

Present: Wallace Johnston, Chair, CCSC; CSC
Sara Wilson, Vice Chair, CCSC
Heather Bout, Chair, CSC; CCSC
Courtland Booth, Vice Chair, CSC; CCSC
Cynthia Rainey, CSC, CCSC
Eva Mostoufi, CCSC
Alexa Anderson, 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 by Ms. Bout at 5:02 PM, noting that it was being recorded and broadcast via Zoom. Mr. Johnston then brought the CCSC meeting to order. Roll call attendance was taken: Booth, aye; Bout, aye; Anderson, aye; Rainey, aye; Wilson, aye; Mostoufi, aye; Johnston, aye.

II. PUBLIC COMMENT

None.

III. READING OF THE MINUTES

A. Joint Session – 6/9/20, 6/16/20. A motion was made by Mr. Booth, for both CSC and CCSC, seconded by Ms. Rainey, for both CSC and CCSC, to approve the joint meeting minutes of 6/9/20 and 6/16/20. The motion passed by roll call: Booth, aye (for both); Bout, aye (for both); Rainey, aye (for both); Mostoufi, aye; Wilson, aye; Johnston, aye (for both).

IV. CORRESPONDENCE

Ms. Bout stated that the SC received 25 emails with opinions on the plans to return to school in the fall, 8 regarding anti-racism and 1 regarding Q3 grading at CCHS.

V. CHAIRS & LIASIONS REPORT

Mr. Booth noted that he attended FINCOM’s meeting last week, noting that FINCOM was appreciative of how the schools present the budget and noted a conservative CPI projection and FINCOM guideline, also commending Mr. Stanton on his presentation of the budget. Ms. Rainey stated that they noted a .67%.

VI. SUPERINTENDENT’S REPORT

Dr. Hunter stated that she would be discussing her updates in the Reports for Discussion.

VII. REPORTS FOR DISCUSSION

A. Fall 2020/Task Force Updates. Dr. Hunter reviewed a slide deck “Roadmap to Reopening”, summarizing her 41-page reopening report. Mr. Johnston noted that the maximum number of participants on the Zoom meeting was 300, stating that the meeting could also be accessed through MMN. Dr. Hunter stated that DESE has asked the District to investigate and review 3 models: in person with safety measures in place, hybrid, and remote for everyone. She stated that the distance guidance was a minimum of 3 feet between students, up to a 6 foot range, noting that the 3 feet didn’t feel far enough. She stated that the District has decided to use the 6 foot distancing, noting that this was prohibitive to having all students in the class at the same time at the high school. Dr. Hunter noted the large size of the classrooms at the elementary schools, noting that the students can be cohorted, and attend school in person for the 1st half of the day, with remote learning in the afternoon. She stated that remote learning for the younger grades

was very challenging in the spring. Dr. Hunter stated that, for CMS and CCHS, students would be split alphabetically (A-K, L-Z), with group 1 attending Mondays and Thursdays and Tuesdays and Fridays for Group 2. She noted a ½ day Wednesdays, with groups alternating weeks. She stated that the recommendation is to follow the normal school day schedule, for in-person and remote learning, noting that the District has the ability to allow for live access to classrooms while in person students are receiving instruction. Dr. Hunter acknowledged that it may be difficult for the high school kids to be separated alphabetically, noting that they are trying to find ways for the students to interact with other students.

Dr. Hunter reviewed the remote model, noting that schedules will mirror in person and hybrid models. She stated that there would be live instruction and synchronous learning opportunities, noting that it would be possible to switch between models. Dr. Hunter stated that the tentative recommendation is to bring staff back around Labor Day and that the August 31st start date is likely to be pushed back, all dependent on health data. She stated that all families will have a remote option available, noting that they will be asking for a commitment from parents in the upcoming weeks, with a quarterly commitment at the elementary and high school or trimester at the middle school.

Dr. Hunter reviewed measures that will be in place, including: all students and staff will be required to wear masks, physical distancing, handwashing, cohorting, assigned seating, noting that student and parent contracts would be issued to ensure these measures are being abided by. She stated that staff will be doing self-screener electronically and families will be asked to report symptoms and keep children home, if necessary. She stated that students who come to school sick will be sent home and protocol processes will be followed. Dr. Hunter stated that all of the ventilation systems are being reviewed and will be monitored regularly. Regarding transportation, Dr. Hunter stated that DESE's guidelines call for 1 student per seat, noting that parents have reported being able to help with transportation. She noted that, on the bus, students must wear masks, windows would be open and seats would be assigned. Dr. Hunter reviewed changes to food services, noting contactless ordering and payment, packaged meals, and very strict cleaning protocols. She reviewed cleaning protocols, including multiple daily cleanings, nightly disinfecting, availability of sanitizer, and multiple restroom cleanings.

