

JOINT SCHOOL COMMITTEE

Concord-Carlisle School Committee
Concord School Committee
Hybrid Meeting (Zoom & Ripley Conf. Rm. 4)
September 28, 2021

Present: Sara Wilson, Chair, CCSC
Cynthia Rainey, Chair, CSC; CCSC
Courtland Booth, Vice Chair, CCSC; CSC
Alexa Anderson, Vice Chair, CSC; CCSC
Tracey Marano, CSC; CCSC
Eva Mostoufi, CCSC

Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD
Jared Stanton, Asst. Supt. of Finance & Operations, CPS & CCRSD

I. CALL TO ORDER

Ms. Wilson called the CCSC meeting to order at 6:31 PM and Ms. Rainey then called the CSC meeting to order.

II. PUBLIC COMMENT

None.

III. RECOGNITIONS

A. New School Resource Officers. Ms. Wilson recognized new school resource officers, Caroline Paladino and Derek Rodriguez (Mr. Rodriguez was not in attendance). Ms. Paladino stated that working with the schools is off to a great start so far and that she is looking forward to having relationships grow with the faculty, staff and students.

Ms. Wilson welcomed new CCHS student reps, Harry Crowley and Darcy Keenan-Mills. Harry stated that the school year is off to a great start and Darcy stated that teachers and staff are making a great effort to help students get back to normal. Harry stated that Senate was working on the Activities Fair, noting that it was a great success. Darcy stated that, towards the end of last year, they had a thrift shop that raised over \$2,000 for a local woman's shelter. Harry spoke about some of the clubs he is involved in, including: the Innocence Club, Green Team, and Investment and Finance. Darcy stated that she is involved in Cross Country, Junior State of America, Model United Nations, Innocence Project and Spanish Club.

IV. READING OF THE MINUTES

A. Joint Meeting Open Session 8/17/21 and 8/31/21. A motion was made by Mr. Booth, for both CSC and CCSC, seconded by Ms. Anderson, for both CSC and CCSC, to approve the open session minutes from 8/17/21 and 8/31/21. The motion was approved unanimously.

V. CHAIRS & LIASONS REPORT

Ms. Rainey stated that the CSC met with the Concord Select Board the previous evening, noting that they had a great discussion on the capital planning process.

Ms. Marano stated that the DEI Subcommittee met on September 21st, noting that she hopes to provide some training for the DEI Subcommittee and School Committee.

Ms. Anderson stated that the Communications Subcommittee held a forum last week, noting that it went really well. She stated that there was also an article in the Concord Journal about the project. She stated that the Subcommittee would have a schedule of many upcoming community engagements shortly.

VI. CORRESPONDENCE

Ms. Wilson stated that CCSC received a correspondence from MMN. Ms. Rainey stated that CSC received a couple of pieces of correspondence on a personnel issue.

A motion was made by Mr. Booth, seconded by Ms. Anderson, to move the CPS items on the agenda to the end of the meeting after Action Item VIII. A. The motion was unanimously approved.

VII. DISCUSSION

A. COVID Update. Dr. Hunter stated that there were three COVID cases last week and one this week, for a total of twenty-five. She stated that vaccination rates are 84% for grade 7, 87% for grade 8, 89% grades 9-11 and 92% for grade 12, for an average of 90%. She shared the numbers for pooled testing the previous week, noting that 1126 students were tested and 264 staff were tested. She stated that it has been a statewide challenge rolling out the testing, but noted that the District is getting attention from CIC to rectify the challenges. She stated that the testing should be ready to roll out the following week. Dr. Hunter stated that the Concord Board of Health has unanimously voted to support the SC's decision to require masks for everyone indoors at school. She stated that she reached out to DESE to inquire about not asymptotically testing vaccinated students and staff, noting that they responded that the protocol aligns with the CDC. She stated that there has been an extension to the mask mandate until November 1st. Regarding a threshold for vaccinated students, she stated that the Commissioner has more worked planned around this and intends to not stick with just the 80% threshold, but also wrap other metrics in as well. Dr. Hunter stated that DESE would be holding a webinar on Friday to provide more details.

