

Present: Tracey Marano, Chair, CCSC; CSC
Alexa Anderson, Chair, CSC; CCSC
Carrie Rankin, Vice Chair, CSC; CCSC
Sharon Whitt, Vice Chair, CCSC
Courtland Booth, CSC; CCSC
Cynthia Rainey, CSC, CCSC
Sara Wilson, CCSC
Domingos DaRosa, CCRSD METCO Rep
Ayesha Lawton, CPS METCO Rep

Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD
Robert Conry, Asst. Superintendent of Finance & Operations, CPS & CCRSD

Absent from Administration: Kristen Herbert, Asst. Superintendent of Teaching & Learning, CPS & CCRSD

I. CALL TO ORDER

Ms. Marano called the CCSC meeting to order at 6:30 PM, noting that all members were present. Ms. Anderson then called the CSC meeting to order, also noting that all members were present.

II. CCHS STUDENT UPDATE

CCHS Student Reps, Zariah Alves, Harry Crowley and Felicity Zhang provided an update from CCHS. Harry stated that PSATs are happening Saturday, recognizing the guidance counselors and the administration for their communication efforts in getting all of the information out to families and students. He stated that some leftover parking spots at CCHS are going to be given away in a raffle, with priority being given to seniors. Zariah stated that there would be a pickle ball tournament the following day after the half-day release. Harry stated that the annual bike to school day would be happening Friday. Felicity stated that the fall play, *Scenes from the Secret in the Wings*, would be held October 20th - October 22nd at 7:00 PM. Harry stated that Student Senate approved a new club, the Key Club, focused on charity work in philanthropy. Zariah noted that freshman have been elected for Student Senate and Class Government and Felicity noted that the upcoming Spirit Week would include clubs decorating windows, Powder Puff, and a spirit assembly. *Mr. DaRosa joined the meeting.*

III. PUBLIC COMMENT

1. Erin Fife, 174 Hill Street, Concord MA. Regarding policies, Ms. Fife stated that there are questions around how policies link to procedures in the schools, suggesting that the SC work with Administration to link policies to the procedures and how they are enforced.

IV. RECOGNITIONS – GRADE 5 WILLARD SUMMER READING

Willard Principal, Matt Lucey introduced Jess Edwards (special educator), Marissa Moore (classroom tutor), Sharon Hehn (ELA specialist), and Kate James (5th grade teacher). Ms. James stated that summer reading was assigned for the first time this past summer for incoming 5th graders, noting that the name of the book chosen was *“We’re Not from Here”*. She stated that the book was chosen based on the anti-bias in curriculum and the fact that it ties into the 5th grade curriculum. Willard 5th grade students shared their experiences with reading the book: having the option of reading the book or listening to the audiotape and participating in book discussions in mini-groups and with the whole class. The students shared topics discussed, including: gender and stereotypes, media, and immigration. The students shared the process of writing about the qualities of the leaders they studied. The educators shared how the ELA standards were addressed in the process of reading and writing about the book.

V. READING OF THE MINUTES

A. Open Session 9/13/22, 9/20/22. A motion was made by Ms. Rankin, seconded by Mr. Booth, to accept the minutes from 9/13/22 and 9/20/22. The motion was unanimously approved.

VI. CORRESPONDENCE

Ms. Anderson stated that CSC received one email on MCAS scores. Ms. Marano stated that CCSC received this email as well, and two emails on the signage at CCHS.

VII. DISCUSSION

A. School Committee and Superintendent Relations. Ms. Marano stated that the adoption of the agreed upon practices and protocols by the SC marks the conclusion of the work being done to improve the way the SC members and the Superintendent work together.

B. School Committee Goals, Final Session. Ms. Anderson stated that Ms. Herbert and Mr. Nyamekye were able to suggest some presentation topics for upcoming SC meetings on the measurable goals. Ms. Wilson stated that she was unable to review the updates to the document, asking if they could wait to vote until the next meeting. Mr. Booth suggested adding budget recommendation as a goal and Ms. Anderson stated they were trying to differentiate between responsibilities and goals. Regarding METCO enrollment, Mr. Booth suggested that the SC and DEIB group look at whether the district is seeking retention or something more proactive. Regarding METCO, Dr. Hunter stated that the SC should have a presentation on the backdrop of context of their policy changes, DESE's involvement and the district's efforts. Ms. Marano noted that the SC meeting at METCO Inc. would be a good opportunity to have this presentation.