Dr. Hunter stated that there is field access for organized sports, which will be the extent of the availability to the community during the pandemic. She stated that indoor space will no longer be available to outside group usages, noting that parents will not be able to access the schools directly, also noting that IEP meetings will be held virtually. Dr. Hunter reviewed the inquiry based blended learning approach – access to learning platforms, adaptive learning tools, inquiry-based tools, learning luggage and grade and attendance throughout. She stated that the District will be maintaining cultural activities and traditions, cultural competency and equity work is still ongoing, and that there will be direct service in special education. Dr. Hunter spoke about the approach to the whole child, including social-emotional screenings. She stated that there would be opportunities in after-school clubs and sports, but that the District will need to get creative as need be, noting the commitment to having sports run, even though the format and structure may be different. She stated that there will be modified music opportunities as well, noting that many creative ideas were being discussed. Dr. Hunter noted the information sessions by school the following week. She stated that each school is currently creating COVID handbooks.

Mr. Booth and Ms. Bout thanked Dr. Hunter and everyone involved in the reopening plan, noting what a collaborative effort it was. Ms. Rainey stated what a difficult time this is for everyone, noting that it will require empathy on everyone's part. Ms. Mostoufi noted the collaborative process. The SC asked Dr. Hunter several questions on the reopening plan and Ms. Bout noted that the SC and District hears and understands everyone's concerns. Mr. Johnston suggested that a school committee member be present at each of the upcoming parent sessions. He thanked everyone involved in the reopening plan, noting the amount of work that's taken place over the last 5 months.

Public Comment:

1) Joanne Jensen. Ms. Jensen asked if METCO elementary students will have time to eat prior to having the afternoon session occur. Mr. Nyamekye stated that this is a discussion to have, noting that the bus routes should be over by 1:00/1:30 PM.

2) Jason Hsu, 205 Hunters Ridge Road, Concord, MA. Regarding kindergarten, Mr. Hsu asked if the afternoon learning would be structured and what the level of parent facilitation for remote learning would be. Dr. Hunter stated that the activities will be given in the morning by the teachers and that the kids will be set up with things they can do

in the afternoons with minimal support. Ms. Herbert noted that the District is preparing some parent webinars for working with children and how to support them towards independent learning.

3) Terry Bono, 73 Caterina Heights, Concord, MA. Ms. Bono stated that she will have 2 CMS students walking to school and suggested that the Building Committee look at police detail for safety. Dr. Hunter stated that they will be factoring in all of the different ways kids will be getting to and from school and will be making a master plan.

4) Becky Robichaud, 121 Hubbard Street, Concord, MA. Ms. Robichaud asked for more information about the elementary afternoon partnership with Concord Recreation, asking if it is a paid program. Dr. Hunter noted the long-standing relationship with Concord Recreation. She stated that the District is looking at how the afternoons will work, noting that it is a parent paid program that will be happening at the schools. Ms. Anderson questioned if there were capacity issues expected around the after-school program and Dr. Hunter stated that there needs to be a phased approach so it is adequate and equitable.

5) Elenka Zeman, 99 Dalton Road, Concord, MA. Ms. Zeman asked if there would be any cohorting in the after-school program and Dr. Hunter stated that the child care programs must cohort kids into groups of no more than 10.

6) Adrienne Principe, 78 Nashoba Road, Concord, MA. Ms. Principe asked how screen time will be balanced for those students in grades K-3 in the afternoons and how the younger students will react to Zoom calls. Dr. Hunter stated that they are very aware of balancing screen time and that the afternoons will not be screen dependent. She acknowledged that Zoom is difficult for instruction with the younger grades and that the Zoom calls would be with smaller groups. Ms. Herbert noted that specialists will be in the afternoon, which will be very engaging, noting that it would only be for about an hour or an hour and a half of zoom time in the afternoons. Mr. Lucey noted that the afternoons would be more active engagement in different ways.

7) Tracey Marano, 39 Partridge Lane, Concord, MA. Ms. Marano asked when the community would know when the first and last day of school would be if there is a change to the calendar and if the number of days is reduced, how it affects students on IEPs. She noted the lack of socialization and mental status of the kids. Dr. Hunter stated that a first round of calendar recommendations would be brought from the Calendar Committee for a vote the next week. Dr. Hunter stated that the District would be addressing IEP goals and service deliveries, regardless of the amount of days in school.

8) Carrie Chaffee, 152 Deacon Haynes Road, Concord, MA. Ms. Chaffee asked if there would be accountability for the students and teachers with remote learning. Dr. Hunter stated that the District will be going back to the protocols and structures in place prior to the closing, including: attendance, grades, and evaluations.

9) Brittany Arthur, 555 Annursnac Hill Road, Concord, MA. Ms. Arthur stated her gratitude for outdoor learning and flipped classrooms, asking how students with paraprofessionals or aides would be supported during remote learning and how safety measures will be adhered to. Dr. Hunter stated that paraprofessionals and aides would be available to kids in a much more typical fashion and that they are working on the safety measures with special education staff.

