

JOINT SCHOOL COMMITTEE MEETING MINUTES

Concord-Carlisle School Committee  
Concord School Committee  
Ripley Conf. Room 4 & Zoom  
October 10, 2023

Present: Tracey Marano, Chair, CCSC; CSC  
Sharon Whitt, Vice Chair, CCSC  
Alexa Anderson, Chair, CSC; CCSC  
Carrie Rankin, Vice Chair, CSC; CCSC  
Courtland Booth, CSC; CCSC  
Cynthia Rainey, CSC, CCSC  
Carrie Patel, CCSC

Absent: 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**

Ms. Marano called the CCSC meeting to order at 6:01 PM and Ms. Anderson then called the CSC meeting to order.

**II. CCHS Student**

Present: Harry Crowley

Zariah Alves

Absent: Felicity Zhang

Harry and Zariah explain that the college visits, Guidance counselors, and Admission Counselors being available during the Flex blocks, are well received amongst the students. They explained that PSATS is approaching on Friday October 13th and The Bike to School day is Friday October 13th. School Theater production begins on Thursday October 20th; Zariah explains that the production is going well and they are hopeful for a large attendance during the performances. Applications opened for this year's MVP/Mentors for Violence Prevention Trainings They went on to discuss how the First Half day is approaching next week, release time is 11:15am and Ms. Alves stated that students are looking forward to a break and time with their peers.

**III. Public Comment**

- A. Dean Banfield, 73 Walden Terrace, Concord MA. The chair of the Solar Implementation Task Force. Mr. Banfield explained the primary objectives of the task force are the following:
- a. The planning and implementation of the Climate Action Plan; Citing 20 megawatts of solar production in town; Currently, the town is 12 megawatts away from their goal, and hopes to reach the goal by the year 2030.
  - b. Identify and begin implementation of 2 additional solar sites in town. Legislative action is required, and meetings are held once per year, this December being the next. Provided table that outlines opportunities on the CCHS campus to pursue solar production goals.  
Mr. Banfield came to the SC meeting on October 10, 2023 asking for the SC help in achieving the goals listed above.
- B. Brian Crouse, 49 Indian Pipe Lane. Mr. Crouse expressed his favor in having a track built at the CCHS campus.

**IV. Recognitions**

- A. Kicks for Cancer Student Leaders

- Dr. Laurie Hunter shares that combined with student governments and Kicks for Cancer Student leaders, the following students are recognized as leaders among their peers.

Band: Theo Collins

- Present at the October 10th meeting. explains his participation in 'Kicks for Cancer' where the goal was to bring live music to the event. Unfortunately, the event was canceled due to the rain, but Collins explains his gratitude for the opportunity to learn about the strategic planning for the event, and looks forward to participating next year.

Key Club: Alissa Bono

- Unable to attend, but sent in notes read by Dr. Laurie Hunter: The Key Club is a student-led international organization that has been currently raising money for Camp Sunshine, Clear Path for the Veterans and Cancer research through gift bags, lanyards and apparel.

Boys Soccer: Doug Fortier and Sean Trudeau

Girls Soccer: Caroline Coletti and Nathalie Gahan

Class Government: Faith Clark

Field Hockey: Hadley Swenson

Senior Class President

- Faith Clark shared an update on the annual pink dance, which is a school wide event- all proceeds go towards the Kicks for Cancer.

## V. Consent Agenda

- A. Minutes 8/22/23, 9/12/23
  - a. Approved by C. Booth, all in favor
- B. Warrants
  - a. Removed by T. Marano, second by C. Rankin

## VI. CORRESPONDENCE

A. Anderson states that CPS received three pieces of correspondence, 2 of which were in reference to the High School and the the third was in regards to bus monitoring on the Metco Bus. One correspondence going out from the Co. Vice Principal to students at the HS, and an additional correspondence in regards to supporting the use of facilities buildings for bathrooms at the HS.

T. Marano stated that the Region received four pieces of correspondence; 2 regarding cell towers, 1 regarding embedded leveled English at CCHS and the last on Solar at the CCHS Campus.

## VII. SUPERINTENDENT AND CHAIRS UPDATE

T. Marano welcomed pertinent information discussions on liaison updates. A. Anderson confirmed the Finance Committee has finalized their schedule, and the process of capital planning is changing. A budget centric meeting is scheduled for Nov 24th, and all budget centrics will be visible prior to the Finance Committee meetings.

C. Rankin stated that two meetings were held this month, and there, Angel introduced herself to the community, gave an overview of her goals at the first meeting. The second meeting was a board meeting with Literacy being the primary topic. C. Rankin noted that as a whole, the key goal was to grow the SEPAC community.

C. Booth notes for public records: The committee from the sister relations with Nanae in Hokkaido, Japan will be hosting along with the Town, Schools and Private Families, 5 middle school students, 3 High School students, and 2 adult government town leaders from October 28th through November first. The committee has extended an invitation to the public ceremony on Sunday Night for a virtual connection with Hokkaido, hometown simultaneous sightings to recommit to the sister city relationship. The ceremony will be held in person at the Town House and offered on zoom, on Sunday October 29th, at 830.

