggested discussing the FINCOM guidelines at the next meeting.

### **XIII. ADJOURNMENT**

A motion was made by Mr. Erlich, seconded by Ms. Rainey, to adjourn the meeting. The motion was unanimously approved and the CSC meeting adjourned at 9:52 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
FINCOM	Finance Committee
MASC	Massachusetts Association of School Committees
MICCA	Massachusetts Instrumental & Choral Conductors Association
NEASC	New England Association of Schools and Colleges
NRC	Natural Resources Commission
OPM	Owner's Project Manager
PTG	Parent Teacher Group
SC	School Committee
SEPAC	Special Education Parent Advisory Council