

- Present: Tracey Marano, Chair, CCSC; CSC
Sharon Whitt, Vice Chair, CCSC
Alexa Anderson, Chair, CSC; CCSC
Cynthia Rainey, CSC, CCSC
Carrie Patel, CCSC
- Absent: Carrie Rankin, Vice Chair, CSC; CCSC
Courtland Booth, CSC; 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. Supt of Finance & Operations, CPS & CCRSD
Kristen Anderson, Asst. Supt. of Teaching & Learning, CPS & CCRSD

I. CALL TO ORDER CSC

Ms. Anderson called the CSC meeting to order at 4:30 PM.

A. Executive Session. A motion was made by Ms. Rainey, seconded by Ms. Marano, for the Concord School Committee to enter into Executive Session under Purpose 2 of the Open Meeting Law to conduct strategy sessions in preparation for negotiations with nonunion personnel, Alcott Principal, or to conduct collective bargaining sessions or contract negotiations with nonunion personnel, and return to Open Session. The motion passed by roll call: Anderson, aye; Marano, aye; Rainey, aye.

The CSC returned from Executive Session at 4:53 PM.

II. CALL TO ORDER CCSC

Ms. Marano called the CCSC to order at 4:54 PM.

III. CONSENT AGENDA

- A. 5/9/23 Joint Meeting Minutes
- B. 5/17/23 Joint DEIB Meeting Minutes
- C. 5/23/23 Joint Meeting Minutes
- D. 6/6/23 Joint Meeting Minutes
- E. 6/13/23 Joint Meeting Minutes
- F. Warrants
 - 1. AP CCRSD
 - a) 1007 7/14/2023 \$702,422.12
 - b) 1000 7/1/2023 \$306,692.32
 - c) 1293 6/30/2023 \$7,960.09
 - d) 1292 6/30/2023 \$5,875.72
 - e) 1291 6/30/2023 \$600.00
 - f) 1290 6/30/2023 \$95,035.85
 - g) 1289 6/30/2023 \$347,584.29
 - h) 1286 6/23/2023 \$63,780.62
 - i) 1273 6/16/2023 \$243,771.92
 - j) 1272 6/12/2023 \$103,338.92
 - 2. AP CPS
 - a) 1001 7/20/2023 \$403,488.65

- b) 1074 6/30/2023 \$218,121.75
- c) 1075 6/30/2023 \$28,967.63
- d) 1067 6/22/2023 \$292,234.36
- 3. Payroll CCRSD
 - a) 7/6/2023 1, 1001 - 1004 \$718,782.91
 - b) 6/22/2023 41, 1274, 1276 - 1281 \$ 1,707,349.33
- 4. Payroll CPS
 - a) 7/6/2023 24.1 \$1,037,010.77
 - b) 6/22/2023 23.26 & 23.26.1 \$ 2,416,206.42
- G. Appointment to CCACE
- H. Vote to Surplus World Language Books
- I. Vote to Accept distributions from Cyrus Stow
 - 1. \$3,291.06
 - 2. \$14,383.54
 - 3. \$3,576.98

Ms. Marano stated that the Warrant Article #1273 would be held out of the vote. A motion was made by Ms. Anderson, seconded by Ms. Rainey to approve the consent agenda. Dr. Hunter stated that the amount of Warrant #1273 should be \$243,836.93. A motion was made by Ms. Anderson, seconded by Ms. Rainey, to approve Warrant #1273 in the amount of \$243,836.93. The motions were unanimously approved.

IV. PUBLIC COMMENT

1. Brian Foulds, 33 Riverdale Road, Concord MA. Regarding the bus grant, Mr. Foulds stated that if the district missed out on the money, it would end up getting a mandate to do electric only, which will cost an extra \$250,000 per bus. He stated that he wants to make sure the district was aggressive about doing the CPA funding.

V. CORRESPONDENCE

Ms. Anderson stated that CSC received two pieces of correspondence from the same individual regarding the campus safety discussion and the cell phone tower. Ms. Marano stated that the CCSC also received two pieces of correspondence regarding the cell phone tower.