B. FY21 Budget Update. Dr. Hunter reviewed approaches taken to zero-base the budget, noting that needs were reexamined, including: revision of certain program delivery, new need for PPE, new need for additional outdoor space, new need for health screening tools, new need for health service delivery and cleaning protocols, increased need for social emotional support to students and increased need for intervention services.

CCRSB Budget: Mr. Stanton reviewed the zero-based budget process, noting that the State of MA will be giving school districts \$225.00 per student for COVID-19 related expenses dating back to March 1, 2020 under the CARES Act, noting that this money will help to offset identified costs. Mr. Stanton stated that the new FY21 budget is 1.32% higher (\$456,305) than the FY20 approved SC budget. He stated that the FY21 new budget is -.85% (-\$300,847) less than the old FY21 budget voted last December. Mr. Stanton reviewed budget drivers vs FY20's budget, including: salary guidance, salary IT staff, salary campus monitors, salary administration, contract services, insurance/pension, salary teachers, salary tutors and utilities. He reviewed cost savings, including: charter/school choice assessments,

special education tuitions, debt and field trips. He reviewed budget drivers vs. the old FY21 budget, including: salary campus monitors, IT staff and unemployment. He stated that \$303,675 was identified in cost savings from the new FY21 budget vs. the old FY21 budget from December (contract services, equipment, salaries, substitutes and supplies/equipment). Mr. Stanton reviewed FTE's, revolving account offsets, special education tuitions, estimated revenue, assessments, and prepaid expenses.

A motion was made by Mr. Booth, for both CSC and CCSC, seconded by Ms. Rainey, for both CSC and CCSC, to move the Proposed Calendar Changes up in the agenda. The motion passed by Booth, aye (for both); Rainey, aye (for both); Bout, aye (for both); Mostoufi, aye; Wilson, aye; Johnston, aye (for both).

B. Proposed Calendar Changes. Dr. Hunter stated that the Commissioner reduced the school day requirement from 180 to 170 and reduced the number of hours to 850 for elementary schools and 935 for secondary, noting that the Calendar Committee would need to reconvene to consider this new data. She stated that the Commissioner is clear that the 10 days is meant for preparation to open school, noting that the latest start date is September 16th. She stated that the idea is 5 days of staff professional days, with a student return on September 8th, and an early release day K-12 every Wednesday. Dr. Hunter stated that she would be bringing back revised recommendations after the Calendar Committee reconvenes.

Public Comment:

Deborah Antonangeli, 40 Hawthorne Village, Concord, MA. Ms. Antonangeli asked for Dr. Hunter to repeat the number of hour requirement.

A motion was made by Mr. Booth, seconded by Ms. Rainey, to adjourn the CCSC meeting. The motion passed by roll call: Wilson, aye; Mostoufi, aye; Bout, aye (for both); Rainey, aye (for both); Booth, aye (for both); Johnston, aye (for both) and the CCSC meeting adjourned at 8:08 PM

CPS Budget: Mr. Stanton reviewed the CPS Budget and the zero-based process, also noting the \$225.00 per student from the State for COVID related expenses. He stated that the revised CPS budget for FY21 is 3.52% higher than FY20 SC approved budget and \$4,581 less than the previously voted FY21 budget. He reviewed budget drivers, including: contingency, salary team chair, principals/asst. principals, salary teachers, salary tutors, student activities, textbooks/curriculum, preschool tuition offset, special education tuitions, utilities and bus replacement. Mr. Stanton then reviewed cost savings, including: contract services, equipment, field trips, professional development, salary aides, clerical, salary non-union, and substitutes. He compared FY21 old expenses vs. FY21 new expenses and cost savings and reviewed FTE's, grant/revolving account salary offsets, special education tuition and budgets by school location.

VIII. ACTION ITEMS

A. Vote to Approve Staff Children Enrollment 2020-2021. A motion was made by Mr. Booth, for CSC, seconded by Ms. Rainey, for CSC, to approve the request by Mary-Kate Reid for her 2 daughters to enroll in Willard Elementary School and that tuition is waived. The motion was approved by roll call: Booth, aye; Johnston, aye; Rainey, aye; Bout, aye.

IX. ADJOURNMENT – CSC

A motion to adjourn was made by Mr. Booth seconded by Ms. Rainey. The motion was unanimously approved by roll call: Booth, aye; Johnston, aye; Rainey, aye; Bout, aye, and the meeting adjourned at 8:41 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 9.3.20

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
CMSBC	Concord Middle School Building Committee
CPS	Concord Public Schools
CSC	Concord School Committee
ESY	Extended School Year
MIAA	Massachusetts Interscholastic Athletic Association
MMN	Minuteman Media Network
OPM	Owners Project Manager
SC	School Committee