C. October 1 Enrollments. Dr. Hunter reviewed the October 1st enrollment numbers, noting that these numbers are used for assessing the regional agreement and for funding grants by the state and federal government. She stated that these numbers are constantly being watched to look for any shifts as the year progresses.

D. Assistant Superintendent of Finance and Operations Updates. Mr. Conry shared the final FY22 numbers for CCRSD, stating that insurance and retirement costs came out less than budgeted, noting that this money was used to offset expenses in other areas (increase electricity usage and HVAC repairs). He stated that the final uncommitted balance is \$2,876. He noted that, instead of trying to preserve E&D by maintaining a surplus of \$300,000, they were able to spend down the operating budget due to favorable revenues. He stated that the revolving fund balances are healthy and the circuit breaker for special education was able to carry over the maximum allowable balance of \$847,380. Ms. Wilson suggesting looking at real word examples of circuit breaker and E&D to get a better understanding of how they work. Mr. Booth asked if the SC could look at the Adult and Community Education and Student Activity revolving accounts this year. Regarding FY23, Mr. Conry stated that there are a lot of moving parts, noting that Q2 numbers will provide a more accurate reflection of where the district is.

Mr. Conry shared the FINCOM Guidelines presentation. He shared the CCRSD Preliminary 5 year projections and funding sources, noting that out of district tuitions will increase by 19% in FY24 due to increased tuition rates and students moving up to the high school. He then shared the town assessment data, noting the shift in enrollment for FY24 and Carlisle's share of 8.7%.

E. First Reading School Committee Policies:

- AC - Non-Discrimination including Harassment & Retaliation
- AC-R - Non-Discrimination including Harassment & Retaliation
- ACAB - Sexual Harassment
- JICK - Harassment of Students
- ACA - Policy Prohibiting Harassment
- JBA - Student-to-Student Harassment
- JIC - Student Discipline
- JICA - Student Dress
- GBA - Equal Opportunity Employment
- GCF - Professional Staff Hiring
- JB - Equal Educational Opportunities
- JFBB - School Choice

Ms. Rankin stated that the first policy meeting involved recent MASC recommended policy updates from February 2022 and August 2022. She stated that the February 2022 updates revolved around sexual harassment and discrimination, noting that three new policies are being brought forward for a first reading AC-R, ACAB, and JICK and removal of existing ACA and JBA. She stated that MASC's August recommendations centered around the CROWN Act, prohibiting discrimination against employees, students and other individuals based on their natural protective hairstyle. She noted there were no content changes, stating that JICA, GBA, GCF, JB, JFBB are also being brought forward for a first reading. Ms. Rankin stated that the Student Discipline policy, JIC, has a new reference added ensuring students are effectively supported when responding to a behavior that is based on a student's disability.

F. MASC Resolutions. Ms. Marano shared the MASC resolutions, noting that the SC needs to vote on sending a delegate and an alternate by October 20, 2022. Ms. Anderson noted that the meeting is in person, and that she, Ms. Marano and Ms. Wilson will be attending.

VIII. ACTION ITEMS

A. Vote to Approve School Committee Goals 2022-2023. *Vote moved to October 25, 2022 meeting.*

B. Vote to Approve Staff Child Enrollment. A motion was made by Ms. Rankin, seconded by, Mr. Booth, to approve the request from a staff member for his son to enroll in 2nd grade at Alcott for the 22-23 school year and that tuition be waived. The motion was unanimously approved.

C. Vote to Accept Donation from Friends of Football. Dr. Hunter noted the large amount of students coming out for football this year, noting the need to refresh the football equipment. A motion was made by Ms. Rankin, seconded by Mr. Booth, to accept a donation from the CCHS Friends of Football in the amount of \$5,000 to be used for new football equipment. The motion was unanimously approved.