Ms. Rainey asked that the new CCACE member be acknowledged and Ms. Marano acknowledged Anne Irza-Leggat as the new CCACE Advisory Committee member.

VI. DISCUSSION

A. CCHS Campus Safety. Ms. Marano stated that they had hoped to have members of town leadership at the meeting to discuss the progress of the cell phone tower, but noted that the town members were not ready yet. She stated that the town has an RF consultant working with them that to help to share resources and better inform all involved to make a decision on a cell phone tower. Ms. Rainey noted the August 1st forum at the town level.

Ms. Marano noted that the blue lights have been ordered, noting that the hope was to install them before the end of the summer. Regarding the Wi-Fi, Dr. Hunter stated that IT has expanded and were operational on more extensive outdoor Wi-Fi at CCHS. She stated that they were working towards potential phone access on the Wi-Fi as well.

B. Shelter Students' Transportation: Budget Impact. Dr. Hunter stated that she had been in discussion with Representative Cataldo and the Concord Town Manager regarding the shelter students' transportation budget impact. She stated that the issue was the fronting of funds for the out of district transportation to the school of origin and reimbursement timing, noting that the funds spent by the district for FY23 would not be reimbursed until June of FY24. She stated that the CCRSD E&D could be used for purposes like this. She stated that the only option at CPS was to move money out of line items for out of district tuitions, apply it to homeless transportation and apply circuit breaker towards the tuitions once the line item zeros out. Ms. Rainey asked if it made sense to use free cash and Dr. Hunter stated that they have started this conversation with the town manager.

C. Electric Bus Grant. Dr. Hunter stated that the district applied for the first round of federal grants to electrify bus fleets for priority districts, but was declined. She stated that there was now a second round of grants that was not priority based, but required a minimum of 25 buses. She stated that the district was approached by Anderson Bus to be part of a submission to the second round of grants, noting that the submission was due by August 9th. Dr. Hunter stated that the reimbursement rate would be \$250,000 of the \$395,000 per bus. Regarding infrastructure, Ms. Marano stated that there would need to be electrical upgrades done, noting that there was a state level grant to help with this. She stated that the infrastructure grant opens in the fall, so the answer would be available in January, noting that the buses would need to be purchased prior to knowing the answer to the infrastructure grant.

Regarding the infrastructure, Mr. Conry stated that they would need new electrical service to the depot, which could potentially cost \$300,000. He stated that they would also need to decide what level chargers to get, noting that cost difference was significant (\$120,000 for level 3 and \$20,000 for level 2). He stated that vehicle to grid technology would generate savings to CMLP. He stated that if the district goes forward with the application process, it would need to make a firm commitment. The SC discussed the level of risk it was willing to take in applying for the grant. Dr. Hunter recommended pursuing the grant, noting that three buses seemed like a good number to take advantage of the grant without too much risk. The SC discussed having the capital article to support the infrastructure come from the town instead of the schools. Ms. Anderson summarized that the SC believed that \$500,000 was an acceptable risk to put on the taxpayer and Ms. Marano noted that she was in support, but that she had some hesitation with the risk involved if the district does not get the grant.

A motion was made by Ms. Marano, seconded by Ms. Rainey, to recommend that Dr. Hunter pursue the grant with Anderson and commit to three electric buses for CPS. Ms. Rainey stated that she felt the district should be committing to four buses. After discussion, Ms. Marano amended the motion to have Dr. Hunter commit to three electric buses, with authorization to go to four if needed by Anderson to pursue the grant. The motion was unanimously approved.

D. Policy and Budget Workshops. Ms. Marano stated that they were hoping to have Policy and Budget workshops at 5:00 PM prior to School Committee meetings, noting that Ms. Rankin would be chairing Budget workshops and Ms. Whitt would be chairing Policy workshops.

E. Preparation for Practices and Protocols. Ms. Anderson asked that members review the prior year's practices and protocols and to email her any suggestions/edits so she could aggregate any recommendations in advance of the August 15th meeting.

