

Present: Sara Wilson, Chair, CCSC
Heather Bout, Vice Chair, CCSC; CSC
Courtland Booth, Chair, CSC; CCSC
Cynthia Rainey, Vice Chair, CSC; CCSC
Eva Mostoufi, CCSC
Alexa Anderson, CSC; CCSC
Fatima Mezdad, 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 – CSC

The CSC meeting was called to order by Mr. Booth at 4:33 PM, noting that it was being recorded. Roll call attendance was taken: Anderson, aye; Booth, aye; Bout, aye; Rainey, aye.

A. Executive Session. A motion was made by Ms. Rainey, seconded by Ms. Bout, that the Concord School Committee would enter into Executive Session under Purpose 3 of the Open Meeting Law: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body, and return to Open Session at 5:00 PM. The motion passed by roll call: Anderson, aye; Booth aye; Bout, aye; Rainey, aye and Open Session ended at 4:35 PM.

II. CALL TO ORDER - CCSC

The CCSC meeting was called to order by Ms. Wilson at 5:02 PM and Mr. Booth then called the CSC meeting back to order, noting that it was being recorded. Roll call attendance was taken: Anderson, aye; Booth, aye; Bout, aye; Mezdad, aye; Mostoufi, aye; Rainey, aye; Wilson, aye.

III. PUBLIC COMMENT

None.

IV. READING OF THE MINUTES

A. Open Session – Joint Meeting – 9/29/20, 10/6/20. A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Ms. Rainey, for both CSC and CCSC, to approve the Joint meeting minutes of 9/29/20 and 10/6/20. The motion was approved by roll call: Anderson, aye (for both); Booth, aye (for both); Bout, aye (for both); Mezdad, aye (for both); Mostoufi, aye; Rainey, aye (for both); Wilson, aye.

V. CHAIRS & LIAISONS REPORT

Mr. Booth recognized the Instrumental Music School of Concord-Carlisle (part of Community Education) on the occasion of its 40th anniversary. Mr. Booth stated that, as a private citizen, he attended meetings of the Concord Stands for Democracy group, noting that the group has asked for outreach to the schools, but he stated that this could not occur during school time. Mr. Booth stated that CCHS issued its student newspaper, The Voice, noting how impressive it was. He stated that the workshop with the FINCOMS from both towns and School Committees would occur on December 8th. He also noted that he attended the Chairs Breakfast.

Ms. Wilson stated that she attended the EDCO Roundtable, noting that CCHS has been in session this school year longer than any other district, noting that this is a testament to everyone involved. She noted that Carlisle has passed its budget.

Ms. Mostoufi stated that October 29th at 7:00 PM, SEPAC, Ms. Grube, Director of Student Services, and Dr. Hunter will be holding a meeting on special education services being provided in the District.

Ms. Bout stated that the current focus of the League of Women Voters is the election, noting that the Education Committee has not met yet.

VI. CORRESPONDENCE

Ms. Wilson stated that there were 2 emails to the CCSC and Mr. Booth stated that there were 3 emails to the CSC.

VII. CCHS STUDENT UPDATE

Amy Tedeschi, CCHS Student Rep, stated that Student Senate is trying to launch a virtual activities fair. She stated that CCHS students presented “CC Under the Stars” – a series of outdoor plays directed by students over the past weekend. Dr. Hunter noted what a great sense of normalcy the plays brought. Linda Xu, CCHS Student Rep, stated that sports are extremely different, noting that the Kicks for Cancer game occurred, but that the event was smaller than in previous years due to COVID. Ms. Xu stated that the workload of senior year is very stressful, noting many of the challenges of course loads. Ms. Tedeschi noted that students are generally liking how the year is going.