D. Vote to Nominate MASC Delegates. A motion was made by Mr. Booth, seconded by Ms. Rainey, to nominate Ms. Marano as MASC delegate and Ms. Anderson alternate for the CCSC. The motion was unanimously approved.

IX. ADJOURNMENT CCSC

The CCSC meeting adjourned at 8:02 PM.

X. DISCUSSION

A. CMSBC Update. Dr. Hunter stated that the VE process has produced a decrease of \$1.8 million to the project's budget. She stated that the Select Board has set January 19, 2023 for Special Town Meeting, noting that they will hold public hearings and warrant openings prior to this. She noted that the Communications Subcommittee met and drafted tentative dates for coffees and a forum to complement the town meeting process. Dr. Hunter noted that the 60% estimate is expected next week. Ms. Rankin noted how detailed the recent CMSBC report was that Tom Lucey had written.

B. Assistant Superintendent of Finance and Operations Updates. Mr. Conry reviewed the FY22 close for CPS, noting that the budget was helped by the prepayment of special education tuitions, allowing for savings to be applied to other costs incurred during the year. He stated that the revolving fund balances have healthy balances and noted that circuit breaker fund carryover was about \$463,000. He stated that, overall, CPS was in decent shape. Regarding FY23, he stated that CPS is still receiving grant approvals, which would be applied to the General Fund. He stated that there would be more clarity in December. Mr. Conry reviewed the preliminary five-year projections by funding source, noting the small increase in FY24. He then reviewed budget drivers, including contract services in FY24, and FY26 savings by moving into one middle school building. Dr. Hunter noted the tighter feel to the FY24 budget.

XI. ACTION ITEMS

A. MASC Delegate. A motion was made by Ms. Rankin, seconded by Ms. Rainey, to nominate Ms. Anderson as CSC MASC Delegate and Ms. Marano as alternate. The motion was unanimously approved.

B. Approval CMS Grade 8 DC and NYC Trips. Mr. Cameron stated that the DC trip would occur through Capital Tours, noting that Carlisle also uses this company. He stated the proposed dates are June 7th through June 10th, noting that the itinerary focuses on social justice and cultural competency. He stated that the approximate cost for the trip is

\$1,200 per student, noting that a scholarship request form will be available for families and that there would also be fundraising events.

Paul Halpainy stated that the proposed NYC trip would use Encore Tours, which was used in the past. He stated that the CMS after school wind ensemble, the afternoon jazz band, the honors choir and the string orchestra would be invited, as well as Carlisle music students. He stated that the trip would take place April 12-14th. He stated that the itinerary would include performance opportunities, an exchange performance with a NY school, leadership workshop, sightseeing opportunities, Broadway play, and NY film. He stated that the cost is estimated at \$1,299 per student (including trip insurance), noting that there will be individual and group fundraising available.

A motion was made by Mr. Booth, seconded by Ms. Rainey, to approve the Grade 8 Washington DC trip and the CMS DC trip for musically inclined students. The motion was unanimously approved.

XII. EXECUTIVE SESSION

A motion was made by Ms. Rankin, seconded by Ms. Marano, to 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 not return to Open Session. The motion passed by roll call: Anderson, aye; Booth, aye; Marano, aye; Rankin, aye; Rainey, aye, and the CSC meeting adjourned at 8:38 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 11.8.22

Abbreviations:

CCACE	Concord Carlisle Adult and Community Education
CCHS	Concord-Carlisle High School
CCRS	Concord-Carlisle Regional School District
CCSC	Concord-Carlisle Regional District School Committee
CCTA	Concord-Carlisle Teachers' Association
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
DEIB	Diversity, Equity, Inclusion and Belonging
ELA	English Language Arts
ESB	Energy Savings for Business
MTSS	Multi-Tiered System of Supports
PD	Professional Development
RFP	Request for Proposal
SC	School Committee
SEL	Social Emotional Learning
SEPAC	Special Education Parent Advisory Council
SRO	School Resource Officer