Pd Path update presented by D. Laurie Hunter. D. Hunter confirmed the Kickoff team is doing amazing. letters were sent to all families K-5 about early literacy. She stated that summer school for the 2023 summer will be updated for K-8, with more targeted structured skill work, and full day options.

Emergency shelter update-primary focus on Willard population, and resources to help.

Middle school construction update. Dr. Laurie Hunter confirmed classroom rooms are beginning to shape and construction is going well.

## **VIII. Discussion:**

### *Enrollment*

A. October one enrollment shared and discussed by Dr. Laurie Hunter; All three schools are well balanced between enrollment and class sizes. A. Anderson asks about plans for looking at redistricting the different schools in the community.

### B. Campus Discussion

1. Amenities building- T. Marano stated the entire build would cost 2.3 million dollars. Accessibility is a concern for community members. T. Marano believes this is a responsibility to the community to pursue an article for the Amenities building. C. Patel confirmed with A. Anderson that our facilities being without a proper structure for restrooms leave us out of compliance. The 2.3 million dollar total includes a rendering from a previously built facility structure recently built by Victor. The rendering includes a 1,424 sq ft facility that comes in at \$997 sq ft. The inclusion is 1.8 million, construction contingency at 270k, professional fees at 15%, and that includes engineering, design, permitting, bid and construction services. C. Rainey asks that the SC see more data about making the project net zero and obtaining a 5 year plan for the town budget/plan. C. Booth suggests that rather than ask the Town for the 2.3 million, he suggests that we request design money with a warrant article first.
2. Track- A. Anderson confirmed she has approached CC at Play who confirmed they are interested and have the funds in moving forward with the fundraising of this project, with proper public support and commitment. Dr. Laurie Hunter confirmed that the Athletic director Aaron Joncas and the sports teams are committed to help with fundraising efforts for the Track project. CC at Play identified that the estimate for the Track would be 2 million. CC at Play requested formalizing partnerships between their organization and CCHS. Unanimous, yey.

### C. CCRSD End of year Report FY23

Mr. Bob Conry presented the regional year end report with specifics on the following:

1. *The General Fund* - Fully expended regional budget of 36.5 million, with the balance of \$433 deducting our encumbrances, explaining that this includes the reorganization of the MECTO position, METCO staffing, instructional leadership (technology) coach salary increases, contractual increases. Maintenance - electricity cost surcharge with CMLP rate, supply rates restricted due to the crisis in Ukraine. Fixed charges- Workers compensation charges, anticipating relief in FY24 with fixed assets- CCHS Access road project- 427,000 as well as the update of vehicles.
2. *Excess and Deficiency* - 5% CAP driven by favorable revenues. Budgeted \$20,000 in interest income, and rates have increased steadily to result in a 322 favorable interest. The Regional Transportation Reimbursement was increased by the state, percentages for reimbursement \$56,000 in total. One time revenue refunded, due to overpayment from expected fees in 2022. EDCO reimbursed us

\$35,000 as there was an overpayment in 2022. CCHS shares fiscal responsibility for a student in another town, and we received reimbursement for this, as revenue.

3. *Fixed assets*- Reconfirmed the total cost for the CCHS access road was \$427,000
4. *Special Revenue Funds*-Mr. Bob Conry noted, \$495,000 of revenue is a favorable offset by planned E and D usage that was budgeted for \$300,000, with a remainder of \$422.  
*School lunch Revolving Fund*. B. Conry confirmed robust participation as well as financial support from State funding of the Farm to Table Grants.  
*Athletic Revolving Fund*. B. Conry notes that the balance decreased due to ice arena times costing more per usage, the addition of 4 new sports teams and coaches.  
*Circuit Breaker Funds* - The revenue this year directly relates to the FY22 expenses. Carrying over 1,085,000 which is 85% of the maximum carry over, 237,000 more than carried over last year offers the district a healthy safety net. B. Conry confirms that these funds are allocated for intended purposes, and are not open for discussion of placement of funds.
5. *Grants* - \$992,00 total grant funding total. B. Conry stated that following Elementary and Secondary Education Act regional funds- contains Grants for Title One (Targets low income students requiring additional services/tutors), Title two A (Professional Development) and Title four (Instructional support staff), IDA Core program from the Special Education department \$437,000 annually received , METCO funding totals of \$469,000, Diversification pilot fund, and the School health grant.

D. Q1 FY24 CCRSD Quarterly Report and Transfers

No adjustments noted. Analysis has been made for projected expenses, adjustments etc.

E. MASC Delegates

T. Marano stated 2 delegates requested to be filled by the SC.

F. Concord Financial audit Committee

C. Booth confirms his continued participation as the representative for CPS. C. Patel will begin as the regional representative.

**IX. ACTION ITEMS**

A. Vote to Approve MASC Delegates

T. Marano votes C. Patel as MASC Delegate, second C. Booth. SC Unanimously votes, yes.

B. Vote to Approve CCRSD FY23 Final Year End Transfers

Deferred to a future meeting

C. Vote to Approve Q1 FY24 Quarterly Transfers

No quarterly transfers- No vote required. C. Booth moves to accept the report, C. Rankin seconds. SC Unanimously votes, yes.

