

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 6:32 PM and Ms. Rainey then called the CSC meeting to order.

II. CCHS STUDENT UPDATE

CCHS Student rep Harry Crowley provided an update from CCHS, stating that the Activities Fair was a big success and that Student Senate is currently working on Spirit Week, noting it would occur the week before Thanksgiving break. Harry stated that the Student Senate shared a list of student concerns with Principal, Mike Mastrullo, noting how helpful Mr. Mastrullo's feedback was in making the students feel that their concerns were being heard. Harry stated that the students have settled well into the new school year.

III. PUBLIC COMMENT

None.

IV. RECOGNITIONS

A. CCHS Community Service. Mr. Booth recognized the CCHS group, 2Volunteer, which works with community agencies to provide opportunities for those students who want to perform community service in order to meet the CCHS graduation requirement or simply want to volunteer their time. Mr. Booth recognized the members of 2Volunteer, including CCHS secretary Martha Hammer, and noted the service of retiring members Laura Close and Erin Duggan. Mr. Booth stated that the CCHS Class of 2021 contributed 25,740 community service hours, noting how impressed he was with the number of students who made their own work.

V. READING OF THE MINUTES

A. Open Session 9/14/21 and 9/16/21. Regarding the 9/14/21 minutes, Ms. Anderson noted that Ms. Mezdad informed the Town Clerk that she was resigning. 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 meeting minutes from 9/14/21 and 9/16/21. The motion was unanimously approved.

VI. CORRESPONDENCE

Ms. Wilson stated that CCSC received correspondence on COVID protocols and a letter on the Harlem Lacrosse weekend that just happened, recognizing the boys and girls lacrosse players that participated.

VII. CHAIRS & LIAISONS REPORT

Ms. Marano stated that she is working on finding training for the SC as well as setting up dates for SC coffees. She suggested holding a coffee at METCO Inc., noting how great their space is in Boston. The SC discussed the format of the upcoming coffees.

Regarding the middle school project, Mr. Booth stated that Schematic Design phase is complete, noting that the project is now in the estimating phase. He stated that, in about 4 weeks, there would be two independent estimates that would be reconciled by the project manager.

Ms. Anderson stated that the SEPAC would be meeting on Monday, noting that she and Ms. Mostoufi would attend. She also stated that she, Ms. Mostoufi, Dr. Hunter and the Interim Special Education Director, Deb Dixson would review the West Ed findings.

VIII. SUPERINTENDENT'S REPORT

Dr. Hunter stated that the District is meeting with SEPAC regularly and that she is working closely with Interim Special Education Director, Deb Dixson on Special Education processes and procedures. Dr. Hunter stated that Kristen Herbert, Assistant Superintendent of Teaching and Learning, and Deb Dixson, are co-leading a committee for Multi-Tiered System of Support (MTSS) for struggling readers grades K-12. Dr. Hunter noted the rich professional development that Ms. Herbert had lined up the previous week. She stated that she is working with Ms. Herbert and the principals on student well-being, noting that mental health is first and foremost. Dr. Hunter stated that they are working through the Challenge Success data and will be sharing it with the staff. Regarding COVID, Dr. Hunter stated that the dashboard is live, the vaccine mandate is this week, and vaccines remain strong at the middle and high school. She stated that Community Chest has asked her to sit on a panel next week to share the impacts of the pandemic in the schools. Dr. Hunter stated that they are discussing how to safely bring the elementary students inside for lunch, noting the possibility of getting free desks from another district that recently surplused some. Dr. Hunter stated that Mr. Nyamekye is rolling out the DEI survey and working on his entry plan. She noted that they would be looking into METCO enrollment to adapt to the changes in enrollments seen across the state. Dr. Hunter stated that the CMS building project Communications Subcommittee is working on scheduling coffees and forums.

IX. DISCUSSION

A. COVID Updates. Dr. Hunter stated that COVID cases have slowed down, quarantines have been very few and test and stay is going well, noting that there has been only one case of school transition. She stated that vaccination rates have remained stable and strong, noting that pool testing is also going well. She stated that DESE has not given any more guidance on unmasking. She stated that the National Guard is being called up to assist with pool testing, noting that CPS and CCSRSD have declined these resources.