VIII. SUPERINTENDENT’S REPORT

Dr. Hunter stated that the District has completed the formative assessments across elementary, middle and 9th grade, noting that the principals are also starting to look at progress report data and are identifying and supporting kids who are struggling. Dr. Hunter stated that she’s been appointed as the region’s MASS representative to the committee that the Superintendent’s Association is forming regarding racial equity, diversity and inclusion. She stated that they are very close to having next steps begin on middle school project, noting that they are hopeful for a Select Board date soon. Dr. Hunter noted that the schools will not be going remote unless the COVID data supports a switch to remote learning. Ms. Bout noted that the District is being used as a model in this part of the region, recognizing Dr. Hunter’s efforts. Dr. Hunter noted the vision of the staff in driving how the District reached this point, noting the hard work of the teachers. Ms. Mostoufi also noted the incredible support from the public health department.

IX. DISCUSSION

A. FY20 End of Year. Mr. Stanton reviewed the difference between the 1000 DESE Function Variance Report and the 100 DESE Function Report, summarizing the FY20 CPS End of Year Variance Report by 100 and 1000 functions. Mr. Stanton reviewed the CPS FY20 End of Year revolving, gift and other balances, noting that they cannot be used as a funding source to the General Fund. Mr. Stanton reviewed the CCRSD FY20 End of Year Variance Report by 1000 and 100 Functions, noting that the remaining balance of \$67,993.89 would go into E&D. He then reviewed the CCRSD FY20 End of Year revolving, gift and other balances, noting that the OPEB balance is one of the highest in the state. Dr. Hunter noted the challenge of creating the FY22 budget based off of FY20 expenditures, also noting the importance of zero basing the budget under the current climate of COVID. Ms. Bout thanked Mr. Stanton for the clarity of his presentation.

B. FY21 Budget Report and Status. Mr. Stanton reviewed the CPS FY21 Variance Report by DESE 1000 and 100 Functions, noting that there is currently a remaining unencumbered balance of \$3,351,222.21. He noted the negative balance in the 9000 line (Programs with Other Districts), stating that monies are being charged to the Circuit Breaker Revolving Account but haven’t actually been spent yet, just encumbered. Dr. Hunter noted the movement in staffing due to COVID leave of absences and other staffing changes. Mr. Stanton reviewed the CCRSD FY21 Variance Report by 1000 and 100 Functions, noting the balance of \$9,889,155.65. He shared the FY21 Governor’s Budget Impact, noting that the District is ahead of earlier projections of last year by \$92,887 in Chapter 71 and that the School Choice Sending Tuition and Charter Schools are both less than what was budgeted. Mr. Stanton shared the projected FY21 CCRSD external revenue, noting that it is overall in very good shape. Mr. Stanton stated that E&D had a 3.9% balance for FY19 and is estimated at 4.99% as of 6/30/20, noting that only 5% is allowed by law. He noted that this will be very favorable with Moody’s. Mr. Stanton reviewed the CARES Act budgets, stating that the overall remaining balance of both districts is \$283,213.00. Mr. Stanton recognized Ian Rhames for his work in tracking the CARES Act money and Mr. Booth echoed his thanks. Mr. Stanton noted that there will be an increased cost in the 5000s function due to utilities, with an estimated 20-25% increase due to the HEPA filters and systems running 24/7.

X. NEW BUSINESS

A. October 1 Enrollments. Dr. Hunter stated that enrollments are very stable overall. She stated that the elementary schools are starting to even out, noting that any new incoming staff children and students that are residents of the Mews apartment complex attend Willard, unless they have older siblings attending Alcott. Dr. Hunter noted the shift in CCHS, noting that both Finance Committees in each town are aware.

XI. OLD BUSINESS

A. Superintendent's Goals. Dr. Hunter stated that her goals remained the same as when they previously discussed them, with one addition of hiring a diverse staff under the Equity and Cultural Competency goal. Ms. Bout noted all of Dr. Hunter's work in launching the year, recommending that this be incorporated into her goals and Mr. Booth echoed Ms. Bout, recommending that anything after July 1st be included. Mr. Booth asked Ms. Bout to bring the DESE Superintendent Evaluation rubric to an upcoming meeting and Ms. Bout stated that she would highlight what is different between the new rubric and the one used prior to 2019.