D. Vote to Approve a Warrant Article for an Amenities Building on CCHS Campus

A. Anderson 'I would like to move to advance a warrant for an amenities building on the CCHS campus in the amount of 2.34 million dollars, which would include professional services for engineering, design, permitting bid and construction'. C. Rankin, second.

C. Booth moves to amend "to request through the Warrant for design money" in order to make this a multi-year effort with time for more involvement by the two towns, with feasibility and design occurring first. C. Rainey, second.

The amended motion failed, 2-5.

The main motion passed, 5 in favor, 2 abstained.

E. Vote to Support the Addition of a Track on the CCHS Campus

C. Booth reads 'Carlisle Regional School committee vote to support the use of the formula landfill space at CCHS for a track and that has commenced efforts to develop with a private partnership for this endeavor. A. Anderson, seconds motion. SC Unanimously votes, yes.

- F. Vote to Appoint Regional Representative to Concord Financial Audit Committee  
C. Rainey to be appointed as the Regional Representative to Concord Financial Audit Committee moved by A. Anderson, seconded by C. Rankin. SC Unanimously votes, yes.

**X. ADJOURNMENT CCRSC**

T. Marano adjourned the CCSC meeting at 8:27pm

**Concord School Committee to remain in session**

**XI. Discussion**

- A. CPS End of Year FY23 Report  
B. Conry identifies \$43,100,486 as the remaining balance after encumbrances is \$446. Favorable instruction and instructional leadership by the following under budget programs: Legal services, Teacher Salaries, Professional development, instructions supplies and software due to starting year balance.  
*Special Revenue Funds*- Beginning balance of \$499,122 Revenue of \$979.216 Expenses of \$907,000 Ending balance of \$571,338 in the Circuit-Breaker Fund.
- B. Q1 FY24 CPS Quarterly Report and Transfers  
Documents shared and noted no transfers.
- C. CPS Capital Update Thoreau ERU Project  
B. Conry went over the bid and suggested the SC move forward to accept the bid from Ripley funds. He additionally discussed the Thoreau 1994 Wing Fire Suppression and thanked Chris Carmody who is the risk manager at the town of Concord. B. Conry Confirms we have been awarded the funds for \$10,000 from MAYA for assisting with HVAC efficiency and heating for this winter.
- D. Fiscal Year 2023 Grant Summary  
*Multi-Year Grants*- Included ESSER2, ESSER 3, ARPA IDEA, ARPA IDEA E/C. ESSER 3 remaining balance of \$533,865 and ARPA IDEA E/C remaining balance of \$1,013.  
*Entitlement Grants* -Title one (Specifically targeted to Alcott), Title II (Professional development), Title IV (Instructional support staff), IDEA (Applied to out of district tuitions) Early Childhood IDEA (Support staff and tutors), METCO (Transportation, staffind, academic support), Teacher Diversification Pilot (Enables district to offer incentives to recruit diverse staff members) STARS (Brings Art to life)  
B. Conry stated that the Total FY23 Grant Award total \$1,533,428  
Started year at 499,000 and ending balance is \$571,00

**XII. Action Items**

- A. Vote to Approve CPS FY23 Final Year End Transfers  
A. Anderson moves to approve, B. Conry confirms this is on hold and will be voted on at a later date.
- B. Vote to Approve CPS Q1 FY24 Quarterly Transfers  
C. Booth moves to accept the report as given by B. Conry noting no transfers, second C. Rainey. SC all unanimously votes, yes.  
B. Conry moves to vote to approve Q1 report with no transfers  
C. Booth moves to accept the report as given by B. Conroy noting no transfers, second C. Rainey. SC all unanimously votes, yes.
- C. Vote to Approve Estate Donation to Thoreau

C. Rainey moves that the Concord School Committee vote to accept the donation from the estate of Joyce Wind Hall in the amount of \$208, 073.60 plus any accrued interest. SC unanimously, votes yes. Gratitude noted by B. Conry and the entire committee.

D. Vote to Accept Thoreau ERU Bid

D. Rainey moves that the Concord School Committee vote to accept the bid of ambient temperature corp and authorize district administration to contract with the bidder, to complete the work outlined in the thorough Eru project bid. Second, C. Booth

E. Vote to Approve Donation to CM

E. Dr. Laurie Hunter additionally discusses the donation of shelving for the middle school store, from a local family. She noted these shelves are not permanent and are transmissible. C. Rainey moves to accept that the CSC vote to accept the donation of \$849.45 seconded by C. Booth. SC unanimously voted yes. A. Anderson and the SC send out words of gratitude to the family for this donation.

Ms. Marano adjourned the meeting at 9:12 PM.

Respectfully submitted,

Teresa Patukonis

Approved: 11.7.23

Amended and Approved: 3.12.24

Abbreviations:

AMP	Association of Music Parents
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
CTA	Concord Teachers Association
DEIB	Diversity, Equity, Inclusion and Belonging
E and D	Excess and Deficiency
FINCOM	Finance Committee
PD	Professional Development
SC	School Committee
SE PAC	Special Education Parent Advisory Council