

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

Absent: Sharon Whitt, Vice Chair, CCSC
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

I. CALL TO ORDER

Ms. Marano called the CCSC meeting to order at 6:00 PM and Ms. Anderson then called the CSC meeting to order.

II. PUBLIC COMMENT

1. Louis Salemy, 68 Great Meadows Road, Concord MA. Mr. Salemy stated that, although the Select Board's recent increase to the CMS building project budget did not meet the amount requested by the CMSBC, it did represent a healthy increase. He stated that the Select Board is trying to balance the needs of the school with all Concord residents, noting that suggesting that the students are somehow being shortchanged defies credibility. He noted his concern of the bids coming in well above the new budget of \$110 million. He urged the CMSBC to undertake further VE to build a cushion, allowing it to absorb higher bids and to start construction in May, also urging the SC to exert more authority over the management of the project.

III. BUDGET WORKSHOP

Bob Conry, Assistant Superintendent of Finance & Operations, provided an overview of the budget: SC role in the budget process, SC policies related to the budget, budget goals, and school funding sources (general fund, revolving accounts, grants, circuit breaker and capital project funding). Mr. Conry reviewed Expenditure Budgets, including staffing and related costs, curriculum and instructional materials, technology, out of district tuitions, building and grounds maintenance costs, transportation costs and contracted services. He then reviewed the DESE categories: Admin, Instructional Services, Other School Services, Operations and Maintenance, Fixed Charges and Tuitions. Mr. Conry reviewed how the expenditure budget is built each year, noting the coordinated effort with the Leadership Team and the zero-based approach. He reviewed key drivers in the expenditure budget: staffing, special education costs, curriculum and technology, and inflation across all categories. He reviewed the budget process overview and the balance between the district budget process and the town's budget process. Regarding budget issues/considerations, Mr. Conry stated that regional budgets require approval of 2/3 of member towns, regional assessments to towns are apportioned via an "alternative assessment method" in Concord-Carlisle and FY24 State Aid preliminary figures are available in January 2023. Mr. Conry shared per pupil expenditure data of several schools and student enrollment trends from FY18-FY22.

Mr. Booth asked for more visibility on the revolving funds, Mr. Conry's thoughts on increased utility costs, if retirement incentive was an option for FY24, and if there could be a projection column added to variance reports based on MASC's recommendations. Mr. Conry stated that he felt it made sense to defer the student activity and other revolving account updates to the end of the year, he would be monitoring the potential increased utility costs, and that adding a projection column would not be a simple undertaking, noting that he tries to encumber as much as possible. Dr. Hunter stated that they could discuss the option of having a retirement incentive again this year.

Mr. Conry shared a budget exercise and SC members worked together to determine how they would allocate funds based on different fictitious scenarios.

IV. READING OF THE MINUTES

A. Open Session 10/11/22. A motion was made by Ms. Rankin, seconded by Mr. Booth, to approve the minutes from 10/11/22. The motion was unanimously approved.

V. CORRESPONDENCE

Ms. Anderson stated that the CSC received no correspondence, noting it has been copied on CCSC correspondence. Ms. Marano stated that CCSC received correspondence from the METCO Collective, one on DEIB research, and one from the League of Women Voters.

VI. DISCUSSION

A. Advertising on CCHS Campus, First Discussion. Ms. Marano stated that a couple of emails were received over the summer about advertising on the CCHS campus, noting that all of the temporary signs were removed. She stated that, going forward, reminder emails should go out to parent groups to ensure that they take the temporary signs down as soon as an event is over.