F. Preparation for Goal Setting. Ms. Anderson stated that she was hoping the SC could provide clearer direction to the district as to what information/reports they were seeking. She asked each member to send her up to three topics he/she would like to hear more information on by August 1st. Ms. Marano noted that the SC evaluation was due August 1st as well.

G. Preparation for Mental Health Forum. Ms. Marano stated that the in person Mental Health Forum would be October 3rd.

JOINT MEETING WITH FINANCE COMMITTEE

I. CALL TO ORDER

The Finance Committee called to order at 7:00 PM. Concord Finance Committee Chair, Parashar Patel introduced Stephen Daly, Interim Finance Director for the Town of Concord.

II. PUBLIC COMMENT

None.

III. DISCUSSION

A. School Finance Overview presented to the Finance Committee by Laurie Hunter. Dr. Hunter reviewed enrollment, professional faculty and steps/lanes, general education mandates, special education, English language learners, homeless students and school of origin transportation costs, transportation, and the circuit breaker and excess and deficiency stabilization funds. She noted that most of the budget is not discretionary spending.

B. School Capital Planning and Budgeting Overview. Mr. Conry reviewed the operating budget process, budget drivers, revenue sources/cost offsets, zero-based budgeting, district review process, legal services and new initiatives. Mr. Conry then reviewed the capital planning process, including needs assessment, and prioritization of needs. The following topics were discussed: Chapter 70 funds, level service vs. new investments, number of students on IEPs, grant process, the zero based budget process, budget book creation, teacher contracts, timeline of the building assessments, the guideline process, state mandates, OPEB, the coordination of capital planning with the town of Concord, enrollment trends, and assessments. Ms. Rainey asked what the timeline was for the building assessments and Mr. Conry stated that the district needs to do an RFQ, noting that he does have a template to use but would like to spend some time determining what the deliverable should be. Ms. Rainey noted her hope that an analysis of sustainability options were included and asked if it would be finished in time to be included in the FY24 plan. Mr. Conry stated that he was not sure if it would be finished in time. Mr. Patel asked if there was a timeline for when the assessment would be done and Mr. Conry stated that there was not a timeline at this time.

C. Finance Committee Guideline Overview presented to the School Committee. Finance Committee Guidelines Vice Chair, Lyndsey Lis, provided an overview of the guidelines. She explained that the guidelines were recommendations for budget increases for the next fiscal year, noting that items like pension and debt service were not subject to guidelines. She stated that, of the approximately \$70 million in planned school spending, 93% of this was subject to the guidelines. She stated that the goals of the guidelines were to consider town and school cost growth, reflect on taxpayers' ability to pay for services, strive for a balanced approach and identify cost savings measures, efficiencies and areas where additional funding may be necessary. She explained the approach of aiming to stay within a range rather than trying to target one number in developing the guidelines and reviewed the guidelines timeline.

Public Comment: Mark Howell commended the SC and Finance Committee for working together on the budget process, noting that he has not seen FINCOM and the SC work together like this in his twenty years of following the town. He reminded the committees of a 2012 town meeting vote requiring the release of a budget book 90 days before town meeting.

IV. REVIEW

Several Finance Committee members requested that, going forward, the District provide a budget book again and Ms. Marano stated that the district was trying to decide the best format for the budget book and what information made sense to include. Mr. Conry explained how funds were transferred between accounts.

Public Comment

1. Wilson Kerr, 20 Damon Street, Concord MA. Mr. Kerr applauded the District and Finance Committee for meeting and the outreach efforts by the Finance Committee to open up the process. He noted the mention of "ability to pay" by the Finance Committee, suggesting that they talk about willingness to pay instead. He urged the Finance Committee to fund the schools at level service, and then create the rest of the budget around that.

V. ADJOURNMENT

The CSC and CCSC meetings adjourned at 9:04 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 9.26.23

Abbreviations:

- CCHS Concord-Carlisle High School
- CCRSRD 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
CTA	Concord Teachers Association
DEIB	Diversity, Equity, Inclusion and Belonging
FINCOM	Finance Committee
MTSS	Multi-Tiered System of Supports
PD	Professional Development
SC	School Committee
SEPAC	Special Education Parent Advisory Council