B. CCRSD FY23 Preliminary Fall Budget Updates. Dr. Hunter stated that every October, Finance brings the SC preliminary information to help inform the budget build. She stated that Concord Finance Committee normally asks for projection information, but that it has evolved this year into more clearly presented financials provided to them with verbal narrative, noting their great collaboration with the Finance Committee. Mr. Stanton stated that the budget was very unpredictable and unlike no other and shared actuals with over a 10% variance, such as fixed assets and tuitions. Mr. Stanton stated that the district would be doing an analysis of the athletic revolving account. Mr. Stanton shared the memo from the Finance Committee, reviewing the 10% deltas, spending levels, 5-year capital, enrollment, education reform and mandates, COVID, special education tuitions, E&D, transportation, OPEB, debt service, health insurance, external funding, miscellaneous revenue, and facility rental. Mr. Stanton shared the 5-year projections and assumptions on the salaries, as well as the biggest budget drivers, including: salaries, non-teacher salaries, contract services, supplies and materials, equipment hardware, software and health insurance. Ms. Rainey and Mr. Booth suggested providing more narrative with the slides that Mr. Stanton is going to present to the Finance Committee.

C. October 1 Enrollments. Dr. Hunter stated that CCHS is up six students from last time this year.

D. ESSER-III. Dr. Hunter stated the district's recommendation is funding a portion of summer school (\$15,000) and a reading specialist (\$178,025).

E. MASC Resolutions and Conference. Ms. Rainey stated that there are many resolutions, noting that she does not feel that they, as a committee, need to vote on them. She stated that the MASC conference is virtual and the SC agreed to determine who would attend the conference.

X. ADDITIONAL PUBLIC COMMENT

1. Terri Ackerman. Ms. Ackerman confirmed that November 6th is the day of the committee and board training sessions.

2. Jim Bozak. Mr. Bozak noted that he has been at CPS/CCRSD for 37 years and stated that he has never worked with a better Finance Director than Mr. Stanton. He stated that Mr. Stanton is a great asset to the district, noting the good relationship Mr. Stanton has with his employees.

XI. ADJOURNMENT CCSC

A motion to adjourn the CCSC meeting was made by Mr. Booth, seconded by Ms. Marano. The motion was unanimously approved and the CCSC meeting adjourned at 8:37 PM.

XII. DISCUSSION

A. CPS FY23 Preliminary Fall Budget Updates. Dr. Hunter stated that there were more swings and unpredictability's in the CPS budget, noting that the CPS memo for the Finance Committee is similar to the CCRSD memo. Mr. Stanton stated that the CPS budget is broken by the 8 locations and then by program, noting that health insurance, debt and OPEB are not included in the CPS budget. He stated that 80% of the budget is comprised of salaries. Mr. Stanton stated that, due to the high staff numbers at CPS, the COVID impact at CPS was more unpredictable. He stated that, for this reason, more narrative was added to the swings in budget lines at CPS. Mr. Stanton stated that the only function that went over the 10% was the Programs with other Districts, due to the prepaids. Mr. Stanton reviewed salary, COVID, special education tuitions, transportation, and collective bargaining. Dr. Hunter stated that the district is watching enrollments closely, noting that 2 years ago, the shift was made to enroll all new MUSE families at Willard, as well as staff children (unless they had a sibling already in district at Alcott). She stated that COVID has brought more staff children to the district than in earlier years. Mr. Stanton reviewed external funding, revolving gift and other balances, and the five-year projections.

B. ESSER-III. Dr. Hunter reviewed the ESSER-III funding recommendations: summer school (\$372,640), literacy PD and materials (\$100,000), language based special educator at CMS (\$283,200) and an adjustment counselor at CMS (\$240,000). The SC discussed the recommendations with Dr. Hunter.

C. CMSBC Update. Ms. Rainey asked for an update of what was happening with the CMSBC through the November timeframe. Mr. Booth stated that estimating will take 4 weeks, special town meeting is slated for January 20, and the election is February 3, noting that there will be multiple meetings coming up with the CMSBC in November. Ms. Rainey stated that the CMSBC needs to be careful it understands what is happening with solar. Mr. Booth stated that he understands the building will be solar ready. Dr. Hunter noted that she could reach out to SMMA for more information. Mr. Booth stated that the next CMSBC meetings are November 5th and 12th.

D. Half Day to Relocate Thoreau. Dr. Hunter stated that the modular classrooms are being set up at Thoreau, noting that the district is trying to navigate moving into the modulars. In collaboration with the CTA, she stated that the district is proposing having a half day in November, on either the 5th or 12th, to allow the teachers time to move in and unpack.

A motion was made by Mr. Booth, seconded by Ms. Anderson, to approve early release on either Friday, November 5 or Friday, November 12 at Thoreau Elementary School to be determined by the availability of the modular classrooms. The motion was unanimously approved.

XIII. ADJOURNMENT

A motion to adjourn was made by Ms. Anderson, seconded by Ms. Marano. The motion was unanimously approved and the meeting adjourned at 9:30 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 11.9.21

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
CMLP	Concord Municipal Light Plant
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
MDPH	Massachusetts Department of Public Health
MSBA	Massachusetts School Building Authority
OPEB	Other Post-Employment Benefits
PD	Professional Development
SC	School Committee
SEPAC	Special Education Parent Advisory Council