B. Preliminary 5 Year Projections. CCTA Salaries. Mr. Stanton reviewed the 5-year salary projections for the CCTA, starting with the current obligation in FY22 of 156 FTEs. He stated that the projections include two assumptions: receiving at least \$50,000 in retirements each year and an additional \$10,000 in longevity. He noted that the numbers are a bit inflated and are the highest they will be.

C. CCRSD End of Year Reports. CCRSD FY21 Ending Balance. Mr. Stanton reviewed the CCRSD revolving, gift and other grant activities balance. Regarding circuit breaker, he stated that the District is allowed to carryover what it received the previous year, noting that \$872,560 would be carried over. He stated that the OPEB balance has grown and the school lunch revolving account has a \$256,016 balance, noting that the enrollment in school lunch has doubled. Ms. Rainey noted her concern for the high balance of the athletic revolving account and Mr. Stanton stated that it grew in FY20 due to the shutdown, and they would be keeping an eye on it.

CCRSD Variance Report by 1000 Function. Mr. Stanton reviewed the CCRSD Variance Report by 1000 Function, noting that the ending balance is about \$592,000. He noted the \$200,000 increase in adjustments, stating that it was from E&D to go to the Stabilization Fund. He stated once audited, it should end around 4.8%.

CCRSD Variance Report by 100 Function. Mr. Stanton stated that the report by 100 Function includes all of the detail behind the 1000 Function report and noted that the adjustments would always be zero and the year to date expenditures, plus the balance, would always equal the adjusted budget.

D. FY23 Budget Timeline. Mr. Stanton reviewed the FY23 Budget Timeline, stating that he will be meeting with all of the principals and department chairs between now and October 22nd to work with them on the zero based budget. He stated that enrollment numbers would be sent to principals, noting that the assessments are based on these numbers for the region. He stated that he would be presenting to the SC on October 12th on the Concord FINCOM's budget request. He stated that he would be presenting to Concord FINCOM on October 21st and Carlisle FINCOM on October 27th. Mr. Stanton stated that the week of November 1st will be blocked out for the Admin team to meet with all of the departments and the principals to bring the budget together. He stated that the Superintendent's Recommended Budget would be presented to the SC on December 7th and to Concord FINCOM on December 9th. He stated that he has a target date of January 11th for the SC to adopt the budget, with the SC Public Hearings occurring March 8th.

E. ESSER 3 Grant. Dr. Hunter stated that, as part of the American Rescue Plan of 2021, all districts throughout the country are receiving these extra funds for elementary and secondary school emergency relief, noting that CPS is receiving just under \$1 million and CCRSD is receiving just under \$200,000. She stated that the districts have through September 30th of 2024 to encumber the funds. Dr. Hunter stated that there are specific requirements, including reopening school and spending 20% of funds to mitigate lost instructional time, planning on how the remaining 80% would be spent, consulting with stakeholders to determine priorities, assuring how interventions will respond to academic, social, emotional and mental health needs, and consideration of those disproportionately impacted, including low-income families, students of color, English learners and students with disabilities. Dr. Hunter stated that a survey

has been distributed to staff and other internal stakeholders and would be sent to parents and other external stakeholders over the weekend. She stated that the District is looking to make offsets rather than add services at this time, noting the following items under consideration: expansion of summer school, RTI supports, new reading specialist at CCHS, counselors at CMS and CCHS, specialized programs for children with special needs in and out of district, and academic programs for students of color. Dr. Hunter noted that, because this is long term, it could be amended and adjusted.