B. School Committee Goals. School Committee members reviewed the 2020-2021 School Committee Goals draft document created by Ms. Wilson, making edits where they agreed were necessary. The SC agreed to bring the goals back for a formal vote at a future meeting.

C. Review of MASC Resolutions for Conference. Mr. Booth stated that, for 2020, MASC is requesting that regional school districts have their own delegates at the conference for voting purposes, noting that there needs to be an additional SC member in attendance at the conference so each committee is represented. Ms. Mezdad stated that she would attend as a delegate with Ms. Rainey. Mr. Booth reviewed the ten MASC resolutions, noting his concerns for the advocacy. Ms. Bout asked if there were resolutions that members wanted to discuss and Ms. Mezdad stated that she wanted to discuss all of them. Due to the late hour, the SC agreed to schedule an additional meeting to discuss the resolutions prior to the conference on November 7th.

D. First Reading School Committee Policies

- File: BDFA-E-3 – Conduct of School Council Business
- File: ECAF – Security Cameras in School
- File: JIB – Student Involvement in Decision Making
- File: JIC – Student Discipline
- File: JICA – Student Dress Code
- File: JICF – Gang Activity/Secret Societies
- File: JICFB – Bullying Prevention
- File: JIE – Pregnant Students

Mr. Booth recommended moving the policy discussion to the meeting to be scheduled. A motion was made by Ms. Mezdad, seconded by Ms. Rainey, to move item D on policy review to the next meeting. The motion passed by roll call: Anderson, aye (for both); Booth aye (for both) ; Bout, aye (for both); Mezdad, aye (for both); Mostoufi, aye; Rainey, aye (for both), Wilson, aye.

A motion was made by Mr. Booth, seconded by Ms. Rainey, to move Action Item C to the first action item. The motion passed by roll call: Anderson, aye (for both); Booth aye (for both) ; Bout, aye (for both); Mezdad, aye (for both); Mostoufi, aye; Rainey, aye (for both), Wilson, aye.

XII. ACTION ITEMS

A. Vote to Approve Purchase of Electric Bus with Grant Funds (CSC). A motion was made by Ms. Rainey, seconded by Ms. Bout, to award the contract for the purchase of one E-Lion, electric bus to Lion Bus, 921 Chemin de la Riviere-du-Nord, Quebec. The motion passed by roll call: Anderson, aye; Booth, aye; Bout, aye; Rainey, aye; Mezdad, aye.

B. Vote to Adopt School Committee Manual. A motion was made by Ms. Mezdad, seconded by Ms. Bout, to adopt the School Committee Manual as presented. The motion passed by roll call: Anderson, aye (for both); Booth aye (for both) ; Bout, aye (for both); Mezdad, aye (for both); Mostoufi, aye; Rainey, aye (for both), Wilson, aye, with thanks to Ms. Rainey.

C. Vote CTA Stipends (CSC). A motion was made by Ms. Rainey, seconded by Ms. Bout, to approve the restructured CTA Stipends, as outlined. The motion passed by roll call: Anderson, aye; Booth, aye; Bout, aye; Mezdad, aye; Rainey, aye, with thanks to the Concord Teachers Association, Mr. Stanton and Dr. Hunter.

X. ADJOURNMENT

A motion was made by Ms. Rainey, for CSC and CCSC, seconded by Ms. Bout, for CSC and CCSC, to adjourn the meeting. The motion passed by roll call: Anderson, aye (for both); Booth, aye (for both); Bout, aye (for both); Mezdad, aye (for both); Mostoufi, aye; Rainey, aye (for both); Wilson, aye and the meeting adjourned at 8:15 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 11.17.20

Abbreviations:

CCHS	Concord-Carlisle High School
CCRS	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	Department of Elementary & Secondary Education
E&D	Excess and Deficiency
FTE	Full Time Employee
MASC	Massachusetts Association of School Committees
METCO	Metropolitan Council for Educational Opportunity
MMN	Minuteman Media Network
OPEB	Other Post-Employment Benefits
SC	School Committee
SEPAC	Special Education Parent Advisory Council