Regarding permanent signage like the baseball scoreboard, Ms. Marano stated that in 2015 there was an ad for Acton Toyota on the baseball scoreboard. She stated that after the sponsorship ran out in 2020/2021, the ad was replaced with a Route 2 Athletics sign, noting that it was \$4,500 and would be up for 5 years. Ms. Marano stated that the change in signage was never brought to the SC for approval, but noted that she was not sure that the Boosters group knew they needed to come before the SC for approval. Ms. Anderson stated that the current advertising policy is vague and noted that part of the fees collected for advertising are used to fund the assistant coach positions. Ms. Rankin noted that the policy is on an upcoming policy agenda for review. Ms. Wilson questioned how equity is given for sports boosters that do not have access to dedicated advertising space like scoreboards. Ms. Marano stated that every sports team has a different mode for raising money and Dr. Hunter noted it was almost impossible to equalize them. Mr. Booth stated that the SC should adhere to the policy and pay attention to what is being advertised, noting that the policy notes that the SC is permitting specific exceptions. Ms. Rainey stated that the request should come to the SC specifically before the funds are raised. Ms. Anderson noted that a previous SC approved this, so the Booster Club probably did not realize it needed to come back to the SC. Mr. DaRosa suggested opening the door to other advertisers who may pay more to help generate additional funds.

Ms. Wilson stated that the SC needs to do a better job at communicating out with these booster clubs and Ms. Rainey stated that the Athletic Director should be communicating this to the booster clubs. Ms. Wilson suggesting codifying the information so it could be passed down to new Booster group members each year. Ms. Rainey stated that she would like the tennis board signage to come back to the SC for approval. Dr. Hunter stated that she would bring more detailed information to the next SC meeting for consideration. Mr. DaRosa questioned the district's liability should an issue occur with the advertisement and the advertisement had to be taken down before the agreed period had ended. The SC agreed to have a second discussion and vote at the next meeting.

B. Second Reading Policy

- AC - Non-Discrimination including Harassment & Retaliation
- AC-R - Non-Discrimination including Harassment & Retaliation
- ACAB - Sexual Harassment
- JICK - Harassment of Students
- ACA - Policy Prohibiting Harassment (to be removed)
- JBA - Student-to-Student Harassment (to be removed)
- 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 there was no community input on the policies and no additional questions from the SC.

VII. ACTION ITEMS

A. Vote to Approve School Committee Policies. A motion was made by Ms. Rankin, seconded by Ms. Anderson, to approve 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 (to be removed), JBA - Student-to-Student Harassment (to be removed), JIC - Student Discipline, JICA - Student Dress, GBA - Equal Opportunity Employment, GCF - Professional Staff Hiring, JB - Equal Educational Opportunities and JFBB - School Choice. The motion was unanimously approved.

B. Vote to Surplus Vehicles. A motion was made by Ms. Rankin, seconded by Ms. Anderson, to declare the items reported above (Bus 114 vin#1T7YR4A2381292395 (2008) – CCRSD, Bus 115 vin#1T7YR4A2781292397 (2008) – CPS, Bus 126 vin#1T7YR4A2981292398 (2008) – CCRSD, Bus 125 vin#1T7YT4A2191107599 (2007) – CCRSD, Bus 110 vin#1T7YR4A2XA1121360 (2010) – CPS, I-4 vin#2FTZA54267BA24406 (2007) – CPS, I-5 vin#2FTZA542x7BA24408 (2007) – CPS, D-3 VIN#3FAHPOHA3BR109542 (2011) – CCRSD, and M-6 vin#1FTSE34S35HA16046 (2005) – CCRSD) as surplus, to be dispositioned by whatever method is determined by Administration to be in the district's best interest. Mr. Conry stated that these vehicles are all currently not registered and are off the road, noting that they are not eligible to meet the taking a bus off the road grant requirement. He stated that the buses would be sold to a scrap metal dealer who would determine the value based on the weight. Mr. Conry stated that a portion of the proceeds would go to CCRSD as revenue and a check would be sent to the town for the other portion. The motion passed unanimously by both CSC and CCSC.

VIII. ADJOURNMENT

A motion was made by Ms. Rankin, seconded by Mr. Booth, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 8:23 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 12.6.22

Abbreviations:

CCACE	Concord Carlisle Adult and Community Education
CCHS	Concord-Carlisle High School
CCRSD	Concord-Carlisle Regional School District
CCSC	Concord-Carlisle Regional District School Committee
CCTA	Concord-Carlisle Teachers' Association
CEF	Concord Education Fund
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
FINCOM	Finance Committee
MTSS	Multi-Tiered System of Supports
PD	Professional Development
SC	School Committee
SEPAC	Special Education Parent Advisory Council