F. MCAS 2021 Results. Dr. Hunter stated that the individual student results are not yet available for distribution, noting that the MCAS tests are just a data point, not THE data point. Kristen Herbert, Asst. Superintendent of Teaching & Learning, stated that the MCAS were given in grades 3-8 and grade 10 in English and math, and in grades 5, 8 and 10 in science. She stated that grade 10 scores are reviewed to make sure that all students are on track to graduate. She noted the incredible abnormality in the testing, which she referenced in her letter to parents. Regarding the abnormalities, she stated that the test window was different last year than in prior years and the English section, which normally has sections with both essays and multiple choice, only had one section of either essay or multiple choice, so the tests were not the same for each student. Ms. Herbert stated that about 20% of the students took the test at home, which also affected the scores. She stated that, after initial evaluation, she is very proud of the scores, noting that she is not concerned that the numbers went down a little due to the internal measures like the Star 360 assessment.

G. FY22 School Calendar Update. Dr. Hunter stated that one of the early release dates at CCHS was scheduled for February 9th, but after discussions with high school leadership, it would better align with the semester at CCHS if it were moved to January 12th.

VIII. ACTION ITEMS

A. Vote to Approve FY22 Calendar Update. A motion was made by Mr. Booth, seconded by Ms. Anderson, to change the early release date at the high school from February 9, 2022 to January 12, 2022, to better align with the semester schedule. The motion passed unanimously.

IX. ADJOURNMENT - CCSC

A motion to adjourn was made by Ms. Anderson, seconded by Mr. Booth, and the CCSC meeting adjourned at 7:42 PM.

X. DISCUSSION

A. Preliminary 5 Year Projections. CTA Salaries. Mr. Stanton stated the CTA projections are organized in the same way as CCRSD, noting that CTA has 223.6 FTEs as of 9.13.21. He stated that he is using \$200,000 per year for retirements and reduced longevity by \$20,000 per year. He stated that there are currently 94 FTEs on longevity. He noted that the numbers are inflated and he expects them to come in lower. He also noted that the early retirement incentives would be going off the books.

B. CPS End of Year Reports. CPS FY21 Ending Balance. Mr. Stanton stated that CPS was able to carry over the max circuit breaker of \$649,694 and \$241,404 in the school lunch revolving account. He noted how well the food service program is running and the multiple lunch options available to students.

CPS Variance Report by 1000 Function. Mr. Stanton stated that CPS is ending with a positive balance of about \$138,000, noting that the balance goes to free cash.

CPS Variance Report by 100 Function. Mr. Stanton noted that the balance of the 100 function report would always match the 1000 function report.

Dr. Hunter provided an update on the Thoreau fire, stating that there were some issues with the rebuilding crew. She stated that things are being tightened up now that there is new leadership involved. She stated that the timeline has now grown longer, with a minimum timeframe of February. She stated that, in the meantime, there will be a modular wing placed on the field the middle of October with septic and water attached. Dr. Hunter thanked the Thoreau staff and families for their resiliency.

XI. ADJOURNMENT - CSC

A motion to adjourn was made by Ms. Anderson, seconded by Mr. Booth, and the CSC meeting adjourned at 8:02 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 10.26.21

Abbreviations:

CCHS	Concord-Carlisle High School
CCRS	Concord-Carlisle Regional School District
CCSC	Concord-Carlisle Regional District School Committee
CCTA	Concord-Carlisle Teachers' Association
CDC	Center for Disease Control & Prevention
CEF	Concord Education Fund
CMS	Concord Middle School
CMSBC	Concord Middle School Building Committee
CPS	Concord Public Schools
CSC	Concord School Committee
E&D	Excess and Deficiency
DEI	Diversity, Equity and Inclusion
FINCOM	Finance Committee
FTE	Full Time Employee
MCAS	Massachusetts Comprehensive Assessment System
MDPH	Massachusetts Department of Public Health
MMN	Minuteman Media Network
OPEB	Other Post-Employment Benefits
PD	Professional Development
RTI	Response to Intervention
SC	School Committee